

MINUTES
UNIVERSITY AREA JOINT AUTHORITY
1576 SPRING VALLEY ROAD
STATE COLLEGE, PA 16801
Regular Meeting – January 15, 2020

1. Call to Order

Mr. Miller, Executive Director, called the scheduled meeting of the University Area Joint Authority to order at 4:00 p.m. Wednesday, January 15, 2020. The meeting was held in the Board Room in the office of the Authority with the following in attendance: Messrs. Auman, Dempsey, Derr, Dietz, Ebaugh, Guss, Lapinski, and Nucciarone; Cory Miller, Executive Director, Dave Smith, Assistant Executive Director; Art Brant, Plant Superintendent; Mark Harter, Collection System Superintendent; Jason Brown, Project Manager; David Gaines, Solicitor; Jeff Garrigan and Ben Burns, Consulting Engineers; Jason Wert and Michele Aukerman, RETTEW; Deb Hoag, State College Borough, Jim May, CRPA; Kevin Mullen; Thomas Smida and Kara Eshenaur, Mette, Evans and Woodside; Scott Shearer and Joe Breen, Public Financial Management; and Kathy Wheeler, Recording Secretary.

2. 2020 Board Reorganization

**Chairman
Approved**

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

**Secretary
Approved**

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

**Assistant Secretary
Approved**

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

**Treasurer
Approved**

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

**Assistant Treasurer
Approved**

A motion was made by Mr. Dempsey, seconded by Mr. Guss, to elect Mr. Derr as Assistant Treasurer. The motion passed unanimously.

**UAJA
Staff and Advisors
Approved**

A motion was made by Mr. Ebaugh, seconded by Mr. Dempsey, to approve all staff and advisors as follows: Mr. Cory Miller, Executive Director; Miller, Kistler & Campbell, Solicitor; Herbert, Rowland and Grubic, Consulting Engineers; 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, Trustee. The motion passed unanimously.

3. Approval of the Minutes

3.1 UAJA Regular Meeting – December 18, 2019

**UAJA
Meeting Minutes
Approved**

A motion was made by Mr. Dietz, seconded by Mr. Derr, to approve the minutes of the UAJA meeting held on December 18, 2019 as submitted. The motion passed unanimously.

4. Public Comment

Mr. Mullen stated that he believes he has been over billed for the past twenty years but mainly the past five years. Mr. Mullen asked what he can do to his property so that he only receives a bill for one EDU. Mr. Gaines stated that Mr. Mullen has been provided the information he is requesting.

5. Old Business

5.1 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 (as a side note, this 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.

**Open Records Policy
Schedule of Fees
Approved**

A motion was made by Mr. Dempsey, seconded by Mr. Derr, to approve the Open records Policy Schedule of Fees as presented. The motion passed unanimously.

5.2 Meeting Dates for 2020

Proposed 2020 meeting dates are provided below. Staff will advertise upon approval.

**January 15, 2020
February 19, 2020
March 18, 2020
April 15, 2020
May 20, 2020
June 17, 2020
July 15, 2020
August 19, 2020
September 16, 2020
October 21, 2020**

November 18, 2020

December 16, 2020

January 20, 2021

**2020 Meeting Date
Schedule
Approved**

A motion was made by Mr. Guss, seconded by Mr. Nucciarone, to approve the meeting schedule for 2020. Motion passed unanimously.

5.3 Resolution 2020-1: Authorizing the Series 2020 Bonds

At the December 2019 Board meeting, the Board authorized staff and advisors to begin the process of refunding the Series 2015 Bonds, which at that time had an estimated savings of more than \$200,000. The bond market continues to be in a favorable position to provide UAJA with a reasonable savings. Staff and advisors are recommending proceeding with the refunding. Mr. Shearer updated the savings report.

Mr. Smida reviewed the resolution that would authorize the issuance of the Series 2020 Bonds.

**Resolution 2020-1
Approved**

A motion was made by Mr. Dietz, seconded by Mr. Guss, to approve Resolution 2020-1 authorizing the Series 2020 Bonds. Motion passed unanimously.

