

**GLOVERSVILLE-JOHNSTOWN JOINT SEWER BOARD**  
**MEETING MINUTES**  
**February 11, 2026**

The Gloversville-Johnstown Joint Sewer Board held a meeting in the Boardroom of the Gloversville-Johnstown Joint Wastewater Treatment Facility (GJJWTF) on Wednesday, February 11, 2026. The meeting was called to order at 6:25 P.M.

ROLL CALL

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

ABSENT

Deanna Hitchcock	Member
Christopher Vose	Member

JANUARY 14, 2026 REGULAR MEETING MINUTES

The Board approved the January 14, 2026 regular meeting minutes on a motion made by Mr. Parker, seconded by Mr. Stover, carried four (4) in favor, two (2) absent, and none (0) opposed.

JANUARY 23, 2026 EMERGENCY MEETING MINUTES

The Board approved the January 23, 2026 emergency meeting minutes on a motion made by Mr. Rizzo, seconded by Mr. Parker, carried four (4) in favor, two (2) absent, and none (0) opposed.

CORRESPONDENCE

The following correspondence was discussed: No. 4, 9, 12, & 13.

PLANT OPERATIONS

**Reporting: Influent Composite Sample**

Manager Brand reported the facility failed to collect an influent composite sample on 1/30/26 due to a frozen sample line caused by heat tape failure. Manager Brand notified NYSDEC that no data is available for the influent composite sample on said date. DEC advised to report the missing sample data in the comments section of the DMR, and no further action is required.

**Cogen Update**

Manager Brand reported reinstallation of Cogen #1 occurred today 2/11/26, following its transport to Milton CAT in Syracuse for generator repair and main bearing change out. CAT staff was on site during the reinstall and startup. Two studs holding anchor boards broke during the reinstall. CAT suggested in the future to bolt down using threaded anchors rather than studs. Cogen #1 piping and all wiring terminations will be completed by facility staff, once complete, CAT will return to site for engine startup and verification.

Manager Brand reported Cogen #3 oil analysis indicates particulate bearing material. CAT took the oil filters back to their shop for inspection but did not find any particulate. CAT requested another sample to use as a baseline. Maintenance staff drained all oil, replaced filters, and continue to monitor the oil. Oil sample frequency has been increased to every 400 hours.

### **Facility Valves**

Manager Brand reported staff continues to replace old valves throughout the facility. Gas valves were replaced for the coalescent filters. Many valves have not been operated in years, are immovable and no longer operate.

### **Frozen Potable Water Line**

Manager Brand reported the city water line supplying the south side of the facility is frozen due to a heat trace breaker tripping. The shut off valve was located but the valve does not function. Staff is searching for an additional isolation point in the event the waterline was damaged by freezing and leaks upon thawing. A new breaker is on order, and the water line is being monitored for leaking. Due to the line's complex location under the roadway, and the numerous other lines in the immediate area of the shutoff valve, the city's vac truck or additional contractor support will be necessary if any attempts are made to repair/replace the water shutoff valve. If the pipe heat trace requires replacement, the project will require vendor support to replace the heat trace and the insulation removal and preplacement for the entire length of the exposed pipe beneath the pipe bridge.

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

Manager Brand reported the donation check was received from FAGE to support the Wastewater Treatment Plant Expansion Feasibility Study, as discussed at the January meeting. A segregated bank account was established for funds payable to Arcadis as the study progresses.

A kickoff meeting with Arcadis was held at the facility on 2/10/26. Discussion included concerns regarding right-of-way, digester location, logistics, chemical usage, and potential regulatory changes. Manager Brand emphasized the project must be sustainable and without liability to the plant's processes. Staff is providing requested data and documents to Arcadis via a shared virtual data room. Due to the delay in the commencement of the project due to the need to establish the Financial Agreement between GJJWTF and FAGE, the deadline to conclude the study was extended from 3/31/26 to 4/30/26.

### **EXECUTIVE SESSION**

On a motion made by Mr. Parker, seconded by Mr. Stover, carried four (4) in favor, two (2) absent, and none (0) opposed, all Board members in attendance and Manager Brand went into executive session at 7:02 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. Rizzo, seconded by Mr. Parker, carried four (4) in favor, two (2) absent, and none (0) opposed, the Board came out of executive session at 7:30 P.M. No action was taken.

