

Regular meeting of the Carthage/West Carthage Water Pollution Control Facility Management Board
Held in the Board Room of the West Carthage Municipal Building
June 18, 2014

Attendance:

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

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

Others Attending – Bart Crary, DANC Chief Plant Operator; Carrie Tuttle, DANC Director of Engineering; Kathy Amyott, Tug Hill Commissions; and Fred Goutremout, Carthage Specialty Paperboard.

Call to Order:

Chairman Astafan called the meeting to order at 4:13 p.m.

Approval of Minutes:

Motion by Trustee Sullivan and seconded by Trustee Smith-Spencer to approve the minutes of the May 21, 2014 regular meeting as presented. Motion carried unanimously.

Public Forum:

None.

Monthly Reports:

WPCF Status and Repair Report: Mr. Crary outlined the highlights of the report. Mr. Crary explained two valves, one in the main lift pump and one in main lift pump #1, need to be replaced and bypass pumping will need to be done. Mr. Crary obtained a quote from Hyde Stone in the amount of \$9,700.00 to repair the valves and a quote from Pump Service and Supply for pump rental in the amount of \$1,200.00.

Motion by President McIlroy and seconded by Trustee Sullivan authorizing Mr. Crary to have the emergency repairs performed for the two pumps at a cost not to exceed \$14,000.00. Motion carried unanimously.

Mr. Crary stated that the bidding closed for the 1996 International Dump Truck and 2001 Dodge Pickup Truck yesterday at 7:00 p.m. and the highest bid for the dump truck is \$21,700.00 and the pickup truck is \$1,325.00. Mr. Crary explained that the 2008 Dodge pickup truck broke down last week due to sludge in the engine and was towed to Covey's Garage. The cost to flush the engine is \$1,300.00 with no guarantee that it will run properly; the cost to replace the motor is \$5,300.00; and the cost of a new ¾ ton pickup on state bid is \$21,500.00 plus the cost of the plow. Trustee Sullivan asked who is not changing the oil and Mr. Crary stated the most recent log he could find indicated that the oil was changed in October 2013. Chairman Astafan and Mr. Crary are not in favor of flushing the engine as it may not correct the problem and President McIlroy suggested not authorizing to purchase a new truck as not all of the West Carthage members were there. Chairman Astafan asked Mr. Crary to prepare a memo to the board to include the price of a new pickup truck with a plow.

Motion by President McIlroy and seconded by Trustee Sullivan to accept the 1996 International Dump Truck bid in the amount of \$21,700.00. Motion carried unanimously.

Motion by Trustee Sullivan and seconded by Trustee Smith-Spencer to decline the bid for the 2001 Dodge Pickup Truck in the amount of \$1,325.00 as the truck has been put back in service due to the condition of the 2008 Dodge Pickup Truck. Motion carried unanimously.

Mr. Crary explained that he was contacted by Tom Gevais of Demand Response Partners regarding the participation of the WPCF in their program which would require the plant to shut down the grid power to the blowers and require them to run on generator power to decrease grid power usage during peak energy timeframes. There is no cost to participate in the program and the capacity payment realized for 2014/2015 would be \$5,805.96 paid semi-annually, and the energy payment realized \$1,039.34 each time the grid power was shut down for a three to four hour period; typically a few times per year. Ms. Tuttle explained that other treatment plants participate in the program and it has been successful. Mr. Goutremout stated that Carthage Specialty Paperboard participated in the program in the past but the cost to shut down their production exceeded the monetary benefit received from the program.

Motion by Trustee Sullivan and seconded by President McIlroy to authorize Chairman Astafan to sign the contract with Demand Response Partners pending the Boards review of the contract. Motion carried unanimously.

Motion by Trustee Smith-Spencer and seconded by Trustee Sullivan to hire Hailie Lehman, a college student, at a rate of \$8.00 per hour for 20 hours per week. Motion carried unanimously.

Mr. Crary stated that Metro Paper violated their maximum daily flows due to an equipment malfunction and will send them a letter to include a bill for the fine they incurred in the amount of \$1,000.00 per their pre-treatment permit.

Motion by President McIlroy and seconded by Trustee Sullivan authorizing Mr. Crary to respond to NYSDEC informing them there is capacity available at the Plant for the Braman subdivision in the Village of Carthage. Motion carried unanimously.

Motion by Trustee Sullivan and seconded by President McIlroy to accept the WPCF Status and Repair Report as presented. Motion carried unanimously.

