

GLOVERSVILLE-JOHNSTOWN JOINT SEWER BOARD
MEETING MINUTES
September 11, 2024

The Gloversville-Johnstown Joint Sewer Board held a meeting in the Boardroom of the Gloversville-Johnstown Joint Wastewater Treatment Facility (GJJWTF) on Wednesday, September 11, 2024. The meeting was called to order at 6:03 P.M.

ROLL CALL

Christopher Vose	Chairman
Donald Schwartz	Vice Chairman
Eric Parker	Secretary
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 Ruzycy	Administrative Aide

ABSENT

Michael W. Stover	Member
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AUGUST 14, 2024, REGULAR MEETING MINUTES

The Board approved the August 14, 2024, regular meeting minutes on a motion made by Mr. Rizzo, seconded by Mr. Schwartz, carried five (5) in favor, one (1) absent, and none (0) opposed.

CORRESPONDENCE

The following correspondence was discussed: No. 21

PLANT OPERATIONS

Report of Noncompliance Event: Effluent Settleable Solids

Manager Brand reported the second grab sample taken for Effluent Settleable Solids on Saturday, August 17, 2024, exceeded the SPDES permit limit of 0.1 mL/L with a recorded value of 0.5 mL/L. The first and third samples analyzed for the day were both in compliance with results <0.1 mL/L. The upset cleared up without corrective action required between the samples. The event was reported to NYSDEC on August 17, 2024, with no further action requested from DEC. Plant operators have recleaned the Final Settling channel, including the UV Outfall channel.

Odor Complaint

Manager Brand reported a resident from S. Melcher Street in Johnstown filed an odor complaint after regular hours by phone on August 22, 2024. The odors occurred around 10:30 P.M. with the cause unknown. Manager Brand responded to the resident by phone on August 23, 2024. The complaint was reported to NYSDEC, entered in the Odor Complaint Log, and posted to the GJJWTF website.

WET Testing Action Level Exceedance

Manager Brand reported 3rd Quarter WET testing results exceeded the SPDES Permit Action Level of 1.3 for the test period August 6 - 12, 2024, with a toxicity level of 1.7 for Freshwater Invertebrate and Ceriodaphnia Dubia. Manager Brand reported the exceedance to NYSDEC by email on August 20, 2024. A Report of Noncompliance form is not required by DEC at this time, but additional WET testing could be required after the sampling results are reviewed by the DEC Regional Water Engineer.

High Yard Recovery Update

Manager Brand reported NBT Insurance released the total remaining insurance settlement of \$1,088,621.39 for building replacement only of the High Yard Control Building. The payment does not include extra expenses or lost revenue portions of the claim. GJJWTF staff contacted auditors from BST & Co. CPAs for advisement on depositing the payment. Manager Brand anticipates the Cogeneration Engines will be back online by October 31, 2024. Bond funding through the City of Gloversville will probably not be expended until 2025. Full project completion is not expected until 2025 or 2026.

Slope Stabilization Update

Manager Brand reported he was informed there may be prior knowledge of the Cayadutta Creek slope failing before the major collapse occurred in April 2024. Manager Brand inspected the facility grounds and walked all property fence lines. He reported additional areas of the creek bank are potentially slipping. Manager Brand requested authorization for an emergency evaluation of surrounding creek areas by Greenman Pedersen Inc. On a motion made by Ms. Trudel, seconded by Mr. Schwartz, carried four (4) in favor, one (1) abstained (Rizzo), one (1) absent, and none (0) opposed, the Board authorized for GJJWTF to contract with Greenman Pedersen Inc. to provide Project Management Services for the Slope Stabilization Project, at the cost of \$130,000.

BUDGET/PURCHASE/AUDIT

Obsolete Laboratory Equipment

Laboratory Director Levendusky requested Board approval to donate obsolete glassware from the GJJWTF Laboratory to science departments in local schools. On a motion made by Mr. Schwartz, seconded by Ms. Trudel, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board approved donating obsolete glassware from the GJJWTF Laboratory to local school science departments, with the first offers made to the Gloversville and Johnstown School Districts.

