

**GLOVERSVILLE-JOHNSTOWN JOINT SEWER BOARD
MEETING MINUTES
January 17, 2024**

The Gloversville-Johnstown Joint Sewer Board held a meeting in the Boardroom of the Gloversville-Johnstown Joint Wastewater Treatment Facility on Wednesday, January 17, 2024. The meeting was called to order at 7:00 P.M.

ROLL CALL

Christopher Vose	Chairman
Donald Schwartz	Vice Chairman
Eric Parker	Secretary
Michael Stover	Member
John Rizzo	Member
Bobbi Trudel	Member
Wallace Arnold	Manager-Wastewater Programs
Mark Levendusky	Laboratory Director
Ian Colvin Marincic	WWTP Engineer Technician
Hilary Ruzicky	Administrative Aide

JOINT SEWER BOARD – APPOINTMENTS

- Michael Stover, appointed by Gloversville to fill Wrandy Siarkowski’s term expiring December 31, 2025.
- Donald Schwartz, reappointed by Gloversville, 3-year term expiring December 31, 2026.
- Christopher Vose reappointed by Johnstown, 3-year term expiring December 31, 2026.
- John Rizzo reappointed by Johnstown, 3-year term expiring December 31, 2026.

ELECTION OF OFFICERS – 2024 JOINT SEWER BOARD

Slate of officers nominated for the 2024 Joint Sewer Board:

- Chairman Christopher Vose, on a motion made by Ms. Trudel, seconded by Mr. Schwartz, carried six (6) in favor, and none (0) opposed.
- Vice Chairman Donald Schwartz, on a motion made by Ms. Trudel, seconded by Mr. Parker, carried six (6) in favor, and none (0) opposed.
- Secretary Eric Parker, on a motion made by Ms. Trudel, seconded by Mr. Schwartz, carried six (6) in favor, and none (0) opposed.

APPOINTMENT OF 2024 COMMITTEES

On a motion made by Ms. Trudel, seconded by Mr. Schwartz, carried six (6) in favor, and none (0) opposed, the Board appointed the following committees:

Industrial Compliance/Operations/Preventative Maintenance

Christopher Vose (Chair)
Donald Schwartz
Michael Stover

Budget/Purchase/Audit/Personnel

John Rizzo (Chair)
Bobbi Trudel
Eric Parker

DECEMBER 13, 2023 MEETING MINUTES

The Board approved the December 13, 2023 regular meeting minutes on a motion made by Mr. Schwartz, seconded by Mr. Parker, carried five (5) in favor, (1) abstained (Stover), and none (0) opposed.

DECEMBER 21, 2023 MEETING MINUTES

The Board approved the December 21, 2023 special meeting minutes on a motion made by Mr. Rizzo, seconded by Ms. Trudel, carried five (5) in favor, (1) abstained (Stover), and none (0) opposed.

CORRESPONDENCE

The following correspondence was discussed: No. 21

PLANT OPERATIONS

NYS DEC Annual Compliance Inspection

Plant Manager Arnold reported that he and Lead Operator Pedrick accompanied staff from NYS DEC Region 5 on an announced comprehensive State Pollutant Discharge Elimination System (SPDES) compliance inspection, conducted on December 20, 2023. Per a DEC inspection report dated January 3, 2024, the facility was assigned an overall rating of marginal. The items rated marginal include:

1. The facility is not under the responsible supervision of a Grade 4A Operator.
2. The facility did not obtain coverage under the SPDES Multi-Sector General Permit for Stormwater Discharges Associated with Industrial Activity or submit a No Exposure Exclusion Form, as directed in the previous SPDES compliance inspection.
3. The facility has not implemented a plan for backup power to the UV disinfection system during power outages.

Plant Manager Arnold noted:

1. The manager is in the process of completing the training required for eligibility to take the Grade 4A Operator certification exam.
2. Maintenance staff installed a temporary pumping system to satisfy requirements of the Stormwater Pollution Prevention Plan. A permanent pumping system will be installed in the springtime when a core drill can be used.
3. Manager is researching the installation of an emergency generator to back up the UV disinfection system during power outages.

