

Regular meeting of the Carthage/West Carthage Water Pollution Control Facility Management Board
Held in the Board Room of the West Carthage Municipal Building
November 24, 2014

Attendance:

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

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

Others Attending – Bart Crary, DANC Chief Plant Operator; Fred Goutremout, Carthage Specialty Paperboard Technical Manager; Mike Tamlin and Charles Prior, GHD Engineers; Mark Gebo, WPCF Attorney; and one Participation in Government Student.

Call to Order:

Chairman Astafan called the meeting to order at 6:55 p.m.

Approval of Minutes:

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

Motion by Trustee Smith-Spencer and seconded by Mayor Burto to approve the minutes of the special meeting on October 30, 2014 as presented. Motion carried unanimously.

Public Forum:

None.

Monthly Reports:

WPCF Status and Repair Report: Mr. Crary provided the highlights of his report. President McIlroy asked if John Lehman was still off and Bart stated he is anticipated to be off until late December 2014.

Mr. Crary stated the five year leachate hauling agreement with Republic Services for the closed Felts Mills landfill was sent back to Attorney Gebo to make changes requested by Republic Services. Mr. Crary received the revised agreement today and will forward it to Republic Services for their review.

Motion by Trustee Latremore and seconded by Trustee Smith-Spencer to approve the WPCF Status and Repair Report as presented. Motion carried unanimously.

Financial Reports: The Financial Reports were reviewed and there were no questions.

Motion by Trustee Latremore and seconded by Trustee Smith-Spencer to approve the following budget transfers:

JA.8110.04		70	
10	Telephone	0.00	
JA.8110.04		1,00	
22	Travel and Training	0.00	
JA.8130.04		11,25	
91	Repairs Sewage	2.00	
JA.9010.08			12,95
00	State Retirement		2.00

Motion carried unanimously.

Motion by Trustee Smith-Spencer and seconded by Trustee Sullivan to approve the Financial Reports as presented. Motion carried unanimously.

Carthage Specialty Paperboard, Inc. Status Update:

Mr. Goutremout distributed the equalization tank drawings and explained how the tank will operate. The Board asked Mr. Goutremout various questions regarding the implementation and operation of the tank.

Monthly Expenditures:

Trustee Sullivan and Trustee Smith-Spencer reviewed the monthly bills, bank statements and bank reconciliations prior to the meeting. The monthly bills, bank statements and bank reconciliations were available for review at the meeting. Chairman Astafan stated the recent audit by the NYS Comptroller's Office recommended that the Board review the bank statements and reconciliations. Trustee Sullivan stated he reviewed the bank statements and reconciliations and everything looked in order.

Motion by Trustee Latremore and seconded by Mayor Burto to approve the monthly expenditures in the amount of \$117,377.00. Motion carried unanimously.

Old Business:

At the August 20, 2014 meeting, the Board authorized GHD to send a letter the NYSEFC requesting additional points for the Villages so they may qualify for low interest financing.

Update 09/24/14: NYSEFC has not responded yet.

Update 10/15/14: NYSEFC sent an email earlier in the day stating the project score will remain the same listing the reasons. Chairman Astafan requested the Clerk to forward the email to the Board and include Ms. Tuttle and Mr. Crary. Ms. Tuttle stated the Board should respond as she does not agree with the reasons the project score was not increased. Mayor Burto requested the Clerk to have Mr. Prior contact NYSEFC and set up a conference call to discuss the project score.

Update 11/24/14: Chairman Astafan stated the application deadline is February 2, 2015 and the Board needs to make a decision tonight if we want our application considered. Mayor Burto stated our application needs to be amended to include the extra five points and Mr. Prior stated he will call NYSEFC. Mr. Prior stated the current interest rate is 1.84%. Attorney Gebo stated we will need to act quickly with a bond resolution, publication of permissive referendum, and publication of estoppels notice to meet the February 2, 2015 deadline. Mayor Burto stated the grant funding will be announced on December 10, 2014. Attorney Gebo advised the Board to bond for 9.4 million which is an extra six percent above the 8.8 million estimated in the planning study. There was a lengthy discussion regarding how the Villages were going to bond for the project; separately or one Village bond for the entire project.

