

MINUTES
UNIVERSITY AREA JOINT AUTHORITY
1576 SPRING VALLEY ROAD
STATE COLLEGE, PA 16801
Regular Meeting – December 20, 2017

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, December 20, 2017. The meeting was held in the Board Room in the office of the Authority with the following in attendance: Messrs. Bridger, Dempsey, Derr, Dietz, Ebaugh, Guss, Lapinski, McShea, Nucciarone and Schmalz; Cory Miller, Executive Director, Dave Smith, Assistant Executive Director; Mark Harter, Collection System Superintendent; Art Brant, Plant Superintendent; Jason Brown, Project Manager; David Gaines, Solicitor; Tom Holleran and Jeff Garrigan, Consulting Engineers; Jason Wert and Steve Siegfried, RETTEW; Deb Hoag, State College Borough; Cynthia Hahn, C-NET; Dave Swisher and Kathy Wheeler, Recording Secretary.

2. Reading of the Minutes

2.1 UAJA Regular Meeting – November 15, 2017

UAJA Meeting Minutes Approved
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A motion was made by Mr. Lapinski, seconded by Mr. Ebaugh, to approve the minutes of the UAJA meeting held on November 15, 2017. The motion passed unanimously.

3. Public Comment

None.

4. Old Business

4.0 CNET

In July UAJA was provided with a presentation by Cindy Hahn, Executive Director of C-NET, and a proposal for CENET to record and televise UAJA Board Meetings in 2018 for a cost of \$8000. Also include in this proposal is a cost for CNET to record and televise individual meetings for a price of \$655 per meeting. Following discussion on this proposal the following motion was made:

CNET Contract Approved

A motion was made by Mr. McShea, seconded by Mr. Nucciarone, to approve the contract with CNET on an individual meeting bases at a cost of \$655 per meeting. The motion passed unanimously.

4.1 Scope Change for AWT/ENR Project Design Services

The Project Team and Authority Staff have finalized work related to the Final Design and completed Value Engineering. Throughout the Project there were numerous joint decisions to improve or alter the scope of the project to meet the Authority's long-term needs. While several things have been deferred to future capital expenditures through the Value Engineering, RETTEW has completed those designs for Authority's use and they can be implemented as needed. Several of the components of the project have changed from the original project intent, increasing design costs. The cost additions and credits are shown on the attached Contract Addendum. Most of the added cost was related to the decision to abandon the existing AWT Feed Pump Station and to construct a new integrated Pump Station and Equalization Tank. Where applicable, RETTEW has shifted costs in our Final Design

Budget to meet the Authority's goals, but these costs below exceed our current budget. Tabulated by major structure, the costs are as follows:

AWT Feed Pump Station	\$130,500.00
HVAC Modifications (Admin Building)	\$32,800.00
Miscellaneous Structural and Other Additions	\$25,700.00
TOTAL:	\$189,000.00

For comparison on the entire project, a breakdown of RETTEW's fee structure is as follows:

Preliminary and Revised Final Design	\$624,000.00
Bidding Services and Construction Phase	\$137,000.00 (unchanged)
Total Engineering Services	\$761,000.00
Percentage of Design vs. Construction Cost	5.00%
Percentage of Total Engineering vs. Construction Cost	5.75%

**Increase in Design
Contract Approved**

A motion was made by Mr. McShea, seconded by Mr. Guss, to approve the increase in design contract of \$189,000. The motion passed unanimously.

4.2 Capital Projects Financing Discussion

UAJA has several major capital projects requiring funding. In 2017, UAJA completed the first phase of borrowing for these projects. Future phases of borrowing are needed. Since it is the end of the year, the financial model is being updated to include the projects and their effect on UAJA's finances. It is anticipated that PFM will be present at the January meeting to discuss borrowing options. Staff presented a financial report for the Board discussion.