Thermal Sludge Dryer Update

Plant Manager Arnold reported a grant application to fund the proposed Thermal Sludge Dryer Project was submitted to NYS Environmental Facilities Corporation (EFC) on August 10, 2023, under the third round of the NYS Water Infrastructure Improvement Act (WIIA) and NYS Intermunicipal Water Infrastructure Grants (IMG) grant programs. Per correspondence dated January 8, 2024, the NYS EFC did not select the project to receive a grant award during this round of the program. The application was deemed acceptable but there was not enough funding available to reach the project.

SCADA Signal Issues

Plant Manager Arnold reported on December 9, 2023, that equipment throughout half the plant lost communication to the SCADA alarm system. Maintenance staff checked all common causes with no resolve. On January 10, 2024, IT Technicians from Nelson Communications tested the fiber optic cable for breakage. Loss of signal was detected. Another set of fibers were chosen and fused in place. In addition, maintenance staff discovered and reconnected a lost connection at the Day Tank. Nelson Communications brought in an Optical Time Domain Reflectometer (OTDR) device to test the integrity of the fiber optic cable and to determine an exact location of any possible breaks in the cable. The cable tested in good working condition. All equipment communications are restored.

Request to Use Facility: Village of Fonda Water Department

Plant Manager Arnold requested Board approval to allow the Village of Fonda Water Department to utilize the facility for disposal of sludge from the village water settling lagoons. Prior sample analysis done by the GJJWTF laboratory categorized the sludge as Municipal Sludge. On a motion made by Mr. Schwartz, seconded by Mr. Parker, carried six (6) in favor, and none (0) opposed, the Board authorized the Village of Fonda Water Department to utilize the facility for disposal of Municipal Sludge from the village water settling lagoons, at the rate \$0.055 per gallon.

INDUSTRIAL COMPLIANCE

Sewer Bill Protest: 32 Fifth Street, Gloversville

Plant Manager Arnold reviewed a request for sewer bill adjustment for excess water usage on a landscaping project for property located at 32 Fifth Street in Gloversville. On a motion made by Ms. Trudel, seconded by Mr. Schwartz, carried six (6) in favor, and none (0) opposed, the Board denied credit since Sewer Use Law contains no provision to adjust sewer bills for landscaping improvements.

Sewer Bill Protest: 72 Saratoga Blvd, Gloversville

Plant Manager Arnold reviewed a request for sewer bill adjustment for excess water usage for property located at 72 Saratoga Blvd. in Gloversville. Plant Manager Arnold conducted an inspection of the premises. On a motion made by Mr. Schwartz, seconded by Mr. Stover, carried six (6) in favor, and none (0) opposed, the Board denied a credit since the excess water entered the sewer system and had to be treated.

Sewer Bill Protest: 287 South Main Street, Gloversville

Plant Manager Arnold reviewed a request for sewer bill adjustment for excess water usage for property located at 287 South Main Street in Gloversville. On a motion made by Ms. Trudel, seconded by Mr. Rizzo, carried six (6) in favor, and none (0) opposed, the Board denied a credit since there is no indication provided on the water/sewer billing where the excess water usage was directed.

PERSONNEL

Promotion: WWTP Operator Trainee

On a motion made by Ms. Trudel, seconded by Mr. Stover, carried six (6) in favor, and none (0) opposed, the Board approved the provisional appointment of WWTP Attendant Kenneth Gifford to WWTP Operator Trainee, effective January 18, 2024.

New Hire: WWTP Attendant

Plant Manager Arnold reported he interviewed applicant Tyler Pettit for a vacant WWTP Attendant position. Mr. Pettit meets the minimum qualifications required by Civil Service. On a motion made by Mr. Parker, seconded by Ms. Trudel, carried six (6) in favor, and none (0) opposed, the Board approved the appointment of Tyler Pettit as a WWTP Attendant, with a start date on January 29, 2024.