Credit Card Limit

Manager Brand provided Board members with the current GJJWTF credit card policy. Manager Brand requested approval of an established credit card limit and designation of authorized users. On a motion made by Mr. Parker, seconded by Mr. Schwartz, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board authorized a credit card spending limit of \$25,000 per month, with Manager Harry Brand and Principal Account Clerk Darleen Gaugler as the authorized users.

INDUSTRIAL COMPLIANCE

Sewer Bill Protest: 102 Lincoln Street, Gloversville

Principal Account Clerk Gaugler reviewed a request for sewer bill adjustment for excess water usage for property located at 102 Lincoln Street in Gloversville. Engineer Technician Marincic conducted an inspection of the premises. 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 approved a credit of \$57.46 since the water did not enter the sewer system to be treated.

PERSONNEL

Sexual Harassment Prevention Policy

Manager Brand reported he successfully completed the 2024 NYS Harassment and Discrimination Annual Training provided by NYMIR. Manager Brand reviewed necessary updates to the current GJJWTF Sexual Harassment Prevention Program, including language on protected classes, gender diversity, human rights, retaliation, and potential harassment locations. A draft policy with amendments was provided to the Joint Sewer Board and the labor union Teamsters Local 294. On a motion made by Mr. Parker, seconded by Ms. Trudel, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board adopted the amended Sexual Harassment Prevention Program.

Workplace Violence Prevention Program

Manager Brand reported he successfully completed the 2024 Workplace Violence Prevention Annual Training provided by NYMIR. Manager Brand, Laboratory Director Levendusky, Maintenance Supervisor Horton, and Union Shop Steward Kennedy walked the facility's buildings and grounds to identify potential on-site risk factors.

Manager Brand reviewed necessary updates to the current GJJWTF Workplace Violence Prevention Program, including language on risk factors, site security, fencing, firearms, and minimal staffing. A draft policy with amendments was provided to the Joint Sewer Board and the labor union Teamsters Local 294. On a motion made by Mr. Parker, seconded by Ms. Trudel, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board adopted the amended Workplace Violence Prevention Program.

ATTACHMENTS

Resolution No. 2024-16

On a motion made Mr. Schwartz, seconded by Mr. Rizzo, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board approved Resolution No. 2024-16. *Transfers within the General Fund Budget.*

Wastewater Programs Report, Annual Trends/Comparison Report, and 2024 O&M Expenditure Reports were reviewed per Attachments No. 3, 4, & 5.

O&M purchase orders and disbursement sheets totaling \$625,955.13 were approved for payment on a motion made by Mr. Parker, seconded by Mr. Rizzo, carried five (5) in favor, one (1) absent, and none (0) opposed.

OLD BUSINESS

GJJWTF Property Insurance

Manager Brand reported a meeting was held at the facility on September 5, 2024, with NBT Insurance Agency representative Bill VanGorder, Gloversville Mayor DeSantis, Gloversville Commissioner of Finance Weiterschan, Johnstown City Mayor Praught, and Johnstown City Treasurer Herr. The meeting was held to discuss the proposed independent GJJWTF Property Insurance policy to be separate, and in-care-of only, under the City of Johnstown. Manager Brand reported the segregated policy would increase GJJWTF Property Insurance premiums by 30%. A final decision on the policy coverage was tabled at the meeting. On September 10, 2024, Manager Brand was notified by NBT Insurance Agency representative Bill VanGorder that the GJJWTF Property Insurance policy will remain under the City of Johnstown and not be a separate policy.

Manager Brand further reported the GJJWTF pays an insurance rider for Flood Insurance under the current Property Insurance policy. Flood Insurance is necessary for the City of Johnstown as some properties are located near water bodies. As the GJJWTF facility is not located in a flood prone area, the Board unanimously agreed to recommend to both the City of Johnstown and City of Gloversville to remove GJJWTF from flood coverage, a savings of approximately \$37,000.

Fulton County Sewer District No. 5 Agreement

Chairman Vose reviewed the Intermunicipal Agreement for Fulton County Sewer District No. 5. Discussion was held concerning bypassing, metering, and outside of city user rates. Fulton County agrees that any activation of a bypass will be coordinated with the GJJWTF.

