

Regular meeting of the Carthage/West Carthage Water Pollution Control Facility Management Board
Held in the Board Room of the West Carthage Municipal Building
January 15, 2014

Attendance:

Carthage Members – President Wayne McIlroy and Trustees Kathleen Latremore and Linda Smith-Spencer. Chairman Michael F. Astafan was excused.

West Carthage Members – Mayor Scott Burto and Trustee Scott Sullivan. Trustee Rob Peluso was excused.

Others Attending – Mark Gebo, Attorney; Bart Crary, DANC Chief Plant Operator; Carrie Tuttle, DANC Director of Engineering; Michael Tamblin and Charles Prior, GHD Engineers; Patrick Purdy and Fred Goutremout, Carthage Specialty Paperboard; Kathy Amyot, Tug Hill Commissions; and Elaine Avallone, Johnsons Newspaper.

Call to Order:

President McIlroy called the meeting to order at 3:40 p.m.

Approval of Minutes:

Motion by Trustee Sullivan and seconded by Mayor Burto to approve the minutes of the December 18, 2013 regular meeting as presented by the Clerk. Motion carried unanimously.

President McIlroy asked to change the order of the agenda.

Executive Session:

Motion by Trustee Latremore and seconded by Trustee Smith-Spencer to enter Executive Session at 3:41 p.m. to discuss collective bargaining; the employment history of a particular person; and the employment history of a particular corporation and invite Attorney Gebo, Mr. Crary, and Ms. Tuttle to attend. Motion carried unanimously.

Motion by Mayor Burto and seconded by Trustee Sullivan to resume regular session at 4:40 p.m. Motion carried unanimously.

Motion by Trustee Sullivan and seconded by Trustee Latremore to recommend the Village of Carthage and the Village of West Carthage Boards approve WPCF Teamsters Union contract effective April 1, 2013 – March 31, 2017 as presented. Motion carried unanimously.

Motion by Mayor Burto and seconded by Trustee Sullivan to layoff Gregory Pinkham, Wastewater Treatment Operator Trainee due to lack of work to be effective January 16, 2014 and pay him through January 17, 2014. Motion carried with Trustee Latremore opposed.

Motion by Mayor Burto and seconded by Trustee Sullivan to authorize Attorney Gebo to add a stipulation to the Consent Administrative Order with Carthage Specialty Paperboard, Inc. stating the incurred fines must be paid to date and further authorize Chairman Astafan to sign the Consent Order. Motion carried unanimously.

Attorney Gebo was excused at 4:43 p.m.

Public Forum:

None.

Monthly Reports:

WPCF Status and Repair Report: Mr. Crary outlined the highlights of the report and there were no questions. Motion by Trustee Latremore and seconded by Trustee Sullivan to accept the WPCF Status and Repair Report as presented. Motion carried unanimously.

Financial Reports: The Financial Reports were reviewed and there were no questions. Motion by Mayor Burto and seconded by Trustee Smith-Spencer to approve the Financial Reports as presented. Motion carried unanimously.

Monthly Expenditures:

Trustee Sullivan and Trustee Smith-Spencer reviewed the monthly bills prior to the meeting and there were no questions. Motion by Trustee Smith-Spencer and seconded by Trustee Sullivan to approve the monthly expenditures in the amount of \$108,486.90. Motion carried unanimously.

Old Business:

At the July 22, 2013 regular meeting, Chairman Astafan stated that the Teamsters Union requested a formal vote regarding the tentative proposal for WPCF employees submitted at the meeting on June 19, 2013. Chairman Astafan highlighted the proposal as follows: Five Year Contract; Clothing Allowance instead of purchasing uniforms; Change health insurance plans from the current Select Plan to the HRA Plan; employees will contribute to their health insurance for five years starting at \$1,000 and increase the contribution amount \$100 each year; raise percentages for five years respectively 2%, 2%, 2%, 2.5%, and 2.5%; and many language changes to clean up the contract. The formal vote on the tentative agreement resulted in a tie and Chairman Astafan sent the results of the vote to Attorney Gebo.

Update 08/21/13: Chairman Astafan stated Attorney Gebo will contact Mayor Burto to set up negotiation meetings.

Update 09/18/13: The Clerk stated the Union Negotiations meeting scheduled for September 18, 2013 was cancelled due to a family emergency and Attorney Gebo is rescheduling the next meeting.

Update 10/16/13: Mayor Burto, Trustee Smith-Spencer, and President McIlroy were present for the Teamsters Union negotiation meeting on October 7, 2013. Mayor Burto requested the negotiations be discussed in Executive Session.

Update 11/20/13: Chairman Astafan was authorized to sign the Declaration of Impasse with the Teamsters Local 687.

Update 12/18/13: There will be a Mediation meeting with the Teamsters on January 15, 2014 at 10:00 a.m. at the Village of Carthage Municipal Building.

Update 01/15/14: An agreement was reached during the Mediation meeting and both Village Boards need to approve.

At the July 22, 2013 meeting, Ms. Tuttle submitted an invitation for bids for chemical supplies to the board for their consideration. Mayor Burto distributed a letter received from Slack Chemical Company which outlined additional services they provided to the Treatment Facility free of charge. After considerable discussion, the majority of the board was in favor of continuing their service with Slack Chemical Company due to their service and proximity within the Villages. Ms. Tuttle expressed that Slack Chemical Company does not provide all of the chemicals necessary for the Wastewater Treatment Facility. Chairman Astafan requested the Clerk to provide vendor activity for last year for all of the chemicals purchased; Mr. Crary will provide a listing of chemicals used and work with Mr. Soukup who will provide a quote by the end of the week for chemicals they can provide.

