

Regular meeting of the Carthage/West Carthage Water Pollution Control Facility Management Board
Held in the Board Room of the Carthage Municipal Building
June 15, 2016

Attendance:

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

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

Others Attending – Bart Crary, DANC Chief Plant Operator; Carrie Tuttle, DANC Engineer; Charles Prior, GHD Engineer; Fred Goutremout, Carthage Specialty Paper; and Kris Demmick, BC&A Engineer.

Call to Order:

Chairman Astafan called the meeting to order at 4:17 p.m.

Approval of Minutes:

Motion by Mayor Burto and seconded by Trustee Smith-Spencer to approve the minutes of the May 17, 2016 regular meeting as presented. Motion carried unanimously.

Public Forum:

None.

Monthly Reports:

WPCF Status and Repair Report: Mr. Crary provided the highlights of his report. Mr. Crary stated he would like to contact a drain cleaning contractor to unplug the floor drains in the sludge building as DANC's Sewer Jeter was unsuccessful. Mr. Crary also stated he would like to obtain three quotes to purchase a new electric pallet jack. Trustee Sullivan requested Mr. Crary bring the quotes to the next meeting for the Board to consider.

Motion by President McIlroy and seconded by Trustee Smith-Spencer to accept 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 Mayor Burto and seconded by Trustee Smith-Spencer to formally approve year-end budget transfers for account balancing as follows:

| | | |
|--------------------------------|------------|------------|
| JA.8130.0460 Vehicle/Equipment | \$ 14.00 | |
| JA.8130.0493 Process Chemicals | \$1,337.00 | |
| JA.8130.0492 Sludge Disposal | | \$1,351.00 |

Motion carried unanimously.

Motion by Trustee Smith-Spencer and seconded by Mayor Burto to accept the Financial Reports as presented. Motion carried unanimously.

Carthage Specialty Paperboard, Inc. Status Update:

Mr. Goutremout submitted a report in advance of the meeting for the Boards review. Mr. Goutremout stated they will be performing a washout and will be shut down for the weekend. Mayor Burto asked about the status of the payment due and Mr. Goutremout stated they will make half of the payment on June 17, 2016 and the remaining payment on July 15, 2016. The Clerk/Treasurer asked if the payment included both the operation and maintenance and debt payment and Mr. Goutremout stated he was unsure but will look into it. Mayor Burto also inquired about the outstanding water bill due to West Carthage

which Mr. Goutremout was unsure. Mayor Burto stated the water will be shut off if payment is not received for the water bill.

Monthly Expenditures:

Trustee Smith-Spencer and Trustee Sullivan reviewed the monthly bills, bank statements and bank reconciliations prior to the meeting and noted no issues. 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 regular monthly expenditures in the amount of \$83,390.33 and the capital project monthly expenditures in the amount of \$14,807.13. Motion carried unanimously.

Old Business:

At the February 17, 2016 meeting, West Carthage agreed to submit their NYSEFC funding application. The Board also approved to renew the \$1,000,000 BAN and pay the interest due.

Update 03/17/16: Mr. Prior stated the NYSEFC funding application was submitted on behalf of West Carthage. Mr. Prior stated he will reach out to NYSEFC regarding the status of the funding applications. Mr. Prior also stated he will contact Attorney Gebo regarding the easements needed for construction at the Water Street Pump Station.

Update 04/20/16: Mr. Prior has not received any new information about the financing application but will reach out to NYSEFC to check the status.

Update 05/17/16: Mr. Prior stated NYSEFC requested a few more items to accompany the application of which he forwarded to them.

Update 06/15/16: Mr. Prior stated all items have been submitted to NYSEFC. Ms. Tuttle stated she spoke with NYSEFC and they stated we should hear from them regarding the short-term financing in September or October 2016.

