

**GLOVERSVILLE-JOHNSTOWN JOINT SEWER BOARD
MEETING MINUTES
December 14, 2022**

Gloversville-Johnstown Joint Sewer Board (GJJSB) held a meeting in the Boardroom of the Gloversville-Johnstown Joint Wastewater Treatment Facility on Wednesday, December 14, 2022. The meeting was called to order at 7:05 P.M.

ROLL CALL

Bobbi Trudel	Chair
Christopher Vose	Vice Chair
Wrandy Siarkowski	Secretary
Donald Schwartz	Member
Eric Parker	Member
Wallace Arnold	Manager-Wastewater Programs
Mark Levendusky	Laboratory Director
Michele Rackmyre	Senior Account Clerk
Hilary Ruzicky	Administrative Aide

ABSENT

John Rizzo	Member
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JOINT SEWER BOARD APPOINTMENT – ERIC PARKER

Chair Trudel reported the City of Johnstown appointed Eric Parker to the Joint Sewer Board on November 21, 2022 to fill Board Member Bradley Hayner’s term expiring on December 31, 2024.

NOVEMBER 2022 MEETING MINUTES

The Board approved the November 9, 2022 meeting minutes on a motion made by Mr. Siarkowski, seconded by Mr. Schwartz, carried five (5) in favor, one (1) absent, and none (0) opposed.

CORRESPONDENCE

The following correspondence was discussed: No. 19

PLANT OPERATIONS

NYS DOL PESH Notice of Violation and Order to Comply

Plant Manager Arnold reported a Notice of Violation and Order to Comply was received from the NYS Department of Labor on November 21, 2022. The Notice describes five (5) violations identified during the Public Employee Safety and Health (PESH) partial complaint inspection conducted on August 4, 2022. All violations have been addressed, including review of policies and procedures of the Workplace Violence Prevention Program and Lockout/Tagout Program, accomplishment of training for Workplace Violence Prevention Program and Lockout/Tagout Program, and the development of lockout/tagout procedures for potassium permanganate, sodium hypochlorite, and the UV Disinfection System. Manager Arnold sent a status report to NYS DOL on actions taken to comply. A follow up compliance inspection from NYS DOL is expected by year end.

NYS DEC Comprehensive Inspection

Plant Manager Arnold reported he and Lead Operator Yaggle accompanied staff from NYS DEC Region 5 on an announced comprehensive State Pollutant Discharge Elimination System (SPDES) compliance inspection on November 18, 2022. Per DEC inspection report dated November 29, 2022, the facility was assigned an overall rating of satisfactory; however, two (2) items were identified as marginal and require action.

1. Within sixty (60) days of the report date the facility must develop and implement a Stormwater Pollution Prevention Plan.
2. The facility must ensure all screening processes bypassed during high wet weather events and all disinfection bypassed during extended power outages are reported in accordance with 6 NYCRR Part 705.

NY-Alert Notification

Plant Manager Arnold reported he filed a NY-Alert report on November 28, 2022, after a solids blockage caused approximately 25-gallons of sludge to overflow from a manhole outside the Sludge Building. Adirondack Septic Tank, Inc. responded to remove the blockage by pumping out the manhole and jetting the entire pipeline. The spill was reported to NYS DEC on December 1, 2022.

Thermal Sludge Dryer Update

Plant Manager Arnold reported Arcadis of New York submitted a grant application to NYS Environmental Facilities Corporation (EFC) on September 8, 2022, for the second round of the NYS Water Infrastructure Improvement Act (WIIA) and NYS Intermunicipal Water Infrastructure Grants (IMG) grant programs to fund the proposed Thermal Sludge Dryer project. Per correspondence dated November 14, 2022, the NYS EFC did not select the project to receive a grant award during this round of the program. The WIIA application was deemed acceptable but there was not enough funding available to reach the project. The IMG application was deemed ineligible because the project scope did not meet the definition of an IMG project. The facility may reapply for a WIIA grant in a future round of the program.

Plant Tour – City of Amsterdam

Plant Manager Arnold reported he provided a tour of the plant on December 2, 2022, to Arcadis of New York and staff from the City of Amsterdam Wastewater Treatment Plant and City of Amsterdam Department of Public Works. The City of Amsterdam authorized Arcadis to provide a feasibility study to determine if Gloversville-Johnstown Joint Wastewater Treatment Facility (GJJWTF) can accept Amsterdam’s wastewater sludge for processing and disposal at GJJWTF.

