

**GLOVERSVILLE-JOHNSTOWN JOINT SEWER BOARD**  
**MEETING MINUTES**  
**December 10, 2025**

The Gloversville-Johnstown Joint Sewer Board held a meeting in the Boardroom of the Gloversville-Johnstown Joint Wastewater Treatment Facility (GJJWTF) on Wednesday, December 10, 2025. The meeting was called to order at 6:10 P.M.

**ROLL CALL**

Christopher Vose	Chairman
Bobbi Trudel	Vice Chair
Eric Parker	Secretary
Michael W. Stover	Member
John Rizzo	Member
Harry Brand	Manager-Wastewater Programs
Mark Levendusky	Laboratory Director
Ian Colvin Marincic	WWTP Engineering Technician
Darleen Gaugler	Principal Account Clerk
Hilary Ruzycky	Administrative Aide
Adrienne Slade	Account Clerk/Typist

**ABSENT**

Deanna Hitchcock	Member
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**EXECUTIVE SESSION**

On a motion made by Mr. Stover, seconded by Mr. Rizzo, carried five (5) in favor, one (1) absent, and none (0) opposed, all Board members in attendance and Manager Brand went into executive session at 6:11 P.M. to discuss NY Public Officers Law §105:1 – (e) collective negotiations pursuant to Article 14 of Civil Service Law. On a motion made by Ms. Trudel, seconded by Mr. Stover, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board came out of executive session at 6:26 P.M. No action was taken.

**Resolution No. 2025-08**

On a motion made Mr. Stover, seconded by Ms. Trudel, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board approved Resolution No. 2025-08, including an amendment to an employee job title. *Authorizing 2026 Salary Schedule for Non-Union Employees.*

**NOVEMBER 12, 2025 REGULAR MEETING MINUTES**

The Board approved the November 12, 2025 regular meeting minutes on a motion made by Mr. Parker, seconded by Mr. Stover, carried five (5) in favor, one (1) absent, and none (0) opposed.

**CORRESPONDENCE**

The following correspondence was discussed: No. 6 & 13.

**PLANT OPERATIONS**

**Noncompliance Event**

Manager Brand reported he submitted a Report of Noncompliance Event to NYSDEC on 11/21/25 for failure to acquire a mercury sample within the specified NetDMR period of 8/1/25 to 10/31/25. Mercury testing was conducted on 11/4/25 to satisfy SPDES Permit requirements for WET Testing. The quarterly periodicity for WET Testing and NetDMR reporting does not align. Manager Brand communicated with DEC to resolve the periodicity issue prior to the DMR due date of 11/28/25. DEC responded there was not sufficient time to change DMR reporting periods as the SPDES Permit would also require modification.

DEC offered the following options to resolve the DMR noncompliance:

1. Order on Consent including a fine, or
2. Petition DEC for enforcement discretion placing the facility on the Enforcement and Compliance History Online (ECHO) website listing the noncompliance for thirteen quarters.

Manager recommended to petition for enforcement discretion as the DEC fine amount is unknown at this time. He will continue to work with DEC to resolve the discrepancy in sampling periodicities. On a motion made by Ms. Trudel, seconded by Mr. Stover, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board approved to petition NYSDEC for enforcement discretion listing the facility on the ECHO website for thirteen quarters to satisfy a compliance response for DMR noncompliance of metals testing.

#### **Award Bid: Sodium Hypochlorite**

Manager Brand reported a bid opening was held on December 8, 2025 for the supply and delivery of Sodium Hypochlorite. Two bids were received with the lowest bid from Slack Chemical Co., Inc. On a motion made by Ms. Trudel, seconded by Mr. Parker, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board accepted the bid proposal from Slack Chemical Co., Inc. for a 1-year contract at \$2.384 per gallon for the supply and delivery of Sodium Hypochlorite.

