

Regular meeting of the Carthage/West Carthage Water Pollution Control Facility Management Board
Held in the Board Room of the Carthage Municipal Building
February 19, 2014

Attendance:

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

West Carthage Members – Mayor Scott Burto and Trustees Scott Sullivan and Rob Peluso.

Others Attending – Mark Gebo, WPCF Attorney; Bart Crary, DANC Chief Plant Operator; Carrie Tuttle, DANC Director of Engineering; Charles Prior, GHD Engineer; Fred Goutremout, Carthage Specialty Paperboard; Kathy Amyot, Tug Hill Commissions; Mickey Smith and John Lawrence, Teamsters Local 687; and Elaine Avallone, Johnsons Newspaper.

Call to Order:

Chairman Astafan called the meeting to order at 4:05 p.m.

Approval of Minutes:

Motion by Mayor Burto and seconded by Trustee Peluso to approve the minutes of the January 15, 2014 regular meeting as presented by the Clerk. Motion carried unanimously.

WPCF Employee Grievance Hearing:

Attorney Gebo provided an overview of the grievance hearing which was requested by the Teamsters Local 687 as Step 2 of the grievance procedure which is due to the subcontracting of bargaining unit work under Article 14: Maintenance of Standards of the Collective Bargaining Agreement. Mr. Smith explained the Teamsters grievance which included the statement that the subcontracting of sludge hauling is work that belongs to the Teamsters. Mr. Smith further stated that The Teamsters has filed an improper practice charge which is forthcoming. Attorney Gebo stated the Board will respond within ten working days as required by the grievance procedure. Chairman Astafan asked the Board if they had any questions and Mayor Burto asked Mr. Smith how much of Mr. Pinkham's time was attributed to hauling sludge. Mr. Smith referred the question to Mr. Lawrence who stated approximately two hours per day was spent hauling sludge and Mr. Pinkham wasn't the only employee who hauled the sludge. Mr. Lawrence stated that Mr. Pinkham's time was utilized in the lab and he was included in the weekend on call rotation. After considerable discussion, Mr. Smith and Mr. Lawrence left the meeting at 4:27 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 Mayor Burto and seconded by Trustee Peluso to accept the WPCF Status and Repair Report as presented. Motion carried unanimously.

The Board reviewed the Annual Sludge Report submitted to the EPA.

The Board requested the Clerk to hold the revised Emergency Response Plan until the March 19, 2014 regular meeting.

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

Monthly Expenditures:

Trustee Sullivan reviewed the monthly bills prior to the meeting and there and asked Mr. Crary and Ms. Tuttle for clarification on three bills of which they provided. Motion by Trustee Sullivan and seconded by Trustee Peluso to approve the monthly expenditures in the amount of \$85,080.29. Motion carried unanimously.

Old Business:

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.

Update 02/19/14: The Village of West Carthage adopted the local law to award bids based on Best Value and Ms. Tuttle requested a copy of the law which she will use to update the invitation for bid for chemical supplies.

At the January 15, 2014 meeting, 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.

Update 02/19/14: Mr. Crary will email the bid packet to the Clerk to be distributed to the Board as it was not available prior to the meeting.

At the January 15, 2014 meeting President McIlroy stated that both Village Boards need to discuss the Inter Municipal Agreement which is a requirement for the EFC Financing application.

Update 02/19/14: After some confusion and considerable discussion; a Special Meeting of both Village Boards was scheduled for Monday, February 24, 2014 to discuss the Inter Municipal Agreement.

At the January 15, 2014 meeting the Board agreed to send a Consent Order to Carthage Specialty Paperboard which 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.

Update 02/19/14: The Consent Order was mailed to Carthage Specialty Paperboard and we are waiting for their response.

New Business:

Motion by Mayor Burto and seconded by Trustee Peluso authorizing Chairman Astafan to sign the five year agreement with Westelcom to provide fiber optic telephone and internet service at the WPCF in the amount of \$139.87 per month. Motion carried unanimously.

Chairman Astafan asked the Board to review the drafts of the two DANC five year contracts which were placed in their Dropbox prior to the March 19, 2014 meeting.

Mr. Prior stated that the NYSEDA Flex Tech application is almost completed and he will present the final report at the March 19, 2014 regular meeting.

Liaison Reports:

Audit Committee:

None.

Waste Treatment Plant:

None.

Executive Session:

Motion by Mayor Burto and seconded by Trustee Sullivan to enter Executive Session at 5:05 p.m. to discuss the employment history of a particular corporation. Motion carried unanimously.

Motion by Mayor Burto and seconded by Trustee Peluso to resume Regular Session at 5:20 p.m. Motion carried unanimously.

Next Regular Meeting Date:

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

Adjournment:

Motion by Trustee Sullivan and seconded by Trustee Peluso to adjourn at 5:23 p.m. Motion carried unanimously.

Respectfully Submitted,

Kristy L. O'Shaughnessy
WPCF Clerk