5. New Business

5.1 Final Design: The Station (Third Revision)

Final design drawings for The Station sewer extension (Patton Township) have been received and reviewed by staff and our consulting engineer. The sewer extension will serve 174 EDUs of multi-family homes. The review comments have been addressed. This approval will replace the approval granted at the November meeting. The sewer lines have been changed again to minimize the impact of the on site stormwater facilities.

**Final Design:
The Station
Approved**

A motion was made by Mr. Lapinski, seconded by Mr. McShea, to approve Final Design: The Station. The motion passed unanimously.

5.2 Primary Air Compressors 2017 Budget Amendment

The air compressors in the primary pump station need replaced. The intention was to replace them during the upcoming AWT/ENR project but we were not able to safely continue operation that long. The compressors have been replaced. This replacement is a capital purchase and should be done through the capital budget so it can be easily tracked and accounted for in our fixed asset inventory.

**Primary Air
Compressors 2017
Budget Amendment
Approved**

A motion was made by Mr. Dietz, seconded by Mr. Lapinski, to approve the 2017 Budget Amendment for the Primary Air Compressors. The motion passed unanimously.

5.3 Requisitions

BRIF #297	Schaedler Yesco Outer Drive Equipment	\$295.42
BRIF #298	Friedman Electric Outer Drive Elect Supplies	\$541.58
BRIF #299	Breon's Inc Transfer Switch – Outer Dr.	\$2,130.40
BRIF #300	Your Building Center Outer Dr. Fence	\$1,297.80
BRIF #301	Xylem Water Solutions Control Panel – Outer Drive	\$47,071.25
BRIF #302	Gannett Fleming GeoDecisions – GIS	\$932.26
BRIF #303	Air Technologies 2 Atlas Copco compressors	\$57,434.24
BRIF #304	Keith's Truck Repair Replace Tandem Truck Bed	\$16,100.00
BRIF #305	HRG Scott Road Record Drawings	\$2040.00

**Requisitions
Approved**

A motion was made by Mr. Guss, seconded by Mr. Nucciarone, to approve the BRIF Requisition #297-305. The motion passed unanimously.

Construction Fund #29	Rettew ENR/AWT Engineering Inv # 131938	\$9,400.00
Construction Fund #30	Rettew Solar Survey/Replat Inv # 131940	\$1,425.00
Construction Fund #31	HRG Harris Reuse Eng.	\$1,848.71

**Requisitions
Approved**

A motion was made by Mr. Nucciarone, seconded by Mr. Dietz, to approve the 2017 Construction Fund Requisitions #29-31 The motion passed unanimously.

Revenue Fund #155

Operation, Maintenance and
Debt Service

\$1,000,000

**Requisitions
Approved**

A motion was made by Mr. McShea, seconded by Mr. Guss, to approve the Revenue Fund Requisitions #155 The motion passed unanimously.

6. Reports of Officers

6.1 SCBWA Liaison

No report.

6.2 Financial Report

Mr. Smith reviewed with the Board the YTD budget report for the period ending November 30, 2017.

6.3 Chairman's Report

Mr. Schmalz informed the Board that his term was expiring on January 6, 2018 and was not being reappointed. Mr. Schmalz stated that it was a pleasure to serve on this Board for the past eighteen years.

6.4 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>Jun. 2017</u>	<u>Jul. 2017</u>	<u>Aug. 2017</u>	<u>Sep. 2017</u>	<u>Oct. 2017</u>	<u>Nov. 2017</u>
Production	897 cu/yds.	662 cu/yds.	822 cu/yds.	706 cu/yds.	836 cu/yds.	860 cu/yds.
YTD. Production	5,095 cu/yds.	5,757 cu/yds.	6,579 cu/yds.	7,285 cu/yds.	8,121 cu/yds.	8,981 cu/yds.
Distribution	1,557 cu/yds.	143 cu/yds.	861 cu/yds.	809 cu/yds.	633 cu/yds.	994 cu/yds.
YTD. Distribution	4,521 cu/yds.	4,664 cu/yds.	5,525 cu/yds.	6,334 cu/yds.	6,967 cu/yds.	7,961 cu/yds.
Immediate Sale	1,829 cu/yds.	2,566 cu/yds.	2,367 cu/yds.	2,380 cu/yds.	2,414 cu/yds.	2,595 cu/yds.
Currently in Storage	2,726 cu/yds.	3,228 cu/yds.	3,189 cu/yds.	3,086 cu/yds.	3,250 cu/yds.	3,455 cu/yds.

