

Penn Yan Municipal Board Meeting Agenda

Thursday, April 14, 2022 at 8:30 AM

Attendees: Chairman **Rom French**; Vice Chair **Dan Banach**; Commissioners **Ray Hamilton**, **Lee Sackett** and **Dave Payne**; Village Trustee **Rich Stewart**; Clerk-Treasurer **Gary Meeks**; Deputy Clerk-Treasurer **Holly Easling**; Director of Public Works **Melissa Gerhardt**; Deputy Director of Public Works **Brett McMichael**; Secretary **Emily Gillett**; Village Engineer **Robert Elliott**. Absent: Attorney **Ed Brockman**, Mayor **Dan Condella**

- I. Call to order at 8:32 AM
- II. Review and approve March meeting minutes
 - A. **MOTION** to approve the Minutes: first Dave Payne, seconded by Ray Hamilton; carried.
- III. Invited Guest – Water/Sewer
 - A. Out on water service break on Main St
- IV. Public Requests and Comments - None
- V. Executive Session, if needed - None
- VI. Audit: Warrant Listing – **MOTION** to accept audit as designated: first, Dan Banach, seconded by Dave Payne; carried.
- VII. Treasurer
 - A. Year-to-date revenue and expense report for water and sewer
 1. 10 months into fiscal year, should be at 83%

(1)	Sewer– Expenses 58%	Revenue 79%	Surplus of \$248,000
(2)	Water– Expenses 68%	Revenue 81%	Surplus of \$285,000
 - B. Electric fund cash flow report
 1. \$_____ cash available Down \$280,000 from June 1, 2021
 2. Revenues are 88% of straight-line budget
 - C. Review and approval of tentative MUB budgets for 2022-2023
 1. Electric Cash Forecast – Holly gave update
 2. Water and Sewer Budgets and Billing Rates – Gary gave update
 - D. **MOTION** to the Administrative Committee and the Village Board to adopt the 2022-2023 tentative Water, Water Treatment Plant, Sewer and Wastewater Treatment Plant budgets, and new water and sewer rates, as presented. First Dan Banach, seconded by Lee Sackett; carried.
- VIII. Department Business
 - A. Electric

1. MOTION to retroactively approve Ioannis Prodromou to attend Dig Safely NY Online Excavator Certification Course on March 15 for the cost of \$25.00. First Dave Payne, seconded by Lee Sackett; carried.
2. MOTION for the NYMPA Board of Directors to vote on behalf of the Village of Penn Yan at the NYMPA 25th Annual Meeting on May 26, 2022 in Syracuse. First Dave Payne, seconded by Lee Sackett; carried.
3. Staffing update
 - (1) Electric Clerk starts April 25th
 - (2) Still advertising for Senior Lineworker and Lineworker
 - (3) County approved Deputy Line Crew Chief position, will be official on June 1
4. 1811 West Lake Road – Requesting NYSEG to PYMUB
 - (1) House is PYMUB electric, garage is NYSEG, would like to have power to garage provided by PYMUB. MUB denied and stated per the tariff, if NYSEG can provide power, they must go with NYSEG unless annexed into the village.
5. Electric points from MEUA training that Melissa, Brett and Dan attended
 - (1) Climate Control program has ambitious goals of making NYS completely electric by 2050
 - (2) NYC nuclear plants were shut down, would like to run powerline from Buffalo to NYC for hydropower
 - (3) Will eventually be banning natural gas, wood burning is allowed
- B. Water/Sewer
 1. MOTION to approve sewer forgiveness to Allen Scutt at 123 Hamilton St for the amount of \$268.68 and water forgiveness in the amount of \$294.49. First Dave Payne, seconded by Lee Sackett; water and sewer were both used, 0 pay – 5 nay; opposed.
 2. West Lake Road Sewer Overflow – Town of Jerusalem
 - (1) Letter of noncompliance was coordinated with the village and sent to DEC
- C. Water Treatment Plant
 1. Update – John & BJ attended water operator school and both passed
 2. Matt Top Ops – Will be going June 12, 13, 14 to San Antonio, Texas, further details to come next month
 3. MOTION for Bryan Jensen and John Collins to attend Department of Health Training for onsite operator assessments in Geneva on May 3rd. There is no cost for the training and village vehicle will be driven. First Lee Sackett, seconded by Ray Hamilton; carried.
 4. WTP Study bids are coming in, engineer firm will be approved at May MUB
- D. Wastewater Treatment Plant
 1. FYI – there will be a motion at Admin/Personnel to retroactively approve probational appointment to Robert Wilcox to Wastewater Treatment Plant Maintenance Worker Group 3 Step START, \$21.67/hour with a start date April 11, 2022. One year probation period.

