



CITY OF CORTLAND WASTEWATER TREATMENT FACILITY



Meeting Minutes

Date: 10/22/12

Time: 5:30 pm

**Conference Room,
Cortland Wastewater**

■ 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 – Absent
- Village of Homer Trustee–Mike Berry- Present
- Bruce Adams, Chief Operator – Present
- Tom McCall, CPWOA President – Absent

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

Minutes from September 24, 2012, meeting for approval.

Motion to approve the minutes from September 24, 2012, meeting by Sally Horak. Seconded by Paul Lorenzo.
UNANIMOUS

Plant Manager's Report:

Plant Managers Report

for

October 22, 2012

(as written by Chief Adams)

Administration–

Our October 4 meeting with EPA and DEC regulators concerning Marietta went very well. The regulators were receptive to what we had done so far and have indicated agreement with our plans for additional testing and the testing's applicability to the circumstances.

There has been very little communication with DEC regarding their investigation. Our latest information is the consent order may consist only of a requirement to conduct a Composite Performance Evaluation. Backchannel communications indicate DEC is now convinced there is no factual basis to the charges that initiated the investigation.

Luke Hopkins started as laborer on October 1. He is proving to be a conscientious and able worker who will be an asset to the department.

The City Administration has decided to pursue an alternative disposal option for our dewatered, anaerobically digested sludge. Dickson Environmental Services of Bath, NY runs a composting operation for agricultural and municipal sewage sludge waste. Dickson's initial quote for disposing of our sludge is \$70 per ton plus a fuel surcharge determined by market fuel costs. Composting is in line with EPA's stated preference for beneficial reuse of sewage solids rather than landfilling. Discontinuation of the unwritten arrangement with the County would mean we would start charging for disposal and treatment of the County landfill leachate. Cedarwood Engineering has advised that leachate treatment fees in the Upstate New York area range up to 8¢ per gallon. However, we are proposing a more moderate charge of 3.5¢ per gallon.

Ed Poole has successfully attained a Grade 4A Wastewater Operator certification.

Operations-

John O'Connell has been putting together a scope of work and generating a budgetary price for a replacement bar screen. Our current bar screen is over 35 years old and is maintenance-intensive. Additionally, the 1" element spacing allows an excessive amount of rag-type material through. The proposed unit will have 3/8" spacing. Removing this material will result in better operation of the anaerobic digesters. The unit will be spec'd to include a screenings washer/press that will minimize the organic content of the screenings and significantly dewater it to minimize the handling of this material. We have sufficient reserve funds to complete this upgrade without using bonding.

Disinfection season ended on October 15. We stopped chemical feed the next morning. The following day there was no appreciable foam at the outfall. Cedarwood will use this fact to begin a conversation with DEC in which he will recommend trying alternative dechlorination methods for 2013.

Maintenance-

We continue to have problems with the SCADA panel in the Primary Complex. I have not yet decided to hire the Pennsylvania company, but if this situation continues to defy in-house correction, I'll have to.

We had the 4" water line fail in the Primary Complex on October 7. It flooded the building to a depth of 8 or 10 inches before the door popped open. Repairs have been completed on the pipe and we had Ridley Electric in to evaluate and repair the affected electrical equipment as necessary.

There was a serious issue with the electrical wiring in the Influent Building. There seemed to be some cross-feeding between circuits, which can be dangerous to staff and damaging to equipment. We brought in Ridley Electric to troubleshoot and repair.

We have started catching up on the maintenance painting that had been let go for too long. Luke Hopkins is doing the bulk of this work and does it well.

Bruce Adams
Chief Operator

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

Finance: Bills: Abstracts dated 9/26/12 and 10/10/12, were submitted for approval.

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

Financial Statements:

Motion to approve financial statements by Bill Starr. Seconded by Paul Lorenzo. **UNANIMOUS**

Sewer Grievance:

A sewer grievance application was received from William Churchill on 10/01/12, for the property located at 6 Greenbush Street, City of Cortland. Mr. Churchill reported a leak which was detected on 7/16/12 and repaired by him that same day. He is requesting a reduction in his bill.