SEPTAGE OPERATIONS

	<u>Jun. 2017</u>	<u>Jul. 2017</u>	<u>Aug. 2017</u>	<u>Sep. 2017</u>	<u>Oct. 2017</u>	<u>Nov. 2017</u>
Res./Comm.	8,000 gals.	1,750 gals.	2,000 gals.	10,900 gals.	2,000 gals.	0 gals.
CH/Potter	4,662.06 lbs/solids	4,561.98 lbs/solids	4,553.64 lbs/solids	5,258.37 lbs/solids	3,306.81 lbs/solids	4,678.74 lbs/solids
Port Matilda	1,584.60 lbs/solids	1,367.76 lbs/solids	1,784.76 lbs/solids	892.38 lbs/solids	1,506.20 lbs/solids	1,271.02 lbs/solids
Huston Twp.	650.52 lbs/solids	606.82 lbs/solids	704.73 lbs/solids	733.92 lbs/solids	1,217.64 lbs/solids	0 lbs/solids
Total Flow	64,500 gals.	59,250 gals.	58,500 gals.	71,900 gals.	54,000 gals.	42,500 gals.

6.5 Plant Superintendent's Report

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

Plant Operation

The treatment plant is operating well with no exceptions to our NPDES permits for the month of November 2017. The 12-month rolling average flow for November was 4.07mgd with the average for the month being 4.22mgd. The average monthly **influent** flow was 4.97mgd. Treatment units on line are as follows: primary clarifiers #1, #3, #5 and #6; aeration basins #2 and #3; secondary clarifiers #1, #2, and #3; eight tertiary filters.

Below is the chart for Reuse Distribution and Temperature Data:

	Nov-17	YTD	Plant Effl. Temp	Wetland Effl. Temp.
Best Western	30,000	339,000		
Centre Hills	1,872,000	34,178,000	Nov-17	Nov-17
Cintas	681,000	7,206,000	62.9	59.5
Red Line	646,000	3,830,000		
Uaja Wetland	5,186,000	45,393,000		
Wetland Vault	20,903,000	192,075,000		
Kissingers	1,349,000	15,327,000		
Stewarts	0	22,910		
TOTAL	30,667,000	298,370,910		

Plant Maintenance

- Replaced coupler on non-potable pump, cleaned and adjusted singer valves.
- Prepared concrete pad and installed a new primary air compressor.
- Replaced door pins on the '01 Chevy.
- Cleaned heating units in the Collections Facility.
- Serviced large Tuthill Blower in D/W.
- Steam cleaned Knight mixer to determine parts needed for replacement.
- Replaced a diffuser in Primary Tank #2 at D/W.
- Replaced filters and mixed chemicals to CIP RO unit.
- CIP all three MF's.

6.6 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:

Mainline Cleaning – (16) manholes inspected – (2622ft) of mainline cleaned.

Casting Repairs - (2).

Lateral Repairs – (1) 696 Devonshire Drive.

Mainline Televising – (345' televised) – (2) manholes inspected.

Solar Panel Water Reuse line to clean panels – 75% complete.

Lift Station Maintenance:

Continue working at Outer Dr. pump station upgrade project 95 % complete / Start up 12/12/17.

Cleaned (12) lift station wet wells.

Installed new impellers on both pumps at Haymarket station.

Changed oil in all pumps at all stations.

Routine Maintenance.

NEXT MONTH PROJECTS:

Start up at Outer Drive station.

Televising and Flushing of 2018 Twp. Paving projects.

Installing 6" force main at plant site.

