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APPROVED BY THE WPCF BOARD

Regular meeting of the Carthage/West Carthage Water Pollution Control Facilities Management Board
Held in the Board Room of the West Carthage Municipal Building
February 20, 2019

Attendance:

Carthage Members – Chairman Michael Astafan and President G. Wayne McIlroy. Trustee Linda Smith-Spencer was excused

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

Others Attending –Robert Stevenson, DANC; Bryan Malone, GHD; and Clay Staley, Ox Industries. Carrie Tuttle, DANC was excused.

Call to Order:

Chairman Astafan called the meeting to order at 4:36 p.m.

Approval of Minutes:

Motion by Mayor Burto and seconded by Trustee Bigness to approve the minutes of the January 16, 2019 regular meeting as presented. Motion carried unanimously.

Public Forum:

None.

Monthly Reports:

WPCF Status and Repair Report: Mr. Stevenson provided the highlights of his report for January. Mr. Stevenson is recommending declaring the generator in the blower building surplus. Chairman Astafan asked if the generator should be kept as a back up to the new generator. Mr. Stevenson responded no and stated the blower building can be connected to the new Cummins generator.

Motion by Trustee Peluso and seconded by Trustee Bigness to declare the Caterpillar generator in the blower building surplus, connect the blower building to the Cummins generator and further authorize Mr. Stevenson to place the equipment on Auctions International. Motion carried unanimously.

Motion by Mayor Burto and seconded by Trustee Peluso to accept the WPCF Status and Repair Reports as presented. Motion carried unanimously.

Financial Reports: The Financial Reports were reviewed. The Clerk/Treasurer asked Mayor Burto if he had an update regarding the O&M payment status for Ox Specialty Paper, LLC as they are two quarters past due. Mayor Burto stated he has reached out to Ox Specialty Paper, LLC and has yet to receive a response. Mr. Clay stated there has been some personnel turnover and asked if Mayor Burto could forward the bills to him.

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

Ox Specialty Paper, LLC Status Update:

Mr. Staley, General Manager asked that he be the contact in the future. Mr. Staley asked Mr. Stevenson if there is a specific format to report flow violations and Mr. Stevenson stated a more formal report is typically submitted. Mr. Staley asked if the alarm limits at their metering station could be lowered so they can be notified sooner to address the issue prior to violating their pretreatment permit. Mr. Stevenson stated he will look into it. Mayor Burto stated he will forward the contact information for a free holding tank to Mr. Staley.

Monthly Expenditures:

Trustee Bigness 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. Trustee Bigness asked Mr. Stevenson why a mileage request submitted for John Lehman is from his house instead of the WPCF to training in Watertown. Mr. Stevenson stated the Clerk/Treasurer just gave him the commuting rules from the IRS.

Motion by Trustee Bigness and seconded by Mayor Burto to approve the regular monthly expenditures after Mr. Lehman's mileage requests are changed to be from the WPCF, not his home, in the amount of \$125588.04 and the capital project monthly expenditures approved to be paid in advance at the January 16, 2019 meeting in the amount of \$220,542.93 and February in the amount of \$214,015.46. Motion carried unanimously.

Old Business:

At the June 21, 2017 meeting Mr. Prior stated the preconstruction meeting took place at the plant with the contractors. Mr. Prior expressed that he emailed the Notices to Proceed for the contractors to the Clerk/Treasurer to be signed by Mayor Burto and President McIlroy. Mr. Prior said the Water Funding Grant is complete and awaiting President McIlroy's signature. Mayor Burto asked why are we waiting to start construction and Mr. Prior expressed there are administrative items which need to take place prior to starting construction. Chairman Astafan asked if there was any protocol for the Board to follow when they want to review the capital project progress. Mr. Prior suggested contacting Mr. Crary who will coordinate with GHD for the construction site to be reviewed and GHD will provide safety equipment.

Update 07/19/17: Mr. Prior stated there was a meeting with the contractors yesterday to discuss mobilization and contractor responsibilities. Chairman Astafan questioned Ms. Tuttle regarding the request of CO Falter to post bonds as a substitute for retainage as he is not comfortable with their request. Ms. Tuttle stated she will coordinate a conference call with CO Falter and Attorney Gebo to discuss their request.

Update 08/16/17: Mr. Prior stated he attended the second construction meeting yesterday and the project is progressing. Mr. Prior stated the closing is complete with NYSEFC and the Villages can submit for reimbursement.

