

MINUTES
UNIVERSITY AREA JOINT AUTHORITY
1576 SPRING VALLEY ROAD
STATE COLLEGE, PA 16801
Regular Meeting – November 18, 2015

1. Call to Order

Mr. Schmalz, Chairman, called the scheduled meeting of the University Area Joint Authority to order at 4:00 p.m. Wednesday, November 18, 2015. The meeting was held in the Board Room in the office of the Authority with the following in attendance: Messrs. Dempsey, Ebaugh, Guss, Lapinski, Schmalz and Spac; Cory Miller, Executive Director, Dave Smith, Assistant Executive Director; Mark Harter, Collection System Superintendent; Jason Brown, Project Manager; Dick Campbell, Solicitor; Ben Burns, Tom Holleran and Dave Swisher, Consulting Engineers; Chris Underwood, RETTEW; Chris Bamber, Public Financial Management; Sharon Bressler, Center Region; Mark Whitfield, State College Borough; Laura Dininni; Tom Songer; Steve Balkey; Al Pringle and Kathy Wheeler; recording secretary.

2. Reading of the Minutes

2.1 UAJA Regular Meeting – October 21, 2015

UAJA Meeting Minutes Approved
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A motion was made by Mr. Dempsey, seconded by Mr. Guss, to approve the minutes of the UAJA meeting held on October 21, 2015 as submitted. The motion passed unanimously.

3. Public Comment

None

4. Old Business

4.1 2010A Bond Issue – Potential Refinancing

Chris Bamber of PFM was present and discussed the potential for UAJA to save money by refinancing the 2010A Bond Issue. The bonds have a May 1, 2016 call date.

2010A Bond Issue Potential Refinancing Approved
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A motion was made by Mr. Dempsey, seconded by Mr. Lapinski, to authorize staff to work with PFM to gather proposals for variable rate bank loans and fixed rate bonds. The motion passed unanimously.

4.2 Tom Songer II Request

Mr. Songer read into the minutes his memo to the Board dated November 18, 2015.

"I sent a memo dated November 3, 2015 to Cory Miller which stated that the anticipated water/sewer usage for the subject building is estimated to be 184gpd. This usage was affirmed by Steve Albright at the State College Borough Water Authority.

Cory responded to my memo of November 3, 2015 and stated in an email to me dated Nov. 9, 2015 that "Based on the form you submitted, the EDU tapping fee assignment would be 7 EDUs? Based on Cory's calculation the total tapping fee would be based on 7 EDUs and the total tapping fee charge would be: 7EDUs x \$4711 = \$32,977. This \$32,977 tapping fee is for a building that is expected to use slightly more water than a single family home.

After receiving Cory's email I did additional research on this issue and found that in the case of establishing tapping fees all water and sewer authorities must follow Act 57 legislation which is a supplement to the Pa. Municipal Authorities Act. The Pa. Municipal Authorities Act requires that all rates established by an Authority be Reasonable and Uniform. Act 57 was passed by the Pa. State Legislature in 2003 and established a

methodology for how water and sewer authorities can charge new customers for tapping fees. In order to set the tapping fees, authorities must have an Act 57 Study done. UAJA had an Act 57 study done in June of 2005 by HRG. Act 57 requires that a Unit of Design Capacity be determined which is different than an EDU. The Unit of Design Capacity in the UAJA Act 57 study was determined to be 234.9gpd. Based on the HRG Act 57 study the maximum tapping fee that could be charged for a single family home was \$4636.93 in 2005. In addition the Act 57 Study states: The Non-Residential Tapping Fee per gallon per day required is as follows.

Capacity Part	\$15.50
Collection Part	\$4.24
Total	\$19.74

The tapping for a single family home is currently set at \$4711/home. The non-residential tapping fee should be \$20.05/gpd (\$4711/234.9gpd). Based on the above calculations the tapping fee charge for the subject building should be 184gpd x \$20.05 = \$3689.20 and not \$32,977 as indicated by Cory. At this time I am asking the board to pass a motion that sets the tapping fee for the subject building at \$3689.20.

In addition you may recall that I built a new 11000sf office building in 2013. At that time the tapping fee that was assessed was based on 4EDUs (11000sf/3000sf/EDU). I attended a UAJA Board meeting on Mar. 14, 2013 and presented the board with a memo on this issue and asked to be charged 1EDU of Tapping Fee for my proposed building based on the anticipated water usage of 145gpd which was affirmed by Steve Albright of the State College Borough Water Authority. The UAJA board denied my request and I paid for 4 EDUs of tapping fee UNDER PROTEST in a letter to Cory Miller dated Mar. 27, 2013. In 2013 the tapping fee was \$4471 for a single family home. Therefore the tapping fee for nonresidential properties should have been \$19.03/gpd (\$4471/234.9gpd). Based on this I should have paid a tapping fee of \$19.03 x 145gpd = \$2759.35. We paid a total tapping fee of \$17,884 (4EDUs x \$4471). At this time I am asking that UAJA refund to the Torron Group \$15,124.65 (\$17,884- \$2759.35).

