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THE VILLAGE OF CARTHAGE BOARD OF TRUSTEES

Regular meeting of the Carthage/West Carthage Water Pollution Control Facility Management Board
Held in the Board Room of the Carthage Municipal Building
April 15, 2015

Attendance:

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

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

Others Attending – Bart Crary, DANC Chief Plant Operator; Carrie Tuttle, DANC Engineer; Fred Goutremout, Carthage Specialty Paperboard Technical Manager; Charles Prior and Michael Tamblin, GHD Engineers; and Elaine Avallone, Johnson Newspapers.

Call to Order:

Chairman Astafan called the meeting to order at 6:14 p.m.

Approval of Minutes:

Motion by Trustee Peluso and seconded by Mayor Burto to approve the minutes of the March 18, 2015 regular meeting as presented. Motion carried unanimously.

Motion by Mayor Burto and seconded by Trustee Latremore to approve the minutes of the April 7, 2015 special meeting as presented. Motion carried unanimously.

Public Forum:

None.

Monthly Reports:

WPCF Status and Repair Report: Mr. Crary provided the highlights of his report and stated the contract from Tricil, Inc. has been received for leachate hauling. Mr. Crary explained the memo he emailed to the Board regarding changing allocations to the Significant Industrial Users (SIU) Permits. Trustee Peluso asked if SIU's may violate if their allocations were lowered and Mr. Crary stated his data is based on historical data and SIU's may violate on a bad day.

Motion by Trustee Smith-Spencer and seconded by Trustee Latremore to implement the new allocations in the SIU permits as recommended by Mr. Crary effective June 1, 2015. Motion carried unanimously.

Motion by Trustee Peluso and seconded by Mayor Burto authorizing Mr. Crary to advertise for bids for hauling dewatered sludge from the WPCF for the period June 1, 2015 – May 31, 2016. Motion carried unanimously.

Mr. Crary stated the Village of West Carthage DPW fixed the water main break at the WPCF and Greg Pinkham will be taking his 2A wastewater licensing exam on Friday.

Motion by Trustee Latremore and seconded by Mayor Burto to approve the WPCF Status and Repair Report as presented. Motion carried unanimously.

Mayor Burto asked Mr. Crary if he spoke with NYSDEC regarding the notice the Village of West Carthage received regarding issuing public notice for wastewater and Mr. Crary stated he is working on it.

Financial Reports: The Financial Reports were reviewed and Chairman Astafan questioned the outstanding amount due from Metro Paper on the accounts receivable report. The Clerk/Treasurer stated Metro Paper's invoice was adjusted for their December 2014 billing period due to a faulty meter and their revised payment was received on Monday. The Clerk/Treasurer stated they still have not paid their fine in the amount of \$1,000.00. Chairman Astafan asked the Clerk/Treasurer to have Attorney Gebo mail Metro Paper another letter for their violation.

Motion by Mayor Burto and seconded by Trustee Smith-Spencer to approve the following budget adjustment for the capital project:

JH.0000.2392	Debt Service, Other Governments		1,000,000.00
JH.1380.0400	Fiscal Agents Fees Contractual Expenses	\$150,000.00	
JH.1620.0200	Buildings, Equipment & Capital Outlay	\$850,000.00	

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

JA.8110.0492	Lab Services	\$ 5,000.00	
JA.8130.0446	Safety	\$ 500.00	
JA.8110.0441	Utilities		\$5,500.00

Motion carried unanimously.

Motion by Trustee Peluso and seconded by Trustee Sullivan to accept the Financial Reports as presented. Motion carried unanimously.

Carthage Specialty Paperboard, Inc. Status Update:
None.

Monthly Expenditures:

Trustee Sullivan and Trustee Smith-Spencer reviewed the monthly bills, bank statements and bank reconciliations prior to the meeting and stated everything looked to be in order. The monthly bills, bank statements and bank reconciliations were available for review at the meeting.

Motion by Trustee Sullivan and seconded by Trustee Smith-Spencer to approve the monthly expenditures in the amount of \$73,550.48. Motion carried unanimously.

Old Business:

At the November 24, 2014 meeting the Board authorized 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.

Update 12/17/14: Mr. Tamlin stated the Village of Carthage signed the contracts with GHD for the Water Street Pump Station.

