

MINUTES
UNIVERSITY AREA JOINT AUTHORITY
1576 SPRING VALLEY ROAD
STATE COLLEGE, PA 16801
Regular Meeting – December 21, 2011

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 21, 2011.

2. Roll Call

The meeting was held in the Board Room in the office of the Authority with the following in attendance: Messrs. Lapinski, McShea, Mellott, Schmalz, Zeigler and Barnes; Cory Miller, Executive Director, Dave Smith, Assistant Executive Director; Art Brant, Plant Superintendent; Dick Lahr, Collection System Superintendent; Jason Brown, Project Manager; Dick Campbell & Dave Gaines, Solicitor; Doug Weikel, and Ben Burns, Consulting Engineers; Janet Sulzer, Centre Region Planning; and Kathy Wheeler, Recording Secretary.

3. Reading of the Minutes

3.1 UAJA Regular Meeting – November 16, 2011

UAJA Meeting Minutes Approved
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A motion was made by Mr. Zeigler, seconded by Mr. Lapinski, to approve the minutes of the UAJA meeting held on November 16, 2011 as submitted. The motion passed unanimously.

4. Public Comment

None

5. Old Business

5.1 Series 2006 Bond Refinancing

At the November meeting action was taken to refinance the series 2006 revenue bonds. The bonds are to be replaced with the Series A 2011 revenue bonds. This item is a placeholder on the agenda in case there are any last minute actions that need to be taken to close the issue December 21, 2011.

5.2 2012 Budget

The proposed 2012 Budget was provided in the meeting packet. The budget sub-committee met on December 7th to review the draft in detail. Several changes were agreed upon and are reflected in the proposal. No rate increases or Tapping Fee increases are proposed. The budget as proposed indicates a cash basis budget surplus of \$58,471.

2012 Budget Approved

A motion was made by Mr. Mellott, seconded by Mrs. Barnes, to adopt the 2012 Budget as presented. Motion passed unanimously.

6. New Business

6.1 2012 Rate Resolution

The 2012 budget assumes no increase in the quarterly rates or the tapping fees. The presented rate resolution is unchanged from 2011 except for a new \$15 charge to cover the administrative cost of processing certified letters for delinquent accounts. Currently the account is charged only the approximately \$5 post office fee.

**2012 Rate Resolution
Approved**

A motion was made by Mr. Lapinski, seconded by Mr. McShea, to adopt the 2012 Rate Resolution as presented. Motion passed unanimously.

6.2 Requisitions

Revenue Fund #119	Debt Service, Operating and Maintenance Expenses	\$1,000,000
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**Requisitions
Approved**

A motion was made by Mr. McShea, seconded by Mr. Zeigler, to approve the Revenue Fund Requisition # 119. The motion passed unanimously.

2010 Construction Fund #34	Morefield Communications	\$27,458.50
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2010 Construction Fund #35	Bortek Industries Street Sweeper	\$42,327.83
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**Requisitions
Approved**

A motion was made by Mr. McShea, seconded by Mr. Lapinski, to approve the 2010 Construction Fund Requisition # 34 and 35. The motion passed unanimously.

7. Reports of Officers

7.1 Financial Report

Mr. Smith reviewed with the Board the YTD budget report for the period ending November 30, 2011.

7.2 Chairman’s Report – Nothing to report.

7.3 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>Jun. 2011</u>	<u>Jul. 2011</u>	<u>Aug. 2011</u>	<u>Sep. 2011</u>	<u>Oct. 2011</u>	<u>Nov. 2011</u>
Production	654 cu/yds.	717 cu/yds.	796 cu/yds.	749 cu/yds.	731 cu/yds.	828 cu/yds.
YTD. Production	4,512 cu/yds.	5,229 cu/yds.	6,025 cu/yds.	6,774 cu/yds.	7,505 cu/yds.	8,333 cu/yds.
Distribution	1,361 cu/yds.	1,313 cu/yds.	517 cu/yds.	789 cu/yds.	596 cu/yds.	665 cu/yds.
YTD. Distribution	3,083 cu/yds.	4,396 cu/yds.	4,913 cu/yds.	5,702 cu/yds.	6,298 cu/yds.	6,963 cu/yds.

Immediate Sale	1,542 cu/yds.	873 cu/yds.	1,073 cu/yds.	957 cu/yds.	1,110 cu/yds.	1,249 cu/yds.
Currently in Storage	1,607 cu/yds.	1,590 cu/yds.	1,869 cu/yds.	1,706 cu/yds.	1,841 cu/yds.	2,077 cu/yds.

