

Penn Yan Municipal Board Meeting Agenda

Thursday, September 15, 2022 at 8:30 AM

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

- I. Call to order at 8:36 AM
- II. Review and approve August meeting minutes
- III. Invited Guest – Wastewater Treatment Plant
 - A. Driveway pavement replacement happening soon
 - B. Air handler that has been sitting in driveway being repurposed in press room for an office
 - C. Issues with septage acceptance plant ultra-sonic flow meter not reading accurately when there is an abundance of grease floating on top. Have installed a submersible level sensor that is working well, will need to monitor build of grit on bottom.
 - D. SCADA system was being thrown off by new hauler name including “&” symbol, this has been corrected and is now working fine
 - E. Compost becoming an issue with lack of chips, may need to look at purchasing them in the future to keep compost operation going
 - F. Issues with press water booster pump – on going maintenance and break downs – getting quotes to replace pump as it continues to trip out frequently
 - G. RBC load cell display installed
 - H. On going trouble shooting to address and fix issue with flame failure on boiler, working okay at this point
 - I. Secondary clarifier had insufficient gage of wire that was causing issues, replaced with correct size wiring to fix
 - J. DEC violation last month due to floating solids on the top of the final clarifier, believed that it was caused by significant rain event that pushed solids back to bottom and under neath where a sample was collected
 - K. DEC inspection on September 9th went well, waiting for report
- IV. Public Requests and Comments
 - A. Donna Sutherland handed out flyer for this weekends Outlet Trail Cascade event
- V. Executive Session
 - A. MOTION for executive session to discuss work history of an employee following public meeting. Included in meeting will be MUB, Mayor, M. Gerhardt, G. Meeks, H. Easling. First Sarah Purdy, seconded by Ray Hamilton; carried.
- VI. Audit: Warrant Listing reviewed
- VII. Treasurer

A. Year-to-date revenue and expense report for water and sewer

1. 3 months into fiscal year, should be at 25%

(1)	Sewer– Expenses 21%	Revenue 29%	Surplus of \$137,000
(2)	Water– Expenses 28%	Revenue 31%	Surplus of \$245,000

B. Electric fund cash flow report

1. \$992,000 cash available Down \$166,000 from June 1, 2022
2. Revenues are ____% of straight-line budget

VIII. Department Business

A. Electric

1. MEUA Conference Update – Dan Banach

- (1) Not as many attendees as hoped, looking at other options for shortening annual meeting next year
- (2) Bill spoke of rate increases, inflation is over 20% and its best to get rate cases in sooner because it could take longer to get them approved
- (3) New HIPPA Law for pronouns of addressing a person
- (4) A written plan is suggested in the event of a system hack
- (5) VPY has lowest rate of MEUA throughout the country
- (6) Fast charging stations are becoming popular, VPY does not have the capacity to install charging stations at this time

2. PLM Engineering Study Update

- (1) PLM directly pointed out issue that system needs upgrade and is focusing on what VPY needs to do to address this issue
- (2) Installing step down transformers in preparation for a conversion
- (3) Will have bid ready soon
- (4) Need to get transformers here and set up a work plan
- (5) Will be working in coordination with Bath and doing as much of work internally as possible

3. Staffing update – will discuss in executive session

B. Water/Sewer

1. Maiden Lane update

- (1) Mapping done by Elliott Engineer to help further describe incident, will be paying only for the extra material that was used
- (2) MOTION to approve change order #3 with Nardozzi for the amount of \$8,800. First Ray Hamilton, seconded by Lee Sackett; carried.

2. Slip lining project update

- (1) Piggy backing pricing off the Ontario County bid, costs will be lower and there may be more funding available to include a few additional locations for work
- (2) Will be slip lining on Collins Ave, Chestnut and Walnut Streets
- (3) Work to start in the next month or so

