

**GLOVERSVILLE-JOHNSTOWN JOINT SEWER BOARD
MEETING MINUTES
August 14, 2019**

The Gloversville-Johnstown Joint Sewer Board (GJJSB) held a meeting in the Boardroom of the Gloversville-Johnstown Joint Wastewater Treatment Facility (GJJWTF) on Wednesday, August 14, 2019.

Chairman Siarkowski called the meeting to order at 7:07 P.M.

PRESENT

Wrandy Siarkowski	Chairman
Bobbi Trudel	Secretary
Dale Trumbull	Member
Christopher Vose	Member
Helen Martin	Member
Wallace Arnold	Manager-Wastewater Programs
Mark Levendusky	Laboratory Director
Hilary Ruzicky	Administrative Aide

ABSENT

John Rizzo	Vice Chairman
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JUNE 12, 2019 MEETING MINUTES

The Board approved the June 12, 2019 meeting minutes on a motion made by Ms. Trudel, seconded by Ms. Martin, carried four (4) in favor, one (1) abstained (Vose), one (1) absent, and none (0) opposed.

JULY 10, 2019 MEETING MINUTES

The Board tabled approval of the July 10, 2019 meeting minutes due to lack of quorum.

CORRESPONDENCE

The following correspondence was discussed: No. 6, 7, 11, 19, & 20.

PLANT OPERATIONS

UV Disinfection Project

Plant Manager Arnold reported that a principle engineer from Delaware Engineering and a general contractor from BCI Construction were both on-site to inspect the UV Disinfection project and discuss punch list items. Outstanding items include re-alignment of UV Banks A & B, repair of leaking finger weirs, repair to parging, installation of railings, installation of missing grates, and re-alignment of knife gates. As-built drawings will be provided by Delaware Engineering after all punch list work is accomplished.

Authorize Bidding – Ferrous Chloride

Plant Manager Arnold requested Board approval to seek bids for the supply and delivery of Ferrous Chloride. On a motion made by Mr. Trumbull, seconded by Ms. Trudel, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board authorized to advertise bids for a two (2) year contract for the supply and delivery of Ferrous Chloride.

Chemical Feed System

Plant Manager Arnold reported that Carus Corp. technicians installed the Chemical Feed System for potassium permanganate to mitigate odors generated by the CAST process. The installation took place over three (3) days. USGI will replace a leaking drum seal. A water pressure regulator was added to the system. Plant operators are trying varied quantities of potassium permanganate to find the optimal system performance.

NYS DEC Order on Consent

Plant Manager Arnold reported that he received a fully executed copy of the NYS DEC Order on Consent. The Order was signed by the DEC Regional Director, with an effective of July 15, 2019. A Community Action Plan was developed by Manager Arnold, per a requirement of the Order on Consent. The Community Action Plan was forwarded to DEC and GJJSB legal counsel.

Per the Order on Consent, a total payable civil penalty in the amount of \$12,600.00, shall be paid as follows:

- \$6,300.00 within one (1) year of the effective date of the Order on Consent,
- \$6,300.00 within two (2) years of the effective date of the Order on Consent.

Board members discussed making a one-time payment of \$12,600.00 to satisfy the penalty in full. It was suggested to seek opinion from GJJSB legal counsel. On a motion made by Ms. Martin, seconded by Mr. Vose, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board approved submittal of a single payment of \$12,600.00 to satisfy the penalty in full of the NYS DEC Order on Consent, contingent on approval from GJJSB legal counsel.

INDUSTRIAL COMPLIANCE

Sewer Bill Protest – 44 Burr Street, Gloversville

Administrative Aide Ruzycky reviewed a request for sewer bill adjustment for excess water usage for property located at 44 Burr Street in Gloversville. Plant Manager Arnold conducted an inspection of the premises. On a motion made by Ms. Trudel, seconded by Mr. Trumbull, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board approved a credit of \$110.13 since the water did not enter the sewer system to be treated.

Sewer Bill Protest – 74 E. Pine Street, Gloversville

Administrative Aide Ruzycky reviewed a request for sewer bill adjustment for excess water usage for property located at 74 E. Pine Street in Gloversville. Plant Manager Arnold conducted an inspection of the premises. On a motion made by Ms. Martin, seconded by Ms. Trudell, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board approved a credit of \$32.11 since the water did not enter the sewer system to be treated.

Sewer Bill Protest – 22 Lincoln Street, Gloversville

Administrative Aide Ruzycky reviewed a request for sewer bill adjustment for excess water usage for property located at 22 Lincoln Street in Gloversville. Plant Manager Arnold conducted an inspection of the premises. On a motion made by Mr. Trumbull, seconded by Ms. Trudel, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board approved a credit of \$112.53 since the water did not enter the sewer system to be treated.

