

Regular meeting of the Carthage/West Carthage Water Pollution Control Facility Management Board
Held in the Board Room of the West Carthage Municipal Building
September 18, 2013

Attendance:

Carthage Members – Chairman Michael F. Astafan and Trustees Kathleen Latremore and Rebecca Vary. Trustee Linda Smith-Spencer was excused.

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

Others Attending – Wayne McIlroy, Village of Carthage President; Bart Crary, DANC Chief Plant Operator; Carrie Tuttle, DANC Director of Engineering and Kathy Amyot, Tug Hill Commissions.

Call to Order:

Chairman Astafan called the meeting to order at 6:10 p.m.

Approval of Minutes:

Motion by Trustee Vary and seconded by Trustee Sullivan to approve the minutes of August 21, 2013 regular meeting as presented by the Clerk. Motion carried unanimously.

Public Forum:

None

Monthly Reports:

WPCF Status Reports: Ms. Tuttle distributed a Modification to Significant Industrial User Permits to be effective October 1, 2013 – May 31, 2015 to Metro Paper Industries of New York; Slack Chemical Company, Inc.; Carthage Energy LLC; and Felts Mills Sanitary Landfill for the Boards' consideration and explained the changes to each of the permits.

Motion by Trustee Sullivan and seconded by Trustee Latremore to permit DANC to draft letters to be sent with the permits via certified, return receipt mail to the above listed industries and further modify the Industrial User Permit for Climax Manufacturing to be coincide with the above listed dates. Motion carried unanimously.

At the August 21, 2013, Ms. Tuttle distributed Contract Documents and Specifications for Village of Carthage/West Carthage WPCF Roof Rehabilitation Project for the Boards' consideration. Chairman Astafan asked Ms. Tuttle to forward the document to Attorney Gebo for his review. Ms. Tuttle said she plans to distribute the bid packet next week and have the bids returned prior to the meeting on September 18, 2013.

Update 09/18/13: Ms. Tuttle created a memo to summarize the five bids that were received and opened by DANC.

Motion by Trustee Sullivan and seconded by Trustee Latremore to accept the low bidder, RSI Roofing, Inc. to include the alternative Bid Number 2 to remove skylights and encapsulate the voids with new roofing at a total cost not to exceed \$67,300.00; and further authorize the additional expense of \$2,300.00 to be deducted from Joint Capital Improvement Reserve. Motion carried unanimously.

Mr. Crary addressed the letter received from Climax Manufacturing in response to the fine in the amount of \$2,000.00 due to discharging wastewater in violation of their Industrial User Permit as they do not feel

the lab results indicating the violation are accurate. Mr. Crary expressed that he sent a copy of the lab results to Climax Manufacturing and the new monitoring equipment which is now flow paced, so with more flow, there is more sample collected. The board requested Mr. Crary to send a response letter to Climax Manufacturing stating the board is adhering to the Industrial User Permit and they are responsible for paying the fine amount.

Motion by Trustee Sullivan and seconded by Trustee Peluso to permit two employees to attend the free confined space training offered by DANC in Watertown and reimburse employees for their mileage expense. Motion carried unanimously.

Motion by Trustee Peluso and seconded by Trustee Sullivan to accept the WPCF Status and Repair Report as presented. Motion carried unanimously.

Financial Report: The Financial Reports were reviewed and there were no questions. Motion by Trustee Vary and seconded by Trustee Peluso to approve the Financial Report as presented. Motion carried unanimously.

Monthly Expenditures:

Trustee Sullivan reviewed the monthly bills prior to the meeting and Trustee Sullivan questioned the Kamin Industrial Technologies invoice and asked why the repair was not done in house. Mr. Crary stated due to the size of the item to be repaired, employees were unable to repair it.

Motion by Trustee Peluso and seconded by Trustee Sullivan to approve the monthly expenditures in the amount of \$78,968.89. Motion carried unanimously.

Old Business:

At the July 22, 2013 regular meeting, Chairman Astafan stated that the Teamsters Union requested a formal vote regarding the tentative proposal for WPCF employees submitted at the meeting on June 19, 2013. Chairman Astafan highlighted the proposal as follows: Five Year Contract; Clothing Allowance instead of purchasing uniforms; Change health insurance plans from the current Select Plan to the HRA Plan; employees will contribute to their health insurance for five years starting at \$1,000 and increase the contribution amount \$100 each year; raise percentages for five years respectively 2%, 2%, 2%, 2.5%, and 2.5%; and many language changes to clean up the contract. The formal vote on the tentative agreement resulted in a tie and Chairman Astafan sent the results of the vote to Attorney Gebo.

Update 08/21/13: Chairman Astafan stated Attorney Gebo will contact Mayor Burto to set up negotiation meetings.

Update 09/18/13: The Clerk stated the Union Negotiations meeting scheduled for September 18, 2013 was cancelled due to a family emergency with Trustee Smith-Spencer and Attorney Gebo is rescheduling the next meeting.

At the July 22, 2013 meeting, Ms. Tuttle submitted an invitation for bids for chemical supplies to the board for their consideration. Mayor Burto distributed a letter received from Slack Chemical Company which outlined additional services they provided to the Treatment Facility free of charge. After considerable discussion, the majority of the board was in favor of continuing their service with Slack Chemical Company due to their service and proximity within the Villages. Ms. Tuttle expressed that Slack Chemical Company does not provide all of the chemicals necessary for the Wastewater Treatment Facility. Chairman Astafan requested the Clerk to provide vendor activity for last year for all of the chemicals purchased; Mr. Crary will provide a listing of chemicals used and work with Mr. Soukup who will provide a quote by the end of the week for chemicals they can provide.

Update 08/21/13: No action was taken therefore, Chairman Astafan requested the Clerk to hold the invitation until the September 18, 2013 regular meeting.

Update 09/18/13: Trustee Sullivan stated he though this issue had been resolved and the Board decided to use Slack Chemical Company to purchase chemicals due to their proximity and assistance they provide to the Treatment Plant. The Clerk expressed that she recently attended the Fall NYCOM training and if the aggregate total of a product exceeded \$20,000.00, she felt it may be necessary to complete the formal bidding process and Ms. Amyot and Ms. Tuttle agreed. The Clerk stated she would research the issue and report back to the Board at the next meeting.

New Business:

President McIlroy asked Ms. Tuttle about the TSS (Total Suspended Solids) within the WPCF report. Ms. Tuttle stated the calculation is outdated for the Village of West Carthage and may not be an accurate reflection of their usage. President McIlroy asked Ms. Tuttle how much we would save in sludge processing if we were to build a composting plant and Ms. Tuttle and she stated she would need to further research the issue.

The final Planning Study prepared by GHD was distributed to all board members.

Liaison Reports:

Audit Committee:

None.

Waste Treatment Plant:

None.

Executive Session:

Motion by Trustee Peluso and seconded by Trustee Sullivan to enter Executive Session at 7:07 p.m. to discuss the employment history of a particular firm and invite President McIlroy to attend. Motion carried unanimously.

Motion by Trustee Sullivan and seconded by Trustee Peluso to resume Regular Session at 7:15 p.m. Motion carried unanimously.

Next Regular Meeting Date:

October 16, 2013 at the Village of Carthage Municipal Building at 6:00 p.m.

Adjournment:

Motion by Trustee Peluso and seconded by Trustee Sullivan to adjourn at 7:17 p.m. Motion carried unanimously.

Respectfully Submitted,

Kristy L. O'Shaughnessy
WPCF Clerk