

FONDA-FULTONVILLE JOINT WASTEWATER TREATMENT PLANT

BOARD MEETING

Monday November 7, 2022, 6:30PM

Meeting opened at 6:34 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

Clerk:

Leanne Brisbin

Chairman Park facilitated meeting.

Meeting Logistics:

Motion by Member VanAlstine to accept the minutes for the October 3, 2022, meeting, Second by Fiscal Officer Walker. Motion passed.

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
Oct. 2022	368,000 gals	98%	99%
YTD – 10/31/2022	451,000 gals	97%	98%

The annual Mercury Minimization Report was submitted prior to the deadline. Thanks to all that had tasks to follow-up on to get us to the finish line. A decision will need to be made whether to contract Prime Engineering to complete next year's report, or to bring it in house. The consensus seems to be that we have Prime complete it one more year, and then consider having our staff take the responsibility starting 2024.

Another round of Mercury sampling along Broad Street in Fultonville is scheduled to be completed on 11/10/2022. Although we are experiencing elevated results concentrated in this one specific area, it doesn't seem to have a net negative impact on our facility: meaning that the mercury levels are diluted enough that we are not failing our weekly sample tests. It behooves us to proactively start monitoring that area, and possibly reach out to the local business which we believe may be the contributing factor to start a dialogue about ways to have them fall within the allowable mercury limits. The first task would be to request an inventory of chemicals being used during their processing. This may require assistance from Prime Engineering, which Doug Cole has stated, they would be able to offer guidance.

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 continues working with the NYS Office of State Comptroller closing out last fiscal year and filing the Annual Financial Report. We seem to be running into a roadblock due to the lack of previous year's

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being entered into the NYS Filing System. Leanne is awaiting the Office of State Comptroller's return correspondence with additional guidance.

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

Fiscal Year 2023-2024 budget will be emailed to the board for review and feedback. Further discussion will be scheduled for next meeting.

The Sludge Disposal Agreement between our facility and Gloversville-Johnstown Joint Wastewater Treatment facility is scheduled to end on December 31, 2022. We have received a notification letter requesting our intention to renew the agreement at the same \$0.055 per gallon rate as our current expiring agreement. **Motion** to enter into agreement by Member Van Alstine. Second by Co-Fiscal Officer Walker.

Building and Maintenance:

Frontier Phone Line – Frontier has run a temporary line along the road, however, need to return to dig a trench to bury the line.

ADA Accessibility – Discussion tabled until next meeting.

Back Flow Preventer – The facilities back flow preventer failed inspection, and quotes were received for the repair and replacement. The board decided to accept the quote of \$10,790.00 from Stephen Miller General Contracting to replace the backflow preventer. This repair was projected to be completed last fiscal year, however due to lack of materials, it was held over until materials could be quoted. The funds allocated for this repair were moved to the Reserve Fund at the close of last fiscal year. Motion to move the funds from the Reserve Fund to Equipment Replacement Fund 1410.2 by Co-Fiscal Officer Klim. Second by Co-Fiscal Officer Walker. Motion passed.

Executive Session:

Motion by Member VanAlstine to enter executive session to discuss Personnel matters. Second by Co-Fiscal Officer Klim. Executive Session entered at 7:55 pm.

Motion by Member Klim to exit executive session. Second by Member VanAlstine. Motion passed. Executive session ended at 8:20pm.

No action items from the Executive Session.

Adjournment

The next scheduled Joint Sewer Board Meeting is Monday December 5, 2022, 6:30 p.m.

Motion by Member Van Alstine to adjourn at 8:30 p.m. Seconded by Co-Fiscal Officer Walker. Motion passed.

Respectfully Submitted,
James Park
Chair