

**MINUTES
UNIVERSITY AREA JOINT AUTHORITY
1576 SPRING VALLEY ROAD
STATE COLLEGE, PA 16801**

Regular Meeting – January 20, 2021

1. Call to Order

Mr. Miller, Executive Director, called the meeting to order at 4:02 p.m., Wednesday, January 20, 2021. The meeting was held via Zoom with the following in attendance: Messrs. Auman, Daubert, Dempsey, Derr, Ebaugh, Guss, Lapinski, Kunkle, Miller and Nucciarone; Cory Miller, Executive Director; Jason Brown, Assistant Executive Director; Jennifer Grove, Administrative Assistant; Ben Burns, HRG Consulting Engineer; Jeff Garrigan, HRG Consulting Engineer; David Gaines, Solicitor; Michele Aukerman, Rettew; Kevin Mullen; C-NET; Scott Shearer and Karli Keisling, Public Financial Management; Corey Rilk, COG Planning; David Payne, PNC; Eric Brooks, State College Borough; and Tom Smida, Mette Evans & Woodside.

2. Election of Officers and Appointment of Advisors

**Chairman
Approved**

A motion was made by Mr. Derr, seconded by Mr. Guss, to elect Mr. Lapinski as Chairman. The motion passed unanimously.

Mr. Miller turned the meeting over to Mr. Lapinski for the remaining election of officers.

**Vice - Chair
Approved**

A motion was made by Mr. Daubert, seconded by Mr. Derr, to elect Mr. Dempsey as Vice-Chairman. The motion passed unanimously.

**Secretary
Approved**

A motion was made by Mr. Derr, seconded by Mr. Dempsey, to elect Mr. Ebaugh as Secretary. The motion passed unanimously.

**Assistant Secretary
Approved**

Mr. Auman volunteered for a self-nomination as Assistant Secretary. The motion passed unanimously.

**Treasurer and Assistant
Treasurer Approved**

A motion was made by Mr. Ebaugh, seconded by Mr. Dempsey, to elect Mr. Guss as Treasurer and Mr. Derr as Assistant Treasurer, both of whom held the roles the prior year. The motion passed unanimously.

**UAJA
Staff and Advisors
Approved**

A motion was made by Mr. Daubert, seconded by Mr. Auman, to approve all staff and advisors as listed in the agenda, which are as follows: Mr. Cory Miller, Executive Director; Miller, Kistler, Campbell, Miller & Williams, Inc., Solicitor; Herbert, Rowland & Grubic, Inc., Consulting Engineer; Mette, Evans & Woodside, Bond Council; Maher Duessel, Auditor; First National Bank, Depository General Fund and Payroll Fund; Pennsylvania Local Government Investment Trust, Depository Investment Fund; US Bank,

[Redacted] Trustee. The motion passed unanimously.

3. Reading of the Minutes

UAJA Regular Meeting – December 16, 2020

**UAJA Meeting
Minutes Approved**

A motion was made by Mr. Derr, seconded by Mr. Guss, to approve the minutes of the UAJA meeting held on December 16, 2020. The motion passed unanimously. Mr. Kunkle abstained.

4. Public Comment

4.1 Other items not on the agenda

Mr. Mullen spoke to the board about being overbilled the last 5/6 years. He welcomed Mr. Kunkle to the board and invited Mr. Kunkle to meet about UAJA issues.

5. Old Business

5.1 Series 2021 Bonds (New Money)

A representative of Public Financial Management (PFM) will present an update on the status of the bond market, as well as the results of the Request for Proposals for underwriting for the Series 2021 Bonds. A handout is included in the agenda report. This bond issue wraps around the existing debt, with the majority of the principal being paid in 2034 and 2035. The proceeds will be used to finance the digester/dryer project. Because the reduction in operating expenses and increase in revenues will not be realized until the project is complete, the proceeds also fund capitalized interest for the first two years.