Completing water reuse line for Solar project.

Brushing of backlot interceptors.

Equipment maintenance.

Inspection: Final As-Builts Approved:

- a. Nittany Valley Sports Centre.

Mainline Construction:

- a. : Pleasant Point - Complete – Reviewing As-Builts.
- b. Branch Road Bridge (Penn Dot) –Complete – Awaiting As-Builts.
- c. NVSC Lot 3 / Nursing Home – (10%) complete.

New Connections:

a.	Single-Family Residential	6	c.	Commercial	1
b.	Multi-Family Residential	0	d.	Non-Residential	0
TOTAL					7

PA One-Calls Responded to 11/1-30/17: 278

6.7 Engineer's Report

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

Retainer

- Reviewed the draft NPDES permit limits that were prematurely published in the PA Bulletin and discussed the implications of the temperature limits with Staff.

Odor Control System Upgrades

- Assisted with the presentation of the Odor Control Project to the COG PS&E committee on December 7th, and will be prepared to assist with the presentation to the General Forum at the January meeting.
- The revised Land Development Plan that was approved by College Township has been recorded, and the College Township Zoning permit and the CRCA Building Code Permit applications have been submitted.
- When authorized, HRG is prepared to bid the project through the PennBID on-line system. A 60 day bidding period is proposed.

Special Study for Reclaimed Waterline Extension

- The DEP has approved the Special Study for the extension of the beneficial reuse services into Harris Township.
- In consultation with Staff, HRG has developed an engineering services proposal for the initial phase of the reuse extension to Mountain View and Tussey Mt. Ski Area (the Industrial Park is a future phase). The proposal incorporates the use of UAJA personnel for the field acquisition of data necessary for design, construction, and record purposes, which has resulted in notable savings to the UAJA compared to the use of conventional engineering survey crews.

Developer Plan Reviews:

- Four (4) Developer Plan submissions have been active since the last report.
- The As-Built Plans for Pleasant Pointe were returned to the Developer for correction on 11/29 (1178.0638).
- The Design plans for The Station were recommended to Staff on 12/01 (1178.0628).
- The Design plans for Winfield Heights, Phases 1, 2 & 3 were returned to the Developer for correction on 12/11 (1178.0639).
- The Design plans for Kaywood North Subdivision are under review as of 12/11 (1178.0640).

6.8 Construction Report

The following comments were presented to the Board by the Construction Engineer.

NPDES Permit

- RETTEW submitted the Final NPDES Permit Application on November 22, 2017. We await the review of the document by the PA Department of Environmental Protection and the cover letter relating to reopening of the Dissolved Phosphorus issue is attached for Authority interest.

Miscellaneous Projects

- Solar Fence – A Preconstruction Conference was held on December 9, 2017 with the Contractor and work is to begin in December and be completed in January 2018. RETTEW has also requested from the Contractor pricing to replace the entrance gate from a dual swing gate to a cantilever gate. Project submittals have been approved and materials ordered.

- Garage Door Replacement – RETTEW has received submittals from the Contractor and has provided comments for Revise and Resubmit.

ENR/AWT Upgrade Project

- After last month's Board Meeting, RETTEW and Authority Staff continued to review the project and have finalized the value engineering related to removing additional components. The project cost has been reduced from a media estimate of \$12.5mm to the current final estimate of \$10.7mm. The cover page of the Opinion of Probable Construction Cost is included for Authority interest.
- RETTEW is finalizing the bidding documents and is prepared to release for bidding for three contracts in early January 2018. Bids will be due in late February and presented in March for Authority action.
- An application for the Building Permit will be submitted in early January 2018, along with a Statement of Special Inspections for the Project consistent with the requirements of the Centre Region Code Administration and International Building Code.
- A Land Development Plan has been prepared for Centre County Planning's review and approval.
- As the Project Team and Authority Staff has closed out on the work related to the Final Design and completed Value Engineering, RETTEW has reviewed the total engineering costs related to the Engineering Design. Throughout the Project there were numerous joint decisions to improve or alter the scope of the project to meet the Authority's long-term needs. While several things have been deferred to future capital expenditures through the Value Engineering, RETTEW has completed those designs for Authority's use and can be implemented as needed.

