

# FONDA-FULTONVILLE JOINT WASTEWATER TREATMENT PLANT

## BOARD MEETING

Monday March 4, 2024, 6:30PM

Meeting opened at 6:40 p.m.

In attendance: Plant Chairman:

Jim Park

Board Members:

Co-Fiscal Officer Bob Klim

Co-Fiscal Officer Scott Walker

Member Tracy VanAlstine

Member Ray Blackwood

Clerk:

Rachel Flynn

Chief Operator:

Justin Cotter

Deputy Mayor, Fonda

Tim Healey

Chairman Park facilitated meeting.

### Meeting Logistics:

Motion by Member VanAlstine to accept the minutes from the February 5, 2024, meeting. Seconded by Member Blackwood. 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
February 2024	502,000 gals	93%	97%
YTD – 2/29/2024	621,000 gals	92%	96%

Chief Cotter attended a meeting at the Keymark Plant with NYS DEC and Prime Engineering representatives as part of the study to bring Keymark's processing water to our facility. Chief Cotter was impressed with the efforts of their facilities processes; however, it raised a concern that their processed water may be too clean to be sent to our facility without negatively impacting our BOD removal rate requirements. Further studies and discussions may be necessary before any determinations can be made.

### 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 met with Fultonville Mayor Morford and Deputy Mayor Helmin to discuss the FY 2024-2025 budget proposal. It was agreed that the budget will be passed without the lines for the equipment replacement and road repairs. Village of Fonda Mayor Peeler is requesting a prioritization of the equipment replacement requests and quotes to determine if there is enough funding available to update any equipment this year.

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**New Business:**

No new business to discuss this month.

**Old Business:**

**Vehicle Purchase:** Chief Cotter thanked the board for purchasing a vehicle for official business use, and Co-Fiscal Officer Klim for making official decals. A vehicle usage policy has been drafted and is under review.

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

**Website:** Clerk Flynn has had additional conversations with multiple vendors; updated quotes are being obtained to present options to the board during next month's meeting.

**Adjournment:**

The next scheduled Joint Sewer Board Meeting is Monday April 1st, 2024, 6:30 p.m.

**Motion** by Co-Fiscal Officer Walker to adjourn at 8:15 p.m. Seconded by Member VanAlstine. Motion passed.

Respectfully Submitted,  
James Park  
Chair