#### **Award Bid: Solids Handling Incline Auger**

Manager Brand reported a bid opening was held on December 8, 2025 for the supply and delivery of a 46 foot sludge conveyor shaftless spiral auger with coupling and liners. Two bids were received with the lowest bid from Spirac (USA) Inc. Manager Brand recommended the bid not be awarded to Spirac (USA) Inc. due to the bid price listing 14 liners versus the 32 liners requested, as well as an 8 to 10 week lead time, and would require the facility to approve auger design drawings for the replacement auger. When attempting to reach Spirac to clear up confusion on the bid there was no response received to emails or phone calls. Manager Brand recommended the bid be awarded to the original equipment manufacturer JDV Equipment Corporation. On a motion made by Ms. Trudel, seconded by Mr. Stover, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board accepted the bid proposal from JDV Equipment Corporation for the supply and delivery of a 46 foot sludge conveyor shaftless spiral auger with coupling and liners, at the cost of \$32,681.

#### **Wastewater Treatment Plant Expansion Feasibility Study**

Manager Brand reported he met with FAGE USA Dairy personnel on 11/19/25 to review the five (5) Requests for Proposal (RFP #2025-01) received at the bid opening held on 11/12/25 for Engineering Firms seeking to perform a Feasibility Study for the Acid Whey Anaerobic Digestion & Biogas System Project. Per FAGE's policy, FAGE requested the highest and lowest bids be disregarded. FAGE requested that either Arcadis of New York or HDR be selected based on their experience with both firms.

The Industrial Compliance Committee met on 11/21/25 to review the meeting held with FAGE and to evaluate the submitted RFPs. Manager Brand provided a Bid Tabulation for full Board review and a Proposal Evaluation, which recommended the RFP to Arcadis of New York as the most experienced firm for this type of project and having the best availability with all their PEs licensed in NY State, and holding several offices in state. Chairman Vose reported he was informed by NYCOM staff that project funding from FAGE must be issued as a gift to the GJJWTF. Guidance on the gifting process will be sought from the GJSB Legal Counsel and the City of Johnstown Attorney.

On a motion made by Ms. Trudel, seconded by Mr. Stover, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board authorized Manager Brand to provide notice of intent to award RFP #2025-01 to Arcadis of New York for the Wastewater Treatment Plant Expansion Feasibility Study, at the cost of \$195,800.00.

#### **NYSERDA PON 2828 Standard Performance Contract Agreement**

Manager Brand reported NYSERDA's Technical Consultant (Wendel Engineering) conducted an onsite methane assessment on 12/10/25. Methane emissions or venting were measured and estimated. The only

leak detected was found at the floating roof of the Primary Digester. NYSERDA staff reviewed the data and determined that GJJWTF has met the contracting requirements regarding comparison of methane emissions to 4% of total methane production.

Manager Brand requested Board authorization to execute the NYSERDA PON2828 Standard Performance Contract Agreement presented and accepted in principle only at the 11/12/25 Sewer Board meeting. Board members had been given additional time to fully review the redline Agreement provided by NYSERDA. Finding the amended Agreement acceptable, the Board authorized Manager Brand to execute the NYSERDA PON2828 Standard Performance Contract Agreement, on a motion made by Ms. Trudel, seconded by Mr. Stover, carried five (5) in favor, one (1) absent, and none (0) opposed.

### **Facility Valving Issues**

Manager Brand reported there are numerous old valves throughout the facility that need to be replaced. Some valves have not been operated in years and no longer properly operate. This has resulted in several maintenance tasks having to be delayed or postponed due to the inability to adequately isolate components to facilitate the maintenance. Locating the next upstream isolation valve which operates and shuts off (isolates the system) has been challenging. Eight (8) valves were purchased to facilitate the installation of a new gas mixer for the Digester and Digester Heat Exchanger Tube change out, which required the entire systems to be taken down to change out the valves vice being able to isolate one mixer or one side and maintain system operating as designed. Staff will continue to identify system valve issues and valves will be rebuilt or replaced as is practical, many valves are obsolete and parts are unavailable or have excessive lead-time and cost.

### **Cogen Update**

Manager Brand reported Big Red Towing damaged mounting bolts during the removal of Cogen # 1 for transport and inspection at Milton CAT in Syracuse. Milton CAT will assume responsibility for repairing the bolts, as Big Red Towing was working as a subcontractor under Milton CAT. After inspection of the Cogen #1 generator end, Milton CAT submitted a Service Estimate for repairs in the amount of \$35,051.21. Manager Brand reviewed a list of necessary repairs and a generator report. Milton CAT will use an outside contractor for the repairs which are expected to be accomplished by mid-January. On a motion made by Mr. Stover, seconded by Mr. Parker, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board authorized repair of the Cogen # 1 generator and approved the Service Estimate from Milton CAT in the amount of \$35,051.21.

