

MINUTES
UNIVERSITY AREA JOINT AUTHORITY
1576 SPRING VALLEY ROAD
STATE COLLEGE, PA 16801
Regular Meeting – November 21, 2012

1. Call to Order

Mr. Mellott, Secretary, called the scheduled meeting of the University Area Joint Authority to order at 4:00 p.m. Wednesday, November 21, 2012. The meeting was held in the Board Room in the office of the Authority with the following in attendance: Messrs. Dietz, Lapinski via phone, Mellott, Spac, Zeigler, and Mrs. Barnes; Cory Miller, Executive Director, Dave Smith, Assistant Executive Director; Art Brant, Plant Superintendent; Dick Lahr, Collection System Superintendent; Jason Brown, Project Manager; Richard Campbell, Solicitor; Doug Weikel, and Ben Burns, Consulting Engineers; Janet Sulzer, Centre Region; Clifford Warner, Harris Township Board member; and Kathy Wheeler, Recording Secretary.

2. Approval of the Minutes

2.1 UAJA Regular Meeting – October 17 and November 7, 2012

UAJA
Meeting Minutes
Approved

A motion was made by Mr. Zeigler, seconded by Mrs. Barnes, to approve the minutes of the UAJA meeting held on October 17 and November 7, 2012 as submitted. The motion passed unanimously.

3. Public Comment

NONE

4. Old Business

4.1 2013 Budget

Staff and the Board reviewed the 1st Draft of the 2013 Budget. Assumptions used to formulate the budget include 1) no rate increase 2) 400 new EDU's in 2013 3) Tap fee increase of 2.5% 4) Health Care cost increase of 10%.

Mr. Zeigler and Mrs. Barnes indicated that they would serve on the sub-committee. Mr. Smith is to check with Mr. Schmalz and Mr. Lapinski regarding their willingness to serve. Mr. Mellott indicated that if the others were unable to serve he would. When a formal sub-committee is formed the date and time for the meeting will be set.

5. New Business

5.1 Property/Liability/Auto/Workers Comp Insurance

Over the past several months, staff has conducted an evaluation of our insurance in these areas. Our solicitor confirmed that this function is a professional service and therefore does not require a formal bid process. We evaluated both our current insurance underwriter (EMC) as well as our current insurance broker/agent (Insurance Office, Inc.). Five (5) broker/agents were chosen to make presentations to the staff that would include proposals from various underwriters. This process resulted in 3 proposals from 3 different underwriters and 4 broker/agents offering their services. One of the broker/agents essentially withdrew from consideration.

Insurance Broker
Approved

A motion was made by Mr. Zeigler, seconded by Mr. Spac, to approve the insurance agency of the Hartman Agency for 2013 and beyond. The motion passed unanimously.

5.2 Final Design: Homewood Suites Hotel

Final design drawings for the Homewood Suites Hotel sewer extension (College Township) have been received and reviewed by staff and our consulting engineer. The sewer extension will serve a 57 EDU hotel. The review comments have been addressed.

**Final Design
Approved**

A motion was made by Mr. Dietz, seconded by Mr. Spac, to approve the Final Design for Homewood Suites and Hotel. The motion passed unanimously.

5.3 Final Design: Limerock Court

Final design drawings for the Limerock Court sewer extension (College Township) have been received and reviewed by staff and our consulting engineer. The sewer extension will serve 37 EDU's of residential townhomes. The review comments have been addressed.

**Final Design
Approved**

A motion was made by Mr. Zeigler, seconded by Mrs. Barnes, to approve the Final Design for Limerock Court. The motion passed unanimously.

5.2 Requisitions

2010 Construction Fund #49	BCS Construction FINAL PAYMENT	\$10,125
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**Requisition
Approved**

A motion was made by Mr. Zeigler, seconded by Mr. Dietz, to approve the 2010 Construction Fund # 49. The motion passed unanimously.

2010 Construction Fund #50	R.H. Marcon App. #1 Admin Roof Replace	\$41,344
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2010 Construction Fund #51	R.H. Marcon App. #2 FINAL PAYMENT	\$2,176
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**Requisition
Approved**

A motion was made by Mr. Dietz, seconded by Mrs. Barnes, to approve the 2010 Construction Fund # 50 and #51. The motion passed unanimously.

Revenue Fund #125	Debt Service, Operating and Maintenance expenses	\$1,000,000
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**Requisition
Approved**

A motion was made by Mr. Zeigler, seconded by Mr. Dietz, to approve the Revenue Fund requisition # 125. 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 31, 2012.