### **EXECUTIVE SESSION**

On a motion made by Mr. Rizzo, seconded by Mr. Parker, carried four (4) in favor, two (2) absent, and none (0) opposed, all Board members in attendance and Manager Brand went into executive session at 7:31 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 Mr. Parker, seconded by Mr. Rizzo, carried four (4) in favor, two (2) absent, and none (0) opposed, the Board came out of executive session at 7:36 P.M. No action was taken.

### **INDUSTRIAL COMPLIANCE**

#### **EPA Annual Pretreatment Program Report**

Manager Brand reported the EPA Annual Pretreatment Program Report is due for submittal through the new CDX online reporting platform by 3/01/26. EPA is requiring more invasive data than previously reported especially pertaining to influent sampling. Additional data may be required following the initial report submittal.

### **Designation of Duly Authorized Signatory for GJJWTF Pretreatment Program**

Manager Brand requested Board approval to designate the position of Laboratory Director as a duly authorized signatory for the purpose of signing pretreatment reports in addition to the Manager-Wastewater Programs for the GJJWTF Pretreatment Program in accordance with 40 CFR Part 403. On a motion made by Mr. Stover, seconded by Mr. Rizzo, carried four (4) in favor, two (2) absent, and none (0) opposed, the Board authorized to designate the position of Laboratory Director as a duly authorized signatory in addition to the Manager-Wastewater Programs for the GJJWTF Pretreatment Program - SPDES Permit NY0026042,.

### **Significant Noncompliance**

Lab Director Levendusky reported three (3) industries were listed in Significant Noncompliance for 2025 and published in the local newspaper per 40 CFR Part 403. In January 2026, Colonial Tanning was in Significant Noncompliance for chromium and Pan American Leather came back in compliance for chromium. West Meadow Dairy continues to investigate the installation of a Dissolved Air Floatation (DAF) unit for their proposed pretreatment process. Manager Brand suggested more stringent enforcement may be required for industries that continually remain in noncompliance in accordance with the Pretreatment Standards.

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

#### **Principal Account Clerk Position: Offer of Appointment**

Manager Brand requested Board authorization to appoint Account Clerk/Typist Adrienne Slade as the candidate to fill the recently vacated Principal Account Clerk position. On a motion made by Mr. Parker, seconded by Mr. Stover, carried four (4) in favor, two (2) absent, and none (0) opposed, the Board granted approval to appoint Adrienne Slade to the position of Principal Account Clerk, effective 2/16/26, at an annual salary of \$66,500.00.

#### **Resolution No. 2026-04**

On a motion made Mr. Stover, seconded by Mr. Rizzo, carried four (4) in favor, two (2) absent, and none (0) opposed, the Board approved Resolution No. 2026-04. *Designate Banks and Appoint Bank Account Signatories.*

#### **Administrative Aide Position**

Manager Brand reported an interview was held to fill the Administrative Aide position becoming available in early March upon retirement of the current Administrative Aide. To date, the potential candidate has not accepted the offer. Manager Brand requested Board authorization to solicit additional candidates to fill the Administrative Aide position once it is available, including all the necessary advertisement. On a motion made by Mr. Parker, seconded by Mr. Stover, carried four (4) in favor, two (2) absent, and none (0) opposed, the Board authorized to seek a candidate to fill the Administrative Aide position, including all the necessary advertisement.

#### **Resolution No. 2026-05**

On a motion made by Mr. Stover, seconded by Mr. Parker, carried four (4) in favor, two (2) absent, and none (0) opposed, the Board approved Resolution No. 2026-05. *Authorizing the Manager to Execute a Consulting Services Agreement between Hilary Ruzycky and the Gloversville-Johnstown Joint Sewer Board.*

#### **Employee Assistance Program**

On a motion made by Mr. Parker, seconded by Mr. Stover, the Board authorized the annual renewal of the Employee Assistance Program (EAP) Agreement by and between St. Mary's Healthcare and the Gloversville-Johnstown Joint Wastewater Treatment Facility, at the cost of \$850.00 through December 31, 2026.

## ATTACHMENTS

Wastewater Programs Report, Annual Trends/Comparison Report, and 2026 O&M Expenditure Reports were reviewed per Attachments No. 2, 3, & 4.

### **Approve Abstract #2**

O&M purchase orders and disbursement sheets totaling \$195,297.64 were approved for payment on a motion made by Mr. Parker, seconded by Mr. Stover, carried four (4) in favor, two (2) absent, and none (0) opposed.