Award Bids - Dry Polymer & Emulsion Polymer

Plant Manager Arnold reported chemical bid openings were held on December 8, 2022, for the supply and delivery of Dry Polymer and Emulsion Polymer. Bids were received from Solenis LLC and Polydyne Inc. for both products. Full-scale bench testing was accomplished using polymer from both companies. On a motion made by Mr. Siarkowski, seconded by Mr. Vose, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board accepted both low bid proposals from Polydyne Inc., contract term effective January 1, 2023 to December 21, 2024:

- Two-year (2) contract for supply and delivery of Dry Polymer, Clarifloc NE-2388 at \$2.20/lb.
- Two-year (2) contract for supply and delivery of Emulsion Polymer, Clarifloc NE-2387 at \$1.50/lb. (tote & bulk)

Award Bid – Sodium Hypochlorite

Plant Manager Arnold reported a chemical bid opening was held on December 8, 2022, for the supply and delivery of Sodium Hypochlorite. Bids were received from Slack Chemical Co., Inc. and Surpass Chemical Company, Inc. The lowest bid was submitted by Slack Chemical Co. with a firm contract term of one (1) year, instead of the required two (2) year term listed in the bid specification. GJJSB Legal Counsel advised rejecting the bids, amending bid specifications to a one (1) year contract term, and rebidding for the chemical. On a motion made by Mr. Siarkowski, seconded by Mr. Schwartz, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board authorized advertisement for bids for a one (1) year contract for Sodium Hypochlorite.

CONTRACT RENEWALS:

Fulton County Department of Solid Waste - Leachate/Sludge Disposal

Plant Manager Arnold requested Board approval for a two (2) year contract extension to the Leachate/Sludge Agreement between Fulton County and the Gloversville-Johnstown Joint Sewer Board. The GJJSB will charge the County at the same rate of \$0.011 per gallon for leachate transported to the Gloversville-Johnstown Wastewater Treatment Facility by the County, and in return, the County will charge the GJJSB at the same rate of \$34 per ton for sludge hauled to the Sanitary landfill by GJJWTF. On a motion made by Mr. Siarkowski, seconded by Mr. Vose, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board approved the Leachate/Sludge Agreement between Fulton County and the GJJSB, with the same terms and rate of \$0.011 per gallon for leachate transported to the GJJWTF by the County, and rate of \$34 per ton for sludge hauled to the Sanitary landfill by GJJWTF, effective January 1, 2023 to December 31, 2024.

Municipal Sludge Disposal

Plant Manager Arnold requested Board approval to renew sludge disposal contracts with Fonda-Fultonville WTF, Mayfield WTF, Montgomery Co. Sanitary District No. 1, St. Johnsville WTF, and Waterford WTF for two (2) years, with the same terms and same rate of \$0.055 per gallon. On a motion made by Mr. Siarkowski, seconded by Mr. Schwartz, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board approved the request to renew the Fonda-Fultonville WTF, Mayfield WTF, Montgomery Co. Sanitary District No. 1, St. Johnsville WTF, and Waterford WTF sludge disposal contracts for two (2) years, with the same terms and rate of \$0.055 per gallon, effective January 1, 2023 to December 31, 2024.

Precision Industrial Maintenance – Septic/Industrial Strength Waste Disposal

Plant Manager Arnold requested Board approval to renew the contract with Precision Industrial Maintenance, Inc. for disposal of septic and industrial strength waste for two (2) years, with the same terms, and same rate of \$0.09 per gallon for septic waste and rate of \$0.11 per gallon for industrial strength waste. On a motion made by Mr. Siarkowski, seconded by Mr. Vose, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board approved the request to renew the Precision Industrial Maintenance, Inc. contract for disposal of septic and industrial strength waste, for two (2) years, with the same terms, at the rate of \$0.09 per gallon for septic waste, and rate of \$0.11 per gallon for industrial strength waste, effective January 1, 2023 to December 31, 2024.

