

**GLOVERSVILLE-JOHNSTOWN JOINT SEWER BOARD**  
**MEETING MINUTES**  
**April 8, 2020**

The Gloversville-Johnstown Joint Sewer Board (GJSB) held a meeting on Wednesday, April 8, 2020. The meeting was held via teleconference due to circumstances of the COVID-19 pandemic. The meeting was called to order at 4:36 P.M.

**ROLL CALL**

John Rizzo	Chairman
Bobbi Trudel	Vice Chairperson
Christopher Vose	Secretary
Craig Talarico	Member
Wrandy Siarkowski	Member
Donna Renda	Fiscal Officer
Hilary Ruzicky	Administrative Aide
Mark Levendusky	Laboratory Director
Robert Yaggle	WWTP Lead Operator
Christopher Perry	Gloversville DPW Director

**SUSPENDING ARTICLE 7 OF PUBLIC OFFICERS LAW**

Chairman Rizzo read aloud the following statement:

Due to the COVID-19 pandemic, this meeting shall be closed to the public in accordance with Executive Order 202.1 issued by Governor Cuomo suspending Article 7 of Public Officers Law. This meeting shall be recorded and later transcribed.

**MARCH 11, 2020 MEETING MINUTES**

The Board approved the March 11, 2020 meeting minutes on a motion made by Mr. Siarkowski, seconded by Ms. Trudel, carried five (5) in favor, one (1) vacant, and none (0) opposed.

**CORRESPONDENCE**

Correspondence No. 17 was discussed.

**PLANT OPERATIONS**

**Award Potassium Permanganate Bid**

Fiscal Officer Renda reported that a bid opening for the supply and delivery of Potassium Permanganate was held on April 1, 2020. Three (3) bids were received and the low bidder was Carus LLC at \$1.525/lb. On a motion made by Ms. Trudel, seconded by Mr. Vose, carried five (5) in favor, one (1) vacant, and none (0) opposed, the Board awarded the contract for the supply and delivery of Potassium Permanganate to Carus LLC at \$1.525/lb. (\$504.3938/150 kg drum) for a 2-year term.

**Small Truck Purchase – 2008 Ford Ranger**

On a motion made by Mr. Siarkowski, seconded by Mr. Talarico, carried five (5) in favor, one (1) vacant, and none (0) opposed, the Board approved the purchase of a two-wheel drive 2008 Ford Ranger from private citizen Richard Blacha for \$6,500.00.

**Plant Operations Update**

WWTP Lead Operator Robert Yaggle updated Board members on operations of the Plant:

- Whey Tank No. 1 pumps failed after clogging with beads of dairy waste. Staff attempted to pump the tank and discovered that sections of vinyl liner loosening from the tank walls were causing further blockages. Precision Industrial Maintenance was contracted to drain the tank. After the tank is emptied, an outside representative will be contracted to inspect and advise on liner replacement.

## **Plant Operations Update**

- Potassium Permanganate use increased due to intermittent odors detected on site.
- Kaman Automation adjusted Gorman Rupp pumps to provide consistent CAST system pumping.
- Gravity Belt Thickener belt ripped and will be replaced soon.
- CAT Engine #2 sent out for a complete overhaul. Work estimated to take one (1) month.

## **BUDGET/PURCHASE/AUDIT**

### **2020 – 2021 Proposed Sewer Rates**

Fiscal Officer Renda presented the proposed 2020-2021 sewer rates. Industrial and residential sewer rates are proposed to increase by 2 percent. Inflow and Infiltration (I&I) fees increase by \$1.40 per connection. On a motion made by Mr. Siarkowski, seconded by Ms. Trudel, carried five (5) in favor, one (1) vacant, and none (0) opposed, the Board authorized advertisement of a public hearing to present the 2020-2021 proposed sewer rates by teleconference due to the circumstances of the COVID-19 pandemic. The public may submit comments or questions regarding the proposed rates prior to the hearing via correspondence or email. If adopted, the rates will become effective on May 1, 2020.

## **INDUSTRIAL COMPLIANCE**

Laboratory Director Levendusky reported that the EPA audit scheduled for April is now a virtual audit due to COVID-19. He is providing required documents digitally.

Laboratory Director Levendusky reported that the NYS DOH Environmental Laboratory Approval Program (ELAP) audit has been postponed. ELAP is not providing proficiency test samples at this time.

## **ATTACHMENTS**

### **Resolution No. 2020-05**

On a motion made Ms. Trudel, seconded by Mr. Siarkowski, carried five (5) in favor, one (1) vacant, and none (0) opposed, the Board approved Resolution No. 2020-05. *Transfer 2019 fund balance to the Capital and Equipment Reserve Fund and to the Rate Stabilization Reserve Fund.*

### **Resolution No. 2020-06**

On a motion made Mr. Siarkowski, seconded by Mr. Vose, carried five (5) in favor, one (1) vacant, and none (0) opposed, the Board approved Resolution No. 2020-06. *Transfer from Rate Stabilization Reserve Fund to the General Fund.*

### **Resolution No. 2020-07**

On a motion made Ms. Trudel, seconded by Mr. Talarico, carried five (5) in favor, one (1) vacant, and none (0) opposed, the Board approved Resolution No. 2020-07. *Transfer from Capital and Equipment Reserve Fund to General Fund.*

Wastewater Programs Report, Annual Trends/Comparison Report, and 2020 O&M Expenditure Reports were reviewed per Attachments No. 4, 5, & 6.

O&M purchase orders and disbursement sheets totaling \$195,634.66 were approved for payment on a motion made by Mr. Siarkowski, seconded by Mr. Talarico, carried five (5) in favor, one (1) vacant, and none (0) opposed. Board members agreed that the signing of Purchase Orders and Vendor Claims will be waived due to COVID-19 safety precautions. All claims shall be denoted COVID-19 by the Fiscal Officer.

OLD BUSINESS

WWTP Lead Operator Robert Yaggle noted that the UV Disinfection System should be started up by the week of April 27, 2020 to ready for the May 1, 2020 deadline. Board members requested that additional safety railings are installed before the start up.

Engineering report detailing the CAST EQ Tank bypass and back-up plan is due for submittal to NYS DEC by April 30, 2020.

MEETING ADJOURNED

There being no further business, the meeting was adjourned at 5:31 P.M. until April 29, 2020 at 6:00 P.M. on a motion made by Ms. Trudel, seconded by Mr. Siarkowski, carried five (5) in favor, one (1) vacant, and none (0) opposed.

The next regular meeting will be held on **Wednesday, May 13, 2020 at 7:00 P.M.**

Respectfully submitted,

Christopher Vose, GJJSB Secretary