



CITY OF CORTLAND WASTEWATER TREATMENT FACILITY



Meeting Minutes

Date: 07/22/13

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 – Absent
- Village of McGraw Mayor Allan Stauber – Present
- Village of Homer Trustee Michael Berry – Absent
- Bruce Adams, Chief Operator – Present
- Tom McCall, CPWOA President – Absent

Meeting called to order at 5:25 p.m.

Minutes from June 24, 2013, meeting for approval.

Motion to approve the minutes from June 24, 2013, meeting by Sally Horak. Seconded by Bill Starr.
UNANIMOUS

Plant Manager's Report:

Plant Managers Report

for

July 22, 2013

(as written by Chief Adams)

Administration–

I have submitted our draft discharge permit for Marietta to the regulators. I have gotten no response to date other than a question regarding including the parameter in question in the City's Sewer Use Ordinance. I am currently awaiting draft language from our engineer, which I will then submit to the regulators in support of the draft permit.

The Common Council has approved a three-year labor contract with the Professional Wastewater Operator's Association. This new contract includes an important concession from the union: they have dropped the retirement health benefit in exchange for longevity payments. This will be a significant money-saver for the City in the future.

We sought bids on the equipment for the first phase of the upgrade, with bids opened on July 10. The engineer reports the bids came in under budget and he has made his recommendations. We will ask the Common Council to approve the awarding of the bids at the next Council meeting.

This department is funding 50% of the cost of a summer intern to further the City's Climate Action Plan. This is an effort that has been ongoing for a few years now with the support and cooperation of the CNY Regional Planning & Development Board, They are funding the other 50%

Cedarwood Engineering did a structural inspection of the Controlled Diversion Structure and will forward to me plans to replace the flap-gate with a lockable stem-operated gate valve. I will submit this to DEC as remediation of the condition that allowed a sewer bypass on 4/8/13.

Operations-

The plant has been functioning well. In particular, the disinfection system has been surprisingly trouble-free this season.

We continue to perform routine tank swap-&-cleans throughout the summer.

Our contract laboratory has been struggling with a backlog and we have been pushing them to be certain we get our results at least in time to submit our DMR before the deadline. They report they are making progress on clearing up the backlog.

Maintenance-

Normal summer groundskeeping.

Boiler #2 was drained and several patches were welded in. This boiler will get an internal inspection later this month to satisfy our insurance requirements. Boiler #3 will get a similar inspection next month.

The frame for the new overhead door in the screening building is complete and painted, ready for Overhead Door to mount the roll-up. We have also acquired a tipster and put it on wheels to receive the screenings, instead of using garbage cans as we have been. This is a big hit with the operators.

4 sprockets were replaced in the collector drive system in the East final clarifier.

We have started doing the pipe work for the Solids Handling Improvement project. This includes core-drilling the Digester Building and digging trenches for the pipe. We have changed our plans from using ductile iron pipe to instead using polyethylene pipe. This pipe is easier to work with, is immune to corrosion and is considerably less expensive.

Bruce Adams

Chief Operator

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

At this time, Bruce Adams excused himself from the meeting due to a scheduling conflict. Edward Poole, (Grade 4A Operator), was present and was introduced to the board by Bruce Adams to answer any questions they may have regarding current plant operations. Bruce Adams also reminded the board members of the groundbreaking ceremony for the plant upgrade project for Tuesday, July 23, 2013, at 1:00 p.m., to be held at the Wastewater Treatment Plant. Invitations were previously extended to all board members.

Finance: Bills: Abstracts dated 6/30/13 and 7/15/13, were submitted for approval.

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

Financial Statements:

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

Sewer Grievance:

Donald Colongeli submitted a sewer grievance application on 7/8/13, regarding his swimming pool located on his property at 18 Pomeroy Street, City of Cortland. Mr. Colongeli reports that each spring he refills the pool after lowering the water level in the fall, as well as having to add more water during the summer due to evaporation and cleaning. Mr. Colongeli further states that the water does not enter the sewage system and is requesting an adjustment on his sewer bill.

Upon review of the application by the board, Bill Starr had stated that it was decided in the past to no longer accept grievances related to swimming pools. John Troy had asked if this was in the city charter, at which Margie Becker related that she was unsure and would research this for the board. Bill Starr further related that he recalled that an advertisement had been placed in the past to advise city residents that sewer grievances for swimming pools would no longer be accepted by the board. A motion was then made by Bill Starr to deny the grievance with an advisement to Mr. Colongeli of this decision.

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

Sewer Grievance:

An application for a sewer grievance was received on 7/22/13, by Luis Perreux, for property located at 118 Madison Street, City of Cortland. Mr. Perreux reported a leak that was detected in March 2013, with repair being completed in June 2013, replacing the water heater. Mr. Perreux is requesting relief towards the sewer portion of his billing.

The sewer grievance was reviewed by the board, which Bill Starr stated that the grievance was not clear on the nature of the leak and also noted that there was a gap of time from the detection of the leak until when the repair was made. Bill Starr further stated that an explanation with additional information was needed to assist the board in rendering a decision. John Troy made the recommendation to table to grievance until the next board meeting on Monday, August 26th, with a request made to Mr. Perreux for the additional information.

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

New Business: No new business

Old Business: No old business.

Motion to Adjourn at 5:50 p.m by Todd Morris. Seconded by Bill Starr. **UNANIMOUS**

Respectfully submitted by:



City of Cortland WWTF