

Regular meeting of the Carthage/West Carthage Water Pollution Control Facility Management Board
Held in the Board Room of the Carthage Municipal Building
April 23, 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 Trustees Rob Peluso and Scott Sullivan.

Others Attending – Bart Crary, DANC Chief Plant Operator; Carrie Tuttle, DANC Director of Engineering; Kathy Amyott, Tug Hill Commissions ; and Elaine Avallone, Johnson Newspapers. Mark Gebo, WPCF Attorney joined the meeting via phone conference in Executive Session.

Call to Order:

President McIlroy called the meeting to order at 4:13 p.m.

Approval of Minutes:

Motion by Trustee Peluso and seconded by Trustee Sullivan to approve the minutes of the March 25, 2014 regular meeting as presented. Motion carried unanimously.

Motion by Mayor Burto and seconded by Trustee Smith-Spencer to approve the minutes of the April 10, 2014 workshop/special meeting as presented. Motion carried unanimously.

Public Forum:

None.

Monthly Reports:

WPCF Status and Repair Report: Mr. Crary outlined the highlights of the report. Motion by Trustee Peluso and seconded by Mayor Burto to accept the WPCF Status and Repair Report as presented. Motion carried unanimously.

Motion by Trustee Peluso and seconded by Trustee Latremore to send Michael Brown and Michael Marcum to training in Potsdam on May 1, 2014 with Mr. Crary at a total cost of \$80.00 and they will receive six contact hours each for their wastewater operator licenses. Motion carried unanimously.

Financial Reports: The Financial Reports were reviewed and there were no questions. Motion by Trustee Smith-Spencer and seconded by Trustee Sullivan 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. Trustee Sullivan noted the excessive National Grid bill of \$41,000.00 of which one bill included a previous balance. The Clerk explained that the bill was not received the prior month and will contact National Grid and obtain the reason why. Motion by Trustee Smith-Spencer and seconded by Trustee Sullivan to approve the monthly expenditures in the amount of \$110,741.50. Motion carried unanimously.

Old Business:

At the March 25, 2014 meeting, the board authorized DANC to advertise for bids for process chemicals utilized at the WPCF.

Update 04/23/14: Mr. Crary stated the bid for process chemicals has been advertised and is due back on May 8, 2014.

At the March 25, 2014 meeting, the board authorized DANC to advertise for bids for hauling dewatered sludge.

Update 04/23/14: Mr. Crary stated the bid for hauling dewatered sludge has been advertised and is due back on April 24, 2014.

At the January 15, 2014 meeting President McIlroy stated that both Village Boards need to discuss the Intermunicipal 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 Intermunicipal Agreement.

Update 03/25/14: Chairman Astafan requested the Board review the draft of the Intermunicipal Agreement provided by Attorney Gebo and submit their questions and/or concerns to the Clerk by April 4, 2014. Chairman Astafan requested the Clerk to forward the draft agreement to Ms. Tuttle and Mr. Crary.

Update 04/23/14: President McIlroy stated that he spoke to Attorney Gebo on Monday who stated President McIlroy was the only one to submit comments regarding the IMA. Mayor Burto stated he submitted his recommendations to their attorney, Larry Hassler, and will follow up with him.

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.

Update 03/25/14: The board authorized Attorney Gebo to pursue Carthage Specialty Paperboard for past due fines, SPEDES Permit, and compliance of the administrative order.

Update 04/23/14: Attorney Gebo advised Chairman Astafan to inform the Village of West Carthage to place the past due fines on Carthage Specialty Paperboards tax bill and send to Jefferson County because Carthage Specialty Paperboard is covered under the West Carthage sewer use law. Mayor Burto stated the relevies have already been sent back to Jefferson County and feels the Joint Sewer Board can take action. President McIlroy requested an Executive Session to discuss this issue.

At the February 19, 2014 meeting, 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.

Update 03/25/14: Chairman Astafan requested an Executive Session to discuss this issue.

Update 04/23/14: Mayor Burto requested to hold this issue until the end of the meeting.

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

Update 03/25/14: Mr. Prior explained the status of the NYSERDA Flex Application and anticipates emailing the report to the Clerk to be distributed to the Board.

Update 04/23/14: GHD completed the NYSERDA Flex Tech application and submitted it to DANC and NYSERDA for review. GHD will forward the application to the board after it has been reviewed and finalized.