If you do not agree with what I have stated then I respectfully ask that you have your attorney respond to this memo with his opinion on my requests.”

Mr. Balky informed the Board that he was requesting that the Board set up a committee to review the option of volumetric billing and that he would like to serve on this committee as well.

Following the discussion the Board asked that the Executive Director and legal council to review the memo and report back to the Board at the December 16th meeting.

4.3 Change Order #3 Contract 2014-06

This Change Order is an addition to the contract in the amount of \$1,635.12 for the relocation of the dehumidifier condenser at the Tertiary Building to a location requested by UAJA to facilitate operation and maintenance.

4.4 Change Order #4 Contract 2014-06

This Change Order is an addition to the contract in the amount of \$1,283.29 for refinishing the condenser pad in AWT. Removal of the old pad circa 2000 revealed an unfinished surface that needed grouting.

**Change Orders #3 and 4
Contract 2014-06
Approved**

A motion was made by Mr. Lapinski, seconded by Mr. Spac, to approve Change Orders # 3 & 4 Contract 2014-06 for a total of \$2,918.41. The motion passed unanimously.

4.5 Odor Control Study Draft Report

Staff has reviewed the draft report presented at the October meeting. Additional hybrid options have been suggested during a brainstorming session and HRG has developed cost for them which was presented at the meeting. Staff would like to engage board expertise in the decision making process by having a subcommittee work with us to consider all options. The subcommittee members will be Mr. Dempsey, Mr. Dietz, Mr. Guss and Mr. Lapinski with the date and time to be determined.

5. New Business

5.1 Requisitions

BRIF #196	Allied Controls Centrifuge Control Project	\$4,565.00
BRIF #197	Dale Summit Acquisitions November Lease Payment	\$25,000.00
BRIF #198	Lake Chevrolet 2016 F-550	\$58,854.00
BRIF #199	M2 Construction Contract 2014-06 FINAL PAYMENT	\$72,034.06

Requisition Approved

A motion was made by Mr. Lapinski, seconded by Mr. Guss, to approve BRIF requisitions 196 - 199. The motion passed unanimously.

BRIF #200	Bob Biter Electrical Contract 2014-07 FINAL PAYMENT	\$28,893.33
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Requisition Approved

A motion was made by Mr. Ebaugh, seconded by Mr. Spac, to approve BRIF requisition 200 contingent on Staff approval of finalized information. The motion passed unanimously.

6. Reports of Officers

6.1 Financial Report

Mr. Smith reviewed with the Board the YTD budget report for the period ending October 2015.

6.2 Chairman's Report

None

6.3 Compost & Septage Operations Report

The following comments are as presented to the Board in the written report prepared by Jason Brown, Project Manager.

COMPOST PRODUCTION AND DISTRIBUTION

	<u>May 2015</u>	<u>Jun. 2015</u>	<u>Jul. 2015</u>	<u>Aug. 2015</u>	<u>Sep. 2015</u>	<u>Oct. 2015</u>
Production	681 cu/yds.	882 cu/yds.	719 cu/yds.	517 cu/yds.	646 cu/yds.	764 cu/yds.
YTD. Production	3,439 cu/yds.	4,321 cu/yds.	5,040 cu/yds.	5,557 cu/yds.	6,203 cu/yds.	6,967 cu/yds.
Distribution	790 cu/yds.	744 cu/yds.	1,222 cu/yds.	540 cu/yds.	707 cu/yds.	598 cu/yds.
YTD. Distribution	3,763 cu/yds.	4,507 cu/yds.	5,729 cu/yds.	6,269 cu/yds.	6,976 cu/yds.	7,574 cu/yds.
Immediate Sale	1,290 cu/yds.	1,227 cu/yds.	887 cu/yds.	1,066 cu/yds.	877 cu/yds.	925 cu/yds.
Currently in Storage	1,971 cu/yds.	2,109 cu/yds.	1,606 cu/yds.	1,583 cu/yds.	1,523 cu/yds.	1,689 cu/yds.

