

FONDA-FULTONVILLE JOINT WASTEWATER TREATMENT PLANT

BOARD MEETING

Monday October 3, 2022, 6:30PM

Meeting opened at 6:40 p.m.

In attendance: Plant Chairman:

Jim Park

Board Members:

Co-Fiscal Officer Robert Klim

Co-Fiscal Officer Scott Walker

Member Tracy VanAlstine

Operators:

Chief Justin Cotter

Chairman Park facilitated meeting.

Operational Considerations:

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
Sept. 2022	344,000 gals	99%	97%
YTD – 9/30/2022	460,000 gals	97%	98%

The annual Mercury Minimization Report is due to be submitted by 10/31/2022, although there are a few outstanding tasks to complete. The Village of Fultonville's Sewer Law Update was passed through resolution last year; however, the website doesn't reflect the correct information. Fultonville has reached out to their vendor to have the graph updated. Fonda has reached out to Nathan Littauer to request a Mercury Inventory of their facility. There was confusion and misunderstanding on our part for the sampling protocol upon rollout of the program. We are required to gather two samples from each manhole (6 total, 2 in each municipality: Fonda, Fultonville and Glen) initially indicated in the program. Due to our misinterpretation, only one sample was retrieved for this calendar year. We are instituting a sampling collection schedule; going forward the samples will be collected in February and August.

The electrician was on site to complete the installation of the recently repaired wet well pump. All three wet well pumps are now back online and in good working order.

Chief Cotter is requesting that we investigate the possibility of purchasing a vehicle for the facility. At this point, the operators are using their own personal vehicles for facility business and/or reaching out to the villages for rides. The board recommends reaching out to the villages to inquire about purchasing a vehicle when the time comes for replacement.

Finances:

Motion by Co-Fiscal Office Walker to pay the bills as was discussed and laid out. Second by Co-Fiscal Officer Klim. Motion passed.

Leanne is working with the NYS Office of State Comptroller on closing out last fiscal year and filing the Annual Financial Report. We currently have one outstanding check to be cashed and processed from last fiscal year. We have reached out to that vendor's accounting department to follow up. They could not locate the check, so another check was mailed to them.

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There are outstanding tasks that are required to be completed prior to applying for the Officers and Directors Liability Insurance. Chairman Park will finalize the documentation and submit it to Selective Insurance.

Fiscal Year 2023-2024 budget process is under way. Chairman Park would like to share a proposal at our next meeting, to approve it and send it to each Village Board in December.

Resolution #3-2022 Budget transfers requested for approval.

Offered by Co-Fiscal Officer Walker, Second by Co-Fiscal Officer Klim

General Fund

To:

1040.5 Chief Operator Salary \$49,920.00
1040.5 Chief Operator Salary \$844.00
1320.2 Contractual Services \$106.00
1410.2 Equipment Replacement \$5,393.92

From:

1040.3 Operator 2 Salary \$49,920.00
1040.4 Operator 2 OT Salary \$844.00
1040.4 Operator 2 OT Salary \$106.00
1410.1 Equipment Repair \$5,393.92

Roll Call Name	Aye	Nay	Abstained	Absent
Chairman Park	x			
Co-Fiscal Officer Walker	x			
Co-Fiscal Officer Klim	x			
Member VanAlstine	x			
Member Scott				x

Building and Maintenance:

Frontier Phone Line – We have experienced several outgoing 911 calls, with Montgomery County Sheriff’s Office being dispatched, in addition to static on the line. Reached out to Frontier for investigation. Frontier found a damaged underground line 40 feet east of the track wall on the entrance road. Frontier is planning to dig up to repair the line, although they are behind and continue to reschedule.

ADA Accessibility – Stan Waddle, Village of Fonda Code Officer, visited the facility and measured the trackside entrance for the possibility of adding an ADA Accessible ramp. **Motion** by Chairman Park to table this topic until next month. Second by Co-Fiscal Officer Klim. Motioned passed.

Heating Oil Delivery – An estimate of \$2000.00 was received to install external fill and vent pipes on the oil tank, which would allow oil delivery to occur from the outside of the building without dragging the fill hose through the building. Due to the costs associated, the board recommends not moving forward with this at this time.

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Executive Session:

Motion by Member VanAlstine to enter executive session to discuss Personnel matters. Second by Co-Fiscal Officer Klim. Executive Session entered at 7:33 pm.

Motion by Member Klim to exit executive session. Second by Member VanAlstine. Motion passed. Executive session ended at 7:53 pm.

No action items from the Executive Session.

Adjournment

The next scheduled Joint Sewer Board Meeting is Monday November 7, 2022, 6:30 p.m.

Motion by Member Van Alstine to adjourn at 7:55 p.m. Seconded by Co-Fiscal Officer Walker. Motion passed.

Respectfully Submitted,
James Park
Chair