



## CITY OF CORTLAND WASTEWATER TREATMENT FACILITY



### *Meeting Minutes*

**Date: 1/28/19**

**Time: 5:30 pm**

**Conference Room,  
Cortland Wastewater**

#### ■ Members:

- Chairman John Troy – Present
- Vice Chair William Starr – Present
- Commissioner Todd Morris – Absent
- Commissioner Diann Potter – Present
- Commissioner Gary Thomas- Absent
- Village of McGraw Mayor Allan Stauber – Absent
- Bruce Adams, Supt. of Wastewater – Present
- Edward Poole, Chief Operator - Present

Meeting called to order at 5:30 p.m.

Minutes from November 26, 2018, meeting for approval.

**Motion** to approve the minutes from November 26, 2018, meeting by Bill Starr. Seconded by Diann Potter.  
**UNANIMOUS**

**Superintendent's Report:**

## ***Superintendent's Report***

For

**January 28, 2019**

(As written by Supt. Adams)

### **Administration—**

On January 14 and 15, Ed Poole and I traveled with our lead engineer and two representatives of Koester Associates to Oak Ridge, Tennessee. Our purpose was to inspect an innovative sludge drying technology and speak with the staff who operate it. The equipment was impressive and may be a technology we will want to pursue in order to reduce our sludge disposal costs.

Chobani has been bringing whey to our facility since March of 2018. They requested a rate reduction that they stated would result in their bringing greater volumes of whey. Upon calculating the increased production of sludge caused by accepting whey, the disposal cost nearly equals the receiving fee at the County's new tipping fee. We were unable to offer a reduction. Chobani will continue to bring whey, though not at the volumes they might have. We will reconsider our whey receiving fee in the event cost factors change.

NYSERDA had indicated they wanted not only an H<sub>2</sub>S monitor, but also monitoring for CO<sub>2</sub> and CH<sub>4</sub> content. Our engineer pushed back, stating the contract did not call for the extra parameters and we were already having to purchase an instrument 3 times the cost NYSERDA had estimated. NYSERDA agreed and we are moving forward with the H<sub>2</sub>S-only analyzer. Further disbursements of our grant are still contingent on the QA/QC agreement, which NYSERDA still has not finalized.

We are planning on starting up the generator during the week of February 25 and having it fully operational from the following week on. This will be a challenging timeline as we are still hashing out details of the interconnect with National Grid. Additionally, the main switch on our incoming 32,500V service line may be inoperative. If that is the case, we will need to schedule a NatGrid shut-down to address the switch and install voltage transformers required by NatGrid as part of our generator installation. NatGrid is not known for speedy responses to shut-down requests.

Bruce Adams

Superintendent of Wastewater

Bruce Adams gave the board a follow up report on the status of the vermicomposting pilot project. Bruce reported that he had attended a meeting earlier in the afternoon with the regional engineer, NYSDEC Region 7, and there are a few points of detail that need to be completed to get the operational permit. The regional engineers pointed out that Albany has to approve and issue the permit, but the regional engineer was ok with it.

**Motion** to approve the Superintendent's Report by Diann Potter. Seconded by Bill Starr. **UNANIMOUS**

**Plant Manager's Report:**

## ***Plant Managers Report***

For

**January 28, 2019**

(As written by Edward Poole, Chief Operator)

### **Operations**

The process is running very well and the effluent is high quality.

There were no violations for the months of November and December. We did have an action level limit exceedance for selenium and lead for last quarter of 2018. We have ordered bottles for resampling this week. The exceedance could be attributed to high flows at the time of sampling.

The plant operations have been running smoothly; however, we had a problem with overfeeding digesters, which caused them to lose alkalinity. We promptly treated them with lime and they are back to normal this week.

We are still waiting to start effluent SBR pumps until flows come down and temperatures come up.

I continue to send May El Prince an update on process, operations and digester heat and power project.

### **Maintenance**

We continue to work on tank maintenance as weather permits. We have Koester here this week and next installing equipment in aeration basin 1B for the AvN trial.

In December, we had a leak in the boiler system. With the help of W2O, we were able to find the leak and repair the pipe.

However, we have started losing boiler water again. We are sure the leak is underground and will have W2O here next week to dig up areas we suspect the leak might be.

The low temperatures are keeping us from opening ground this week.

The new generator boiler loop will be charged as soon as we repair the leak. The plate style heat exchanger is very sensitive to hard water. With the leak, we can't guarantee proper chemical balance in the boiler loop.

We are waiting for refractory repair work to begin on boilers two and three. The quotes for the repair work for both boilers ranged from \$20,000 down to \$3500. You guessed it we went with lower quote!

Edward Poole  
Chief Operator

**Motion** to approve the Plant Manager’s Report by Bill Starr. Seconded by Diann Potter. **UNANIMOUS**

**Finance:** Financial statements and abstracts dated 11/30/18, 12/16/18, 12/31/18, and 1/16/19, were submitted for approval.

**Motion** to approve financial statements and abstracts by Bill Starr. Seconded by Diann Potter. **UNANIMOUS**

**2018 Nominations for Appointment of Board Chairman and Vice Chairman:**

As required under the charter, a Chairman and Vice Chairman must be nominated each January. A nomination was made by Diann Potter for John Troy as Chair, seconded by Bill Starr.

Diann Potter nominated Bill Starr for Vice Chair, seconded by John Troy. **UNANIMOUS**

Bill Starr reported that he was contacted by the mayor’s office. He was appointed to the fire commission; however, the city charter indicates that you can only serve on one commission. Bill stated that a comment was made about this being in the city charter and he had asked if he could stay on both and if it was possible to amend the charter, as he would like to continue to serve on the Wastewater Advisory Board.

John Troy reported that Todd Morris may not be available to continue to serve and it is difficult to find members who are able to serve. He further stated that he had contacted the mayor’s office about changing the charter, which still states that the board has the responsibility of adjudicating grievances. John stated that he would contact the mayor and discuss amending the charter to remove the grievances from the board’s responsibilities and amending the charter for allowing members to serve on more than one board. Bill Starr also stated that when he spoke with Mayor Tobin and he had indicated that he may address the Common Council.

**New Business:** No new business

**Old Business:** No old business

**Motion** to Adjourn at 6:00 p.m. by Diann Potter. Seconded by Bill Starr. **UNANIMOUS**

Respectfully submitted by:

  
City of Cortland WWTF