Update 01/21/15: Mr. Prior showed a model of the pump station which will not fit in the current location. Mr. Prior requested permission to contact Attorney Gebo to research the properties boundaries as it is not exactly clear on the map. The Villages may need to acquire property to install the pump station. Mr. Prior stated they could place a smaller structure but then some of the control panels would be exposed and emergency generator power would be difficult to install and referred the Board to the Long Falls pump station. Mayor Burto stated with the placement of the pump station by Turning Point Park, the Village of Carthage should have a better looking structure as there are several events which take place there. The Board discussed using some property on Dock Street and having Attorney Gebo research it. Mr. Prior stated a survey would likely be needed.

Update 02/18/15: Mr. Prior stated he has been working with Attorney Gebo regarding the placement of the new Water Street pump station and Attorney Gebo confirmed that Dock Street is owned by the Village of Carthage. Mr. Prior emailed an amendment to GHD's agreement earlier today to include a boundary survey of the property.

Update 03/18/15: Mr. Prior stated the boundary survey has been completed. Mr. Prior further stated he would like to schedule a meeting with the Board to review the design of the Water Street pump station and the draft of the agreement for the WPCF Improvement Project. Mr. Prior stated he will email dates to the Clerk to schedule the meeting. President McIlroy stated there are several events which take place near the construction site and requested the equipment be kept in a confined area. Mr. Prior stated fencing will be placed around the site.

Update 04/15/15: At the Special Meeting on April 7, 2015, the Board requested GHD to research the option of using natural gas instead of propane for the backup generator. Mr. Prior stated he spoke with the railroad regarding crossing their property with a natural gas line which will cost \$800.00 for an application fee and he also spoke with National Grid who is not in favor of crossing the railroad. National Grid prefers to run the natural gas line from State Street and GHD anticipates the cost will be approximately \$10,000.00 compared to \$600.00 to utilize propane. The majority of the Board felt it was more cost effective to have GHD proceed with propane for the backup generator. Mayor Burto feels competitive bidding needs to take place for the purchase of the backup generator and the proposed configuration is a sole source provider, Gorman Rupp. Mr. Tamblin stated it will be a challenge for them to submit two separate project layouts as they need to be submitted to NYSEFC and NYSDEC for their approval and may delay the project. Ms. Tuttle stated the Gorman Rupp model is a proven design and has been utilized throughout the Route 3 corridor. Ms. Tuttle further stated the sewer treatment operators prefer them and it is more energy efficient. Mayor Burto stated the Board requested the backup generator to be competitively bid back in December 2014. Chairman Astafan asked if the Smith and Lovelace model was less expensive and Mr. Tamblin stated it typically is but the Gorman Rupp model is easier for sewer treatment operators to operate and replacement parts are readily available. Mayor Burto requested GHD to redo the bid specifications so the backup generator can be competitively bid.

Motion by Mayor Burto and seconded by Trustee Peluso to authorize President McIlroy and Mayor Burto to sign the agreement with GHD for engineering services as amended in the amount not to exceed \$1,177,000.00. Motion carried unanimously.

The Clerk/Treasurer stated she was contacted today by NYSEFC requesting a conference call regarding the status of the IMA and if completed prior to closing on NYSEFC funding may require bonding documents to be changed. The Board stated the IMA is a work in progress and requested Ms. Tuttle to contact NYSEFC and inform them the IMA will not be completed prior to closing on the NYSEFC funding.

New Business:

Motion by Trustee Sullivan and seconded by Trustee Peluso authorizing Chairman Astafan and Mayor Burto to sign a hauler agreement with John Allen Sanitation. Motion carried unanimously.

Liaison Reports:

Audit Committee:

None.

Waste Treatment Plant:

None.

Executive Session:

Motion by Mayor Burto and seconded by Trustee Sullivan to enter Executive Session at 6:55 p.m. to discuss the draft of the NYSOSC audit report which is confidential until finalized. Motion carried unanimously.

Motion by Mayor Burto and seconded by Trustee Sullivan to resume Regular Session at 7:02 p.m.
Motion carried unanimously.

Next Regular Meeting Date:

May 20, 2015 at the Village of West Carthage Municipal Building at 6:00 p.m.

Adjournment:

Motion by Trustee Sullivan and seconded by Trustee Smith-Spencer to adjourn at 7:02 p.m. Motion carried unanimously.

Respectfully Submitted,

Kristy L. O'Shaughnessy
WPCF Clerk