



CITY OF CORTLAND WASTEWATER TREATMENT FACILITY



Meeting Minutes

Date: 02/28/11

Time: 5:30 pm

**Conference Room,
Cortland Wastewater**

■ Members:

- Chairman John Troy – Absent
- Vice Chair William Starr – Present
- Commissioner Sally Horak – Present
- Commissioner Todd Morris – Present
- Commissioner Paul Lorenzo – Absent
- Village of McGraw Trustee – Absent
- Village of Homer Trustee – Absent
- Harvey Davis, Plant Manager – Present
- Tom McCall, Maintenance Supervisor – Present

Meeting called to order at 5:45 pm.

Minutes from January 24, 2011 meeting for approval.

Motion to approve the minutes from January 24, 2011 meeting by Sally Horak. Seconded by Todd Morris.
UNANIMOUS

Plant Manager's Report:

Administration: The Annual Activities Report that must be compiled and submitted by January 31 of each year has been completed and sent out to the EPA. In order for this to be completed inspections of the pretreatment significant industrial users and categorical industries and nothing was found out of the ordinary. Harvey Davis and Tom McCall met with Marietta and Marietta has not provided the facility a copy of all pretreatment information so we may obtain a new permit so Harvey Davis is unsure when that will be completed. There also has been no word from the City's legal department in regards to Marietta so the future is unclear on this matter at this time.

Sludge Hauling Permit is being worked on by Harvey Davis, Tom McCall and Ed Poole which has to be completed very soon.

The Risk Management Plan is requested by the EPA and the facility was fined about \$1,500 a few years ago due to not completing the review. One must review Management of Chain scenario in order to complete the plan. The facility had a few things that have been changed since the last report. The main issue is the difference in handling of the chlorine from a pressure system to a vacuum system. Tom McCall and Ed Poole are working with Rob Avery regarding this situation.

Harvey Davis and Tom McCall met with Barton & Loguidice twice regarding the Head Work's Analysis. We provided the 2006 EPA Pretreatment Audit to B & L. Even with that there has been nothing in writing regarding the scope of the work and what it will entail. This is something the City is going to have to do. The EPA has changed the language from the one that was approved back in the 1990's. So what the City will have to do is take the new language and incorporate the sections that pertain to the City of Cortland in the new audit. This should be done with the Head Work's Analysis. It should be easy to incorporate those sections into the new wastewater ordinance that can be put in front of the EPA. They (EPA) then either approve it or ask for additional information.

Operations: The facility is preparing for the "wet weather." The snow melt has begun and we have several new staff members to train. There are certain things we do to handle the increased flow depending on the gallons per day the facility receives. The new operators have to learn what to watch for and how to react to these triggers as they come up. Not only do we want to maintain compliance throughout the wet weather event, but we want to return to a high quality effluent when the event subsides.

Phil Opera and Jim McCracken attended the Activated Sludge course at SUNY Morrisville and passed. Matt Field is also scheduled to attend the Basic Lab course for the next few weeks.

Maintenance:

Snyder Technical Services was on-site to trouble shoot and resolve excessive vibration issues with Aeration Blowers #3 and #4. These pieces of equipment are old and should/need to be replaced within the next 16 months or so.

NE Controls were in to repair issues we were having with the controls of Aeration Blowers #1 and #2. A part had to be ordered for Blower #1.

FYI: The technicians from both Snyder Technical Services and NE Controls are former employees of Lamson Blower. When the company decided to relocate to Peach Tree, GA, they stayed behind and formed their own companies. Due to this they have experience in Lamson blowers and are able to handle the situations as they arise.

EMA of Cortland provided a quote to replace the majority if not all of the Variable Frequency Driver's we have. These drives are ones that will continue to be in the facility even after the upgrades are completed so it is money that will be put good use. Some of the drives will need to be moved and others will be upgrades with new wires, etc. The facility qualifies for a rebate from NYSERDA and we can save over \$30,000 depending on how many can be replaced.

National Grid performed an energy savings walk through. We have not received the report on this as of yet.

Electrical Fire:

While Ridley Electric was on-site troubleshooting an electrical issue, there was an arc flash event during an inspection of the 480 volt breaker that feeds the South Wemco digester recirculation pump. The electrician was treated and released from the hospital and returned about 3 hours later to assist in replacing the breaker with a spare bucket from the Influent building.

We thought the recirculation issue was resolved only to find that Saturday the digester was not heating properly. Mr. Poole and Mr. McCall proceeded to disassemble the pump to find the impeller was severely damaged and had fallen off of the shaft. A spare impeller was available on-site and after about 8½ hours of labor; the unit was up and running again.

FYI: There was a note found by Tom McCall written by Wayne Swindon letting the operator's know where "a spare bucket" can be found. Wayne retired August 2010! After 39 years of service Wayne Swindon knew at some point that piece of equipment was going to fail.

Motion to approve the Plant Manager's Report by Todd Morris. Seconded by Sally Horak. **UNANIMOUS**

Finance:

Bills: Abstracts dated 02/16/11 and 03/01/11.

Motion to approve the Bills by Sally Horak. Seconded by Todd Morris. **UNANIMOUS**

Financial
Statements:

Bill Starr asked if the board president has to sign the Vouchers before they are taken to City Hall for payment. Harvey Davis stated that the Voucher requests are being approved without the additional signature.

Motion to approve the Financial Statements by Sally Horak. Seconded by Todd Morris. **UNANIMOUS**

**Sewer
Grievance:**

Ms. Rachel Tolmachoff requested a grievance regarding her sewer. The grievance stated that there was a leak in a wall from a frozen pipe and the water drained into the dirt below the building. Due to that the water did not enter the sewer system. It was discussed and by using the third highest quarter month, subtracted by current cost to Ms. Tolmachoff; it was agreed to award her \$626.00.

Motion to approve a \$626.00 credit by Todd Morris. Seconded by Sally Horak. **UNANIMOUS**

**New
Business:**

None

Motion to Adjourn at 6:20 pm by Todd Morris. Seconded by Sally Horak. **UNANIMOUS**

Respectfully submitted by:



Sherry O'Brien
City of Cortland WWTF