Resolution No. 2024-17

On a motion made by Mr. Schwartz, seconded by Ms. Trudel, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board approved Resolution No. 2024-17. *Authorizing the Joint Sewer Board Chairman to Execute the Intermunicipal Agreement for the Fulton County Sewer District No. 5. Along the Route 30/30A Corridor by and Between the City of Gloversville, City of Johnstown, Village of Mayfield, Fulton County and the Gloversville-Johnstown Joint Sewer Board.*

NEW BUSINESS

Employee Injuries

Manager Brand reported two (2) employees sustained injuries away from the workplace. Both employees did require surgery. Both employees are expected to be out of work for approximately three (3) months.

FOIL Request

Manager Brand reported a FOIL request was received on August 19, 2024, from Rebecca Martin Consulting on behalf of the Hudson and Mohawk Rivers Leachate Collaborative. The request pertained to all data associated with the facility’s policy and procedures governing its acceptance of leachate from landfills. On August 22, 2024, a reply was sent confirming receipt of the request and expected date of document submittal. On September 3, 2024, all documents responsive to the request were transmitted to Rebecca Martin Consulting.

City of Johnstown Residential User Fees

Manager Brand noted the City of Johnstown’s Residential User Fees for May 2024 and July 2024 have not been forwarded to GJJWTF to date. City of Johnstown’s Industrial User Fees are current.

MEETING ADJOURNED

There being no further business, the meeting was adjourned at 7:55 P.M. on a motion made by Ms. Trudel, seconded by Mr. Schwartz, carried five (5) in favor, one (1) absent, and none (0) opposed.

The next regular meeting will be held on **Wednesday, October 9, 2024, at 6:00 P.M.**

Respectfully submitted,

Eric Parker, Secretary
Gloversville-Johnstown Joint Sewer Board

GLOVERSVILLE-JOHNSTOWN JOINT SEWER BOARD

RESOLUTION #2024-16

WHEREAS, the Gloversville-Johnstown Joint Sewer Board wishes to make changes to the 2024 General Fund Budget as follows:

Transfer From:

J8130-4321	Potassium Permanganate	(\$5,000)
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Transfer To:

J8130-4100	Supplies & Materials	\$5,000
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Transfer From:

J8131-2030	Monitoring Other Equip	(\$1,500)
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Transfer To:

J8131-1200	Salary - Overtime	\$1,500
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RESOLVED, that the Gloversville-Johnstown Joint Sewer Board make the above mentioned changes to the 2024 General Fund Budget.

DATED: September 11, 2024

MOTION: Donald Schwartz

SECOND: John Rizzo

YES: 5

NO: 0

ABSENT: 1

GLOVERSVILLE-JOHNSTOWN JOINT SEWER BOARD

RESOLUTION #2024-17

WHEREAS, Fulton County desires to expand and improve centralized sanitary sewer infrastructure along the State Route 30 and Route 30A corridors, including within the Towns of Johnstown and Mayfield, and the Village of Mayfield, and Village of Northville.

WHEREAS, Fulton County has initiated the process for the creation of a new County Sewer District, identified as Fulton County Sewer District No. 5, to service properties along Route 30/30A corridors north of the City of Gloversville to the Village of Northville.

WHEREAS, an Intermunicipal Agreement for Fulton County Sewer District No. 5 was developed to facilitate the development and installation of the Route 30/30A corridor sewer infrastructure.

RESOLVED, the Gloversville-Johnstown Joint Sewer Board hereby authorizes and directs Joint Sewer Board Chairman Vose, as their representative, to execute the

INTERMUNICIPAL AGREEMENT FOR THE FULTON COUNTY SEWER DISTRICT No. 5 ALONG THE ROUTE 30/30A CORRIDOR BY AND BETWEEN THE CITY OF GLOVERSVILLE, CITY OF JOHNSTOWN, VILLAGE OF MAYFIELD, FULTON COUNTY AND THE GLOVERSVILLE JOHNSTOWN JOINT SEWER BOARD.

DATED: September 11, 2024

MOTION: Donald Schwartz

SECOND: Bobbi Trudel

YES: 5

NO: 0

ABSENT: 1