



CITY OF CORTLAND WASTEWATER TREATMENT FACILITY



Meeting Minutes

Date: 10/28/13

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 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 5:28 p.m.

Minutes from September 23 2013, meeting for approval.

Motion to approve the minutes from September 23, 2013, meeting by Sally Horak. Seconded by Bill Starr.
UNANIMOUS

Plant Manager's Report:

Plant Managers Report

for

October 28, 2013

(as written by Chief Adams)

Administration–

This week we will be sending materials to EPA supporting the permit which was issued to Marietta last month. Cortland is the control authority and issued the permit under that authority. I worked with both engineers and an environmental attorney in crafting the response to EPA's concerns. Dropping the attempt to issue a mass-based permit limitation was instrumental in speeding this process along.

We are proposing several changes to the City Code Section 289. The most important has to do with changing the industrial billing formula. The other more minor changes have been recommended by EPA since 2006.

The company advising us on our bonding for the upgrade has suggested EFC may insist on having agreements in place with all three communities for whom we provide wastewater treatment. This will likely mean doing contract extensions with Homer and McGraw similar to the extension recently executed with Cortlandville, including a re-opener clause.

Construction began last week for the Gravity Belt Thickener building. This is a somewhat later start than we had initially planned, but Byrne Dairy's schedule has also slipped, so it shouldn't be a problem.

We have been working with the engineer on adapting the upgrade plans as necessary to account for actual conditions.

Equipment has begun arriving for the upgrade.

Operations-

Disinfection season has ended for the year. It was remarkably trouble free, owing mostly to better than usual pre-season equipment preparation. Next year will be our final year using gas chlorine and gas sulfur dioxide for disinfection.

Drained and cleaned West chlorine contact tank.

We had reduced our PAC addition rate for budgetary reasons, but found it had been helping with secondary clarifier settleability. Therefore we put the feed rate back near where it had been.

Quarterly industrial sampling is underway.

Maintenance-

Repaired a gas leak on a port on the South digester.

Replaced spare sump pump.

Worked on slide gate used for isolating bar screen. This gate is not sealing well and will be very important when we replace the bar screen over the winter.

Started preparing plant for winter weather.

Serviced all snow-removal equipment in anticipation of winter weather.

Noise-abatement measures installed in blower room were apparently effective, as reported by the neighbor who had initially notified me of the noise.

Bruce Adams

Chief Operator

Bruce Adams advised Mayor Stauber, McGraw, that he would be replacing the flow meters for both McGraw and Groton Avenue within the next year to bring the equipment up to date. The meters for Homer and Joseph Street were replaced this year.

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

Finance: Bills: Abstracts dated 9/30/13 and 10/15/13, were submitted for approval.

Financial Statements were submitted for September 2013.

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

Sewer Grievance:

A sewer grievance application was received on 9/10/13, from James C. Cosimo, c/o Badjad Property Management, LLC, for property located at 3 Huntington Street, City of Cortland. Mr. Cosimo reported a leak that was detected on 11/08/12, and was repaired on 11/12/12, by Ron Van Dee Plumbing and Heating. Mr. Cosimo stated via letter sent with his grievance application that he had been experiencing health issues that prevented him from closely monitoring the property during that time. He further stated that he was not aware that he could appeal his sewer billing and is asking the board for consideration in a reduction in his 4th Quarter (2012) billing. It was the decision of the board to table the grievance until clarification could be obtained from Mr. Cosimo as to the nature of the leak and type of repair made. A letter of request was sent to Mr. Cosimo on 9/24/13, requesting this information.

Upon review by the board, a recommendation was made by Paul Lorenzo to table the grievance again until the next WWAB meeting on November 25th, to allow more time for Mr. Cosimo to submit the requested additional information. A second request letter will be sent to Mr. Cosimo by Margie Becker, with the condition set by the board that if no response is received, the grievance will be denied.

Motion to table the grievance until November 25th WWAB meeting by Paul Lorenzo. Seconded by Bill Starr. **UNANIMOUS**

Sewer Grievance:

An application for sewer grievance was received from Andrew Pierce on 10/7/13, for the property located at 51-53 Clinton Avenue, City of Cortland. Mr. Pierce reports that children had left a hose on and was not detected by him for a week, which occurred at the end of September. He is requesting relief towards the sewer portion of his billing. The grievance was reviewed by the board and a recommendation was made by Paul Lorenzo to approve a credit of \$112.00, towards relief of Mr. Pierce's sewer billing.

Motion to approve a credit of \$112.00, by Paul Lorenzo. Seconded by Sally Horak. **UNANIMOUS**

Sewer Grievance:

A sewer grievance application was submitted on 10/21/13, by Patricia Haraveth regarding the property located at 10 Taylor Street, City of Cortland. Ms. Haraveth reports that in mid August she discovered a water leak to an outside water valve. The water valve was then shut off and no repairs were made. She is requesting removal of the sewer portion of her billing charge.

Upon review of the grievance application, a motion to approve a credit of \$98.00, towards relief of Ms. Haraveth's sewer billing was made by Sally Horak.

Motion to approve a credit of \$98.00, by Sally Horak. Seconded by Todd Morris. **UNANIMOUS**

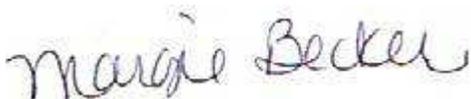
Outcome grievance letter submitted.

New Business: No new business

Old Business: No old business

Motion to Adjourn at 6:02 p.m by Todd Morris. Seconded by Sally Horak. **UNANIMOUS**

Respectfully submitted by:



City of Cortland WWTF