SEPTAGE OPERATIONS

	0 gals.	0 gals.	4,000 gals.	4,700 gals.	0 gals.	3,000 gals.
Res./Comm.	0 gals.	58,500 gals.	147,000 gals.	110,000 gals.	0 gals.	162,500 gals.
Hawbaker	6,394.28 lbs/solids	5,059.04 lbs/solids	7,038.96 lbs/solids	3,035.76 lbs/solids	6,755.40 lbs/solids	4,716.27 lbs/solids
CH/Potter	2,068.32 lbs/solids	1,501.20 lbs/solids	1,684.68 lbs/solids	1,651.32 lbs/solids	1,367.76 lbs/solids	1,200.96 lbs/solids
Port Matilda	366.96 lbs/solids	417.00 lbs/solids	633.84 lbs/solids	350.28 lbs/solids	583.80 lbs/solids	350.28 lbs/solids
Huston Twp.	59,900 gals.	117,500 gals.	228,000 gals.	154,200 gals.	70,000 gals.	222,500 gals.
Total Flow	0 gals.	0 gals.	4,000 gals.	4,700 gals.	0 gals.	3,000 gals.

6.4 Plant Superintendent's Report

The following comments are as presented to the Board in the written report prepared by Art Brant, Plant Superintendent.

Plant Operation

The treatment plant is operating well no exceptions to our NPDES permit. The 12-month rolling average flow for October was 4.14mgd with the average for the month being 4.24mgd. The average monthly **influent** flow was 5.81mgd. DEP inspected the facility on October 20, 2015 with no noted deficiencies.

Treatment units on line are as follows: primary clarifiers #4, #5 and #6; aeration basins #1 and #2; secondary; clarifiers' #1, #2, #3 and #4; eight tertiary filters.

Below is the chart for Reuse Distribution and Temperature Data:

	Oct-15	YTD	Plant Effl. Temp	Wetland Effl. Temp.
Best Western	31,000	378,000		
Centre Hills	4,265,000	44,457,000	Oct-15	Oct-15
Cintas	728,000	7,540,000	68.8	65.4
Red Line	203,000	2,969,000		
Uaja Wetland	4,771,000	39,779,000		
GDK Vault	14,870,000	106,550,000		
Kissingers	1,134,000	9,411,000		
Stewarts	0	7,380		
TOTAL	26,002,000	211,091,380		

Plant Maintenance

- Replaced both sump pumps in the RAS Bldg.
- Continued replacing wear strips in the Primary tanks.
- Rerouted wiring on the feed transformer to the Lab dishwasher to increase voltage.
- The control panel for the Primary Quincy Air-compressor failed and was replaced under warranty from C.H. Reed.
- Replaced the PLC processor for the Primary Pumps.
- R&D calibrated the air monitors for the Headworks Bldg.
- Sent the HMI panel for the Aeration Blowers to Electrical South for repair.
- Repaired a potable water leak behind the Maintenance Bldg.
- Rebuilt Caustic Pumps #1 and #2.
- Replaced short belt scraper and repaired the catch tray at D/W.
- Replaced the power cable on Composter #3.
- Cleaned the laterals in the Bio-Filter.
- Replaced drain valve on #2 tank of the polymer system at D/W.

6.5 Collection System Superintendent's Report

The following comments are as presented to the Board in the written report prepared by Mark Harter, Collection System Superintendent.

Mainline Maintenance:

Lateral Repairs – 101 Seymore Ave.

Manhole Casting Repairs – (2) For paving project on Earlstown road.
(4) For paving project on Selders Circle.

Mainline Construction – Completed the Force Main Replacement project at Scott Road Pump Station.

Water Reuse - Repaired water reuse line leak on Plant site.

Lift Station Maintenance:

Routine maintenance and general housekeeping was completed and all stations are reported to be operating normally.

Rebuilt the Wet Well at Harris Drive Pump Station.

Repaired (1) E-One Pump Core.

Cleaned (6) pump station Wet Wells.

Daren Brown and Kerry Bartley completed 3 day Flygt pump class.

Received new Unit 3 pump station truck and put into service.

Next Month Projects:

Work with Art and Andy on the AWT Water Distribution lines.

Televising mains and laterals for the 2016 Township Paving projects.

Inspection: Final As-Builts Approved: None

Mainline Construction

- a. Fieldstone Phase 3 – Started Construction
- b. The Gates Townhomes Phase 2 – Started Construction

New Connections:

a.	Single-Family Residential	14	c.	Commercial	2
b.	Multi-Family Residential	1	d.	Non-Residential	0
					TOTAL 17

PA One-Calls Responded to 10/1-31/15: 297

6.6 Engineer's Report

The following comments are as presented to the Board in the written report prepared by the Consulting Engineer.

Retainer

- HRG provided assistance with budget development.

Selders Circle Sewer Relocation

- Ferguson Township has completed pavement restoration. Field survey will be performed (coordinated with other UAJA survey scopes) and Record Drawings will be prepared.