Update 09/20/17: Mr. Prior stated there was a progress meeting with the contractors and only two attended. Mr. Prior sent a letter to the contractor who didn't attend expressing the importance of their participating of the progress meetings. Mr. Prior stated when the master schedule for the project is complete; he will forward it to the Board. Mr. Prior expressed that contractor #1 has begun moving equipment to the treatment plant. Mayor Burto asked if GHD submitted a revised WMBE plan and Mr. Prior expressed they intend to submit the revised plan in the near future.

Update 10/18/17: Mr. Prior stated there was a progress meeting yesterday and he will forward the minutes of the meeting. Mr. Prior stated supplies for the capital project may be delayed due to the hurricanes. Ms. Tuttle stated NYSEFC representatives are planning a site visit on November 1, 2017. Ms. Tuttle stated she is planning to amend the CDBG grant to re-align line items over to construction costs and will forward the revised budget for President McIlroy's signature. Ms. Tuttle also informed CDBG representatives that we are going to be close to meeting the December 2017 grant deadline.

Update 11/15/17: Mr. Prior stated representatives from NYSEFC were on site November 1, 2017 and everything went well. Mr. Prior suggested moving the placement of the generator from the original site, which is near the recently discovered contamination site. Mr. Prior anticipates an increase cost due to the site change. Chairman Astafan stated GHD needs a process to contact the Board if issues arise with the project. After considerable discussion it was suggested that Mr. Prior email the Clerk/Treasurer who will forward the information to the Board. Mr. Prior stated they are experiencing a disagreement with the general contractor over the removal of hazardous materials. Mr. Prior explained that the bid specifications for Water Street Pump Station included two equipment replacement options. Mr. Prior stated the general contractor chose the Smith and Loveless option which may require a change order for

the electrical contract at an approximate cost of \$60,000.00. Mr. Prior stated he continues to work on a quote for the Long Falls Pump Station to install Floats.

Update 1/17/18: The Board approved CO Faulter to install an influent screen, which was in the original bid specifications, at no additional cost. Mr. Prior expressed there will be a significant delay with installing the new electrical panel due to the manufacturer. Mr. Prior stated they are looking into temporary electrical options so the new equipment can be operational prior to the new electrical panel being installed. The delay of the electrical panel and excessive solids throughout the plant may delay the completion of the project until late fall. Mr. Prior addressed the request for mediation by CO Faulter of which we are awaiting a response.

Update 2/21/18: Mr. Prior stated they are relocating the generator site due to the soil contamination. Mr. Prior expressed that CO Faulter agreed to table proceeding with mediation and asked to meet with GHD to discuss their issues first. Mr. Prior stated they will be submitting a no cost change order to extend the timeframe for the completion of the Water Street Pump Station which he anticipates will be completed by August 2018. The Board approved the no cost change order for the Water Street Pump Station to extend the completion date to August 2018.

Update 3/21/18: The response regarding the SPDES Notice of Violation was sent to NYSDEC. The Board authorized Mr. Stevenson to send a thirty-day notice to outside haulers notifying them that they will not be able to haul to the treatment plant until further notice. Mr. Stevenson was asked to submit a proposal to the Board prior to allowing the haulers to resume dumping at the treatment plant.

Update 4/18/18: Mr. Prior stated the Capital project is moving along well and still on target for a completion date in October 2018. Mr. Prior stated they reached an agreement with C.O. Falter Construction Corp. regarding having a third party perform hazardous materials monitoring during the demolition projects. The Board authorized Adirondack Operations to perform air monitoring during the demolition projects at a cost not to exceed \$5,000.00 which will be taken from Contingency funds in the Capital project. Mr. Prior stated his last day with GHD will be Friday, April 20, 2018 and introduced Bruce Munn who will be taking over the project.

Update 5/16/18: Mr. Stevenson stated the project is moving along with a few minor setbacks. Mayor Burto asked why a representative from GHD wasn't present and the Clerk/Treasurer stated Mr. Malone from GHD contacted her and stated they are running over budget on the project and will attend monthly meetings only if requested or they need action from the Board.

Update 6/20/18: Mr. Malone stated they are starting to place the newly installed equipment online. Mr. Malone stated construction on Water Street Pump Station will not begin until after July 14, 2018.