Motion to approve a credit of \$368.00, on William Churchill's account by Paul Lorenzo. Seconded by Bill Starr. **UNANIMOUS**

Sewer Grievance:

A sewer grievance application was received from Gina Puzo on 10/11/12, for the property located at 202 Main Street, City of Cortland. Ms. Puzo reports a toilet leak detected on 9/28/12, and repaired at that time as well. Ms. Puzo also reports that she replaced toilet parts herself the week of 9/20/12, and also brought in a plumber to check on this. She is requesting a reduction in the sewer portion of her bill. Upon review of the grievance application, it was recommended by Paul Lorenzo to table the application decision until a receipt of the plumber's bill could be obtained from Ms. Puzo. A request for the additional information will be requested from Ms. Puzo by Margie Becker.

Motion to table the grievance for the next WWAB meeting on November 26th, pending additional information by Paul Lorenzo. Seconded by Sally Horak. **UNANIMOUS**

Sewer Grievance:

A sewer grievance application was submitted by Sharon Ditko on 10/12/12, for the property located at 18 Woodruff Street, City of Cortland. Ms. Ditko reports a hose leak that was detected on 9/12/12 and repaired at that time by Ken Smith. She is requesting a reduction in the sewer portion of her bill.

Motion to approve a \$341.00 credit on Ms. Ditko's account by Paul Lorenzo. Seconded by Sally Horak. **UNANIMOUS.**

Sewer Grievance:

Tina Watkins submitted a sewer grievance application on 10/15/12, for the property located at 3 Northcliffe Road, City of Cortland. Ms. Watkins reported a leak that was detected on 8/29/12, and was repaired by herself on 9/2/12. She is requesting a reduction in the sewer portion of her bill.

Motion to approve a \$94.00 credit on Ms. Watkins' account by Paul Lorenzo. Seconded by Bill Starr. **UNANIMOUS.**

Sewer Grievance:

An application for a sewer grievance was received from Reese Weyant on 10/16/12, for the property located at 10 Glyndon Avenue, City of Cortland. Mr. Weyant reported a toilet leak discovered on 10/1/12, and was repaired by him on 10/3/12. He is requesting financial relief in the sewer portion of his bill.

Motion to approve a \$60.00 credit on Mr. Weyant's account by Paul Lorenzo. Seconded by Sally Horak. **UNANIMOUS.**

Sewer Grievance:

A sewer grievance application was submitted by Richard Osborne on 10/17/12, for the property located at 18 North Greenbush Street, City of Cortland. Mr. Osborne reports that the toilet float was running full throttle which was detected on 9/26/12, and was adjusted by him at that time. Mr. Osborne also stated that the tenant did not know how to adjust this and never informed him of the problem. He is requesting a reduction in his sewer bill. It was noted by the board that the water had already been processed through the system.

Motion to deny the grievance by Bill Starr. Seconded by Todd Morris. **UNANIMOUS.**

Sewer Grievance:

A sewer grievance application was submitted by the Cortland Housing Authority on 10/18/12, for the property located at 400 Jefferson Road, #18, City of Cortland. The Cortland Housing authority reports that the apartment was unoccupied when they went in to inspect it and found that the past tenant left the water running in the bathtub as a malicious act. They are requesting a reimbursement on their bill.

Motion to deny the grievance by Paul Lorenzo. Seconded by Todd Morris. **UNANIMOUS.**

Motion to move to Executive session by Bill Starr. Seconded by Paul Lorenzo **UNANIMOUS.**

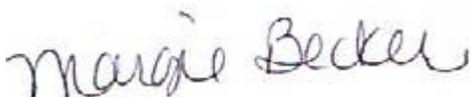
Motion to return from Executive Session by Paul Lorenzo. Seconded by Bill Starr. **UNANIMOUS.**

New Business: No new business.

Old Business: No old business.

Motion to Adjourn at 6:35 p.m by Bill Starr. Seconded by Paul Lorenzo. **UNANIMOUS**

Respectfully submitted by:



City of Cortland WWTF