

Minutes Approved

5-24-10

Wastewater Advisory Board

Meeting: April 26, 2010

Location: Wastewater Plant Conference Room

Members:	Chairman John Troy	Present
	Vice Chair William Starr	Absent
	Commissioner Sally Horak	Present
	Commissioner Todd Morris	Present
	Commissioner Paul Lorenzo	Present
	Village of McGraw Trustee	Absent
	Village of Homer Trustee	Absent
	Town of Cortlandville Trustee	Absent
	Harvey Davis, Plant Manager	Present
	Tom McCall, Operator II	Present

Call the meeting to order at 5:27 pm.

Minutes for February 22, 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 by introducing Tom McCall to the Board. Tom is currently an Operator 2 but will be taking his 4A exam in August. Mr. Davis explains that Tom will be the next to replace Wayne Swindon and eventually himself in 2011 when he retires. Wayne wants to come speak to the Board, he will be retiring at the end of June.

March's Plant Managers Report: The Plant had an inspection on March 11, by the DEC. The DEC has not yet sent the report but there were marginal issues because we have not yet done our spring cleaning. Mr. Davis thinks that the staff has done a good job considering the staffing issues we have. The DEC was updated about the staffing situation and everyone is frustrated with the lack of action. The important part is the operations part of our Plant. Mr. Davis was concerned with operator liability issues so he has requested a legal opinion from DEC in Albany. He has received verbally that we were covered but have received nothing in writing. There will be a failure at the plant sooner or later because we do not have the staff. Mayor Feiszli has asked if the Board will write a letter requesting staffing. We have had some mechanical problems at the plant. We had an electrical problem with the Limitorque valve operator for the Aeration

Basin bypass. Ridley Electric made the repair February 23 and then on February 24 we had an electrical failure with the Lampson blower #2. The 4 inch water line that failed was repaired by Wilkins Construction. It was an odd place and location for the pipe to crack and it was actually an effluent line. The variable frequency drive for raw sewage pump one failed and is being repaired by EMA currently. Mr. Davis attended the Greater Buffalo Environmental Conference in Buffalo NY.

April's Plant Managers Report: Kathy Barone, DEC, has not sent us anything in writing as of today. At the Common Council on April 6, Mr. Davis attended the meeting to request that the hiring freeze be lifted. We asked for three already budgeted positions to be filled, they denied the request. We asked for two of those positions be filled, they denied the requested and tabled until the May 4 meeting. Mr. Davis states that he is not going back to beg for the positions. They are obviously needed. Mr. McCall states that prior to the meeting, three council members came for tours of the plant. One of them voted to fill the positions. This is why Mayor Feiszli asked to send a letter but that is all we can do at this point. We can not cut corners because safety is a priority to us and that is what we are afraid of, we are going to have a safety issue because we are so short staffed. John Troy will ask the Mayor if he can be put on the agenda to speak. He would rather speak to the Board. Even if we hire three people today-they will need 6 months to a year of training and our overtime cost will increase. We had Bruce query the alarm log from January 2004 to present for calls made to our cell phones after business hours, these are not individual alarms but they are to notify our operators that there is an alarm, there were 7500 calls and this is after the text messages. The text messages come first and if they are acknowledged then there is no phone call. Our guys do a lot of work after hours that they are not paid for. We ordered our belt press this week. We also spent \$12500 to replace the variable frequency drive out of contingency money. The sludge dewatering building keeps sending us alarms, we are investigating and we are not sure what the problem is yet. As far as pretreatment-Mr. Davis met with John Helgren of the Health Department and a representative of SUNY Cortland, regarding the colleges seven cooling towers and discharging them into Otter Creek . Mr. Davis thinks that this will be a problem because it will be warm water into the creek. They want to discharge into a storm drain instead of a sewer drain to avoid paying \$15,000 a year to the sanitary sewer fund. We are not sure if they can do that. If they could do a storm drain and go out the front of the college instead of the back into Otter Creek, then they could discharge into the Tioughnioga and they would be responsible for the cost to DEC but we are not sure that the health department will let them do that. The discharge is four gallons per minute for six months a year, but the six months are in the summer where Otter Creek is at its lowest point. They are going to need to cool it down because if they discharge into Otter Creek- the discharge is to short and the water will be to warm. If they mix it with other storm water in the City to go to the Tioughnioga River, then it is a much longer run and the water would be able to cool a little more. There is trout in the stream and discharging that water will be detrimental to the trout.

Motion to accept the Plant Managers Report by Todd Morris. Seconded by Paul Lorenzo. **UNANIMOUS**

Approval of Bills: Bills have been accepted.

Motion to accept bills by Paul Lorenzo. Seconded by Sally Horak. **UNANIMOUS**

Financial Statements: Financial statements have been accepted.

Discussion regarding journal entries from the City Water Board where Bryan Gazda forgave sewer and water bills and an invoice from a CPA company for \$500. This invoice was sent to our Department and Bryan Gazda asked that we put it on the Waste Water abstract. We contacted the company to see what the invoice was for and the company told us it was for a consultation related to the sewer fund and no report was issued. Board requests a copy of this invoice.