- C. Water Treatment Plant
 - 1. DOH Sanitary Survey update
 - (1) New inspector, Wade, went through plant, no violations noted
 - (2) Waiting for official report to come in now
 - 2. Engineering Study Discussion
 - (1) GHD is doing a great job, finishing data collection and working on organizing final report in a manner that will apply most effectively to the WTP
 - (2) Would like to present findings of WTP at the Finger Lakes Water Works Conference in December, Board approved of this. They will also be presenting to the VPY
- D. Wastewater Treatment Plant
 - 1. DEC Inspection
 - (1) Went well, waiting on final report
 - (2) DEC is happy to see that progress is being made with disinfection project
 - 2. Disinfection update
 - (1) DEC is aware that timeline for projection completion in May, may not be met and are okay with this. Same situation is occurring in many other municipalities. Just happy to see continued progress and that project is being working on. Will keep DEC in the loop with monthly reports
 - 3. Generator Location Discussion
 - (1) Generator will be moved outside as new one does not fit in the building
 - (2) Looked at options of having it next to building and in driveway, both are not feasible
 - (3) Ideal location is out in yard away from building and utilities, will be an increased cost in order to run electric a further distance, will have an update on costs soon
 - 4. Sampler Install at KanPak update
 - (1) Issues getting contractor to install sampler
 - (2) Will possibly be looking into other contractors/options to get installed
 - (3) DEC wants installed sooner than later and is aware of current situation
 - 5. Septage Haulers Discussion – currently have 14 haulers, 3 new this year
 - (1) Received phone call about another interested hauler, at what point do we stop accepting new haulers?
 - (2) Septage from haulers goes directly into anaerobic digester, working to install automatic valve that will shut off acceptance into digester after x amount of gallons and send septage into clarifier
 - (3) Septage acceptance plant is manually cleaned daily for clogs from rags and vacuumed daily to clear rocks and stones
 - (4) Look into increasing costs to septage haulers?

- (5) Look at upgrades to plant to continue to accept hauler septage, with the potential to increase amount accepted
 - (6) Will be taking samples of combined septage in holding tank to identify impact on plant
- 6. MOTION for Yvonne Tucker and Rainer Hamm to speak with 6th graders at the Keuka Lake State Park on September 22 about Wastewater as part of an event held by Yates County Soil & Water. First Lee Sackett, seconded by Sarah Purdy; carried.
 - (1) Would like VPY to send some crews to event next year to promote jobs and education
- 7. MOTION to approve changed order number one for the Wastewater Treatment Plant Cherry Street Pump Station project expansion joints for the amount of \$6187.00. First Sarah Purdy, seconded by Ray Hamilton; carried.
- 8. MOTION to grant sewer forgiveness to AK Enterprise LLC at 207.5 Lake St for the amount of \$107.87. First Sarah Purdy, seconded by Ray Hamilton; water entered the sanitary sewer system, 0 yay – 4 nays; opposed.
- 9. MOTION to grant sewer forgiveness to Cayuga Services at 222 Lake St Plaza for the amount of \$1197.63. First Sarah Purdy, seconded by Ray Hamilton; water entered the sanitary sewer system, 0 yay – 4 nays; opposed.
- 10. MOTION for Rainer Hamm to attend Review Class for the ABC Exam at SUNY Morrisville on November 9, 2022. Cost of the class is \$100.00 and he will be driving a village vehicle. First Lee Sackett, seconded by Ray Hamilton; carried.

E. Other

1. Meet A Machine Event

- (1) Will be hosting an event this coming spring or summer to promote village jobs and education. Will have updates as further planning continues.

IX. Payment Agreements

MOTION to the Village Board to accept the payment agreements in the amount of \$8,777.28: First Sarah Purdy, seconded by Ray Hamilton; carried.

X. Engineer's Report

- A. Disinfection – 4 agencies have requested specs, many disinfection projects around area, not as many contractors
- B. Raw water pump stairs – no bids last time, have sent specs directly to a few contractors, hoping for some bids back this time
- C. Main St water main plans are completed, need to be reviewed by DPW office and then will be sent to DOH. Aiming for late fall/winter construction on project
- D. Ogden St – plans are done
- E. Outlet Sewer Main – estimating project to be \$800,000 or more. Will be looking into grant funding. DEC wants this project done sooner than later as it is a problematic area
- F. Chlorine Lines for WTP – gathering final info for bid documents

XI. Service Request Summary

A. August

1. Electric received 27 and 1 remains open
2. Water/Sewer received 11 and 2 remain open

B. September, as of the 9th

1. Electric received 6 and 0 remain open
2. Water/Sewer received 3 and 2 remain open

XII. Next Village Board meeting is Tuesday, September 20 at 6pm

XIII. Next MUB Board meeting is Thursday, October 13 at 8:30 am

XIV. MOTION to move into executive session at 10:20. First Sarah Purdy, seconded by Ray Hamilton; carried.

XV. Adjourn at 10:30. First Dan Banach, seconded by, Lee Sackett; carried.

Emily Gillett