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 2012</u>	<u>Jun. 2012</u>	<u>Jul. 2012</u>	<u>Aug. 2012</u>	<u>Sep. 2012</u>	<u>Oct. 2012</u>
Production	763 cu/yds.	729 cu/yds.	766 cu/yds.	895 cu/yds.	654 cu/yds.	925 cu/yds.
YTD. Production	3,742 cu/yds.	4,471 cu/yds.	5,237 cu/yds.	6,132 cu/yds.	6,786 cu/yds.	7,711 cu/yds.
Distribution	2,493 cu/yds.	893 cu/yds.	598 cu/yds.	723 cu/yds.	587 cu/yds.	726 cu/yds.
YTD. Distribution	4,521 cu/yds.	5,414 cu/yds.	6,012 cu/yds.	6,735 cu/yds.	7,322 cu/yds.	8,048 cu/yds.
Immediate Sale	778 cu/yds.	593 cu/yds.	727 cu/yds.	770 cu/yds.	1,068 cu/yds.	1,065 cu/yds.
Currently in Storage	1,541 cu/yds.	1,322 cu/yds.	1,493 cu/yds.	1,665 cu/yds.	1,722 cu/yds.	1,990 cu/yds.

SEPTAGE OPERATIONS

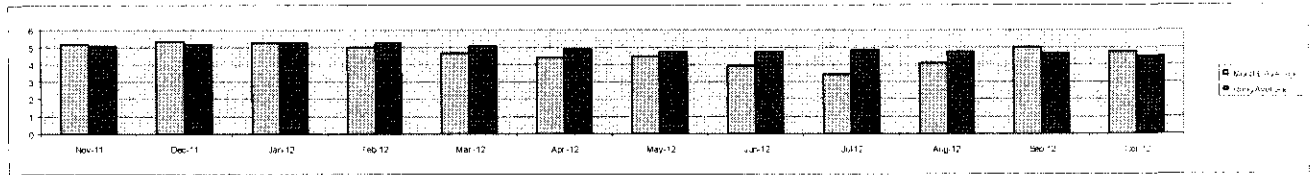
	8,400 gals.	0 gals.	4,000 gals.	10,500 gals.	2,000 gals.	25,100 gals.
Res./Comm.	159,064 gals.	1,163,258 gals.	1,011,900 gals.	173,523 gals.	80,500 gals.	35,800 gals.
* Other Flow	7,589.40 lbs/solids	5,312.58 lbs/solids	4,391.01 lbs/solids	4,445.22 lbs/solids	4,499.43 lbs/solids	5,312.58 lbs/solids
CH/Potter	1,901.52 lbs/solids	1,884.84 lbs/solids	1,317.72 lbs/solids	1,401.12 lbs/solids	1,534.56 lbs/solids	1,601.28 lbs/solids
Port Matilda	1,034.16 lbs/solids	0 lbs/solids	767.28 lbs/solids	750.60 lbs/solids	934.08 lbs/solids	800.64 lbs/solids
Huston Twp.	240,964 gals.	1,213,758 gals.	1,059,900 gals.	245,023 gals.	139,000 gals.	123,900 gals.
Total Flow	8,400 gals.	0 gals.	4,000 gals.	10,500 gals.	2,000 gals.	25,100 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 with no exceptions to our NPDES permit. The 12-month rolling average flow for November was 4.54mgd with the average for the month being 4.71mgd. 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 #2 and #3; secondary clarifiers #1, #2 and #3; eight tertiary filters.

Plant Maintenance

- Replaced the pump drive on Alum Pump #2.
- Four of the filter monitors for the Tertiary Filters failed. They will be replaced with monitors that are compatible with the SCADA system and the Device Net system will slowly be phased out.
- Installed fiber converters and power supplies needed for SCADA network reliability.
- Poured a concrete pad for the new fuel tank and modified the drainage pits at Septage Receiving to help eliminate odors.
- Installed a chlorine monitor in the RO Feed line to monitor the free chlorine going to the RO.
- Replaced the cell in Mioxx Unit #1. The cell in Unit #2 is also bad and a new cell is on order.
- Replaced the zero speed switch on the augers for Centrifuge #2.

Reuse Total

Total for 2012-----100,006,500 gallons.
Total for November 2012-----4,919,000 gallons.
Total Reuse Water Distributed to Date-----351,717,400 gallons.