Motion by Trustee Latremore and seconded by President McIlory to follow past practice and have each Village bond separately for the capital improvement project at the WPCF in the total amount of \$9.4 million. Motion carried unanimously.

There was a discussion about how the bonds were going to be allocated to each Village.

Motion by Trustee Latremore and seconded by Mayor Burto to take back to each Village for their approval bond resolutions in the amount of \$6.58 million for West Carthage and \$2.82 million Carthage. Motion carried unanimously.

At the August 20, 2014 meeting, Mr. Prior stated John McHugh, Village of Carthage Community Development Coordinator submitted a Consolidated Funding Application (CFA) to North Country Regional Economic Development Council (NCREDC) on behalf of the WPCF upgrade project and our project has been listed at the top of the list which is great news. The amount requested is \$3.8 million of which \$900,000.00 is from the Community Development Block Grant (CDBG). If awarded, \$2.9 million would be applied to CSP and \$900,000.00 could be applied to residential or CSP.

Update 09/24/14: Notification has not been received in regard to the applications.
Update 10/15/14: Notification has not been received in regard to the applications.
Update 11/24/14: Awards will be announced December 10, 2014.

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.

Update 08/18/14: The Villages did not agree on the WPCF Clerk salary therefore Chairman Astafan stated we will have to go to arbitration to make a decision regarding the WPCF Clerk salary per the Inter Municipal agreement.

Update 09/24/14: President McIlroy stated due to the NYS Office of the State Comptrollers audit of the WPCF and new software training, Carthage requested to hold off on proceeding to arbitration until the audit and training are complete.

Update 10/14/14: On hold.

Update 11/24/14: On hold.

Chairman Astafan stated he would like to form an AdHoc committee to work on the items needed for the NYSEFC funding application due February 1, 2015. Chairman Astafan asked Mayor Burto to Chair the committee along with President McIlroy, Mr. Prior, Ms. Tuttle, Mr. Crary, and the Clerk. The Clerk will notify Mr. Prior of his appointment to the committee.

Update 10/15/14: Mayor Burto stated he did not schedule any meetings because he was waiting for a response from NYSEFC regarding the project score.

Update 11/24/14: Mayor Burto will schedule a meeting in the near future.

There was a special meeting on October 30, 2014 because the pumps at the Water Street pump station failed and a pump has been rented for the interim. The Board was given two options; to replace the existing pumps or to proceed with the capital project upgrade of the facility.

Motion by Mayor Burto and seconded by Trustee Sullivan authorizing GHD to proceed with the design and construction phase for the Water Street Pump Station in the amount of \$33,200.00 which will become part of the capital project.

At the October 30, 2014 meeting, the Board asked Mr. Prior to prepare the pre-application for USDA.

Update 11/24/14: The pre-application was received today and Mr. Prior stated he may need to contact the Clerk/Treasurer and/or John McHugh for assistance with the application.

New Business:

None.

Liaison Reports:

Audit Committee:

None.

Waste Treatment Plant:

None.

Executive Session:

Motion by Mayor Burto and seconded by Trustee Peluso to enter Executive Session at 7:48 p.m. to discuss the employment history of two particular employees and invite Attorney Gebo and Mr. Crary to attend. Motion carried unanimously.

Mr. Crary left at 7:56 p.m.

Motion by Trustee Latremore and seconded by Trustee Smith-Spencer to resume Regular Session at 8:06 p.m.

Motion by Mayor Burto and seconded by Trustee Peluso to increase the Clerk/Treasurer and Deputy Clerk salary, based on the 2014-2015 budget to \$12,000.00 and 2,500.00 respectively retroactive to June 1, 2014 and further request the Clerk/Treasurer to account for hours spent on WPCF activities according to normal work hours and after work hours. Motion carried unanimously.

Next Regular Meeting Date:

December 17, 2014 at the Village of Carthage Municipal Building at 6:00 p.m.

Adjournment:

Motion by Mayor Burto and seconded by Trustee Smith-Spencer to adjourn at 7:46 p.m. Motion carried unanimously.

Respectfully Submitted,

Kristy L. O'Shaughnessy
WPCF Clerk