

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 16, 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 Rob Peluso. Trustee Scott Sullivan was excused.

Others Attending – Bart Crary, DANC Chief Plant Operator; Charles Prior and Mike Tamlin, GHD Engineers; Fred Goutremout and John Frank, Carthage Specialty Paper.

Call to Order:

Chairman Astafan called the meeting to order at 4:02 p.m.

Approval of Minutes:

Motion by Trustee Peluso and seconded by Trustee Smith-Spencer to approve the minutes of the October 19, 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 Jefferson County Human Resources provided four applicants from the Civil Service list and expressed he will contact Trustee Sullivan and Trustee Smith-Spencer to set up interviews. The board reviewed the SIU Inspection Reports.

Motion by Trustee Peluso and seconded by Trustee Smith-Spencer to approve the revised Emergency Response Plan as presented. Motion carried unanimously.

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

Carthage Specialty Paperboard, Inc. Status Update:

Mr. Goutremout submitted a report to the Board which was not available to be included in the Board packet. Mayor Burto asked Mr. Goutremout to check into the status of the payment which was due yesterday. Mayor Burto also asked if the faulty equipment was fixed as residents reported oil in the river. Mr. Goutremout stated NYSDEC was contacted and the faulty generator has since been repaired.

Monthly Expenditures:

Trustee Smith-Spencer 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 Peluso and seconded by Trustee Smith-Spencer to approve the regular monthly expenditures in the amount of \$86,979.80 and the capital project monthly expenditures in the amount of \$55.00. 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.

Update 07/20/16: No further information has been received.

Update 08/17/16: Chairman Astafan read the correspondence received from NYSEFC extending our interest free financing until September 30, 2017.

Update 09/21/16: Mr. Prior stated he spoke with representatives at NYSEFC and expressed our applications are going to the loan committee for review. Mr. Prior anticipates receiving notification from NYSEFC in late November or early December.

Update 10/19/16: Mr. Prior stated he anticipates receiving notification from NYSEFC in the next few months.

Update 11/16/16: Nothing new to report.

At the June 15, 2016 meeting Mr. Prior requested the bid opening be moved until June 29, 2016 due to the addendum being issued for the new disinfectant requirement and the Board agreed.

Update 07/20/16: Mr. Prior agreed to coordinate a meeting with the WPCF committee to discuss in detail what our options are regarding the capital project as the bids came in over budget.

Update 08/17/16: The Board authorized GHD to re-bid the WPCF Capital Project pending the capital project priority list approval of the Board.

Update 09/21/16: Mr. Prior stated the re-design changes were made and the bid documents were updated and he will forward the documents to the Clerk/Treasurer. Mr. Prior stated notice for the re-bid of the project was published in the Carthage Republican Tribune and the Watertown Daily Times and will run for two weeks. Mr. Prior expressed the bids are due October 26, 2016.

Update 10/19/16: Mr. Prior intends to send an addendum regarding the filter press to potential bidders on Friday. Mr. Prior stated the bids are due October 26, 2016.

Update 11/16/16: Mr. Prior stated the bids were received and the Capital Project Committee consisting of Mayor Burto, President McIlroy, the West Carthage Clerk/Treasurer and the Carthage Clerk/Treasurer met prior to the meeting to discuss the bids received and the consensus is to re-bid the project.

Motion by Mayor Burto and seconded by President McIlroy to reject the bids received based on price and the scope of the bids. Motion carried unanimously.

Mr. Prior stated GHD will repackage the bid and submit it to the Board for their review. Mayor Burto stated the Capital Project Committee met earlier regarding the items on the bid. Mayor Burto stated the committee discussed removing the grit removal screening from the bid as the main bid only included screening fifty percent of the flow. The committee also discussed adding critical items back into the main bid. Mayor Burto stated GHD gave a presentation to the committee explaining why the bids came in so high. GHD expressed the changes from the original scope increased the project by \$1.5 million; unforeseen conditions because core sampling was not performed increased the project by another \$550,000; the bidding market has changed as there is more work available in this area; and the price of

the generator and other cite work was under estimated. Mayor Burto stated we will go back out to bid and remove the grit screening; add back critical items to repair the plant; add back disinfection and chlorination; and add two grinders at approximately \$25,000 each to the main bid. All other items will be included as alternates so based on the bid results, the Board can decide if they are affordable to implement.

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.

Update 07/20/16: Mr. Prior stated he received feedback from the Clerk/Treasurer and Sarah Bullock, Community Development Director. Mr. Prior asked if the Board had any feedback and they responded no. Mr. Prior expressed he will have the information to Ms. Bullock prior to the deadline on July 29, 2016.

Update 08/17/16: Mr. Prior stated the application was submitted.

Update 09/21/16: Mr. Prior stated the CFA announcements are not available yet.

Update 10/19/16: Mr. Prior stated the CFA announcements are not available yet.

Update 11/16/16: Mr. Prior stated the CFA announcements should be made next month and the WPCF Project scored well.

At the December 16, 2015 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 Dimmick from Bernier and Carr regarding the situation at the fuel spill site. Chairman Astafan asked Mr. Dimmick 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 Dimmick, BC&A Engineer, who is contacting NYSDEC and requesting they review data from prior to the spill.

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

Update 07/20/16: Chairman Astafan stated he and Mr. Dimmick met with two representatives from NYSDEC who stated we are going to have to clean up the spill site at an estimated cost between \$50,000 and \$75,000. Mr. Dimmick will be working with the Town of Champion and DANC and will forward his recommendations at a later date.

Update 08/18/16: Chairman Astafan stated there is nothing new to report.

Update 09/21/16: Chairman Astafan stated there is nothing new to report.

Update 10/19/16: Chairman Astafan stated there is nothing new to report.

Update 11/16/16: Chairman Astafan stated he spoke with Mr. Dimmick who stated it is a slow moving process as the Town of Champion is trying to figure out their funding and NYSDEC appears to be in no hurry to for the site to be cleaned.

New Business:

Motion by Trustee Peluso and seconded by Trustee Smith-Spencer authorizing Chairman Astafan and Mayor Burto to sign a hauler agreement with United Rentals, Inc. Motion carried unanimously.

Liaison Reports:

Audit Committee:

None.

Waste Treatment Plant:

None.

Ms. Tuttle stated she sent information to both Villages regarding information she will need to conduct the EDU analysis. Ms. Tuttle asked the Board if they would like her to contact Village employees directly to get information for the study. Chairman Astafan expressed it will be easier for her to correspond with Village employees directly to get the information she needs.

President McIlroy stated due to Kathleen Latremore retiring from the Board that he will be appointing Rebecca Vary and the meetings will need to begin at 4:15 p.m.

Mayor Burto requested an Executive Session to discuss the employment history of a particular corporation.

Executive Session:

Motion by Trustee Peluso and seconded by Trustee Smith-Spencer to enter Executive Session at 4:23 p.m. to discuss the employment history of a particular corporation. Motion carried unanimously.

Motion by Mayor Burto and seconded by Trustee Smith-Spencer to resume Regular Session at 4:37 p.m. Motion carried unanimously.

Next Regular Meeting Date:

Wednesday, December 21, 2016 at the Village of Carthage Municipal Building at 4:15 p.m.

Adjournment:

Motion by President McIlroy and seconded by Trustee Smith-Spencer to adjourn at 4:37 p.m. Motion carried unanimously.

Respectfully Submitted,

Kristy L. O'Shaughnessy
WPCF Clerk/Treasurer