

# FONDA-FULTONVILLE JOINT WASTEWATER TREATMENT PLANT

## BOARD MEETING

Monday January 8, 2024, 6:30PM

Meeting opened at 6:50 p.m.

In attendance: Plant Chairman:

Jim Park

Board Members:

Co-Fiscal Officer Scott Walker

Co-Fiscal Officer Bob Klim

Member Tracy VanAlstine

Clerk:

Rachel Flynn

Chief Operator:

Justin Cotter

Chairman Park facilitated meeting.

### Meeting Logistics:

**Motion** by Co-Fiscal Officer Walker to accept the minutes from the December 4, 2023, meeting, Seconded by Member VanAlstine. Motion passed.

### Operational Considerations:

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

|                  | Avg Daily Flow | BOD | TSS |
|------------------|----------------|-----|-----|
| December 2023    | 718,000 gals   | 89% | 91% |
| YTD – 12/31/2023 | 490,000 gals   | 95% | 97% |

Chief Cotter reports that Koester has submitted an estimate to replace the 4 failed or failing sludge and waste pumps totaling \$118,000 plus freight and start up costs. This estimate shall be included in next year's budget proposal and shared with the villages. Due to the overall costs associated with the repairs, this project is required to go out to bid.

Chief Cotter reports the Montgomery County Sign Shop has erected a new SPDES Permit sign along the riverbank as required by NYS Department of Environmental Conservation.

Chief Cotter shared his concerns with the Village of Fultonville's decision to change the health care benefit package without advanced notice. The JSB Board members agreed that we should have been notified ahead of time and had representatives present during those discussions. Chairman Park shall continue this conversation with the Village.

### Finances:

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

Chairman Park presented the 2024-2025 Proposed Budget which included the estimated costs for the entrance road repaving project and equipment replacement. **Motion** by Co-Fiscal Officer Klim to accept the proposed budget and send to the Villages for their review and approval. Seconded by Member VanAlstine. Motion passed.

# FONDA-FULTONVILLE JOINT WASTEWATER TREATMENT PLANT

## BOARD MEETING

Monday January 8, 2024, 6:30PM

### **New Business:**

**Procurement Policy:** Chairman Park and Clerk Flynn presented a draft version of an updated procurement policy for the board's review. The board members gave initial approval; however, it was recommended to be reviewed by our attorney prior to formally adopting the new policy. Chairman Park shall forward to Attorney Schachner to request legal review.

### **Old Business:**

**Vehicle Purchase:** The board approved the business case to purchase a vehicle for official business use. It was also recommended to draft a vehicle use policy. Chairman Park and Clerk Flynn shall draft a policy for JSB review. **Motion** by Co-Fiscal Office Klim to send out an RFP for the purpose of purchasing a vehicle for official use. Seconded by Member VanAlstine. Motion passed.

### **Adjournment:**

The next scheduled Joint Sewer Board Meeting is Monday February 5, 2024, 6:30 p.m.

**Motion** by Member VanAlstine to adjourn at 9:30 p.m. Seconded by Co-fiscal Officer Walker. Motion passed.

Respectfully Submitted,  
James Park  
Chair