

**GLOVERSVILLE-JOHNSTOWN JOINT SEWER BOARD
MEETING MINUTES
August 14, 2024**

The Gloversville-Johnstown Joint Sewer Board held a meeting in the Boardroom of the Gloversville-Johnstown Joint Wastewater Treatment Facility (GJJWTF) on Wednesday, August 14, 2024. The meeting was called to order at 6:08 P.M.

ROLL CALL

Donald Schwartz	Vice Chairman
Eric Parker	Secretary
Michael W. Stover	Member
John Rizzo	Member
Bobbi Trudel	Member
Harry Brand	Manager-Wastewater Programs
Mark Levendusky	Laboratory Director
Ian Colvin Marincic	WWTP Engineer Technician
Darleen Gaugler	Principal Account Clerk
Hilary Ruzicky	Administrative Aide

ABSENT

Christopher Vose	Chairman
------------------	----------

JULY 10, 2024, REGULAR MEETING MINUTES

The Board approved the July 10, 2024, 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.

JULY 22, 2024, EMERGENCY MEETING MINUTES

The Board approved the July 22, 2024, emergency meeting minutes on a motion made by Mr. Rizzo, seconded by Mr. Parker, carried five (5) in favor, one (1) absent, and none (0) opposed.

CORRESPONDENCE

The following correspondence was discussed: No. 7, 8, & 19.

PLANT OPERATIONS

High Yard Recovery Update

Manager Brand reported work is progressing to replace the High Yard & Electric Meter Building. Contractors are waiting for Frontier Communications to provide fiber connection. Project completion is expected in October 2024. Manager Brand presented insurance settlement proposals from NYMIR for replacement of the High Yard Building. The settlement is the agreed amount of insurable cost associated with building loss only and does not include extra expenses or lost income claims.

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 authorized to accept a NYMIR settlement for replacement of the High Yard Building, in the amount of \$1,488,621.39, net the advance of \$400,000.00 previously issued to High Voltage Electric Service, for a total payment of \$1,088,621.39 issued from NBT Insurance directly to the Gloversville-Johnstown Joint Wastewater Treatment Facility.

Slope Stabilization Update

Manager Brand reported Greenman Pedersen Inc. (GPI) has completed core drilling. GPI submitted a Joint Application Package on behalf of GJJWTF to the Army Corps of Engineers for approval to begin work to stabilize the failed slope. Impacts to the wetland edge and Ordinary High Water marks of the creek are expected. Repairs will involve placement of a keystone trench at the base of the slope to support the embankment stabilization. The

south side of the facility will be used for staging. The length of the treated creek bank is estimated to be 365 feet from east to west.

Cogen #2 In Frame Rebuild

Manager Brand reported a Cogen #2 in-frame rebuild is budgeted under 2024 Capital Projects. Manager Brand reviewed an adopted Resolution to Standardize Electrical Generation Equipment. It was determined the resolution pertains to CAT Cogen #3 purchase contract only. Competitive bidding for Cogen maintenance and repair is still required. Manager Brand noted Cogen #3 was back in service in August 2023 following a Major Overhaul. Cogen #1 had an in-frame top end rebuild in February 2024. Cogen #2 had a Major Overhaul in 2020 and has 3,000 hours of operation since Major Overhaul and is scheduled for a full rebuild in 2025. It was unanimously decided the Cogen #2 in-frame rebuild will not be completed in 2024 and Cogen #2 will be sent out for a Major Overhaul in 2025 as scheduled. Bids will be solicited for all upcoming maintenance and repairs.

BUDGET/PURCHASE/AUDIT

FY2023 Financial Audit by BST & Co. CPAs

Principal Account Clerk Gaugler reported BST & Co. CPAs completed the annual audit of Basic Financial Statements for the year ending December 31, 2023. Board members each received a copy of the Independent Auditor's Report. The audit report disclosed no significant instances of noncompliance. No corrective actions or alternative procedures were suggested. Copies of the audit report will be forwarded to the fiscal departments of the Cities of Gloversville and Johnstown.

2024 Current Budget Status

Manager Brand reviewed the 2024 Budget and expenditures to date. The line item for Maintenance and Repairs is currently at 72% expenditure due to the reallocation of funds to cover 2024 salary increases. The postponement of the Cogen #2 rebuild in 2024 will save \$60K. Additional expenses were incurred due to sample testing for septic haulers and industry.

