

**GLOVERSVILLE-JOHNSTOWN JOINT SEWER BOARD
MEETING MINUTES
December 11, 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, December 11, 2019.

Chairman Siarkowski called the meeting to order at 7:00 P.M.

PRESENT

Wrandy Siarkowski	Chairman
Bobbi Trudel	Secretary
Dale Trumbull	Member
Christopher Vose	Member
Craig Talarico	Member
Wallace Arnold	Manager-Wastewater Programs
Donna Renda	Fiscal Officer
Mark Levendusky	Laboratory Director
Hilary Ruzycky	Administrative Aide

ABSENT

John Rizzo	Vice Chairman
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NEW APPOINTMENT to JOINT SEWER BOARD

Chairman Siarkowski welcomed newly appointed Joint Sewer Board member Craig Talarico. Mr. Talarico was appointed by the City of Johnstown on November 18, 2019, Resolution No. 84-2019, to fill the unexpired term of Helen Martin. The term shall expire on December 31, 2022. Chairman Siarkowski read aloud a letter of appreciation to be forwarded to Helen Martin for her six (6) years of dedicated service to the Joint Sewer Board.

EXECUTIVE SESSION

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 7:02 P.M. to discuss collective negotiations.

On a motion made by Mr. Vose, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board came out of executive session at 7:05 P.M.

OCTOBER 9, 2019 MEETING MINUTES

The Board tabled approval of the October 9, 2019 meeting minutes due to lack of quorum.

NOVEMBER 13, 2019 MEETING MINUTES

The Board approved the November 13, 2019 meeting minutes on a motion made by Mr. Trumbull, seconded by Mr. Vose, carried four (4) in favor, one (1) abstained – Talarico, one (1) absent, and none (0) opposed.

CORRESPONDENCE

The following correspondence was discussed: No. 14, 15, and 17.

PLANT OPERTIONS

UV Disinfection Project

Plant Manager Arnold reported that BCI Construction did not complete the project punch list or correct defective work to date. The deadline to complete all work and correct defective work is December 12, 2019, in accordance with Article 14 of the General Conditions of the contract. Board members agreed to seek advisement from Joint Sewer Board legal counsel, including liquidated damages.

PLANT OPERATIONS cont.

SPDES Permit

Plant Manager Arnold reported that NYS DEC issued a final modified State Pollutant Discharge Elimination System (SPDES) Permit on November 26, 2019, to take effect on December 1, 2019. The new permit was developed to add nutrient monitoring for Total Maximum Daily Load (TMDL) of Total Nitrogen and Phosphorus in the Mohawk River Watershed. The laboratory added sampling for nitrites, nitrates, total phosphorus, and soluble reactive phosphates.

NYS DEC Inspection

Plant Manager Arnold reported that NYS DEC rated the Facility in satisfactory condition after the November 8, 2019 annual inspection. The report stated that some odor problems persist, overlap training is needed for the Lead Operator position, and a new UV Disinfection system was operational throughout the past summer. Manager Arnold noted he is working on an engineering report that details the effectiveness of the CAST chemical feed system, per requirements of the NYS DEC Order on Consent.

CAST EQ Headworks Update

Plant Manager Arnold reported that the 800-gallon tank of the CAST EQ Headworks was modified with an overflow weir and exit pipe for direct pumping by the Gorman Rupp pumps. During the test, the pumps kept up with the flow. Kaman Automation was on site to evaluate pump operation and flow regulating by modifying the current control system. An ultrasonic detector will be installed to monitor water levels. Manager Arnold noted that the EQ Tank will be cleaned out in the spring.

INDUSTRIAL COMPLIANCE

2020 Industrial Wastewater Discharge Permits

Laboratory Director Levendusky reported that twenty-two (22) Industrial Wastewater Discharge Permit renewal applications were received for 2020. Permit requests were reviewed by Laboratory Director Levendusky and Board members. On a motion made by Mr. Vose, seconded by Ms. Trudel, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board approved the twenty-two (22) Industrial Wastewater Discharge Permit renewal applications as submitted for 2020 permit allocations.

Request For Proposals – Outside Laboratory Services

Laboratory Director Levendusky reported that Request For Proposals (RFP) were sent to three (3) NYS certified laboratories to provide Selected Priority Pollutant Analysis in 2020. Life Science Laboratories was the only lab to submit a proposal. The proposal includes price increases to cover additional testing costs for low level mercury and the nutrient study required under the new SPDES permit. 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 accepted the proposal from Life Science Laboratories for outside laboratory services in 2020 at a total cost of \$10,365.00, effective January 1, 2020 to December 31, 2020.

PERSONNEL

Employee Assistance Program

Administrative Aide Ruzycky requested Board approval for the Employee Assistance Program contract renewal with St. Mary's Healthcare at the cost of \$15 per full-time employee for 2020. The program provides early intervention and counseling services for employees and their immediate family members. On a motion made by Mr. Vose, seconded by Mr. Talarico, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board approved renewal of the Employee Assistance Program contract with St. Mary's Healthcare at the cost of \$15 per full-time employee, totaling \$360.00 for 2020.

BUDGET/PURCHASE/AUDIT

Contract Renewal - Legal Services

Plant Manager Arnold requested Board approval to accept a proposal from Miller, Mannix, Schachner & Hafner, LLC to provide legal services for the years 2020, 2021, and 2022 at hourly rates up to \$250 per hour. 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 approved the Agreement between the GJJSB and Miller, Mannix, Schachner & Hafner, LLC for legal services, not to exceed \$250 per hour, effective January 1, 2020 through December 31, 2022.

Audit Services Agreement

Fiscal Officer Renda requested Board approval to accept a proposal from BST & Co. CPAs for audit services for a three (3) year period. On a motion made by Ms. Trudel, seconded by Mr. Talarico, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board approved to renew an Agreement between the GJJSB and BST & Co. CPAs for audit services, for FY2019, 2020, & 2021, at the cost of \$7,600.00, \$7,750.00, & \$7,900.00 respectively.

Phone Service

Fiscal Officer Renda requested Board approval to accept a proposal from First Light to provide phone services, including new phones and an unlimited business line. On a motion made by Mr. Vose, seconded by Ms. Trudel, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board authorized to contract First Light to provide phone services starting in June 2020, when current phone services will expire with Frontier Communications.

Resolution No. 2019-12 was approved on a motion made Ms. Trudel, seconded by Mr. Trumbull, carried five (5) in favor, one (1) absent, and none (0) opposed. *Transfer of funds within the General Fund.*

Resolution No. 2019-13 was approved on a motion made Mr. Talarico, seconded by Mr. Vose, carried five (5) in favor, one (1) absent, and none (0) opposed. *Employment Agreement Extension – Manager Wallace Arnold.*

ATTACHMENTS

Wastewater Programs Report, Annual Trends/Comparison Report and 2019 O&M Expenditure Reports were reviewed per Attachments No. 2, 3, & 4.

O&M purchase orders and disbursement sheets totaling \$241,757.22 were approved for payment on a motion made by Mr. Trumbull, seconded by Ms. Trudel, carried five (5) in favor, one (1) absent, and none (0) opposed.

There being no further business, the meeting was adjourned at 7:49 P.M. on a motion made by Mr. Vose, seconded by Mr. Talarico, carried five (5) in favor, one (1) absent, and none (0) opposed.

The next regular meeting will be held on **Wednesday, January 8, 2020 at 7:00 P.M.**

Respectfully submitted,

Bobbi Trudel, GJJSB Secretary