The PFM presentation will be followed by Tom Smida of Mette Evans and Woodside explaining the parameters resolution. It is anticipated the pricing will occur in on or around January 27, 2021.

Recommendation: Adopt Resolution 2021-01, the Parameters Resolution.

**Resolution 2021-01
Adopted**

A motion was made by Mr. Guss, seconded by Mr. Nucciarone, to adopt Resolution 2021-01, the Parameters Resolution. The motion passed unanimously.

5.2 Open Records Policy Schedule of Fees

Each year UAJA needs to adopt a schedule of fees associated with our Open Records Policy. This fee schedule is shown below (the law does not allow for a retrieval fee):

1. Fees for the actual cost of mailing.
2. 25 cents per single-sided page for duplication.
3. Reasonable fees to cover other types of actual costs such as data conversion, electronic access, etc.

Recommendation: Adopt the fee schedule as presented.

**Fee Schedule
Adopted**

A motion was made by Mr. Nucciarone, seconded by Mr. Auman, to adopt the fee schedule as presented. The motion passed unanimously.

5.3 Meeting Dates for 2021

Proposed 2021 meeting dates are provided below. Staff will advertise upon approval.

- February 17, 2021
- March 17, 2021
- April 21, 2021
- May 19, 2021
- June 16, 2021
- July 21, 2021
- August 18, 2021
- September 15, 2021
- October 20, 2021
- November 17, 2021
- December 15, 2021

January 19, 2022

Recommendation: Approve the proposed meeting dates.

**Meeting Dates for
2021 Approved**

A motion was made by Mr. Derr, seconded by Mr. Miller to approve the meeting dates for 2021. The motion passed unanimously.

6. New Business

6.1 Contract 2020-08 Aeration Line Improvements General Construction

Bids were received January 12, 2021 through Pennbid. Three bids were received, with GM McCrossin being the low bidder. The bid tabulation is included in the agenda report.

Recommendation: Award Contract 2020-08 to GM McCrossin, Inc. in the amount of \$511,096.00.

**Contract 2020-08
Awarded**

A motion was made by Mr. Guss, seconded by Mr. Dempsey, to award contract 2020-08 to GM McCrossin, Inc. in the amount of \$511,096.00.00. The motion passed unanimously.

6.2 Contract 2020-09 Aeration Line Improvements Electrical Construction

Bids were received January 12, 2021 through Pennbid. Three bids were received, with HRI being the low bidder. The bid tabulation is included in the agenda report.

Recommendation: Award Contract 2020-09 to HRI, Inc. in the amount of \$103,505.00.

**Contract 2020-09
Awarded**

A motion was made by Mr. Nucciarone, seconded by Mr. Derr, to award contract 2020-09 to HRI, Inc. in the amount of \$103,505.00. The motion passed unanimously.

6.3 Requisitions

BRIF #478

Rettew

\$2,640.00

Aeration Line Improvement Project

BRIF #479	Rettew Sludge Storage Tank Mixer Project	\$3,435.30
BRIF #480	Rettew Ozone Disinfection Project	\$6,731.09
BRIF #481	Rettew Biosolids Upgrade Project	\$55,000.00
BRIF #482	Rettew Solar Battery Operations	\$1,363.94
BRIF #483	Rettew Solar Phase II Project	\$1,488.50
BRIF #484	Rettew AWT Water Quality Plan	\$4,750.75
BRIF #485	Rettew Phosphorus Study	\$124,853.95
BRIF #486	Rettew Wetland SCADA Maintenance	\$10,016.36
BRIF #487	Rettew AWT Instrumentation	\$132,204.67
BRIF #488	Rettew Switchgear Replacement Project	\$10,939.25
BRIF #489	Rettew ENR & AWT Upgrade	\$1,692.90
BRIF #490	HRG Harris Reuse Extension	\$515.00
BRIF #491	HRG Greenbriar Sewer Design	\$5,435.00
BRIF #492	HRG Scott Road Pump Station Upgrade	\$9,644.00
BRIF #493	Stelco, Inc. Pay App. #3- Sludge Storage Project	\$10,097.73
BRIF #494	HRI, Inc. Pay App. #4- Harris Reuse Project	\$24,000.00

