



## CITY OF CORTLAND WASTEWATER TREATMENT FACILITY



### *Meeting Minutes*

**Date: 10/24/11**

**Time: 5:30 pm**

**Conference Room,  
Cortland Wastewater**

■ **Members:**

- Chairman John Troy – Present
- Vice Chair William Starr – Absent
- Commissioner Sally Horak – Absent
- Commissioner Todd Morris – Present
- Commissioner Paul Lorenzo – Present
- Village of McGraw Trustee – Absent
- Village of Homer Trustee – Absent
- Bruce Adams, Chief Operator – Present
- Tom McCall, CPWOA President – Present

Meeting called to order at 5:32 p.m.

Minutes from September 26, 2011 meeting for approval.

**Motion** to approve the minutes from September 26, 2011, meeting by John Troy. Seconded by Paul Lorenzo.  
**UNANIMOUS**

**Plant Manager's Report:**

***Plant Managers Report***

for

**October 24, 2011**

(as written by Chief Adams)

**Administration–**

The Professional Wastewater Operators Association's contract with the City was approved by Common Council on October 4.

We are still working on the issues involved with permitting Marietta to discharge into the Cortland sewer system. Several avenues are being pursued simultaneously.

A proposed budget for 2012 has been completed and is available on the City's web site. A copy has been included in your information packet. The budget calls for no increase in sewer rates.

We are nearing completion on modifications to treat FSE grease trap waste. We are still awaiting DEC's comments on the treatment plan submission. Cortland County DOH Environmental Health Director Joel Miranti has arranged for the Watertown wastewater facility to take Cortland's FSE grease until we can. This has been a problem due to the high transportation cost. DPW has reported excessive grease in the collection system in the Riverside Plaza area.

We have notified Borg Warner they are no longer in violation of the City's discharge law. This resolves a 2009 Notice of Violation.

The dairy facility has not yet made a decision on siting. The billing formula I developed may be worth implementing whether they site here or not. The current formula is not business-friendly because it is not predictable and is also uncompetitively expensive for moderate to high-strength wastewater businesses.

**Operations-**

There were no violations for the period.

The swapping out of diffusers in our aeration basins is complete.

Disinfection season ended on the 15<sup>th</sup>. Although we had some issues with the residual analyzers early in the season, we got through in good order overall.

## **Maintenance-**

Routine contract servicing of our Cummins generators was completed by Cummins Northeast.

John Enright inspected and repaired our air handling system. He advised moving the A/C unit out of the basement. This is something I've thought needed doing for some time. We had AirTemp in to give us a quote on several options for getting the A/C unit on the roof.

A second lighting contractor did a walk-through in connection with our NYSERDA lighting retrofit. The first contractor declined the job.

Snyder Technical Services replaced the bearings and the outboard bearing seal on aeration blower #4. Unit is back in service with normal vibration readings. This blower had had high vibration readings for some time. Snyder reports the outboard sleeve is very slightly under tolerance, but it is serviceable.

Bruce Adams

Chief Operator

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

**Finance:** Bills: Abstracts dated 9/27/11, and 10/11/11 were submitted for approval.

**Motion** to approve the Bills by Paul Lorenzo. Seconded by Todd Morris. **UNANIMOUS**

Financial Statements:

September financial statements were submitted.

**Motion** to approve the Financial Statements by Paul Lorenzo. Seconded by Todd Morris. **UNANIMOUS**

## **Sewer Grievances:**

Ron Riccardi: Mr. Riccardi submitted an application reporting that he had a higher than normal meter reading on his sewer bill. He discovered a leaking toilet on August 12, 2011, repairing this himself the same day. He is requesting that his sewer bill be lowered to normal readings. John Troy noted that the repair was done in a timely manner, made prior to receiving his 3<sup>rd</sup> quarter bill in September with Paul Lorenzo stating that the leak could have possibly been ongoing prior to his detection and repair. Upon further discussion by the board, it was agreed to deny the application.

**Motion** to approve denial by Paul Lorenzo, Seconded by Todd Morris. **UNANIMOUS.**

Martin Dunham: The application Mr. Dunham submitted with an attached letter reports that due to a continuous leaking toilet on his property at 32 Charles St., Apt. 2, his quarterly sewer bill is higher than normal and is requesting a reduction in fees. Mr. Dunham states that as he lives out of state, he has a property manager who attends to the building. Mr. Dunham further reports that the toilet has been replaced with a new one after a previous attempt at repairing it in August . As this has been a continuous problem at this residence and the timeliness in which it was resolved, the board denied the application.

**Motion** to approve denial by Todd Morris, Seconded by Paul Lorenzo. **UNANIMOUS**

**Grievance Applications Discussion:**

Paul Lorenzo presented to the board a new grievance application form he created to be reviewed and approved by the board. As Commissioner Bill Starr and Commissioner Sally Horak were absent, John Troy requested to place this discussion on the agenda for the next board meeting on Monday, November 28, 2011, so that all board members could be present. John Troy also requested that a copy of the new grievance form be mailed to Bill Starr and Sally Horak for their review before the next board meeting, which Margie will send out in the mail promptly.

**Motion** to place on November 28<sup>th</sup> agenda by John Troy. Seconded by Paul Lorenzo. **UNANIMOUS.**

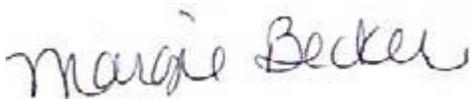
**New Business:**

Paul Lorenzo had asked Bruce Adams, Chief Operator, about the use of BPA in the production of plastics and the implications of how it will affect the water and sewers. Bruce will research this information as requested by Paul Lorenzo and report back to him on his findings.

**Old Business:** No old business.

**Motion** to Adjourn at 6:10 pm by Todd Morris. Seconded by Paul Lorenzo. **UNANIMOUS**

Respectfully submitted by:



Margie Becker  
City of Cortland WWTF