

**GLOVERSVILLE-JOHNSTOWN JOINT SEWER BOARD
MEETING MINUTES
July 12, 2023**

The Gloversville-Johnstown Joint Sewer Board (GJJSB) held a meeting in the Boardroom of the Gloversville-Johnstown Joint Wastewater Treatment Facility on Wednesday, July 12, 2023. The meeting was called to order at 7:02 P.M.

ROLL CALL

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

JUNE 14, 2023 MEETING MINUTES

The Board approved the June 14, 2023 meeting minutes on a motion made by Mr. Vose, seconded by Mr. Rizzo, carried six (6) in favor and none (0) opposed.

CORRESPONDENCE

The following correspondence was discussed: No. 1, 2, 3, and 4.

PLANT OPERTIONS

Award Bid: Hydrogen Sulfide Scrubber Media

Plant Manager Arnold reported a bid opening was held on June 27, 2023, for the supply and delivery of media designed to remove Hydrogen Sulfide from biogas. Two (2) bids were received, with the lowest bid from Pure Air Filtration. Manager Arnold discussed the performance of various H₂S scrubbing media used within the plant over the past 10-years. Media provided by Nichem Co. shows far superior properties to remove H₂S, with a lifetime of 2-years versus 1-year for other products. On a motion made by Mr. Siarkowski, seconded by Mr. Schwartz, carried six (6) in favor and none (0) opposed, the Board accepted the bid proposal from Nichem Co. for a 2-year contract at \$42.75/cubic foot for the supply and delivery of Hydrogen Sulfide scrubber media, contingent upon approval by GJJSB legal counsel with language provided to reject the low bid.

Thermal Sludge Dryer Project

Plant Manager Arnold reported he met with the City of Gloversville Finance Committee to discuss bonding and State Revolving Fund (SRF) financing requirements for the proposed Thermal Sludge Dryer Project. An updated bond resolution is needed from Gloversville, as the estimated cost of the project has increased from 10 million to \$16.5 million. The application for SRF financing is due to the Environmental Facilities Corporation by July 28, 2023.

INDUSTRIAL COMPLIANCE

Award Bid: Automated Distillation Unit and Analyzer

Laboratory Director Levendusky reported he requested equipment performance references from Velp Scientific after a bid opening held on June 6, 2023, for an Automated Distillation Unit and Analyzer. One (1) reference was provided. The unit needed repairs after 2-years of light service. Lab Director Levendusky has numerous years of operating a Foss unit and maintaining continuous service. The Foss unit has proven historically accurate for data.

On a motion made by Mr. Siarkowski, seconded by Mr. Rizzo, carried six (6) in favor and none (0) opposed, the Board accepted the bid proposal from Foss North America to supply and install an Automated Distillation Unit and Analyzer at the cost of \$36,650.00.

Sewer Bill Protest: 23 Maple Street, Gloversville

Senior Account Clerk Rackmyre reviewed a request for sewer bill adjustment for excess water usage for property located at 23 Maple Street in Gloversville. On a motion made by Mr. Vose, seconded by Mr. Schwartz, carried six (6) in favor and none (0) opposed, the Board denied a credit since permission to inspect the premises was not granted.

Sewer Bill Protest: 8 Beech Street, Gloversville

Senior Account Clerk Rackmyre reviewed a request for sewer bill adjustment for excess water usage for property located at 8 Beech Street in Gloversville. On a motion made by Mr. Vose, seconded by Mr. Schwartz, carried six (6) in favor and none (0) opposed, the Board denied a credit since permission to inspect the premises was not granted.

PERSONNEL

Retirement: Senior WWTP Maintenance Mechanic Ricky Barnett

Chair Trudel read aloud a notice of retirement received from Sr. Maintenance Mechanic Ricky Barnett. On a motion made by Mr. Siarkowski, seconded by Mr. Parker, carried six (6) in favor, and none (0) opposed, the Board accepted the retirement of Senior WWTP Maintenance Mechanic Ricky Barnett, effective September 1, 2023, after sixteen (16) years of service.

EXECUTIVE SESSION

On a motion made by Mr. Siarkowski, seconded by Mr. Schwartz, carried six (6) in favor, and none (0) opposed, all Board members and Manager Arnold went into executive session at 7:52 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 six (6) in favor, and none (0) opposed, the Board came out of executive session at 8:00 P.M.

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On a motion made by Mr. Siarkowski, seconded by Mr. Vose, carried six (6) in favor, and none (0) opposed, the Board came out of executive session at 8:33 P.M.

PERSONNEL continued

New Hire: Account Clerk/Typist

Plant Manager Arnold reported he interviewed two (2) candidates for the vacant Account Clerk/Typist position. On a motion made by Mr. Siarkowski, seconded by Mr. Parker, carried six (6) in favor, and none (0) opposed, the Board appointed Joseph Brunco as an Account Clerk/Typist, on a probationary basis, at an annual salary of \$44,428.80, with tentative start date of July 31, 2023.

New Hire: Wastewater Engineer

The Board unanimously tabled a motion to appoint a new Wastewater Engineer.

New Hire: WWTP Maintenance Mechanic

Plant Manager Arnold reported he interviewed candidate Daniel Ashcroft for a WWTP Maintenance Mechanic position. On a motion made by Mr. Vose, seconded by Mr. Parker, carried six (6) in favor, and none (0) opposed, the Board appointed Daniel Ashcroft as a WWTP Maintenance Mechanic, on a probationary basis, at an annual salary of \$56,388.80, with tentative start date of August 7, 2023.

BUDGET/PURCHASE/AUDIT

FY2022 Financial Audit

Plant Manager Arnold reported BST & Co. CPAs, LLP completed a virtual audit of basic financial statements for the year ended December 31, 2022. 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 will be forwarded to the city fiscal departments of Gloversville and Johnstown.

ATTACHMENTS

Resolution No. 2023-11

On a motion made Mr. Vose, seconded by Mr. Parker, carried six (6) in favor and none (0) opposed, the Board approved Resolution No. 2023-11. *Transfer from Capital and Equipment Reserve Account to General Fund.*

Wastewater Programs Report, Annual Trends/Comparison Report, and 2023 O&M Expenditure Reports were reviewed per Attachments No. 2, 3, & 4.

Amended Abstract 6

Senior Account Clerk Rackmyre provided Board members with an amended copy of Financial Abstract 6 approved at the June 2023 Joint Sewer Board meeting. On a motion made Mr. Siarkowski, seconded by Mr. Vose, carried six (6) in favor and none (0) opposed, the Board approved Financial Abstract 6 approved at the June 2023 Joint Sewer Board meeting, with the disbursement total amended from \$214,954.63 to \$243,581.54.

O&M purchase orders and disbursement sheets totaling \$198,735.39 were approved for payment on a motion made by Mr. Siarkowski, seconded by Mr. Schwartz, carried six (6) in favor and none (0) opposed.

MEETING ADJOURNED

There being no further business, the meeting adjourned at 8:49 P.M. on a motion made by Mr. Siarkowski, seconded by Mr. Schwartz, carried six (6) in favor and none (0) opposed.

The next regular meeting will be held on Wednesday, August 9, 2023 at 7:00 P.M.

Respectfully submitted,

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