Mr. Prior stated the pre-bid meeting was held at the treatment plant on June 7, 2016 and there seems to be a lot of interest in the project. Mr. Prior stated they will be issuing an addendum to include the new disinfectant requirement with the capital project. Mr. Prior requested the bid opening be moved until June 29, 2016 due to the addendum being issued and the Board agreed. President McIlroy requested when the project is anticipated to be completed and Mr. Prior stated December 2017.

Mr. Prior stated he spoke with NYSDEC regarding the new disinfectant requirement. NYSDEC stated it is not currently required but they will be redefining their regulations to include the requirement in the near future.

At the May 16, 2016 meeting, the Board authorized GHD to apply for further funding due to the new disinfectant requirement.

Update 06/15/16: Mayor Burto asked Mr. Prior how the application was progressing and Mr. Prior stated he anticipates having an application for review by next week.

At the December 16, 2016 meeting, Chairman Astafan received a call regarding the construction of the Champion Sewer District #2 line and while digging discovered an oil smell just outside the perimeter of the Treatment Plant. NYSDEC was contacted and forwarded correspondence to Chairman Astafan.

Update 01/7/16: Chairman Astafan was authorized to send a letter to NYSDEC requesting clarification of the changes at the spill site and what the expectations are from NYSDEC of the WPCF Board.

Update 01/27/16: Chairman Astafan reviewed the draft of the letter to be mailed to NYSDEC and the letter was mailed.

Update 02/17/16: Chairman Astafan stated he received a response from NYSDEC and they expressed the spill site will need to be cleaned. Chairman Astafan will schedule a special meeting with the attorney and the Town of Champion to review how to proceed.

Update 03/17/16: Chairman Astafan stated he met with Kris Demmick from Bernier and Carr regarding the situation at the fuel spill site. Chairman Astafan asked Mr. Demmick to test the existing test wells and stated he will report to the Board with his results. Chairman Astafan anticipates putting the cost of the cleanup of the spill site out for bid in the future.

Update 04/20/16: President McIlroy stated Chairman Astafan informed him that he does not have anything new to report at this time.

Update 05/20/16: Chairman Astafan stated he received an email from Kris Demmick, BC&A Engineer, who is contacting NYSDEC and requesting they review data from prior to the spill.

Update 06/15/16: Mr. Demmick displayed maps of the WPCF which outlined underground lines throughout the property and the proximity of the test wells. Mr. Demmick stated he does not detect a fuel smell now and feels he detected it in December because the ground was saturated. Mr. Demmick stated he will set up a meeting with NYSDEC and Chairman Astafan to discuss how to remedy the issue.

At the May 17, 2016 meeting, Mayor Burto stated the Village of West Carthage recently put stone in at the boat launch near the WPCF which is property jointly owned by both Villages. Mayor Burto asked the Board if they were interested in maintaining it and Chairman Astafan asked to hold the issue over until the June 15, 2016 regular meeting.

Update 06/15/16: After discussion, Chairman Astafan asked the Clerk/Treasurer to include a \$500.00 maintenance line item in the budget next year for the boat launch.

Ms. Tuttle left at 4:45 p.m.

New Business:

None.

Liaison Reports:

Audit Committee:

None.

Waste Treatment Plant:

None.

Executive Session:

Motion by Mayor Burto and seconded by Trustee Smith-Spencer to enter Executive Session at 4:52 p.m. to discuss the employment history of a particular corporation and requested Mr. Prior to attend. Motion carried unanimously.

Motion by Trustee Sullivan and seconded by Trustee Smith-Spencer to resume Regular Session at 5:03 p.m. Motion carried unanimously.

Next Regular Meeting Date:

Wednesday, July 20, 2016 at the Village of West Carthage Municipal Building at 4:00 p.m.

Adjournment:

Motion by President McIlroy and seconded by Trustee Smith-Spencer to adjourn at 5:03 p.m. Motion carried unanimously.

Respectfully Submitted,

Kristy L. O'Shaughnessy
WPCF Clerk