2025 Budget Planning

Manager Brand discussed budget planning for the upcoming 2025 Budget. Departments Heads will submit draft budgets to the Manager by October 1st. The Manager's draft budget will be presented to the Budget Committee in October. The final budget will be presented for approval to the full Board at the November Joint Sewer Board meeting. Manager Brand noted that future expenses will likely occur for a Plant Headworks Analysis and additional regulatory testing for dioxins and PFAS.

Property Insurance

Manager Brand reported the City of Johnstown desires the Gloversville-Johnstown Joint Sewer Board to hold their own independent Property Insurance Policy that is segregated from the City and in-care-of the City of Johnstown only. A request was received from the NBT Insurance Agency to verify GJJWTF assets listed under the City of Johnstown's property insurance policy. Manager Brand is awaiting price proposals from NBT Insurance Agency for an independent insurance policy.

INDUSTRIAL COMPLIANCE

Sewer Bill Protest: 27 W. 8th Avenue, Gloversville

Principal Account Clerk Gaugler reviewed a request for sewer bill adjustment for excess water usage for property located at 27 W. 8th Avenue in Gloversville. Engineer Technician Marincic conducted an inspection of the premises. 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 a credit of \$108.31 since the water did not enter the sewer system to be treated.

Sewer Bill Protest: 16 Lincoln Avenue, Gloversville

Principal Account Clerk Gaugler reviewed a request for sewer bill adjustment for excess water usage for property located at 16 Lincoln Avenue in Gloversville. Engineer Technician Marincic conducted an inspection of the premises. 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 approved a credit of \$79.35 since the water did not enter the sewer system to be treated.

ATTACHMENTS

Resolution No. 2024-15

On a motion made Mr. Rizzo, seconded by Mr. Stover, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board approved Resolution No. 2024-15. *Transfers within the General Fund Budget.*

Wastewater Programs Report, Annual Trends/Comparison Report, and 2024 O&M Expenditure Reports were reviewed per Attachments No. 2, 3, & 4.

O&M purchase orders and disbursement sheets totaling \$310,858.25 were approved for payment on a motion made by Ms. Trudel, seconded by Mr. Stover, carried five (5) in favor, one (1) absent, and none (0) opposed.

OLD BUSINESS

Administration Building Odor Issues

Manager Brand reported HRP Associates submitted a Summary of Findings dated July 23, 2024, for air sampling conducted in the Administration Building on June 7 & June 17, 2024. Indoor air samples were collected over 8-hour periods; one sample on a day with odors detected by staff and one sample on a day without odors detected. Samples were shipped to ALS Environmental for analysis. No analytes were identified in concentrations above acceptable OSHA standards.

Collective Bargaining Agreement

Manager Brand noted the Personnel Committee will meet on September 17, 2024, at 6 P.M. to begin discussions on desired changes to the Collective Bargaining Agreement by and between the Gloversville-Johnstown Joint Sewer Board and Teamsters Local 294.

NEW BUSINESS

St. Johnsville Sludge Dewatering Project

Manager Brand reported he and Laboratory Director Levendusky participated in a conference call with an engineering firm associated with a sludge dewatering project for the Village of St. Johnsville. Discussion was held regarding the impact of polymers added to the sludge for transport purposes. If the dewatered sludge is accepted for treatment by GJJWTF, excess polymers could cause problematic sludge blankets in the facility's primary tanks. Additional information on the % of Total Solids in the anticipated discharge loads is required before acceptance of St. Johnsville's dewatered sludge can be approved.

EXECUTIVE SESSION

On a motion made by Ms. Trudel, seconded by Mr. Rizzo, carried five (5) in favor, one (1) absent, and none (0) opposed, all Board members present went into executive session at 7:53 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 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 8:35 P.M.

On a motion made by Ms. Trudel, seconded by Mr. Rizzo, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board authorized Manager Brand to extend an employment offer to a specific individual for the Non-Union position of Chief WWTP Operator, and to credit said individual upon employment with previous years of service and sick time accrued at the GJJWTF under these extraordinary circumstances facing wastewater facilities across the state to obtain and maintain certified operators to maintain compliance with NYSDEC regulations.

MEETING ADJOURNED

There being no further business, the meeting was adjourned at 8:39 P.M. on a motion made by Mr. Stover, seconded by Mr. Parker, carried five (5) in favor, one (1) absent, and none (0) opposed.

The next regular meeting will be held on **Wednesday, September 11, 2024, at 6:00 P.M.**

Respectfully submitted,

Eric Parker, Secretary
Gloversville-Johnstown Joint Sewer Board