BRIF #495	Ligonier Construction Pay App. #3- Harris Reuse Project	\$122,572.50
TOTAL BRIF		\$527,380.94

**BRIF
Approved**

A motion was made by Mr. Derr, seconded by Mr. Auman to approve BRIF #478, #479, #480, #481, #482, #483, #484, #485, #486, #487, #488, #489, #490, #491, #492, #493, #494 and #495 in the amount of \$527,380.94. The motion passed unanimously.

Revenue Fund #174	Debt Service, Operation and Maintenance Expenses	\$1,000,000
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TOTAL REVENUE FUND **\$1,000,000**

**Revenue Fund
Approved**

A motion was made by Mr. Auman, seconded by Mr. Nucciarone, to approve Revenue Fund #174 in the amount of \$1,000,000.00. The motion passed unanimously.

6.4 C-NET Representative (added to the meeting)

UAJA has the option to appoint a board member to a vacant UAJA spot with the C-NET board to participate in the C-NET meetings or let the seat remain open. Mr. Steve Miller volunteered to represent UAJA and as role as chair, Mr. Lapinski appointed him as representative.

7. Reports of Officers

7.1 SCBWA Liaison

None.

7.2 Financial Report

The different cost centers of the YTD budget report for the period ending December 31, 2020 were reviewed with the Board by Jason Brown.

7.3 Chairman’s Report

Mr. Lapinski welcomed back Mr. Steve Miller to the board and Mr. Kunkle as a new board member.

7.4 Plant Superintendent’s Report

Compost & Septage Operations Report

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

COMPOST PRODUCTION AND DISTRIBUTION

	<u>Jul. 2020</u>	<u>Aug. 2020</u>	<u>Sep. 2020</u>	<u>Oct. 2020</u>	<u>Nov. 2020</u>	<u>Dec. 2020</u>
Production	1,118 cu/yds.	866 cu/yds.	1,029 cu/yds.	892 cu/yds.	797 cu/yds.	848 cu/yds.
YTD. Production	7,647 cu/yds.	8,513 cu/yds.	9,542 cu/yds.	10,434 cu/yds.	11,231 cu/yds.	12,079 cu/yds.

Distribution	669 cu/yds.	656 cu/yds.	1,373 cu/yds.	3,152 cu/yds.	952 cu/yds.	0 cu/yds.
YTD. Distribution	6,379 cu/yds.	7,035 cu/yds.	8,408 cu/yds.	11,560 cu/yds.	12,512 cu/yds.	12,512 cu/yds.
Immediate Sale	3,387 cu/yds.	3,850 cu/yds.	2,824 cu/yds.	400 cu/yds.	892 cu/yds.	1,684 cu/yds.
Currently in Storage	4,505 cu/yds.	4,716 cu/yds.	3,853 cu/yds.	1,292 cu/yds.	1,689 cu/yds.	2,532 cu/yds.

SEPTAGE OPERATIONS

	<u>Jul. 2020</u>	<u>Aug. 2020</u>	<u>Sep. 2020</u>	<u>Oct. 2020</u>	<u>Nov. 2020</u>	<u>Dec. 2020</u>
Res./Comm.	69,373 gals.	68,347 gals.	68,921 gals.	77,450 gals.	68,500 gals.	78,350 gals.
CH/Potter	4,036.56 lbs/solids	3,932.31 lbs/solids	3,448.91 lbs/solids	2,602.08 lbs/solids	3,794.70 lbs/solids	5,041.53 lbs/solids
Port Matilda	1,000.80 lbs/solids	617.16 lbs/solids	1,451.16 lbs/solids	1,517.88 lbs/solids	1,367.76 lbs/solids	1,601.28 lbs/solids
Huston Twp.	433.68 lbs/solids	567.12 lbs/solids	550.44 lbs/solids	300.24 lbs/solids	1,000.80 lbs/solids	733.92 lbs/solids
Total Flow	123,373 gals.	106,347 gals.	112,921 gals.	114,950 gals.	123,000 gals.	133,250 gals.