Sewer Bill Protest – 103 W. Second Avenue, Johnstown

Administrative Aide Ruzycky reviewed a request for sewer bill adjustment for excess water usage for property located at 103 W. Second Avenue in Johnstown. No inspection was conducted at the premises because the homeowner could not give clear indication of where a leak occurred. On a motion made by Mr. Vose, seconded by Ms. Martin, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board denied the request for credit due to a lack of evidence as to whether the water entered the sewer system.

Request for New Connection – Dunkin Donuts, 1008 & 1012 Route 29A, Johnstown

Plant Manager Arnold reported that correspondence was received from ABD Engineers of Schenectady regarding a request for new sewer connection for a proposed Dunkin Donuts to be located at 1008 & 1012 State Route 29A in the Town of Johnstown. Chairman Siarkowski delivered the request to Town of Johnstown Supervisor Jack Wilson. Mr. Wilson stated he will most likely contact the Fulton County Planning Board to discuss creation of a new sewer district in that area. The Board directed Manager Arnold to send confirmation to ABD Engineers stating the facility has adequate capacity to accept flow from this location and to refer further inquiries to the Town of Johnstown.

Request for New Connection – 1730 State Highway 67, Johnstown

Plant Manager Arnold reported that correspondence was received from Johnstown resident James Biscotti regarding a request for new sewer connection for property located at 1730 State Highway 67, Johnstown. It was noted that similar correspondence was received by the mayors of both cities. On a motion made by Ms. Martin, seconded by Ms. Trudel, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board authorized to send correspondence to Mr. Biscotti stating the facility has adequate capacity to accept flow from 1730 State Highway 67, Johnstown. The correspondence will also be forwarded to both mayors.

PERSONNEL

Sexual Harassment Prevention Program

Administrative Aide Ruzycky reported that under a 2019 New York State mandate, every employer is required to provide an established sexual harassment prevention policy and interactive employee training. A new policy was drafted to mirror the State Model Policy and presented to Board members for review. The Board granted approval for staff to forward the new policy to the Teamsters Union. If the new policy is acceptable to all, it will be adopted at the September Board meeting. All employees will then be presented with the policy and receive training.

Accept Resignation – WWTP Maintenance Mechanic

Plant Manager Arnold reported that a letter of resignation was received from WWTP Maintenance Mechanic Alexander Isabella. On a motion made by Mr. Trumbull, seconded by Ms. Martin, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board accepted the resignation of WWTP Maintenance Mechanic Alexander Isabella, effective August 23, 2019.

ATTACHMENTS

Wastewater Programs Report, Annual Trends/Comparison Report and 2019 O&M Expenditure Reports were reviewed per Attachments No. 1, 2, & 3.

O&M purchase orders and disbursement sheets totaling \$203,981.70 were approved for payment on a motion made by Mr. Vose, seconded by Ms. Trudel, carried five (5) in favor, one (1) absent, and none (0) opposed.

Capital disbursement sheets totaling \$200,000.00 were approved for payment on a motion made by Mr. Vose, seconded by Ms. Trudel, carried five (5) in favor, one (1) absent, and none (0) opposed.

OLD BUSINESS

Sludge Dryer Feasibility Study

Plant Manager Arnold reported that Arcadis of New York requires copies of electric and natural gas bills to apply for NYSERDA funding on behalf of GJJWTF, for the Sludge Dryer Feasibility Study approved at the June Sewer Board meeting. Manager Arnold requested copies of the bills from the City of Johnstown, as GJJWTF sells power to the grid and does not purchase substantial amounts of energy from National Grid. Johnstown officials did not grant approval to provide the billing documents. Manager Arnold was directed to contact the City of Gloversville to provide the necessary documents.

Donation – Supplied Air Respirators

Plant Manager Arnold reported that outdated supplied air respirators were donated to Fulton County Emergency Management, as discussed at the March 2019 Sewer Board meeting. Director Santa Maria of the Emergency Management Office expressed appreciation and stated the respirators would be very useful for training purposes.

NEW BUSINESS

On a motion made by Ms. Trudel, seconded by Mr. Vose, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board went into executive session at 8:03 P.M. to discuss the employment history of a particular person.

On a motion made by Ms. Trudel, seconded by Ms. Vose, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board came out of executive session at 8:15 P.M.

There being no further business, the meeting was adjourned at 8:16 P.M. on a motion made by Ms. Martin, seconded by Ms. Trudel, carried five (5) in favor, one (1) absent, and none (0) opposed.

The next regular meeting will be held on **Wednesday, September 11, 2019 at 7:00 P.M.**

Respectfully submitted,

Bobbi Trudel, GJJSB Secretary