Update 8/15/18: Mr. Malone stated he submitted GHD Amendment No. 4 to continue their services until February 2019 due to the project being delayed and will only charge for hours worked on the contract. Chairman Astafan stated he thought the original contract with GHD was until the project was completed, not the anticipated completion date. The Board requested the Clerk to forward the contract with GHD to the attorney and hold this over until the September 19, 2018 meeting. The Board approved Change Order No. 2 for C.O. Falter with an increase of \$295,339.34 and Change Order No. 2 for Collins-Hammond Electrical Contractors with an increase of \$28,736.82 for the additional work and requested Ms. Tuttle to forward the information to Attorney Russell to seek damages from contractors due to missed deadlines. The Board requested GHD to correspond with the contractors and insist that they address the excessive sludge removal as soon as possible.

Update 9/19/18: Mr. Malone stated he has been pushing the contractors and they are currently working on the clarifiers and thickeners. Mr. Malone stated he spoke with Edgar Countryman about disconnecting the power at Turning Point Park so they can begin construction at the Water Street Pump Station and asked if there was space available to store equipment and supplies during the reconstruction. President McIlroy stated they could store their supplies on the other side of the brick building, near the boat dock. Trustee Smith-Spencer asked if there were more workers that could be working on the project and Ms. Tuttle stated it needs to be completed in steps and there have been unforeseen issues which have arisen. Ms. Tuttle stated she forwarded the documents to Attorney Russell after the last meeting but due to Attorney Russell merging with a different firm, his email address changed and he did not receive the documents until a few days ago. Attorney Russell is currently reviewing the contract with GHD and the

contractors and will provide a legal opinion at the next meeting. President McIlroy inquired about the Village of Carthage's electrical entrance at Water Street Pump station. Mr. Mallone stated there was some confusion when the project was originally engineered but the logistics have been addressed and it will be included in the project.

Update 10/17/18: Chairman Astafan requested an Executive Session to discuss the employment history of a particular corporation. Chairman Astafan requested the Clerk/Treasurer to follow up with Attorney Russell regarding seeking damages from contractors due to missed deadlines.

Update 10/25/18: Chairman Astafan asked what excess expenses can be charged back to the project and Ms. Tuttle stated it depends on how much contingency is available.

Motion by President McIlroy and seconded by Trustee Peluso to approve Change Order Number 2 for J.E. Sheehan Contracting Corporation in the increased amount of \$1,263.49 and further, authorize President McIlroy and Mayor Burto to sign. Motion carried unanimously,

12/12/18: Change Order Number 3 for Collins-Hammond Electrical Contractors in the increased amount of \$37,913.95 and Change Order Number 3 for C.O. Falter Construction Inc. in the increased amount of \$88,523.67 were approved.

Update 1/16/19: The Board approved Change Order 3 for JE Sheehan Contracting Corporation in the increased amount of \$1,993.03; Change Order 4 for CO Falter Construction Inc. in the increased amount of \$119,441.19; and Amendment 2 for DANC Technical Services Agreement in the increased amount of \$15,000.00.

Update 2/20/19: Mr. Malone stated he is waiting for a cost proposal from CO Falter Construction Inc. to replace the West Carthage flume. Mr. Malone stated Change Order 4 for JE Sheehan Contracting Corporation is to fix corroded waterlines throughout the plant. Mr. Malone stated Change Order 4 for CO Falter Construction, Inc. is revised as NYSEFC discovered mathematical errors in the original Change Order 4.

Motion by Trustee Peluso and seconded by Trustee Bigness to approve Change Order 4 for JE Sheehan Contracting Corporation in the increased amount of \$24,356.52 and further authorize President McIlroy and Mayor Burto to sign. Motion carried unanimously.

Motion by Trustee Peluso and seconded by Trustee Bigness to approve Change Order 4 for CO Falter Construction, Inc. as revised for the changed increase amount of \$132,633.62 and further authorize President McIlroy and Mayor Burto to sign. Motion carried unanimously.

At the November 15, 2017 meeting, the Board authorized Chairman Astafan to sign the proposal with Paragon Environmental Construction, Inc. to perform a topographic survey of the contaminated site at the WPCF at a cost not to exceed \$29,500.00.