Employee Assistance Program

Administrative Aide Ruzycky requested Board approval for contract renewal of the Employee Assistance Program with St. Mary’s Healthcare at the cost of \$850.00 per year. The program provides early intervention and counseling services for employees and their immediate family members. On a motion made by Ms. Trudel, seconded by Mr. Schwartz, carried six (6) in favor, and none (0) opposed, the Board approved renewal of the Employee Assistance Program contract with St. Mary’s Healthcare at the cost of \$850.00 through December 31, 2024.

Non-Union Employee Agreement

Administrative Aide Ruzycky requested Board approval to amend the Non-Union Employee Agreement. On a motion made by Mr. Schwartz, seconded by Ms. Trudel, carried six (6) in favor, and none (0) opposed, the Board approved to amend the Non-Union Employee Agreement, Page (2):

1. Addition of the Principal Account Clerk and WWTP Engineering Technician positions to the Covered Titles section. Removal of the Senior Account Clerk position in the Covered Titles section.
2. Change Senior Account Clerk to Principal Account Clerk under the Compensation section.
3. Addition of a new paragraph under the Compensation section. *The regular work week for all Employees shall be forty (40) hours, Monday through Friday; the regular workday shall be eight (8) consecutive hours from 7:00 A.M. to 3 P.M.*

ATTACHMENTS

Resolution No. 2024-01

On a motion made Mr. Parker, seconded by Mr. Rizzo, carried six (6) in favor, and none (0) opposed, the Board approved Resolution No. 2024-01. *Transfer from the Engine Maintenance Reserve Fund to the General Fund.*

Resolution No. 2024-02

On a motion made Mr. Schwartz, seconded by Mr. Stover, carried six (6) in favor, and none (0) opposed, the Board approved Resolution No. 2024-02. *Closing Books for Fiscal Year 2023.*

Resolution No. 2024-03

On a motion made Ms. Trudel, seconded by Mr. Parker, carried six (6) in favor, and none (0) opposed, the Board approved Resolution No. 2024-03. *Transfers within the General Fund.*

Resolution No. 2024-04

On a motion made Mr. Rizzo, seconded by Ms. Trudel, carried six (6) in favor, and none (0) opposed, the Board approved Resolution No. 2024-04. *Transfer from the Capital and Equipment Reserve Account to the General Fund Account.*

Wastewater Programs Report, Annual Trends/Comparison Report, and 2023 O&M Expenditure Reports were reviewed per Attachments No. 5, 6, & 7.

O&M purchase orders and disbursement sheets totaling \$355,106.02 were approved for payment on a motion made by Mr. Parker, seconded by Mr. Stover, carried six (6) in favor, and none (0) opposed.

NEW BUSINESS

Plant Manager Arnold reported he will be attending training on February 12th - 16th. The Board unanimously agreed to hold the next regular Joint Sewer Board meeting on February 21, 2024 at 7:00 P.M. Starting in March 2024 the regular Joint Sewer Board meetings will be held at 6:00 P.M.

EXECUTIVE SESSION

On a motion made by Ms. Trudel, seconded by Mr. Rizzo, carried six (6) in favor, and none (0) opposed, all Board members and Plant Manager Arnold went into executive session at 8:01 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 Ms. Trudel, seconded by Mr. Stover, carried six (6) in favor, and none (0) opposed, the Board came out of executive session at 8:12 P.M.

New Hire: Principal Account Clerk

On a motion made by Ms. Trudel, seconded by Mr. Schwartz, carried six (6) in favor and none (0) opposed, the Board appointed Darleen Gaugler as a new provisional Principal Account Clerk, with a start date of February 5, 2024, at an annual salary of \$65,000.00.

MEETING ADJOURNED

There being no further business, the meeting was adjourned at 8:15 P.M. on a motion made by Mr. Schwartz, seconded by Ms. Trudel, carried six (6) in favor, and none (0) opposed.

The next regular meeting will be held on **Wednesday, February 21, 2024 at 7:00 P.M.**

Respectfully submitted,

Eric Parker, Secretary
Gloversville-Johnstown Joint Sewer Board