



CITY OF CORTLAND WASTEWATER TREATMENT FACILITY



Meeting Minutes

Date: 02/25/13

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 – Absent
- Bruce Adams, Chief Operator – Present
- Tom McCall, CPWOA President – Absent

Meeting called to order at 5:28 p.m.

Minutes from January 28, 2013, meeting for approval.

Motion to approve the minutes from January 28, 2013, meeting by Paul Lorenzo. Seconded by Bill Starr.
UNANIMOUS

Plant Manager's Report:

Plant Managers Report

for

February 25, 2013

(as written by Chief Adams)

Administration–

Cedarwood Engineering delivered the Facility Plan discussed last month. This has been delivered to EFC.

Seeler Engineering has delivered a draft report on the Refractory Toxicity Assessment. The report looks very good and makes a clear case for the ability of the POTW to properly treat wastewater from Marietta at a proposed limit of 30 lbs/day of MBAS. In fact the testing showed there was no increased toxicity at all at more than twice the proposed limit and only the slightest effect on toxicity at 6 times the proposed limit.

Our contracted safety consultant has begun work on our response to EPA regarding the RMP deficiencies which were noted.

On February 1 we had a meeting with the three client communities to discuss the intermunicipal contracts going forward. There is unanimous displeasure with the billing formulae as they currently exist. We suggested Master Metering as a simpler method. There was talk of McGraw and Homer potentially contracting with Cortlandville as their flow passes through Cortlandville prior to entering the City's system. Cortland has engaged David Merzig, a municipal attorney with extensive wastewater-related experience, to represent its interests in negotiating these contracts.

On February 21 we had a meeting with EFC to discuss the issues surrounding the City building and operating a pretreatment facility at the Finger Lakes East industrial park.

We have started getting our safety training back on track. We have conducted sessions on hearing conservation and material hazard communication. The training sessions are being conducted by different staff members as a way to encourage involvement in the safety effort by all employees.

Pursuant to the bonding that will be done to fund the upcoming facility upgrades, the City will seek to end the "gentlemen's agreement" no-charge sludge disposal/leachate acceptance arrangement. The City intends to put this on a monetary basis where the City pays the County for disposal of sludge and the County pays the City for disposal of leachate.

Operations-

We have begun changing out the 12" plug valves associated with the return activated sludge pumps. These are expensive, but they are essential and most of them no longer seal properly after 18 years of use.

Continued snow removal throughout the month as needed. DPW has been very helpful in salting our blacktopped areas.

Put West final clarifier on line to accommodate increased flow from mid-month warming period.

We failed to send out our monthly required samples for Cyanide and Cadmium. I have not yet determined a cause for this omission. Going forward, our administrative assistant will track the outgoing samples and compare them against the sampling calendar. This will allow us to catch any missed samples in a timely fashion.

Maintenance-

All three new turbine blowers are installed and operational. N.E. Controls has started installing the control panels to provide automation. We are anticipating \$54,000 in NYSERDA incentives on these blowers. A NYSERDA representative verified the installation and we will receive 60% of the incentive shortly. The remaining 40% will be released after we demonstrate the claimed energy saving are achieved.

Pulled apart raw sewage pump #2 to replace shaft sleeves and packing. In the course of this repair a large cast nut was broken. We are attempting to find a local machine shop which can fabricate a replacement, as there is a lengthy lead time on a manufacturer's replacement part. The other two pumps will go out to Auburn Armature for this service as they are better equipped to perform this type of disassembly without damage.

The old Cleaver Brooks boiler #1 has been removed and scrapped. We are systematically removing and scrapping abandoned-in-place equipment. This opens up space and improves working conditions. There is some cash value in the scrap, which is going back into the budget, but the primary reason is the in-plant benefits of reclaiming the space.

Bruce Adams

Chief Operator

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

Finance: Bills: Abstracts dated 1/30/13 and 2/13/13, were submitted for approval.

Motion to approve the Bills by Paul Lorenzo. Seconded by Sally Horak. **UNANIMOUS**

Financial Statements:

Motion to approve financial statements by Paul Lorenzo. Seconded by Sally Horak. **UNANIMOUS**

Sewer Grievances:

No new sewer grievance applications.

Grievance outcome letters were submitted.

New Business:

As required under the charter, a new Chair and Vice Chair must be nominated every January. Bill Starr nominated John Troy as Chair; seconded by Sally Horak. Sally Horak nominated Bill Starr as Vice Chair. This was seconded by Paul Lorenzo. **UNANIMOUS**

Old Business: No old business.

Motion to Adjourn at 6:05 p.m by Todd Morris. Seconded by Sally Horak. **UNANIMOUS**

Respectfully submitted by:



City of Cortland WWTF