Financial Reports: The Financial Reports were reviewed and the Clerk stated that she contacted Waste Management NY LLC regarding their sixty day past due balance and sent them a statement. The Clerk expressed that they may have misplaced the April invoice as they paid the May invoice. The Clerk also stated that she contacted S&L Goodhines and Sons on June 5, 2014 due to their sixty day past due balance and Mr. Crary called yesterday and was informed that the check was in the mail. The Board advised to not allow them to dump at the Plant until the balance is paid. The Clerk also pointed out the reserve transfers were made and she placed them on the back of the Revenue and Expenditure Report for their reference and further explained the amounts are reflected on the Balance Sheet. Motion by Trustee Smith-Spencer and seconded by President McIlroy to approve the Financial Reports as presented. Motion carried unanimously.

Carthage Specialty Paperboard, Inc. Status Update:

Mr. Goutremout stated the contractors plan to review the site for the EQ tank in the next few weeks. The Clerk advised Mr. Goutremout if he had a written report for the Board to forward it to her by the Thursday prior to the monthly meeting.

Monthly Expenditures:

Trustee Sullivan and Trustee Smith-Spencer reviewed the monthly bills prior to the meeting. Trustee Sullivan noted amounts paid to G&K Services-Utica for uniforms which were not returned to the company totaled \$407.69. Mr. Crary explained that some of the uniforms were John Lawrence's and Trustee Sullivan stated there were other employees who did not return uniforms. Deputy President Astafan asked Mr. Crary to submit a memo to the board regarding the unreturned uniforms.

Motion by Trustee Smith-Spencer and seconded by Trustee Sullivan to approve the monthly expenditures in the amount of \$185,462.28. Motion carried unanimously.

Old Business:

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.

Update 05/21/14: Mayor Burto stated he will follow up with Attorney Gebo in the morning regarding the language changes Attorney Hassler was to forward on West Carthage's behalf. Chairman Astafan will follow up with Attorney Gebo to schedule a meeting to include Attorney Gebo, Attorney Hassler, Mayor Burto, President McIlroy, and himself.

Update 06/18/14: Deputy President Astafan advised the Clerk to remove this item from the agenda as several attempts have been made to Mayor Burto to set up a meeting with no response. Trustee Sullivan stated he would discuss it with Mayor Burto as he maybe having difficulty scheduling a meeting with Attorney Hassler. Ms. Tuttle stated EFC will use the existing IMAs when considering the Villages hardship application.

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.

Update 05/21/14: Ms. Tuttle explained that comments were received on the draft version of the NYSERDA application and GHD is currently updating it and expect it to submit the final version next week.

Update 06/18/14: Ms. Tuttle advised the Clerk to hold the final payment to GHD until the application is finalized.

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.

Update 05/21/14: Mayor Burto stated they received the response letter from the Village of Carthage and further stated his board has not reviewed it yet.

Update 06/18/14: President McIlroy stated Carthage received the response letter from West Carthage and it appears that neither board is willing to compromise on the issue and the Carthage and West Carthage Clerks met and the West Carthage Clerk stated she was not interested in sharing the duties therefore the Carthage Board would like to go to arbitration. Trustee Sullivan asked the Carthage Clerk if she had spoke with Debi recently and she stated that Debi sent her an email on Monday stating she has changed her mind and would like to meet again. The Clerks will set up a time to meet and Trustee Smith-Spencer stated she does not want this issue to interfere with the positive working relationship that the Clerks have.

Motion by President McIlroy and seconded by Trustee Smith-Spencer to authorize the following budget transfer for year-end account balancing:

Budget Transfers 5/31/14

JA.9050.08			1,0
00	UNEMPLOYMENT	29.00	
JA.9040.08			1,0
00	WORKERS COMP		29.00
	ADJUST UNEMPLOYMENT EXPS. TO ACTUAL		

New Business:

The Clerk went on the New York State website for unclaimed funds and applied for unclaimed funds for the WPCF and a check was received in the amount of \$383.32.

Deputy President Astafan suggested various documents which could be signed by the Chief Operator such as permit violation letters and hauler agreements.

Motion by Trustee Sullivan and seconded by President Astafan authorizing Deputy President Astafan to research and send Mr. Cray a list of documents he could sign which would be forwarded to the Board at their next regular meeting. Motion carried unanimously.

Ms. Tuttle is working with Attorney Gebo regarding the cost to Carthage Specialty Paperboard, Inc. if they were to build their own wastewater treatment facility.

Mr. Cray researched the cost to send Mr. Pinkham to Operator Training in September and estimates the cost to be \$3,000.00 and further stated the budget line for travel and training would need to be increased.

Liaison Reports:

Audit Committee:

None.

Waste Treatment Plant:

None.

Executive Session:

None.

Next Regular Meeting Date:

July 16, 2014 at the Village of West Carthage Municipal Building at 4:00 p.m.

Adjournment:

Motion by Trustee Sullivan and seconded by Trustee Smith Spencer to adjourn at 5:13 p.m. Motion carried unanimously.

Respectfully Submitted,

Kristy L. O'Shaughnessy
WPCF Clerk