5.4 Reject Bids – Harris Reuse Project Contract 2019-01

Bids for the Highway Crossings and Spring Creek Crossing associated with the Beneficial Reuse Waterline Extension were received on November 18, 2019. The lowest bid was submitted by Harger Utility Contractors, Inc. in the amount of \$985,715.00, which was substantially higher than the estimated cost. HRG and the Authority worked with the low bidder to identify cost saving alternatives; however, there were no options identified that would yield substantial cost reductions. Consequently, HRG coordinated with PennDOT and the PA DEP to obtain preliminary approval to install three of the four crossings using trench excavation. The change to an open cut construction method would require permit amendments along with full lane paving overlay and seasonal restrictions for the stream crossing. A revised Engineer's Opinion of Probable Construction Cost was developed using the low bidder's unit prices from the initial bid for unchanged items along with bid results from comparable projects for trench construction. The revised opinion is \$710,000.00, corresponding to a possible cost reduction of \$275,000.00 when compared to the original bid. It is therefore recommended that the Authority reject all bids, submit permit amendments for open cutting three of the four crossings, and then re-bid the project.

**Reject Bids – Harris
Reuse Project Contract
2019-01
Approved**

A motion was made by Mr. Nucciarone, seconded by Mr. Derr, to authorize the Authority to reject all bids, submit permit amendments for open cutting three of the four crossings, and then re-bid the Harris Reuse project. Motion passed unanimously.

6. New Business

6.1 Requisitions

| | | |
|------------------------|--|--------------------|
| Construction Fund #188 | Rettew Associates ENR/AWT SCADA | \$3,222.25 |
| Construction Fund #189 | Rettew Associates ENR/AWT Engineering | \$1,780.44 |
| Construction Fund #190 | HRG Odor Control Engineering | \$4,200.00 |
| Construction Fund #191 | HRG Harris Reuse Engineering | \$358.00 |
| Construction Fund #192 | S & C Operations, Inc. Harris Reuse Truck Rental | \$1,360.00 |
| Construction Fund #193 | The Howard Company Odor Control Elect. Pay App. #10 | \$13,385.50 |
| | Total #188-193 | \$24,306.19 |

| |
|---|
| <p>Requisitions Approved</p> |
|---|

A motion was made by Mr. Dietz, seconded by Mr. Nucciarone, to approve the Construction Fund Requisitions #188-193. The motion passed unanimously.

| | | |
|-----------|---|-------------|
| BRIF #395 | HRG Shiloh Pump Station Replacement | \$10,846.00 |
| BRIF #396 | HRG Scott Road/Bristol 537 Study | \$24,000.00 |
| BRIF #397 | HRG Meeks Lane 537 Study | \$1,035.00 |
| BRIF #398 | Rettew Associates GDK Instrumentation Project | \$10,310.57 |
| BRIF #399 | Rettew Associates Aeration System Repair Project | \$2,170.65 |
| BRIF #400 | First Citizens Community Bank Loan #6760 – Final Payment | \$16,402.86 |
| BRIF #401 | First Citizens Community Bank Loan #6761 – Final Payment | \$16,393.49 |

| | | |
|-----------|--|-------------|
| BRIF #402 | First Citizens Community Bank Loan #6762 – Payment 2 of 3 | \$15,300.00 |
| BRIF #403 | First Citizens Community Bank Loan #6763 – Payment 2 of 3 | \$20,000.00 |
| BRIF #404 | First Citizens Community Bank Loan #6764 – Payment 2 of 3 | \$40,000.00 |

TOTAL BRIF **\$156,458.57**

**Requisitions
Approved**

A motion was made by Mr. Dietz, seconded by Mr. Guss, to approve the BRIF Requisitions #395-404. The motion passed unanimously.

| | | |
|-------------------|---|-------------|
| Revenue Fund #166 | Debt Service, Operation and Maintenance Expenses | \$1,000,000 |
|-------------------|---|-------------|

TOTAL REVENUE **\$1,000,000**

**Requisition
Approved**

A motion was made by Mr. Auman, seconded by Mr. Dempsey, to approve the Revenue Fund Requisition #166. The motion passed unanimously.