Motion to accept financial statements by Sally Horak. Seconded by Todd Morris.
UNANIMOUS

Sewer Grievances:

It is noted that during the sewer grievance discussions, that repairs were made by Plumbing and/or Heating Technicians that are not licensed with the City of Cortland. Copies of the grievance application's are being sent to Captain Bill Knickerbocker, who is the Plumbing Inspector. The Board requests a copy of the 2010 Licensing list from the Code Enforcement Office. It is also noted that the grievance application needs to be rewritten so that we can gather more information.

Sewer Grievance application for John Barden and his property at 16 Prospect Terrace.

Motion to relieve \$415.50 to account 30 48740 off of the sewer bill by Sally Horak. Seconded by Todd Morris. **UNANIMOUS**

Sewer Grievance application for William and Mary Ann Ramiza and their property at 1 Monroe Heights.

Motion to relieve \$705.55 to account 29 38050 off of the sewer bill by Todd Morris. Seconded by Sally Horak. **UNANIMOUS**

Sewer Grievance application for Chris Spadolini and his property at 180 Main Street.

Motion to relieve \$172.43 to account 16 34400 off of the sewer bill by Sally Horak. Seconded by Paul Lorenzo. **UNANIMOUS**

Sewer Grievance application for New York State Grange and their property at 100 Grange Place.

Motion to relieve \$32.72 to account 13 18780 off of the sewer bill by Sally Horak. Seconded by Paul Lorenzo. **UNANIMOUS**

Sewer Grievance application for Alice Haskins and her property at 16 Kellogg Road. Based on the information that was provided to the Board, the grievance was denied. The Board's policy is based on the fact that it appears that all the water consumed passed through the Plant for processing and is therefore considered a billable service. There was no repair bill submitted with the application.

Motion to deny this application by Paul Lorenzo. Seconded by Todd Morris. **UNANIMOUS**

Sewer Grievance application for Charbel Karam and his property at 31 Morningside Drive.

Motion to relieve \$77.82 to account 10-38500 off of the sewer bill by Paul Lorenzo. Seconded by Todd Morris. **UNANIMOUS**

Sewer Grievance application for Carl and Gloria Norwood and their property at 26 North Church Street.

Motion to relieve \$264.43 to account 15-39000 off of the sewer bill by Sally Horak. Seconded by Paul Lorenzo. **UNANIMOUS**

Sewer Grievance application for Michael Stokoe and his property at 51 Union Street.

Discussion regarding a letter that was submitted by an employee of the City Water Department. It is decided to approve this grievance but add a note on the letter stating that the City is not responsible to notify a property owner of a high water bill.

Motion to relieve \$490.38 to account 02-59070 off of the sewer bill by Paul Lorenzo. Seconded by Sally Horak. **UNANIMOUS**

New Business:

Keyboarding position. Shelley no longer here full time. 6 hours a week is being spent at the Fire Department. When she is gone who ever is here is the receptionist. There is work for her to do here and someone said that this position was part time. The fire department is trying to request that the position at the fire department be filled full time but the council denied his request. Mayor Feiszli is trying to work with us to keep Shelley here full time but we are having a problem with Shelley's union, SEIU. Shelley was told by her union representative that the City views her position as a "domestic slave".

Quarterly Bills are due. O & M revenue will be low. Department of Public Works is now separated out and according to the City, DPW charges are not included in the municipal billings. The Mayor requested a meeting and there is nothing that we need to meet about, just send the numbers and they will be put into the billings and the bills will be sent out.

Discussion regarding the letter to the Common Council from the Waste Water Advisory Board regarding staffing levels. It should be noted that employees are at risk working at this staffing level. There are three positions already funded in this years budget. New regulations will be coming up which will mean an increased workload. DEC will not violate us in writing over the staffing level. John Troy decides to ask for the floor at the next Common Council meeting.

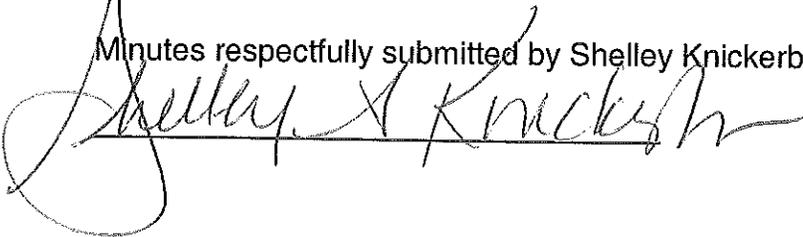
Motion to have John Troy compose a letter to the Common Council and speak at the next Council meeting by Sally Horak. Seconded by Todd Morris. **UNANMINOUS**

Old Business: Special Assessment information requested by the Board at the previous meeting provided.

The next Advisory Board meeting will be on May 24, 2010 at 5:30 pm.

Motion to Adjourn at 6:46 pm by Paul Lorenzo. Seconded by Sally Horak.
UNANIMOUS

Minutes respectfully submitted by Shelley Knickerbocker

A handwritten signature in cursive script, reading "Shelley Knickerbocker", written over a horizontal line. The signature is written in black ink and is positioned below the typed name.