## OLD BUSINESS

### **EFC Wastewater Infrastructure Engineering Planning Grant (EPG)**

Manager Brand reported two certified resolutions were received from the City of Johnstown and forwarded to EFC to satisfy requirements of the EPG Project Check List. The resolutions identify the Authorized Representative and confirm matching funds of \$10,000 for the development of an Engineering Report for the assessment of GJJWTF biosolids handling. The next EPG project deadline is 6/30/26, for the selection of an Engineering Firm to provide the study, setting a budget, and conducting a scope meeting. Manager Brand noted Arcadis confirmed additional whey from the proposed Acid Whey Anaerobic Digestion & Biogas System Project would impact how biosolids are handled at the facility.

Manager Brand requested Board authorization to develop and distribute an RFQ to qualified Engineering Firms for development of a GJJWTF Biosolid Handling Assessment Engineering Report in accordance with the awarded EPG. On a motion made by Mr. Rizzo, seconded by Mr. Stover, carried four (4) in favor, two (2) absent, and none (0) opposed, the Board authorized the development and distribution of an RFQ to qualified Engineering Firms for development of an Engineering Report on GJJWTF biosolids handling.

### **Sludge Building Roof Repair Project**

Manager Brand requested Board authorization to obtain quotes from qualified companies to provide roof repairs to the Sludge Building. The repair work will be segregated in two projects, one for structural repair and one for roof membrane repair, with each project costing less than \$35,000. On a motion made by Mr. Parker, seconded by Mr. Stover, carried four (4) in favor, two (2) absent, and none (0) opposed, the Board authorized to obtain quotes from qualified companies to provide roof repairs to the Sludge Building, to be segregated in two projects for structural repair and for roof membrane repair.

### **Chenango County Leachate**

Manager Brand reported the acceptance of a new leachate stream from Chenango County DPW is on hold.

## MEETING ADJOURNED

There being no further business, the meeting was adjourned at 8:24 P.M. on a motion made by Mr. Parker, seconded by Mr. Stover, carried four (4) in favor, two (2) absent, and none (0) opposed.

The next regular meeting will be held on **Wednesday, March 11, 2026 at 6:00 P.M.**

Respectfully submitted,

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

# **GLOVERSVILLE-JOHNSTOWN JOINT SEWER BOARD**

## **RESOLUTION #2026-04**

WHEREAS, on January 20, 2026 the Gloversville-Johnstown Joint Wastewater Treatment Facility's Principal Account Clerk tendered her resignation; now therefore be it

RESOLVED, that the Gloversville-Johnstown Joint Sewer Board execute the attached bank account resolution with NBT Bank and Key Bank; and be it further

RESOLVED, that Bobbi Trudel, Harry Brand, Adrienne Slade, and Sue Conine be appointed as signatories on all bank accounts for the Gloversville-Johnstown Joint Sewer Board; and be it further

RESOLVED, that any check over \$5,000.00 (five thousand dollars) must have two authorized signatures.

DATED: February 11, 2026

MOTION: Michael W. Stover

SECOND: John Rizzo

YES: 4

NO: 0

ABSENT: 2

# **GLOVERSVILLE-JOHNSTOWN JOINT SEWER BOARD**

## **RESOLUTION #2026-05**

**WHEREAS**, on February 11, 2026, the Gloversville-Johnstown Joint Sewer Board authorized the Manager to execute a Consulting Agreement for the consulting services of Hilary Ruzycky; and

**WHEREAS**, the **CONSULTING SERVICES AGREEMENT** dated the 9<sup>th</sup> day of March 2026, by and between Hilary Ruzycky (CONSULTANT) and the Gloversville-Johnstown Joint Sewer Board (GJJSB) will terminate by June 1, 2026, and

**WHEREAS**, CONSULTANT and GJJSB wish to establish the **CONSULTING SERVICE AGREEMENT** for additional training services for the training of the Administrative Aide position, and

**WHEREAS**, the **DUTIES** are as outlined in the **AGREEMENT**, and

**WHEREAS**, payment shall be based on approved submitted invoice of monthly hours worked times \$60/hour, now therefore be it

**RESOLVED**, that with mutual **AGREEMENT** the parties agree to the **AGREEMENT** terms and conditions from March 9, 2026, with decreased hours as time progresses and terminates by June 1, 2026.

DATED: February 11, 2026

MOTION: Michael W. Stover

SECOND: Eric Parker

YES: 4

NO: 0

ABSENT: 2