

**GLOVERSVILLE-JOHNSTOWN JOINT SEWER BOARD  
EMERGENCY MEETING MINUTES  
January 23, 2026**

The Gloversville-Johnstown Joint Sewer Board held an emergency meeting in the Boardroom of the Gloversville-Johnstown Joint Wastewater Treatment Facility on 1/23/26 to address immediate staffing needs. The meeting was called to order at 12:00 P.M.

**ROLL CALL**

Bobbi Trudel	Chair
Eric Parker	Vice Chair
Michael W. Stover	Secretary
John Rizzo	Member
Deanna Hitchcock	Member
Christopher Vose	Member
Harry Brand	Manager-Wastewater Programs
Hilary Ruzycky	Administrative Aide

**EXECUTIVE SESSION**

On a motion made by Mr. Vose, seconded by Mr. Parker, carried six (6) in favor, and none (0) opposed, all Board members and Manager Brand went into executive session at 12:01 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 Mr. Parker, seconded by Mr. Stover, carried six (6) in favor, and none (0) opposed, the Board came out of executive session at 12:34 P.M. No action was taken.

**PERSONNEL**

**Accept Resignation: Principal Account Clerk Darleen Gaugler**

Manager Brand requested Board approval to accept the resignation of Principal Account Clerk Darleen Gaugler. On a motion made by Mr. Vose, seconded by Mr. Stover, carried six (6) in favor, and none (0) opposed, the Board accepted the resignation of Principal Account Clerk Darleen Gaugler, effective 1/20/26.

**Authorize Candidate Search**

Manager Brand requested Board authorization to seek a candidate to fill the vacated Principal Account Clerk position, including all the necessary advertisement. On a motion made by Mr. Stover, seconded by Mr. Vose, carried six (6) in favor, and none (0) opposed, the Board authorized to seek a candidate to fill the Principal Account Clerk position, including all necessary advertisement.

**BUDGET/PURCHASE/AUDIT**

**Resolution No. 2026-02**

On a motion made by Mr. Stover, seconded by Mr. Parker, carried six (6) in favor, and none (0) opposed, the Board approved Resolution No. 2026-02. *Authorizing the Manager to Execute a Consulting Services Agreement between Donna Renda and the Gloversville-Johnstown Joint Sewer Board.*

**Resolution No. 2026-03**

On a motion made Mr. Vose, seconded by Mr. Stover, carried six (6) in favor, and none (0) opposed, the Board approved Resolution No. 2026-03. *Designate Banks and Appoint Bank Account Signatories.*

## PLANT OPERATIONS

### **NYS DMR Signatory Authority – Robert Yaggle**

Manager Brand requested Board approval to allow Chief WWTP Operator Robert Yaggle to electronically sign Discharge Monitoring Reports (DMR) for the facility in the event that Manager Brand is unavailable. On a motion made by Mr. Parker, seconded by Mr. Stover, carried six (6) in favor, and none (0) opposed, the Board authorized Manager to petition NYSDEC to delegate Chief WWTP Operator Robert Yaggle as a duly authorized representative to electronically sign Discharge Monitoring Reports for the Gloversville-Johnstown Joint Wastewater Treatment Facility.

## NEW BUSINESS

### **Purchase Order & Vendor Claim Signatory**

Manager Brand reported that Purchase Orders and Vendor Claims both require signature by a Fiscal Officer and a Department Head. The Fiscal Officer certifies monies are available and encumbered, and the Department Head confirms successful delivery and correct charges. Due to the current vacancy of the Principal Account Clerk position, the Board unanimously agreed to authorize Manager Brand to provide both signatures on Purchase Orders and Vendor Claims.

## MEETING ADJOURNED

There being no further business, the meeting was adjourned at 12:56 P.M. on a motion made by Mr. Stover, seconded by Mr. Vose, carried six (6) in favor, and none (0) opposed.

The next regular meeting will be held on **Wednesday, February 11, 2026 at 6:00 P.M.**

Respectfully submitted,

Michael W. Stover, Secretary  
Gloversville-Johnstown Joint Sewer Board

# **GLOVERSVILLE-JOHNSTOWN JOINT SEWER BOARD**

## **RESOLUTION #2026-02**

**WHEREAS**, on January 23, 2026 the Gloversville-Johnstown Joint Sewer Board authorized the Manager to execute a Consulting Agreement for the consulting services of Donna Renda; and

**WHEREAS**, the **CONSULTING SERVICES AGREEMENT** dated the 26<sup>th</sup> day of January 2026, by and between Donna Renda (CONSULTANT) and the Gloversville-Johnstown Joint Sewer Board (GJJSB) will terminate on June 1, 2026, and

**WHEREAS**, CONSULTANT and GJJSB wish to establish the **CONSULTING SERVICE AGREEMENT** for additional training services in the Finance Department, and

**WHEREAS**, the **DUTIES** are as outlined in the **AGREEMENT**, and

**WHEREAS**, payment shall be based on approved submitted invoice of monthly hours worked times \$75/hour, now therefore be it

**RESOLVED**, that with mutual **AGREEMENT** the parties agree to the **AGREEMENT** terms and conditions from January 23, 2026 with decreased hours as time progresses and terminating by June 1, 2026.

DATED: January 23, 2026

MOTION: Michael W. Stover

SECOND: Eric Parker

YES: 6

NO: 0

ABSENT: 0

# **GLOVERSVILLE-JOHNSTOWN JOINT SEWER BOARD**

## **RESOLUTION #2026-03**

WHEREAS, on January 14, 2026 the Gloversville-Johnstown Joint Sewer Board elected new officers for the calendar year 2026; now therefore be it

RESOLVED, that the Gloversville-Johnstown Joint Sewer Board execute the attached bank account resolution with NBT Bank and Key Bank; and be it further

RESOLVED, that Bobbi Trudel, Harry Brand and Sue Conine be appointed as signatories on all bank accounts for the Gloversville-Johnstown Joint Sewer Board; and be it further

RESOLVED, that any check over \$5,000.00 (five thousand dollars) must have two authorized signatures.

DATED: January 23, 2026

MOTION: Christopher Vose

SECOND: Michael W. Stover

YES: 6

NO: 0

ABSENT: 0