As several of the components have changed from the original project intent, RETTEW has tabulated the cost modifications. The cost additions and credits are shown on the attached Contract Addendum. Most of the cost was related to the decision to abandon the existing AWT Feed Pump Station and to construct a new integrated Pump Station and Equalization Tank. Where applicable, RETTEW has shifted costs in our Final Design Budget to meet the Authority's goals, but these costs presented for Approval are in excess of our current budget. Tabulated by major structure, the costs are as follows:

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	0
HVAC Modifications (Admin Building)	\$32,800.00
Miscellaneous Structural and Other Additions	\$25,700.00

For comparison on the entire project, a breakdown of RETTEW's fee structure is as follows:

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	(unchanged)
Total Engineering Services	\$761,000.00
Percentage of Design vs. Construction Cost	5.00%
Percentage of Total Engineering vs. Construction Cost	5.75%

Outfall Project

- RETTEW has completed the field work for the Outfall Replacement Project, including Wetland Delineation, Topographic Survey and Cultural Resource Research/Notification

- The design of the Outfall Channel and Cascade Aeration is underway and expected to finish the week of December 18, 2017
- A Joint Permit Application is underway and expected to finish concurrent with the Channel and Cascade Aeration Design.

Solar Project (Update for Authority Use)

- Update on the Solar Array:
 - The Solar Panels and Racking are fully installed and wiring of all major components is underway. Concrete pads were poured for the Switchgear, Transformer and Power Distribution Center on December 11, 2017.
 - The Transformer and Switchgear are slated to arrive the week of December 11th
 - Switchgear programming is being coordinated between RETTEW, Schneider Electric and Meadow Valley Electric and is slated to occur the week of December 18, 2017.
 - Final completion is on target for end of year with final inspections occurring in early January 2018 by Code Officials and West Penn Power/First Energy.
 - SCADA Interconnection for the Authority, PACE Energy, LLC and West Penn Power has begun and is slated for completion in December 2017.
- Update on Battery Energy Storage System
 - Switchgear modifications may be required by West Penn Power. RETTEW is working with WPP to identify the most cost-effective placement.
 - Remainder of components are in production.

6.9 Executive Director's Report

The following comments are as presented to the Board in the written report prepared by Cory Miller, Executive Director.

Gordon D. Kissinger Meadow NPDES Permit Renewal

The NPDES permit renewal for the GD Kissinger Meadow appears to be nearing completion. A notice appeared in the Pennsylvania Bulletin November 25th, but was then withdrawn by DEP December 9th. The notice had included temperature limits for the discharge. Based on the limits that were published, which staff believes will be included in the draft permit, UAJA could not meet the limits 60 percent of the days during a typical year.

The temperature limits appear to be linked to the classification of Slab Cabin Run (a stream which is frequently dry upstream of the GD Kissinger Meadow) as a Class A trout stream by the Pennsylvania Fish and Boat Commission.

UAJA will need to appeal this draft permit when it is issued, which will almost certainly result in a 316(a) thermal variance, after a study is completed by UAJA at UAJA's expense.

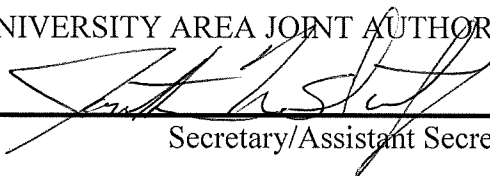
7. Other Business **None**

8. Adjournment

The meeting was adjourned at 5:08 p.m.

Respectfully submitted,

UNIVERSITY AREA JOINT AUTHORITY

A handwritten signature in black ink, appearing to read "S. H. Stiff", is written over a solid horizontal line.

Secretary/Assistant Secretary