

# FONDA-FULTONVILLE JOINT WASTEWATER TREATMENT PLANT

## BOARD MEETING

Monday February 5, 2024, 6:30PM

Meeting opened at 6:35 p.m.

In attendance: Plant Chairman: Jim Park  
Board Members: Co-Fiscal Officer Bob Klim  
Member Tracy VanAlstine

Clerk: Rachel Flynn  
Chief Operator: Justin Cotter

Chairman Park facilitated meeting.

### Meeting Logistics:

**Motion** by Member VanAlstine to accept the minutes from the January 8, 2024, meeting. Seconded by Co-Fiscal Officer Klim. 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
January 2024	732,000 gals	96%	91%
YTD – 1/31/2024	732,000 gals	96%	91%

Chief Cotter thanked the Village of Fultonville DPW for doing a fantastic job with the snow removal this year.

### Finances:

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

Chairman Park received notification from the Village of Fultonville that the budget was rejected in whole due to the costs associated with the road paving and equipment replacement projects. Chairman Park presented a revised 2024-2025 budget proposal which removed the estimated costs for the entrance road repaving project and equipment replacement. **Motion** by Co-Fiscal Officer Klim to accept the proposed budget. Seconded by Member VanAlstine. Motion passed.

**Resolution #1-2024 Budget transfers requested for approval.**

Offered by Co-Fiscal Officer Klim, Seconded by Member VanAlstine: Resolution passed 3 Ayes, 0 Nays, 2 Absent.

### General Fund

To:		From:	
1310.2 - Crime Insurance	18.00	1310.3 - Flood Insurance	18.00
1340.2 - Operator Licensing-Education	145.00	1230.2 - Clerk Supplies	145.00

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Roll Call	Aye	Nay	Abstain	Absent
Chairman Park	x			
Co-fiscal Officer Klim	x			
Co-Fiscal Officer Walker				x
Member Blackwood				x
Member VanAlstine	x			

**New Business:**

**Website:** Chairman Park and Clerk Flynn presented a proposal from North Shore Solutions to design and host our public facing website for board review. Co-Fiscal Officer Klim recommends reaching out to another vendor or two for estimates to compare costs.

Chairman Park shared NYS DEC’s final approval of the engineering plans for the Fonda Fairgrounds water and sewer improvement project. Included in this project are two grease traps, two grinder pump stations among other upgrades designed to reduce inflow and infiltration (I&I) to the sewer plant.

Chairman Park shared news that our NYS DEC Engineer is retiring as of April 2, 2024. The new engineer has already been named and is making plans to visit the plant in the next few weeks for an introduction.

**Old Business:**

**Vehicle Purchase:** Chairman Park sent the RFP out for the vehicle purchase as outlined in the NYS OGS guidelines with a deadline of 5:00 p.m., Thursday 2/8/2024 for any submissions. Chairman Park and Chief Cotter will open the results Friday 2/9/2024.

**Procurement Policy:** The draft version of the procurement policy has been sent to Attorney Schachner for review from a legal aspect.

**Adjournment:**

The next scheduled Joint Sewer Board Meeting is Monday March 4, 2024, 6:30 p.m.

**Motion** by Member VanAlstine to adjourn at 8:05 p.m. Seconded by Co-fiscal Officer Klim. Motion passed.

Respectfully Submitted,  
James Park  
Chair