SEPTAGE OPERATIONS

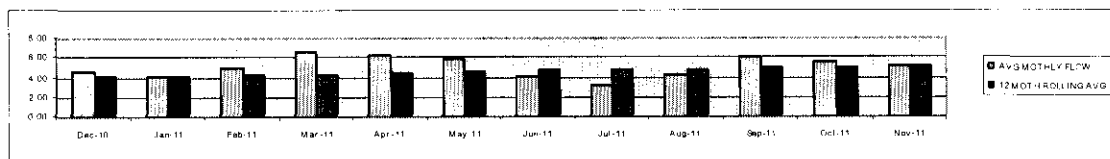
	<u>Jun. 2011</u>	<u>Jul. 2011</u>	<u>Aug. 2011</u>	<u>Sep. 2011</u>	<u>Oct. 2011</u>	<u>Nov. 2011</u>
Res./Comm.	28,700 gals.	49,200 gals.	14,400 gals.	22,000 gals.	11,500 gals.	6,500 gals.
* Other Flow	0 gals.	0 gals.	0 gals.	0 gals.	70,200 gals.	0 gals.
CH/Potter	6,938.88 lbs/solids	4,445.22 lbs/solids	4,878.90 lbs/solids	5,800.47 lbs/solids	5,583.63 lbs/solids	4,966.47 lbs/solids
Port Matilda	1,918.20 lbs/solids	1,384.44 lbs/solids	550.44 lbs/solids	600.48 lbs/solids	867.36 lbs/solids	1,634.64 lbs/solids
Huston Twp.	263.54 lbs/solids	550.44 lbs/solids	1,167.60 lbs/solids	0 lbs/solids	517.08 lbs/solids	1,334.40 lbs/solids
Total Flow	102,200 gals.	99,200 gals.	64,900 gals.	81,500 gals.	134,700 gals.	73,500 gals.

7.4 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 with no exceptions to our NPDES permit. The 12-month rolling average flow for November was 5.09mgd with the average for the month being 5.19mgd. Please see chart below.



There were no inspections by DEP this month.

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

Plant Maintenance

- Replaced the unloading chain, pulley, and clutch assemblies on the salt spreader.
- Replaced the air compressor and installed a water separator in the grit removal system.
- Installed a shut off valve in the fill line for the Alum Tank.
- Optimum Controls continues to repair the SCADA System.
- Began installing new Indeeco heaters in the Headworks Bldg.

- Replaced rear tire on old street sweeper and the new street sweeper was delivered.
- L.W. Hose inspected the '99 Chevy Pick-up.
- Replaced the gate open/close contactor on Compost Mixer #1.
- Replaced a hydraulic hose on the old loader.
- Replaced the mixer motor and acrylic housing on the polymer system in Dewatering.
- Replaced the scraper on the short belt at Dewatering.

Reuse Total

Total for 2011-----80,051,500 gallons.
Total for November 2011-----8,670,000 gallons.
Total Reuse Water Distributed to Date-----243,350,900 gallons.

7.5 Collection System Superintendent's Report

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

Mainline Maintenance:

- (UA) Lateral Installations – (0)
- (UA) Lateral Repairs – (0)
- (UA) Mainline Cleaning – (36manholes inspected- 5489 feet cleaned)
- (UA) Mainline Repairs – (0)
- (UA) Manhole Repairs – (0)
- (UA) Manhole Casting Repairs – (7)
- (FTA) Lateral Installations – (0)
- (FTA) Lateral Repairs – (0)
- (FTA) Mainline Cleaning – (0) manholes inspected- 0 feet cleaned)
- (FTA) Mainline Repairs – (0)
- (FTA) Manhole Repairs – (0)
- (FTA) Manhole Casting Repairs – (0)

We have installed approximately 55% of the force main pipe required at Big Hollow. We did some small equipment maintenance. We had the wheel loader serviced. We took delivery of the new tandem dump truck and the new Crew-leader's F550 pickup truck.

(A)Construction &(B)I/I Inspection: (A)(We TV'd 3014 ua/0 fta feet of mainline and inspected 20 ua/0 fta MH's .) (B)Tested/Grouted – (MH's grouted ua 0 fta 0 /Joints tested ua 0 fta 0 /grouted ua 0 fta 0/) (Grout used 0/Gal.). Estimated I/I-flow decreased (0gpd/= 0 EDU's).

Lift Station Maintenance:

Routine maintenance and general housekeeping was completed and all stations are reported to be operating normally. We completed servicing the stand-by generators. We repaired 1 E-1 pump. We repaired a force-main break at Scott Road.

Inspection: Provisional As-builts Approved: None

Mainline Construction:

- a. Aikens-Boalsburg – Construction is approximately 99%complete.
- b. Rocky Ridge, ph1 – Construction is approximately 97% complete and put on hold by the Developer.
- c. Hospital Expansion – New lateral construction is approximately 98% complete and is on hold for other work.
- d. Old Block Road Extension – Construction is approximately 50% complete.
- e. Second Mile – Construction has been halted.