Legal Services Contract

Plant Manager Arnold requested Board approval to accept a proposal from Miller, Mannix, Schachner & Hafner, LLC to provide legal services for the years 2023, 2024, and 2025 at hourly rates not to exceed \$275 per hour. On a motion made by Mr. Siarkowski, seconded by Mr. Parker, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board approved the Agreement between the GJJSB and Miller, Mannix, Schachner & Hafner, LLC for legal services, not to exceed \$275 per hour, effective January 1, 2023 through December 31, 2025.

INDUSTRIAL COMPLIANCE

2023 Industrial Wastewater Discharge Permits

Laboratory Director Levendusky reported he received twenty (20) renewal applications for 2023 Industrial Wastewater Discharge Permits. Director Levendusky noted Simco Leather Corporation's permit was revoked in August 2022. Permit No. 239 for Terry J. Gordon LLC located at 58 Division Street in Gloversville will expire on December 31, 2022 and will not be renewed as the water is shut off at that location.

Laboratory Director Levendusky reviewed the industrial permit requests, including percent changes and industrial loadings data. On a motion made by Mr. Siarkowski, seconded by Mr. Schwartz, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board approved the twenty (20) Industrial Wastewater Discharge Permit renewal applications as submitted for 2023 permit allocations.

Sewer Bill Protest: 109 S. Main Street, Gloversville

Senior Account Clerk Rackmyre reviewed a request for sewer bill adjustment for excess water usage for property located at 109 S. Main Street in Gloversville. Plant Manager Arnold conducted an inspection of the premises. On a motion made by Mr. Siarkowski, seconded by Mr. Vose, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board approved a credit of \$150.25 since the water did not enter the sewer system to be treated.

Sewer Bill Protest: 13 Sixth Street, Gloversville

Senior Account Clerk Rackmyre reviewed a request for sewer bill adjustment for excess water usage for property located at 13 Sixth Street in Gloversville. On a motion made by Mr. Siarkowski, seconded by Mr. Vose, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board denied a credit since permission to inspect the premises was not granted.

BUDGET/PURCHASE/AUDIT

FY2021 Financial Audit

Senior Account Clerk Rackmyre reported BST & Co. CPAs, LLP completed a virtual audit of basic financial statements for the year ended December 31, 2021. Board members received a copy of an independent auditor's report. The audit report disclosed no significant instances of noncompliance. No corrective actions or alternative procedures were suggested. Copies of the audit report were forwarded to the city fiscal departments of Gloversville and Johnstown.

RFPs for Financial Auditing Services

Senior Account Clerk Rackmyre noted Requests For Proposals for financial auditing services were sent to three (3) auditing firms. Only one (1) response was received from a company that is not accepting new clients at this time.

ATTACHMENTS

Wastewater Programs Report, Annual Trends/Comparison Report, and 2022 O&M Expenditure Reports were reviewed per Attachments No. 1, 2, & 3.

O&M purchase orders and disbursement sheets totaling \$354,226.09 were approved for payment on a motion made by Mr. Siarkowski, seconded by Mr. Schwartz, carried five (5) in favor, one (1) absent, and none (0) opposed.

NEW BUSINESS

Outside Laboratory Services

Laboratory Director Levendusky noted Life Science Laboratories and Adirondack Environmental Services will both be used for outside laboratory services in 2023.

EXECUTIVE SESSION

On a motion made by Mr. Siarkowski, seconded by Mr. Vose, carried five (5) in favor, one (1) absent, and none (0) opposed, all Board members in attendance went into executive session at 8:05 P.M. to discuss NY Public Officers Law §105:1 – (f) the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

On a motion made by Mr. Siarkowski, seconded by Mr. Vose, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board came out of executive session at 8:12 P.M.

Resolution No. 2022-13

On a motion made Mr. Siarkowski, seconded by Mr. Vose, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board approved Resolution No. 2022-13. *Authorizing 2023 Salary Schedule for Non-Union Employees.*

MEETING ADJOURNED

There being no further business, the meeting was adjourned at 8:20 P.M. on a motion made by Mr. Siarkowski, seconded by Mr. Schwartz, carried five (5) in favor, one (1) absent, and none (0) opposed.

The next regular meeting will be held on **Wednesday, January 11, 2023 at 7:00 P.M.**

Respectfully submitted,

Wrandy L. Siarkowski, Secretary
Gloversville-Johnstown Joint Sewer Board