Plant Operation

The treatment plant is operating well with no exceptions for the month of December 2019. The 12-month rolling average flow for December was 4.07mgd with the average for the month being 2.95mgd. The average monthly **influent** flow was 5.03mgd.

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

Below is the chart for Reuse Distribution and Temperature Data:

	Dec.-20	YTD	Plant Effl. Temp	Wetland Effl. Temp.
Best Western	10,000	321,000		
Centre Hills	0	27,866,000	Dec.-20	Dec.-20
Cintas	563,000	7,526,000	58.3	56.8
Red Line	531,000	4,667,000		
UAJA Wetland	1,890,000	37,358,000		
GDK Vault	54,056,000	297,738,000		
Kissingers	1,890,000	18,870,000		
Stewarts/M.C.	14,000	219,500		
TOTAL	58,954,000	394,565,500		

Plant Maintenance

- Installed salt spreader on T-tag.
- Replaced coolant and coolant hoses on Plant Generator.
- Replaced Indecco Heater in the Headworks Bldg.
- Replaced panelview at the Main Station for pump control.
- Rebuilt both Alum Pumps.

- Replaced belts and filters for Main Station air unit.
- Hauled chips as needed for Compost.
- Replaced thermal couplers on Bay #8 zone B and Bay #12 zone C.
- Rebuilt blower for Bay 13 zone E.
- Worked on Polymer Control panel.
- CIP'ed both RO Units.
- Replaced one actuator, and one broken collar on MF #1 and one actuator on MF#3.

7.5 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:

New Construction – Greenbriar – Installed (385 ft) of lateral pipe – (2) homes hooked up to new system.

Harris Reuse Project – Installed (1,920 ft) of 12" main.

Lateral Repairs – 111 E. Cherry Ln. and 636 Wayland Place.

Main Line Televising – 3910 ft televised - 32 manholes inspected.

Mainline Cleaning – 2,348 ft cleaned – 20 manholes inspected.

Equipment maintenance.

Lift Station Maintenance:

Replaced transducer at Kaywood station.

Cleaned (14) lift station wet wells.

Routine Maintenance.

Next Month Projects:

Start the Shiloh Rd. pump station upgrade project.

Complete Harris Reuse project.

Cleaning wet wells.

Inspection:

Final As-Builts Approved:

None

Mainline Construction:

- a. Harner Farms – Construction is approximately (50%) complete.
- b. Rocky Ridge Phase 5 – Awaiting As-Builts.
- c. Grays Pointe phase 6 Section C – Awaiting As-Builts.
- d. Patton Crossing Phase 1 – Construction is approximately (10%) complete.

New Connections:

a. Single-Family Residential	8	c. Commercial	2
b. Multi-Family Residential	0	d. Non-Residential	0
TOTAL			10

PA One-Calls Responded to 12/1-31/20: 147

7.6 Engineer's Report

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

Consulting Engineer Services (R001178.0676)

No changes are proposed for the 2021 Retainer Services.

Kaywood North Pump Station

The operation of the Kaywood North Pump Station is being reviewed as a result of pump noise observations made by the collection system staff. This pump station was designed and constructed by a Developer.

2021 Bidding Thresholds

The Pennsylvania Department of Labor & Industry published new municipal bidding thresholds for 2021. Under Act 90 of 2011. Under Act 90, the Municipality Authorities Act was amended to raise the bidding thresholds and provide for an annual inflation adjustment based on the Consumer Price Index for All Urban Consumers. The percent change in the CPI-U over the 12-month period ending September 30, 2020 was 1.4%. Therefore, as of January 1, 2021, the bidding thresholds for Municipal Authorities will be:

- Purchases and contracts below \$11,500 require no formal bidding or written/telephonic quotations.
- Purchases and contracts between \$11,500 and \$21,300 require three written/telephonic quotations.
- Purchases and contracts over \$21,300 require formal bidding.