Update 1/17/18: Mr. Paragon presented his findings from the topographic survey which included hot spots in a confined area. Based on his conversations with NYSDEC, Mr. Paragon stated, on the conservative side, it will cost approximately \$200,000 which includes the removal of 1,500 – 2,000 dump truck loads to satisfy NYSDEC. The Board authorized Paragon Environmental Construction, Inc. to prepare a proposal to complete a work plan to address the contamination site and submit to the Board for their consideration at the February 21, 2018 meeting.

Update 2/21/18: The Board approved the Remedial Work Plan Proposal submitted by Paragon Environmental Construction, Inc. in the amount of \$11,500.00.

Update 3/21/18: Chairman Astafan stated he has nothing new to report.

Update 4/18/18: President McIlroy stated there was nothing new to report.

Update 5/16/18: President McIlroy distributed a report received from Paragon Environmental Construction, Inc. which included five cleanup options of which Mr. Paragon recommended number five which could cost up to \$222,600.00. President McIlroy asked if a few Board members could meet with Mr. Paragon and NYSDEC to discuss. Mayor Burto volunteered and President McIlroy expressed Chairman Astafan could be the seconded representative. President McIlroy requested the Clerk/Treasurer to contact Chairman Astafan and ask that he set up the meeting.

Update 6/20/18: Chairman Astafan stated he is having a difficult time coordinating a meeting and will provide the Board with an update as soon as it is available.

Update 8/15/18: Chairman Astafan stated he will contact Mr. Paragon again regarding coordinating the meeting with NYSDEC.

Update 9/19/18: Chairman Astafan stated he is still attempting to coordinate a meeting with Mr. Paragon and NYSDEC.

Update 10/17/18: Chairman Astafan spoke with Mr. Paragon who has been having discussions with NYSDEC who continue to request more information from him. Mr. Paragon will contact Chairman Astafan when once he is able to schedule a meeting with NYSDEC.

Update 12/12/18: Chairman Astafan stated the Groundwater Sampling Results are included in the packet for the Boards information. Chairman Astafan stated Mr. Paragon continues to try and coordinate a meeting with NYSDEC but has been unsuccessful.

Update 1/16/19: Mr. Paragon is still waiting for information from NYSDEC.

Update 2/20/19: Mr. Stevenson will coordinate a meeting with NYSDEC and Mr. Paragon.

At the January 16, 2019 meeting, President McIlroy requested the Clerk/Treasurer to hold the proposed DANC Management Services five year contract.

Update 2/20/19: Mayor Burto requested an Executive Session to discuss the employment history of a particular corporation.

At the January 16, 2019 meeting representatives from Petawatt provided an update to the Board regarding steps they have taken and future plans to curtail the flow from Metro Paper to the WPCF to include re-routing the domestic sewer line of Carthage Energy. Ms. Tuttle suggested Petawatt to work with Carthage Energy regarding the design to re-route the domestic sewer line and to submit the proposal to the WPCF Board for their review.

Update 2/20/19: Chairman Astafan stated correspondence was not received from Petawatt.

New Business:

Chairman Astafan read the Notice of Violation and Order to Comply received from New York State Department of Labor Public Employee Safety and Health Bureau PESH regarding an electric heater located in damp area that did not contain a ground. Mr. Stevenson stated the heater has been replaced with a heater that contains a ground and he has notified PESH.

Motion by Mayor Burto and seconded by Trustee Peluso to approve the WPCF Budget for 06/01/19 – 05/31/20 to include the purchase of a Bobcat with attachments and clean up of the contaminated site in the amount of \$2,115,859. Motion carried unanimously.

Motion by Trustee Peluso and seconded by Mayor Burto authorizing the Clerk/Treasurer to write off the outstanding receivables due to Carthage Specialty Board bankruptcy for pretreatment violations \$42,000.00 and O&M billed under the Village of West Carthage \$65,335.38. Motion carried unanimously.

Executive Session:

Motion by Mayor Burto and seconded by Trustee Peluso to enter Executive Session at 5:05 p.m. to discuss the employment history of a particular corporation. Motion carried unanimously.

Motion by Trustee Peluso and seconded by Mayor Burto to resume Regular Session at 5:19 p.m. Motion carried unanimously.

Next Regular Meeting Date:

Wednesday, March 20, 2019 at the Village of West Carthage Municipal Building at 4:00 p.m.

Adjournment:

Motion by Trustee Peluso and seconded by Mayor Burto to adjourn at 5:19 p.m. Motion carried unanimously.

Respectfully Submitted,

Kristy O'Shaughnessy
WPCF Clerk