Manager Brand reported Milton CAT and Woodward Controls vendor (MSHS) were onsite 11/21/25 to investigate the instability of Cogen #3. Engine mapping and controls were inspected. It was determined the throttle plate actuator needed replacement. After replacement of actuator, the engine is running smoothly and synchronizing quickly. MSHS also reported that the governors are obsolete on Cogen #1 & #3. MSHS will be investigating potential upgrade options and will work with Milton CAT and Prime Automations for an integrated solution.

### **BUDGET/PURCHASE/AUDIT**

#### **2026 General Fund Budget**

Manager Brand reported the Budget Committee met prior to the Board meeting to discuss the 2026 General Fund Budget. The proposed budget of \$6,348,512.00 includes an increase of 2.64% over the 2025 budget. Manager Brand noted that the Consumer Price Index was at 3% from 9/2024 to 9/2025. A fund balance is expected at year end.

#### **Resolution No. 2025-07**

On a motion made Mr. Parker, seconded by Mr. Stover, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board approved the adoption of Resolution No. 2025-07. *Adoption of 2026 O&M General Fund Budget Totaling \$6,348,512.00.*

### **Financial Audit Services for FY2025, 2026 & 2027**

Principal Account Clerk Gaugler reported Request for Proposals were sent to six (6) auditing firms to provide financial auditing services for fiscal years 2025, 2026, & 2027. A single response was received from BST & Co. CPAs, LLP. On a motion made by Mr. Stover, seconded by Mr. Rizzo, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board accepted the proposal submitted by BST & Co. CPAs, LLP, to provide financial auditing services for fiscal years ending 2025, 2026, and 2027, not to exceed \$14,400.00, \$14,850.00, and \$ 15,300.00 respectively.

### **Funding Future Large Infrastructure Projects**

Manager Brand reported he wanted to bring to the attention of the Board that future large infrastructure projects will require funding. Discussion included the continued rehabilitation of the Trunk Sewer, Inflow & Infiltration issues, pending SPDES Permit limits for emerging chemicals and nutrients, the current EFC Wastewater Infrastructure Engineering Planning Grant, and potential sources for funding large projects. Manager Brand suggested the investigation of retaining a grant writer to pursue potential project funding, as the magnitude of these projects will require supplemental financial support. Further discussions will continue in the new year.

## **INDUSTRIAL COMPLIANCE**

### **2026-2028 Industrial Wastewater Discharge Permit Renewals**

Manager Brand reported all eighteen (18) Industrial Wastewater Discharge Permit Renewal Applications were returned by permitted industries. No industry relinquished a permit in 2025, and no new industry requested allocation for 2026. Permit renewal data was entered into a spreadsheet to confirm allocated capacity for Flow, TSS, BOD and TKN. Request for Industrial Flow decreased by 3.826%. After reviewing all permit requests, Manager Brand and Lab Director Levendusky recommend authorizing the permits as submitted. All permits now have a 3 year renewal term effective 1/1/26 to 12/31/28, except for FAGE USA Dairy currently has a 5 year permit from 1/1/25 to 12/31/29. On a motion made by Mr. Parker, seconded by Mr. Stover, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board approved all eighteen (18) Industrial Wastewater Discharge Permit Renewal Applications for 2026, 2027 & 2028 permitted allocations.

## **PERSONNEL**

### **Staffing Update**

Manager Brand reported the Maintenance Supervisor returned to work full time restricted to light duty. One (1) Plant Operator returned to work full-time without restrictions. One (1) Attendant is expected to return to work on Tuesday, December 16, 2025, without restrictions. One (1) Operator Trainee has a possible return date in January 2026.

## **ATTACHMENTS**

Wastewater Programs Report, Annual Trends/Comparison Report, and 2025 O&M Expenditure Reports were reviewed per Attachments No. 2, 3, & 4.

### **Approve Abstract #12**

O&M purchase orders and disbursement sheets totaling \$309,545.03 were approved for payment on a motion made by Mr. Stover, seconded by Mr. Parker, carried five (5) in favor, one (1) absent, and none (0) opposed.