Update 08/21/13: No action was taken therefore, Chairman Astafan requested the Clerk to hold the invitation until the September 18, 2013 regular meeting.

Update 09/18/13: Trustee Sullivan stated he though this issue had been resolved and the Board decided to use Slack Chemical Company to purchase chemicals due to their proximity and assistance they provide to the Treatment Plant. The Clerk expressed that she recently attended the Fall NYCOM training and if the aggregate total of a product exceeded \$20,000.00, she felt it may be necessary to complete the formal bidding process and Ms. Amyot and Ms. Tuttle agreed. The Clerk stated she would research the issue and report back to the Board at the next meeting.

Update 10/16/13: The Clerk explained the documentation she distributed to the Board from the NYS Comptrollers Advanced Accounting book in regard to Purchasing and Claims Processing and highlighted areas regarding purchase contracts. The Clerk requested the Board hold this issue until the next meeting and stated Attorney Gebo will discuss the adoption of the use of "best value" at the next Village of Carthage Board meeting and encouraged the Village of West Carthage to do the same.

Chairman Astafan and President McIlroy met with Patrick Purdy and Fred Goutremout from Carthage Specialty Paperboard (formally Climax Manufacturing) prior to the meeting. During the meeting Mr. Purdy explained the history of the recent name change from Climax Manufacturing to Carthage Specialty Paperboard (CSP); the desire to set up a system for better communications between CSP and the Joint Utility Board, and meet with the board to discuss some core issues and concerns that they have. Chairman Astafan suggested that the Board set up an AdHoc committee with CSP to include representatives from each Village, DANC, and the WPCF Clerk.

Update: 11/20/13 Chairman Astafan stated that the Village of Carthage adopted a local law to permit the use of "Best Value" and asked the West Carthage members if they did the same. Trustee Sullivan and Trustee Peluso stated they would look into it.

Update 12/18/13: Waiting for Village of West Carthage to adopt the local law to accept Best Value.

Update 01/15/14: Mayor Burto asked the Clerk to check with Attorney Gebo to see if we can proceed with Best Value as the WPCF follows the Village of Carthage procurement policies and procedures.

At the December 18, 2013 meeting, a letter was sent to Carthage Specialty Paperboard outlining the requirements of the industrial pre-treatment permit which states they must give notice to the Board regarding their change in ownership. Mr. Goutremout stated he will forward the required documents to the Board.

Update: Mr. Purdy explained that the ownership of Carthage Specialty Paperboard did not change only the name and there were no formal documents filed with New York State.

New Business:

On December 23, 2013, Chairman Astafan requested the Clerk to contact the WPCF Board members because the dump truck which hauls sludge from the WPCF did not pass inspection and was in need of \$8,000.00 repairs. The majority of the Board members was not in favor of repairing the truck and requested Mr. Crary to seek other options for the removal of the waste. On January 8, 2014, Chairman Astafan authorized Mr. Crary to negotiate a thirty day contract with Waste Management for a 30 yard dumpster for hauling sludge and stated the WPCF Board would need to authorize the extension of the contract. The Board requested Ms. Tuttle and Mr. Crary to create a bid packet to be reviewed at the next meeting for the disposal of the sludge.

Motion by Mayor Burto and seconded by Trustee Sullivan to contract with Waste Management to remove sludge from the WPCF pending the bid packet preparation and until a more permanent solution is secured. Motion carried unanimously.

Mr. Purdy stated Carthage Specialty Paperboard, Inc. is committed to install the equalization tank and would prefer the pretreatment permit fines be waived as the company is financially challenged; and further stated if they continue to pay the fines, there will not be any money available to install the tank.

Executive Session:

Motion by Mayor Burto and seconded by Trustee Sullivan to enter Executive Session at 4:58 p.m. to discuss the Consent Order with Carthage Specialty Paperboard and invited Mr. Crary and Ms. Tuttle to attend. Motion carried unanimously.

Motion by Mayor Burto and seconded by Trustee Sullivan to resume Regular Session at 5:02 p.m. Motion carried unanimously.

Mayor Burto explained that the Consent Order states current and subsequent fines due to treatment permit violations will be placed in an escrow account for the future use of Carthage Specialty Paperboard, Inc. to install an approved equalization tank providing the tank is installed prior to May 31, 2015 and anticipates the Consent Order will be sent to them next week.

GHD provided a Power Point Presentation and explained the progress of the EFC Hardship application. They are waiting for a revised Inner Municipal Agreement and a Bond Resolution to include with the application.

President McIlroy stated that both Village Boards need to discuss the Inner Municipal Agreement and the WPCF Board should meet to review after the individual boards have had time to review.

Liaison Reports:

Audit Committee:

None.

Waste Treatment Plant:

None.

Next Regular Meeting Date:

February 19, 2014 at the Village of Carthage Municipal Building at 4:00 p.m.

Adjournment:

Motion by Mayor Burto and seconded by Trustee Sullivan to adjourn at 5:26 p.m. Motion carried unanimously.

Respectfully Submitted,

Kristy L. O'Shaughnessy
WPCF Clerk