2. MOTION to award the Cherry Street Pump Station Valve bid to Blue Heron Construction for the about of \$91,021.00. They were the lowest bid. First Lee Sackett, seconded by Dan Banach; carried.
3. Permit violation – increased flows in March due to rain and snowmelt, flows were above permit level for 21 days, need to continue to focus on addressing I & I
4. HUNT Study, draft was submitted for comments. Will be finalizing study in the next few weeks

E. Other

1. 21-22 Capital Plan Update – will give monthly status and quarterly reports
 - (1) W/S – Maiden Lane Completed
 - (2) WWTP – Press Filtrate, Septage Controls and RBC projects completed
Cherry St project will be completed this summer
Emergency generator is out to bid now, will award next month
Secondary digester bid documents almost completed, work will be done this summer
 - (3) WTP – Scada system and Raw water building bid documents being worked on
 - (4) Electric – Working with IETS for substation work, regasket at Welker and breaker reconditioning
2. MOTION to award the 22-23 fy gas and diesel bid to Hometowne Energy for the cost of \$0.30 over EIA (Energy Information Administration) for gasoline and \$0.30 over EIA for diesel. They were the only bid. First Dave Payne, seconded by Lee Sackett; carried.
3. MOTION to award the 22-23 fy Wastewater Treatment Plant chemical bid to Holland Company for the cost of PAC at \$0.225 per wet pound. They were the only bid. First Dave Payne, seconded by Lee Sackett; carried.
4. MOTION to award the 22-23 fy Water Treatment Plant Chemical bid to Slack for the cost of \$2.273 per gallon for sodium hypochlorite and \$14.5806 per gallon for liquid phosphate (carus 8600). There was no sodium fluoride bid. Slack was the lowest bidder. First Dave Payne, seconded by Dan Banach; carried.
5. MOTION to award the 22-23 fy sludge hauling bid to Dickson Environmental Service in Bath for the cost of \$0.04 per gallon. They were the lowest bid. First Lee Sackett, seconded by Dave Payne; carried.
6. MOTION to award the 22-23 fy power line clearing bid to Birchcrest for the amount of \$46,475.00. They were the only bid. First Dave Payne, seconded by Ray Hamilton; carried.
7. MOTION to award the 22-23 fy hauling of biosolids to Casella for the cost of \$238.00 for a 30 yard container plus \$30.00 for the liner. They were the only bid. First Dave Payne, seconded by Dan Banach; carried.

IX. Payment Agreements

MOTION to the Village Board to accept the payment agreements in the amount of \$10,371.29:
First Lee Sackett, seconded by Dan Banach; carried.

X. Engineer's Report

- A. DEC questions about disinfection system have been answered and sent back
- B. Secondary digester – one question to address
- C. PLC/Scada bid documents almost completed
- D. Surveyor for Ogden St coming out today

XI. Service Request Summary

- A. March
 - 1. Electric received 16 and 6 remain open
 - 2. Water/Sewer received 13 and 1 remains open
- B. April, as of the 8th
 - 1. Electric received 7 and 1 remains open
 - 2. Water/Sewer received 2 and 0 remain open

XII. The MUB and village would like to thank Rom French for his years of dedicated service and support. He will be greatly missed. We wish him the best in all his future endeavors.

XIII. Next Village Board meeting is Tuesday, April 19 at 6pm

XIV. Wholesale meeting scheduled for May 26

XV. Next MUB Board meeting is Thursday, May 12 at 8:30 am

XVI. Adjourn at 10:46. First Dan Banach, seconded by, Dave Payne; carried.

Emily Gillett