New Connections:

a.	Single-Family Residential	13	c.	Commercial	1
b.	Multi-Family Residential	0	d.	Industrial	0
				TOTAL	14

PA One-Calls Responded to 11/1-30/11: **231**

7.6 Engineer’s Report

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

Retainer

- Scott Road Pump Station – Obtained an updated cost to install VFDs to address pump vibrations, but a reduction in soft start ramp times appears to have resolved this issue.
- Provided executed Consulting Engineer’s Certificate for the 2006 Bond refinancing
- Provided budgetary estimates for 2012 projects.

Big Hollow Interceptor Rehabilitation

- Contract 09-2:Big Hollow Forcemain Installation and Appurtenances
 Stake-out of the forcemain was completed for use by the UAJA’s field crew.
- Contract 09-3:Big Hollow Siphon and Highway Crossing: Notified Contractor of a warranty item.
- Contract 09-4/5/6 Big Hollow Diversion Pump Station (General, Mechanical, Electrical)
 Pre-Final Plans have been reviewed with Staff and an architectural elements coordinated with Penn State, with an upcoming submission to Centre Region Code following Penn State comments. We coordinated the final electrical design with Allegheny Power. With the recent issues with the Big Hollow Dam, HRG continues to coordinate with stakeholders to investigate solutions including siphon, downstream crossing, multiple barrel designs as well as pump station alternatives. We will make a presentation to the Board at the meeting concerning recommended alternatives.

Mt. Nittany Extension and Storage Tanks

The relocation of the water storage tanks is winding down for the season. The tank interiors have been painted with a 12/20/2011 curing inspection scheduled. HRG has provided periodic site inspection and has coordinated with Hawbaker and a specialty tank inspector for protective coating; weld x-rays, and the electrical control system.

During the project, additional tank requirements/recommendations that were not included in the original capital lease have been identified. These requirements/recommendations, as well as Applications for Payments and Capital Lease Costs are summarized below.

Applications for Payment

#	Amount	Description of Work
1	\$1,800.00	Transport mulch
2	\$58,448.14	95% completion of ladders, 95% completion of internal piping, 20% completion of electrical and control work
\$60,248.14		TOTAL TO DATE

Change Orders

CO#	Estimated Amount	Reason
1	+ \$1,800.00 +	Transport mulch Safety updates to access ladder, internal piping for fill/withdraw
2	\$50,000.00 +\$54,740.70	Electrical, Instrumentation, Controls (includes recommended radio and antenna)

▪ **Summary of Costs**

Original Capital Lease:	\$1,300,000.00
Net Change Orders to Date:	\$106,540.70
Capital Lease to Date:	\$1,406,540.70

Constructed Wetlands

HRG is preparing the design for the wetland construction which includes two stream augmentation discharges. The following lists permit applications:

- The second draft NPDES Permit has been received for the wetland and two (2) stream augmentations which addressed some of the comments we provided on the first draft. It is anticipated that it will be published in the PA Bulletin on December 17.
- DEP/ACE Joint Permit Application for the water obstruction - submitted.
- Chapter 102 Permit Application – completed awaiting archaeological clearance.
- The Phase 1A and Phase 1B Archaeological Surveys have been completed.
- ACE has completed their review of the project and provided DEP & PHMC clearance to continue.

We are currently working with Heberling and Associates and farmers to complete Phase 2 study.

UV Tank Cover System

A Pre-Construction Conference for Contact 11-6 was held and a Notice to Proceed was issued 9/27/2011. The substantial completion date is 1/25/2012 with Final Completion by 2/25/2012. We reviewed and returned the FRP Cover submittal for revisions due to insufficient information regarding hatches. The contractor has submitted a request for a time extension. This request is currently being reviewed.

7.7 Executive Director’s Report

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

Swaption Execution

On November 1, 2011 UAJA completed the swaption transaction successfully. Information on the termination value of the swaption will continue to be provided at each board meeting.

Nutrient Credits

UAJA has bought Nitrogen credits and have sold phosphorus credits. Some entities have taken no action and are waiting to see what DEP does to those who did take action.

8. Other Business

Executive Session to discuss labor negotiations and other legal matters

8.1 Agreement between UAJA and AFSCME Local 1203U

8.2 Employee Health Care

Executive Session

A motion was made by Mr. Lapinski, seconded by Ms. Barnes, to adjourn to executive session at 5:15 p.m. The motion passed unanimously.

Executive Session

A motion was made by Mr. Lapinski, seconded by Ms. Barnes, to adjourn from the executive session back to the regular meeting at 6:30 p.m. The motion passed unanimously.

9. **Adjournment**

The meeting was recessed at 6:30 p.m.

Respectfully submitted,

UNIVERSITY AREA JOINT AUTHORITY

Secretary/Assistant Secretary