7. Reports of Officers

7.1 SCBWA Liaison

None.

7.2 Financial Report

Mr. Smith reviewed with the Board the YTD budget report for the period ending December 31, 2019.

7.3 Chairman’s Report

Thanked the outgoing board members for their time and service on the Authority’s board and welcomed Mr. Auman as a new member of the board.

7.4 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>Jul. 2019</u> | <u>Aug. 2019</u> | <u>Sep. 2019</u> | <u>Oct. 2019</u> | <u>Nov. 2019</u> | <u>Dec. 2019</u> |
|------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Production | 955 cu/yds. | 954 cu/yds. | 940 cu/yds. | 1,190 cu/yds. | 988 cu/yds. | 1,188 cu/yds. |
| YTD. Production | 2,949 cu/yds. | 3,903 cu/yds. | 4,843 cu/yds. | 6,033 cu/yds. | 7,021 cu/yds. | 8,209 cu/yds. |
| Distribution | 0 cu/yds. | 223 cu/yds. | 1,292 cu/yds. | 861 cu/yds. | 1,823 cu/yds. | 328 cu/yds. |
| YTD. | 3,667 cu/yds. | 3,890 | 5,182 | 6,043 cu/yds. | 7,866 cu/yds. | 8,194 |

| | | | | | | |
|-----------------------------|---------------|---------------|---------------|---------------|---------------|---------------|
| Distribution | | cu/yds. | cu/yds. | | | cu/yds. |
| Immediate Sale | 311 cu/yds. | 2,239 cu/yds. | 1,909 cu/yds. | 2,108 cu/yds. | 1,475 cu/yds. | 2,135 cu/yds. |
| Currently in Storage | 1,266 cu/yds. | 3,193 cu/yds. | 2,849 cu/yds. | 3,298 cu/yds. | 2,463 cu/yds. | 3,323 cu/yds. |

SEPTAGE OPERATIONS

| | <u>Jul. 2019</u> | <u>Aug. 2019</u> | <u>Sep. 2019</u> | <u>Oct. 2019</u> | <u>Nov. 2019</u> | <u>Dec. 2019</u> |
|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Res./Comm. | 30,150 gals. | 23,050 gals. | 20,730 gals. | 19,200 gals. | 17,150 gals. | 4,050 gals. |
| CH/Potter | 5,600.47 lbs/solids | 2,710.50 lbs/solids | 3,361.02 lbs/solids | 5,204.16 lbs/solids | 4,553.64 lbs/solids | 4,374.33 lbs/solids |
| Port Matilda | 2,368.56 lbs/solids | 914.40 lbs/solids | 1,317.72 lbs/solids | 166.80 lbs/solids | 767.28 lbs/solids | 1,017.48 lbs/solids |
| Huston Twp. | 500.40 lbs/solids | 667.20 lbs/solids | 834.00 lbs/solids | 366.96 lbs/solids | 650.52 lbs/solids | 517.08 lbs/solids |
| Total Flow | 101,150 gals. | 52,050 gals. | 60,230 gals. | 61,700 gals. | 63,650 gals. | 51,550 gals. |

7.5 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 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 on line 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 on line.

Below is the chart for Reuse Distribution and Temperature Data:

| | Dec-19 | YTD | Plant Effl. Temp | Wetland Effl. Temp. |
|---------------|-------------------|--------------------|------------------|---------------------|
| Best Western | 10,000 | 321,000 | | |
| Centre Hills | 0 | 27,866,000 | Dec-19 | Dec-19 |
| 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.