Odor Control System Upgrades (R001178.0597)

- Contract No. 17-04: Electrical Construction (Hayden Power Group) has been completing punch list items. A final completion inspection will be conducted when the Contractor indicates that all items are complete.
- Contract No. 17-03: Responses to the complaint are being coordinated.
- A final completion inspection was held on January 7th for Contract No. 17-04 (Electrical). All on-site punch list items have been completed. However, there are some administrative items that have not yet been fully reviewed. Moreover, training for the variable frequency drives has not occurred.

Greenbriar Sanitary Sewer (R001178.0631)

- Record Drawings are being prepared.

Shiloh Road Pump Station Upgrades (R001178.0632)

- HRG is available to assist with construction phase services.

Extension of Beneficial Reuse Water to Harris Township (R001178.0637)

- Contract 2020-02 (Ligonier) has completed the conventional bore crossing of SR 0322 near the Centre Hills Booster Station. A formal Substantial Completion Inspection has not be conducted; however, Ligonier is working to submit all required closeout documentation.

- Contract 2020-03 (HRI) completed all crossings including punch list items. Closeout documents have been submitted.
- The following summarizes applications for payment submitted for this project.

Applications for Payment are summarized in the following table.

Applications for Payment						
Contract No.	Application for Payment No.	Amount Due	Current Contract Price	Total Completed and Stored	% Monetary Complete	Balance to Finish Plus Retainage
2020-02	3	\$122,572.50	\$303,000.00	\$303,000.00	100%	\$9,000.00
2020-03	4 (Final)	\$24,000.00	\$392,861.06	\$392,861.06	100%	\$0.00

Scott Road Pump Station and Bristol Interceptor – Act 537 Plan Special Study (R001178.0661)

- Field survey has been completed.
- Design calculations and documents are being prepared.

Meeks Lane Pump Station – Act 537 Plan Special Study (R001178.0663)

- The Special Study was updated and re-submitted to the Authority staff for review.

Beneficial Reuse Service Area Designation – Act 537 Plan Special Study (R001178.0666)

- Completion of the Special Study has been paused while a Risk Assessment is conducted.

Fiber Optic Conduit – (R001178.0687)

- Deed research has been completed and field survey is being conducted.
- A meeting with the fiber optic developer is to be scheduled to determine specific requirements (size, material, appurtenances, etc.).

Entry Road Storm Water Improvements – (R001178.0681)

- Field survey has been completed and the data is being digitalized.

Developer Plan Reviews:

- The Contractor’s (GOH/Hawbaker Eng) as-built drawings for sanitary replacements associated with the PennDOT work in North Atherton St were reviewed and returned for corrections; December 22, 2020 (1178.0686).
- The Developer’s as-built drawings for sanitary system for the Rockey Ridge Section 5 were reviewed and returned for corrections; January 12, 2021 (1178.0691).

7.7 Construction Report

ENR/AWT Upgrade Project (094612009)

- The Contractor (HRI, Inc.) has agreed to complete or replace additional defective work that has been identified. The Authority is currently retaining \$83,500.94 for these items.

Sludge Storage Tank Mixer (094612034)

- 4-M Construction Company and Stelco, Inc. have completed the work for the installation of the

new mixer and blower, with equipment startups scheduled over the next two weeks.

- Application for Payment No. 3 has been submitted by Stelco, Inc. (Contract 2020-05) and we are recommending payment in the amount of \$10,097.73.

Payment Requests To Date

Contract Number	Application for Payment #	Current Payment Due	Contract Price To Date incld/CO	Total Work To Date	% Monetarily Complete	Balance of Contract Amount
2020-01			\$68,600.00	\$57,050.00	83.16%	\$14,402.50
2020-05	3	\$10,097.73	\$27,750.00	\$26,832.45	96.69%	\$3,600.80
		\$10,097.73	\$96,350.00	\$83,882.45	87.06%	\$12,467.55

Solar System – Phase II – Demolition and Site Prep (094612040)

- The initial phase for this Contract (2020-10) has been completed. The remaining work, consisting of the perimeter fencing, will be completed in early spring after installation of the panels.