6.5 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 – (1) 113 First Avenue
- (UA) Lateral Repairs – (3) 413 Douglas Dr., 1953 & 1954 Park Forest Avenue
- (UA) Mainline Cleaning – (120) manholes inspected- (20,277) feet cleaned)
- (UA) Mainline Repairs – (0)
- (UA) Manhole Repairs – (0)
- (UA) Manhole Casting Repairs – (14)
- (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 did restoration work at the lateral repairs and did brushing out of back-lot R.O.W’s

(A)Construction &(B)I/I Inspection(A)(We TV’d 15,463 ua/0 fta feet of mainline and inspected 85 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 repaired the discharge pipe on one of the Scott Rd. pumps. We rebuilt the impellers for both pumps at Graysdale 2A. We repaired the door lock at the North meter. We pumped grease out of the wet wells at Haymarket, Marywood, Harris Dr., and Kaywood. We also repaired 1 pump and 1 motor starter at Harris Dr.

INSPECTION: Provisional As-builts Approved: None

- a. PSU Special Services Extension – We are reviewing As-builts.
- b. Saybrook, Phase 9B – Construction is complete. We are awaiting As-builts.
- c. The Retreat – Construction is approximately 10% complete.
- d. Turnberry – Construction is approximately 10% complete.
- e. Grays Woods Blvd. Extension – Construction is approximately 98% complete.
- f. Brynwood, Ph 3C – Construction is approximately 80% complete.
- g. The Villas at State College – Construction is approximately 10% complete.
- h. Waddle Heights II – Construction has just started.

New Connections:

a.	Single-Family Residential	7	c.	Commercial	3	
b.	Multi-Family Residential	0	d.	Industrial	0	
					TOTAL	10

PA One-Calls Responded to 10/1-31/12: **245**

6.6 Engineer's Report

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

Retainer

- Source Water Permitting – We have drafted a Water Allocation Permit and provided to Staff for review prior to submission and pending resolution of the permit objections.
- Atherton Street Stormwater Project – We drafted a letter for staff to send to the MPO so that UAJA is considered stakeholder in the project to consider the potential impacts to your existing and future facilities.

Big Hollow Interceptor Rehabilitation

- Contract 09-4/5/6 Big Hollow Diversion Pump Station (General, Mechanical, Electrical)
With the approval of the low bidders at the November 7th meeting, Contract Documents were sent to each Contractor for execution. We are preparing Zoning and Code approval submissions.

Constructed Wetlands

HRG is preparing the design for the wetland construction which includes two stream augmentation discharges. The project remains on-hold until the permit objections are resolved. We have coordinated with DEP & PHMC toward the archeological clearance for the water obstruction permit.

UV Tank Cover System

As the Contractor has submitted the necessary closeout documentation as well as final payment, we recommend payment.

Radio Park Interceptor

The project includes an analysis of the interceptor by updating/validating the flow modeling completed in 2005.

- Reviewed flow model and provided capacity data for Planning Module Assistance for a 165,000 gpd development.
- Prepared and submitted an interim summary of flow monitoring results to the PA DEP.
- Flow meters were removed as it is believe that representative data has been collected.
- Current and projected EDU evaluation is ongoing.

Administration Roof Replacement

The Contractor has completed the work and we recommend payment of both the substantial and final pay applications.

NPDES Permit Renewal

HRG has assisted Staff in the completion of the Permit Renewal Application.

6.7 Executive Director’s Report

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

Lift Station

Mr. Miller informed the Board that the lift station located on Margaret Circle didn’t have a dedicated right of way recorded since it was located in a road easement for College Township. College Township recently abandoned this easement so it reverted back to the property owner. A dedicated easement is now required to be recorded.

**Easement
Approved**

A motion was made by Mr. Spac, seconded by Mrs. Barnes to pay the property owner \$650.00 for the easement required at the Margaret Circle location. The motion passed unanimously.

Nutrient Credits

Mr. Miller informed the Board that 2000 phosphorous credits were sold. Our nitrogen credits were not sold, so in the future UAJA will only be adding supplemental carbon to comply with our own permit. We will not be attempting to create nitrogen credits in the future.

7. Other Business

7.1 Executive Session

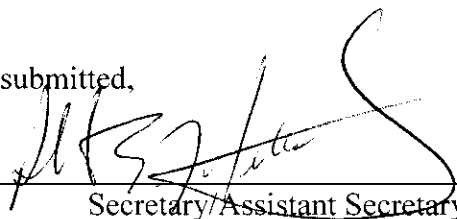
Executive Session

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

8. Adjournment

The meeting was adjourned at 5:15 p.m.

Respectfully submitted,



Secretary/Assistant Secretary