7.6 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:

New Construction – Greenbriar – Installed (670 ft) of mainline – (235 ft) of lateral pipe – (1) Air Release.
Harris Reuse Project – Installed (145 ft) of 12" main, clearing of R.O.W.
Mainline Televising – (2,966 ft) televised – (19) manholes inspected.
Mainline Cleaning – (6,181 ft) – (49) manholes inspected.
Casting repairs – (2).
Equipment maintenance.

Lift Station Maintenance:

Cleaned (8) lift station wet wells.
Replaced transducer at Big Hollow station.
Replaced impeller on pump one at Ghaner station.
Kaywood station is now communicating through SCADA.
Routine maintenance.

NEXT MONTH PROJECTS:

Continue Greenbriar project.
Continue Harris Reuse project.
Cleaning wet wells.
Flushing mains.
New lateral on Kennard Rd.

Inspection: Final As-Builts Approved: a. Morningside Nursing Home.

Mainline Construction:

- a. The Cottages at State College – (90%) Complete.
- b. Village of PSU phase 9&10 –Reviewing As-Builts..
- c. Dreibelbis Street Hotel –Reviewing As-Builts.

New Connections:

| | | | | | |
|----|---------------------------|---|----|-----------------|---|
| a. | Single-Family Residential | 6 | c. | Commercial | 0 |
| b. | Multi-Family Residential | 0 | d. | Non-Residential | 0 |

TOTAL 6

PA One-Calls Responded to 12/1-31/19: 146

7.7 Engineer's Report

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

Consulting Engineer Services

- The proposed Retained Engineering Services for 2020 remain unchanged from previous years: Phase 01 - Meetings at \$7,000/year, Phase 02 – Assignments with

Time and Materials limit of
\$15,000.

Odor Control Systems Upgrades

| Contract Times | | | | | | | | |
|----------------|-------------------|---------------|-----------------------------|------------|----------------|------------------|---------------------------|-----------|
| Contract No. | Notice to Proceed | Contract Time | Substantial Completion Date | Days Used* | Days Remaining | Final Completion | Percent of Time Remaining | Time Used |
| 17-03 | 9/4/2018 | 320 | 7/21/2019 | 470 | -178 | 9/4/2019 | 0% | 100% |
| 17-04 | 9/4/2018 | 320 | 7/21/2019 | 470 | -178 | 9/4/2019 | 0% | 100% |

*As of date of board meeting (01/15/2020).

- Start-up of the biofilter has been delayed due to the delivery and installation of essential fiberglass components. The scheduled delivery of these components has been repeatedly extended; however, they are not anticipated to be delivered three weeks of January 13th. Based on current information, start-up is projected to occur in late January.
- Progress Meeting No. 16 was held on January 8, 2020. Minutes have been prepared.
- Applications for Payment submitted by the Contractors 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 |
| 17-03 | 15 | \$26,291.25 | \$8,358,000.00 | \$8,177,935.00 | 97.8 | \$588,961.75 |
| 17-04 | 10 | \$13,385.50 | \$587,890.00 | \$564,629.35 | 96 | \$51,492.12 |

- The Contracts are 178 days beyond the date of Substantial Completion. Liquidated Damages in the amount of \$231,400.00 (\$1,300/day x 178 days) have accrued. The Owner is entitled to impose a set-off against payment to the Contractor for liquidated damages that have accrued. If a set-off is imposed, immediate notification must be provided stating the reason. Additional discussion will be provided at the meeting. Any imposed off-sets are not reflected in the aforementioned table.

Greenbriar Sanitary Sewer Design

- HRG is assisting with construction phase services as needed.

Shiloh Road Pump Station Upgrades

- The pump selection and generator sizing have been finalized. Drawings and permit applications are being updated accordingly.

Extension of Beneficial Reuse Water to Harris Township

- Easements are being coordinated with the Authority's solicitor.
- HRG is providing alignment and appurtenance stakeout for the project as needed.
- The regulatory agencies (PennDOT and PA DEP) have indicated that they would be amendable to permitting the trenched construction of three of the four highway/stream crossings. This would require the submission of permit modifications. Consequently, additional conditions (full lane pavement overlay) and restrictions (seasonal access) would

likely be placed on any amended permits. Nonetheless, the estimated reduction in cost compared to the lowest bid amount is \$275,000.

