

# FONDA-FULTONVILLE JOINT WASTEWATER TREATMENT PLANT

## BOARD MEETING

Monday March 7, 2022, 6:30 PM

Meeting opened at 6:40 p.m.

In attendance: Plant Chairman:

Jim Park

Board Members:

Fiscal Officer Scott Walker

Member Tracy VanAlstine

Sewer Plant Operators:

Chief Operator Justin Cotter

Chairman Park facilitated meeting.

### Meeting Logistics:

**Motion** by Member VanAlstine to accept the minutes for the February 7, 2021, meeting. Second by Fiscal Officer Walker. Motion passed.

### Operational Considerations:

Operational Status Report shared by Chief Operator Cotter.

The permitted Biochemical Oxygen Demand (BOD) and Total Suspended Solids (TSS) removal target rates are 85%, set per NYS SPEDES Permit# NY003243. The monthly and year-to-date testing results are represented in the table below:

	Avg Daily Flow	BOD	TSS
February 2022	425,000 gallons	97%	98%
YTD – 3/4/2022	469,000 gallons	96%	97%

Chief Cotter reports that the replacement of the magnetic flow meter by Stephen Miller General Contractors, and start-up and calibration services by Gartner Equipment were successfully completed.

Chief Cotter shared the upcoming operational needs and requested funding in the amount of \$15,000.00 to repair the defective the wet well pump. **Motion** by Fiscal Officer Walker to cover the costs associated with Fund 1410.2. Second by Member VanAlstine. Motion passed.

### Finances:

Chairman Park reviewed the February disbursement journal and vouchers put forth for approval of payment.

**Motion** by Fiscal Officer Walker to pay the bills as was discussed and laid out. Second by Member VanAlstine. Motion passed.

Chairman Park shared the year-to-date budget status; we are currently in line with our projections.

Chairman Park reminded the board of the funds allocated to install an ADA accessible ramp on the main entrance of the facility this year.

Chairman Park will reach out to Fonda DPW to discuss the logistics of materials and work schedule.

# FONDA-FULTONVILLE JOINT WASTEWATER TREATMENT PLANT

## BOARD MEETING

Monday March 7, 2022, 6:30 PM

Fiscal Officer Walker reminded the board of the funds allocated to install a CCTV security system. The board will investigate possible solutions.

Fiscal Officer Walker recommends updating the time and attendance system. The board agreed and will investigate possible solutions.

### Resolution #1-2022 Budget transfers requested for approval.

Offered by Fiscal Office Walker, Second by Member VanAlstine. Resolution #1-2022 Approved.

#### General Fund

To:		From:	
1210.2 Uniforms	\$705.63	1030.1 Clerk Salary	\$705.63
1310.1 Property Insurance	\$553.22	1030.1 Clerk Salary	\$553.22
1310.2 Crime Insurance	\$120.00	1030.1 Clerk Salary	\$120.00
1310.3 Flood Insurance	\$2428.00	1030.1 Clerk Salary	\$2428.00
1420.1 Structural Repairs & Maint.	\$355.77	1030.1 Clerk Salary	\$355.77
1410.2 Equipment Replacement	\$7500.00	1030.1 Clerk Salary	\$7500.00
1410.2 Equipment Replacement	\$2500.00	1360.3 Electricity	\$2500.00

Roll Call Name	Aye	Nay	Abstained	Absent
Chairman Park	X			
Fiscal Officer Walker	X			
Member VanAlstine	X			
Member Scott				X
Vacant				

#### Executive Session:

**Motion** by Chairman Park to enter executive session to discuss personnel matters. Second by Member VanAlstine. Motion passed. Executive session entered at 7:47 pm.

**Motion** by Chairman Park to exit executive session. Second by Member VanAlstine. Motion passed. Executive session ended at 8:35pm.

Actions per Executive Session:

**Motion** by Fiscal Officer Walker to extend Operator Wemple's Traineeship for an additional year effective 3/18/2022. Second by Member VanAlstine. Motion passed.

**Motion** by Fiscal Officer Walker to accept Operator Korona's resignation effective 3/18/2022. Second by Member VanAlstine. Motion passed.

#### Adjournment:

The next scheduled Joint Sewer Board Meeting is Monday April 4, 2022, 6:30 p.m.

**Motion** by Member VanAlstine to adjourn at 8:49 p.m. Seconded by Fiscal Officer Walker. Motion passed.

Respectfully Submitted,  
James Park  
Chair

FONDA-FULTONVILLE JOINT WASTEWATER TREATMENT PLANT

BOARD MEETING

Monday March 7, 2022, 6:30 PM

FFJWWTP