

# Minutes Approved

## 4-26-10

Wastewater Advisory Board

Meeting: February 22, 2010

Location: Wastewater Plant Conference Room

Members:	Chairman John Troy	Present
	Vice Chair William Starr	Present
	Commissioner Sally Horak	Present
	Commissioner Todd Morris	Present
	Commissioner Paul Lorenzo	Present
	Village of McGraw Trustee Bob Martin	Present
	Village of Homer Trustee	Absent
	Town of Cortlandville Trustee	Absent
	Harvey Davis, Plant Manager	Present
Guests:	Gary Conklin	Present
	Patricia Conklin	Present

Call the meeting to order at 5:30 pm.

Minutes for January 25, 2010 for approval. **Motion** to approve the minutes for January 25, 2010 by Paul Lorenzo. Seconded by Sally Horak. **UNANIMOUS**

Plant Managers Report: Harvey Davis presents the Plant Managers Report: Mr. Davis begins with the issue of Shelley Knickerbocker. The Mayor has intervened in this and Shelley will be here full time right now. Also, in your board packet is a letter that was written to an attorney regarding a personnel issue with Mr. Gazda. Any questions about the letter may be discussed at Executive Session. We are reviewing three proposals for the Biological Nutrient Removal and will forward our recommendation to the Mayor and we can possibly get the study started by April 1. We are trying to move forward with the belt press. Everything has been held up by Bryan Gazda. We did receive a legal opinion that we can use other monies for this. We have unexpended money in the 2006 bond issue that was appropriated for the sanitary sewer fund. We also have \$238,000 in a 2008 bond issue that was part of the I&I rehabilitation that is also available to us to use. When the legal opinion came back, Bryan Gazda looked at the information and wanted us to submit a bid, which we already did in December. He was asked what he did with the last one and that was the last communication we have had with him. He challenged the noncollusion clause that was submitted with the bid. Bryan Gazda found it didn't meet the state requirements. Belt Dewatering Press submitted a second noncollusion clause and Bryan Gazda sent it to Corporation Council for review.

We are of course still short staffed. We have eleven people budgeted for this year. We are falling further behind. Even if we were to get three people tomorrow, we would be a year to 18 months away from gaining progress because of training and they have to become licensed. They can't be left alone at the plant without a minimum of 6 months of training. Our track record of retaining employees is very good, we haven't lost anyone except to retirement. Brian McCall was our last hire in 2005. We are losing years of experience with every retirement and can't transition experience in to someone else's head. On the maintenance side of things our heating loop was repaired last month. We also had a portable water leak in the basement. Wilkins Construction made the repair.

**Motion** to accept the Plant Managers Report by William Starr. Seconded by Todd Morris. **UNANIMOUS**

Approval of Bills: Bills have been accepted.

**Motion** to accept bills by William Starr. Seconded by Paul Lorenzo. **UNANIMOUS**

Financial Statements: Financial statements have been accepted.

Discussion regarding the new rates for 2010 not going into affect until after the 1<sup>st</sup> quarter is expended so technically we don't see 2010 money until the second quarter. It is suggested that what they really need to do is have an off year where they have a 3/4 assessment and adopt the rate-not the budget in advance of the budget.

**Motion** to accept financial statements by Paul Lorenzo. Seconded by William Starr. **UNANIMOUS**

Sewer Grievances:

Patricia and Gary Conklin are present at the meeting tonight. They are owners of a three unit apartment building located at 43B Owego Street. They applied for a grievance in May 2009 and according to the October 2009 WWAB minutes, they were denied. They have requested to come and speak with the Board again regarding an increase in their Special Assessment on their taxes.

Harvey Davis excuses himself from the discussion.

Patricia Conklin explains that a water pipe blew apart. The water was soaked up into the floors and basement floor. The bill was \$1908.75. She explains that she doesn't mind paying the water but doesn't feel she should have to pay the sewer bill because the water didn't go into the sewer, instead it went into the carpet and the ground. She further explains that when she got her taxes this year, the special assessment went up over \$600. She explains that this leak ended up being around \$2500 dollars. This is a three unit building. One unit is vacant and had two rented. The second tenant left unexpectedly. They turned off the utilities. Normally the gas company calls and tells a

property owner when the utilities have been shut off but this time they did not call so the Conklin's didn't know it was vacant. The pipe that burst couldn't have been leaking for more than two days because there is someone there several times a week. The Board has a discussion regarding the responsibilities of being a landlord and how many units of water came through the meter, estimating 300,000 gallons of water. The maximum allowance for a grievance would be \$1145.00 for the sewer portion. Patricia Conklin explains that she did not get any response from the City regarding the grievance. This is around the time Lael passed away and usually there is a letter of denial sent to the applicants. The Board discusses the terms for the grievance. It is obvious by looking at the following quarters that the repair has been made. Patricia Conklin explains that she spoke to the water department and they told her that if a portion was grieved then the special assessment would go down.

**Motion** to relieve \$858 off of the sewer bill by Sally Horak. Seconded by Todd Morris.  
**UNANIMOUS**

New Business:

Discussion regarding a copy of the charter that was received by the Board members sent from the Mayors office.

Finance Advisory Committee would like a member from each Board and Paul Lorenzo was nominated from the Wastewater Advisory Board.

Discussion regarding the Special Assessment: The Special Assessment was originally designed to pay for the construction of the upgrade in 1995. Once the bond goes away the assessment goes away. There were changes made to the Special Assessment recently and no one understands why it was changed. No one that we have denied grievances to has ever come back to complain so we had no idea this was the case. The Board is asking for more information regarding the Special Assessment and water/sewage being a determining factor of the Assessment.

**New** Letterhead Design for the Waste Water Advisory Board. **Motion** to accept the letterhead design by Sally Horak. Seconded by Todd Morris. **UNANMINOUS**

Old Business: Sally Horak's term was renewed.

The next Advisory Board meeting will be on March 22, 2010 at 5:30 pm.

**Motion** to Adjourn at 6:24 pm by Sally Horak. Seconded by Paul Lorenzo.  
**UNANIMOUS**

Minutes respectfully submitted by Shelley Knickerbocker