## **OLD BUSINESS**

### **NYSDOH ELAP Audit Report**

Lab Director Levendusky reported he received a final audit report for the onsite inspection conducted by NYSDOH Environmental Laboratory Approval Program (ELAP) on 11/12/25. All deficiencies listed in the

report were minor, such as necessary changes to quality control manuals and SOP manuals. A corrective action response is due back to ELAP by 12/23/25.

### **Additional WET Testing in 2026**

Manager Brand reported due to WET test failures in July and August 2025, a second additional year of WET testing using the more sensitive species is required, specifically during the months of June, July, August, September, and October 2026. Analysis of metals will align with the WET testing schedule.

### **NEW BUSINESS**

#### **Chenango County Request to Discharge Leachate**

Manager Brand reported Chenango County DPW requested permission to use the facility to dispose of non-hazardous Landfill Leachate from the Town of Pharsalia. Chenango County seeks approval to discharge up to 300,000 gallons of Leachate for an interim period by sending 4 tankers per day, 5 days a week, with loads up to 8,600 gallons, and then to continue discharging on a regular basis at reduced volumes.

Manager Brand reviewed analytical reports from Chenango County and does not foresee negative impacts to the facility processes. Manager Brand recommended developing an Agreement with Chenango County including the ability to cease accepting any leachate if it impacts plant processes and/or the facility does not have the available excess leachate processing capacity, and to charge the standard septic hauler rate of \$0.09/gallon up to 300,000 gallons and \$0.075/gallon over 300,000 gallons.

On a motion made by Ms. Trudel, seconded by Mr. Stover, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board authorized to conditionally accept the disposal of Landfill Leachate from Chenango County, with an established Agreement confirming the GJJWTF has discretion to cease accepting any leachate if it impacts our process and/or the facility does not have the available excess leachate processing capacity, and to charge the standard septic hauler rate of \$0.09/gallon up to 300,000 gallons and \$0.075/gallon over 300,000 gallons.

### **MEETING ADJOURNED**

There being no further business, the meeting was adjourned at 8:22 P.M. on a motion made by Ms. Trudel, seconded by Mr. Stover, carried five (5) in favor, one (1) absent, and none (0) opposed.

The next regular meeting will be held on **Wednesday, January 14, 2026 at 6:00 P.M.**

Respectfully submitted,

Michael W. Stover, Secretary  
Gloversville-Johnstown Joint Sewer Board

# **GLOVERSVILLE-JOHNSTOWN JOINT SEWER BOARD**

## **RESOLUTION #2025-07**

WHEREAS, the Gloversville-Johnstown Joint Sewer Board has approved the  
2026 O & M General Fund Budget and

RESOLVED, that the new 2026 General Fund Budget to be effective January 1,  
2026 through December 31, 2026, is as follows:

ESTIMATED REVENUES: \$6,348,512.00

Cities of Gloversville & Johnstown	5,448,512.00
Septic Receipts	900,000.00

APPROPRIATIONS: \$6,348,512.00

Insurance & Contingency	165,000.00
Administration	673,453.00
Plant Operations	3,560,825.00
Compliance Monit & Test	668,401.00
Benefits	1,280,833.00

DATED: December 10, 2025

MOTION: Eric Parker

SECOND: Michael Stover

YES: 5

NO: 0

ABSENT: 1

# **GLOVERSVILLE/JOHNSTOWN JOINT SEWER BOARD**

## **RESOLUTION #2025-08**

WHEREAS, based on a recommendation by the Personnel Committee, the Gloversville/Johnstown Joint Sewer Board has approved the 2026 Salary Schedule for non-union employees, therefore be it

RESOLVED, that the new salary schedule effective January 1, 2026 through December 31, 2026 is as follows:

Administrative Aide	\$63,500
Principal Acct Clerk	\$69,000
Lab Director	\$86,400
Maintenance Supervisor	\$86,400
Engineering Technician	\$68,600
Chief Operator	\$95,600
Manager-Wastewater Programs	\$128,000

DATED: December 10, 2025

Motioned By: Michael Stover

Seconded By: Bobbi Trudel

Yes: 5

No: 0

Absent: 1