Odor Control Study

- Alternatives evaluation has been completed focusing on 95% odor reduction from the compost facility and the dewatering facility. A presentation of the alternatives was made at the October meeting.
- A project status meeting was held to discuss the scope with Mr. Miller and Mr. Smith, from which an additional combined-treatment alternative was requested to be evaluated. The additional alternative (Alternative No. DC2: Organic Compost Biofilter) will be presented in a revised summary at the meeting.

Standard Specifications and Details Update

- Draft specifications were delivered to and reviewed with the Authority. Comments have been incorporated and final draft technical specifications were delivered to the Authority for distribution.

Updates to the policy have been made and following an internal review will be submitted to the Authority. The policy has been separated from the technical specifications.

Big Hollow Force Main Evaluation

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RG will participate in flow testing operational scenarios with KCF Tech to facilitate data collection and analysis on November 17th and has participated in brainstorming and coordination aspects leading up to the flow tests.

Reclaimed Water Distribution to Solids Handling Facilities

- HRG is available to consult as necessary on the modifications to provide reclaimed water to the solids handling facilities.

Overlook Heights Sewer Replacement – Preliminary Design & Survey

- HRG will perform field survey, prepare easement exhibits and design plans for the replacement and relocation of the sanitary sewer near Suburban Avenue.

Branch Road PennDOT Bridge Sewer Relocation

- Reviewed and commented on design drawings and specifications prepared by the PennDOT's to relocate the sanitary sewer that will be impacted by the bridge work. Worked with staff to develop bypass pumping flow ranges.

Scott Road Force Main – Record Drawings

- Record Drawings will be prepared for the replacement of a portion of the Scott Road Pump Station force main, incorporating field data collected by the UAJA Construction Crew.

Developer Plan Reviews:

The Cottages by Toll Brothers – Design Review

- Participated in a design review meeting with Staff and the developer's engineer to evaluate changes to the site design since the initial preliminary review meeting (10/31/14), and since the revisions to the technical specifications have been under development. From the meeting, the developer's engineer anticipates submission for this development with one (1) month.

The Reserve, Phases 1 & 2 (revised 2015) – Design Review

- Assisted Staff with the preparation of the Pump Station portion of the DEP sewage facilities planning Component 3 report. Consulted with the developer's engineer on SCADA communications aspects.

6.7 Construction Report

The following comments are as presented to the Board in the written report prepared by the Construction Engineer.

General Services

General Services Items Completed for the Authority:

- Assisted in Evaluation of Composting and Dewatering Practices to increase efficiency
- Assisted in recommissioning of AWT processes after Ozone restart
- Provided Budgetary Figures for AWT MF Unit

- Coordinated and prepared initial Nutrient Offset Discussion for PA DEP and met at Central Office and Site to prepare Nutrient Offset Certification Package

Solids Handling and Advanced Water Treatment System Upgrades – Contract 2014-05 through -08

Update of Construction Progress:

- RETTEW has reviewed the Closeout documentation from M2 Construction, LLC for Contract 2014-06 and has recommended final payment of \$72,034.06.
- RETTEW has requested Closeout documentation from Bob Biter Electrical Contractors, Inc., and upon its receipt, recommends final payment of \$28,893.33.
- RETTEW has reviewed the FLIR Testing and Inspection completed by Bob Biter Electrical Contractors, Inc. and provided comments. The final report will be received in the next few days.

Change Orders:

- Change Order #3 was prepared in the additive amount of \$1,635.12 for 2014-06M2 Construction, LLC for the relocation of the condenser for the Tertiary Filter Building to a more advantageous location for maintenance and operation. The Change Order was requested by UAJA and reviewed by RETTEW and is recommended for Approval.
- Change Order #4 was prepared in the additive amount of \$1,283.29 for 2014-06 M2 Construction, LLC for the refinishing of the Condenser Pad in AWT. Upon removal of the old condenser the pad was found to have been unfinished from the ~2000 construction and required surface grouting. The Change Order was requested by M2 and reviewed by RETTEW and is recommended for Approval.

6.8 Executive Director's Report

Mr. Miller reported that DEP is still working on the water/sewer issue for the reuse water and the preliminary ammonia numbers are still under review by Water Resources but these numbers may change and go down.

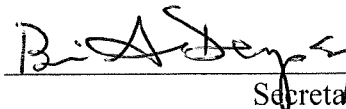
7. Other Business
None

8. Adjournment

The meeting was adjourned at 5:20 p.m.

Respectfully submitted,

UNIVERSITY AREA JOINT AUTHORITY



Secretary/Assistant Secretary