GHD forwarded the updated copy of the NYSEFC Project Listing for a total cost of \$8,800,000.00 for the boards information.

GHD requested a second workshop to discuss the proposed upgrades to the treatment plant on May 8, 2014 to begin between 1:00 p.m. and 3:00 pm. Trustee Sullivan expressed that the time did not work for him due to his work schedule. After discussion, the board agreed that May 8, 2014 at 5:00 p.m. was an agreeable time and requested the Clerk to notify GHD.

At the March 25, 2014 meeting, Mr. Crary provided the board with recommended rate change for outside haulers for the disposal of leachate at the plant.

Motion by Mayor Burto and seconded by Trustee Sullivan to increase the amount charged for the disposal of leachate by outside haulers from \$0.0125 per gallon to \$0.0150 per gallon to be effective June 1, 2014 and have the Clerk include a letter with the next monthly hauler billing notifying of them of the rate change. Motion carried unanimously.

At the March 25, 2014 meeting, the board approved the budget for 2014/2015 as is with the exception of the salaries and continue to negotiate the salaries for the Clerk and Deputy Clerk.

Update 04/23/14: President McIlroy informed the West Carthage members that he received their letter and will forward his response to them soon; therefore he requested to hold this issue over until the May 21, 2014 meeting.

New Business:

The board reviewed the memo provided by DANC in regard to their annual billing rate increases.

The board reviewed the notice of increased assessment value for vacant parcel 86.31-1-5.1 and President McIlroy stated it doesn't pertain to the board as they do not pay property taxes. Mayor Burto is looking into where the property is located.

The board reviewed the memo submitted by the Clerk on behalf of John Lehman regarding his payment of longevity. Mr. Lehman feels with the new language of the Teamsters Union contract that he is losing three months of his longevity payment therefore he would like the board to consider a one-time payment of \$262.50 (\$1,050 annual longevity payment / 12 months X 3 months) to be included with his annual payment during the first pay check in June for a total payment of \$1,312.50. After considerable discussion the board requested the Clerk to send Mr. Lehman a letter informing him that the longevity is an annual payment and they will adhere to the Teamsters Union contract which states he will receive his annual payment of \$1,050.00 in June.

Motion by Trustee Peluso and seconded by Trustee Sullivan to approve the following budget transfers for account balancing:

Budget Transfers 4/23/14

Account Number	Description	Debit	Credit
	LAW CONTRACTUAL	10,000.0	
JA.1420.0400	EXPENSES	0	
		200.0	
JA.8110.0434	LEGAL NOTICES	0	
		3,150.0	
JA.8110.0491	WATER SEWER ADMIN	0	
JA.8130.0446	SAFETY	751.0	

		0	
		17.0	
JA.9055.0800	DISABILITY INS	0	14,118.0
JA.1990.0400	CONTINGENCIES		0

Liaison Reports:

Audit Committee:

None.

Waste Treatment Plant:

None.

Executive Session:

Motion by Trustee Peluso and seconded by Trustee Sullivan to enter Executive Session at 4:40 p.m. to discuss a Teamsters Union Grievance; the employment history of a particular wastewater employee; potential litigation; and the employment history of a particular corporation and invite Mr. Crary and Ms. Tuttle to attend. Motion carried unanimously.

Attorney Gebo joined via phone conference at 5:10 p.m. and was excused at 5:17 p.m.

Mr. Crary and Ms. Tuttle were excused at 5:17 p.m.

Motion by Mayor Burto and seconded by Trustee Peluso to resume Regular Session at 5:18 p.m. Motion carried unanimously.

Motion by Mayor Burto and seconded by Trustee Sullivan requesting Attorney Gebo to respond to Mickey Smith, Teamsters representative, regarding their decision to not send John Lawrence to the training in Potsdam due to lack of coverage at the plant and notify him that the two employees approved to attend the training have the least amount of training hours necessary for their licenses and further request a meeting with Mr. Smith to discuss Mr. Lawrence's job description and employees accumulation of personal time. Motion carried unanimously.

Next Regular Meeting Date:

May 21, 2014 at the Village of West Carthage Municipal Building at 4:00 p.m.

Adjournment:

Motion by Mayor Burto and seconded by Trustee Sullivan to adjourn at 5:20 p.m. Motion carried unanimously.

Respectfully Submitted,

Kristy L. O'Shaughnessy
WPCF Clerk