- Harger Utility Contractors, Inc. (the low bidder for the Crossings Contract) provided several cost saving alternatives that were evaluated. These alternatives include directional drilling as opposed to auger boring and a reduced scope of work (more work completed by the Authority's crew). However, the realized savings were not that appreciable.

Scott Road Pump Station and Bristol Interceptor – Act 537 Plan Special Study

- A draft of the study is nearly complete.

Meeks Lane Pump Station – Act 537 Plan Special Study

- HRG is working to complete the study.

Developer Plan Reviews:

- The Developer's as-built drawings for the Dreibelbis St. Hotel were reviewed and recommended to Staff on December 30, 2019

7.8 Construction Report

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

General Services Items Completed for the Authority:

Pump Station SCADA Integration

- RETTEW is currently transitioning the pump stations from the old SCADA to the new SCADA network. Big Hollow and Kaywood pump stations have been completed and Ghaner is in process.

WWTP NPDES Permit – Phosphorus Study

- The plan of study for the upcoming Phosphorus Study was submitted to the PA DEP on December 23rd. Per the Authority's NPDES permit, the DEP has 60 days to provide any comments to the Authority.

Sludge Storage Tank Mixer

- RETTEW is currently preparing contract documents for the installation of a new submersible mixer in the Sludge Storage Tank, as well as modifications to the aeration system. We anticipate receiving bids for the Board's consideration in March.

Aeration System Leaks

- Recent investigations have uncovered several significant leaks in the underground aeration piping between the Administration Building and the Aeration Tanks. We are preparing recommendations to address this air loss, which will lead to decreased operation of the aeration blowers.

Nutrient Credit Offsets – Solar Installation

- The PA DEP has provided an initial response denying the Authority's request for approval of nutrient offsets generated by reductions in nitrous oxide emissions through the transition to solar power. However, we feel that there is strong case yet to be made in the Authority's favor

and the PA DEP has suggested a meeting with the EPA’s Chesapeake Bay Office to continue this discussion.

ENR/AWT Upgrade Project (094612009)

- Both contractors, Contract UAJA 2017-06 (HRI) and Contract UAJA 2017-08 (Biter), are in the process of completing all punchlist items.

Solar System (Phase I/II)

- The Interconnection Application for the Phase II Solar Array is being prepared for submission to First Energy/West Penn Power. RETTEW has begun regulatory design packages (such as Zoning and Land Development).

7.9 Executive Director’s Report

Mr. Miller, Executive Director, had no additional information.

8. Other Business

8.1 Executive Session

**Executive Session
Approved**

A motion was made by Mr. Nucciarone, seconded by Mr. Dietz, to adjourn to an executive session at 4:53 p.m. The motion passed unanimously.

**Executive Session
Approved**

A motion was made by Mr. Nucciarone, seconded by Mr. Derr, to adjourn the executive session and return to the regular meeting at 6:20 p.m. The motion passed unanimously.

| | | |
|------------------------|-----------------------------|-------------|
| Construction Fund #194 | Global Heavy Corporation | \$26,291.25 |
| | Odor Control Gen Pay App 15 | |

**Requisitions
Approved**

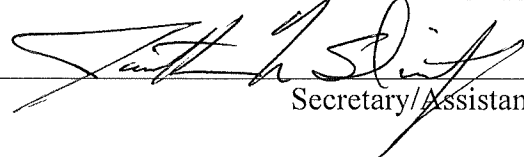
A motion was made by Mr. Dietz, seconded by Mr. Derr, to set-off against payment the entire amount of the pay application due to liquidated damages. The motion passed unanimously.

9. Adjournment

The meeting was adjourned at 6:25 p.m.

Respectfully submitted,

UNIVERSITY AREA JOINT AUTHORITY



Secretary/Assistant Secretary