Payment Requests To Date

Contract Number	Application for Payment #	Current Payment Due	Contract Price To Date incld/CO	Total Work To Date	% Monetarily Complete	Balance of Contract Amount
2020-10		\$69,695.10	\$265,908.00	\$167,039.00	62.82%	\$115,572.90
		\$69,695.10	\$265,908.00	\$167,039.00	62.82%	\$115,572.90

- Additional equipment for the solar field will continue to be delivered this month, with posts and racking system to be completed in early February.

Aeration System Improvements (094612035)

- Bids for the General and Electrical contracts were received January 12th. A copy of the bid results and our recommendation are attached to this report. The bids received are less than the Estimate of Probable Construction Cost and RETTEW recommends proceeding on the project.

WWTP NPDES Permit – Phosphorus Study (094612027)

- Installation of the stream monitoring instruments will begin over the next two months, with continuous monitoring of Spring Creek for part of the year to determine the level of any impairment during the growing period (March – November), prior to undertaking an intensive study during the critical high-temp, low-flow period.

Ozone Disinfection for Effluent (094612023)

- The application for a Water Quality Management Part II Permit has been submitted to the Pennsylvania Department of Environmental Protection for the use of ozone as the disinfectant of the plant effluent. We are in the process of completing final design for the addition of the ozone system.

Anaerobic Digestion Project (094612026)

- RETTEW has begun the preliminary design of the proposed Biosolids Improvement project and will be working with staff over the next few months to prepare this design for review and approval.

High Voltage Switchgear and Cable Replacement (094612045)

- We have completed the design of replacement the obsolete high voltage switchgear, accounting for future expansion, as well as the replacement of a portion of the plant's underground electrical distribution system that dates from a similar period (~26 yrs. old). We anticipate having bids in hand for the Authority's consideration at its February meeting.

Modifications to GD Kissinger Meadow Stream Augmentation

- We anticipate upcoming changes to the Authority's NPDES permit for the discharge of beneficial reuse water to Slab Cabin Run. The changes will require the Authority to modulate the flows to the stream via SCADA, to avoid abrupt changes in stream flow. Additionally, we anticipate essentially a non-detect chlorine limit which will require de-chlorination prior to stream discharge. We are working with staff to design, permit, and implement these modifications.

Nutrient Credit Offsets – Solar Installation and Stormwater Offsets (094612028)

- A conference call to discuss the nutrient credit offsets was held with the Authority, the PADEP, the Environmental Protection Agency, and RETTEW.

Solar Phase II Progress

- The project is on schedule with major equipment arriving in January such as the Switchgear and Battery System for the Microgrid. The project is on target for an April commissioning with approximately 80% of the posts installed and panel installation slated to begin in early February.

7.8 Executive Director's Report

COVID-19

There have been a few COVID-19 hiccups at the UAJA but nothing major and business is continuing to run as normal. Mr. Guss asked since UAJA workers are considered essential, do we have any idea as to when they would be able to get the COVID-19 Vaccine? Mr. Cory Miller mentioned that the last he heard they were anticipating early March but that can change due to availability, etc.

8 Other Business

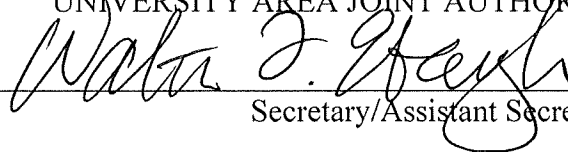
None.

9 Adjournment

The meeting was adjourned at 5:07 p.m. via motion by Mr. Nucciarone and second by Mr. Derr.

Respectfully submitted,

UNIVERSITY AREA JOINT AUTHORITY



Secretary/Assistant Secretary