

FINAL COPY

MINUTES OF A MEETING OF THE BINGHAMTON - JOHNSON CITY JOINT SEWAGE BOARD

Tuesday, May 10, 2016

Conference Room, Office Building, JSTP

Members Present: George Kolba, Jr., Chairman Pro Tem
Edward Crumb
Ronald Davis
Stephen Andrew (exited at 6:18 PM)
Ray Standish

Member Absent: Gary Holmes

Also Present: Cathy Young, Superintendent
Michele Cuevas, Confidential Secretary
Howard Reeve, Facilities Engineer
Charles Pearsall, Business Manager
Chuck Shager, Fiscal Officer and City of Binghamton Comptroller
Marty Meaney, Village of Johnson City Trustee (exited at 6:18 PM)
John Peticone, Esq., Co-Counsel
Alfred Paniccia, Jr., Esq., Co-Counsel
Laura Lee Perkins, Transcriptionist

Guests: Pat Reagan, HFC-IOA arrived at 3:20 PM; exited at 4:30 PM
Michael Coleman, Vice President, IOA, arrived at 3:20 PM; exited at 4:30 PM
Jason Greene, P.E., GHD arrived at 4:28 PM; exited at 5:10 PM

Chairman George Kolba called the meeting to order at 3:03 PM. Five (5) Board Members were present. Sign-in sheet was passed for signatures. Fire exits identified.

Edward Crumb made a motion for the Board to approve the 3/29/16 Minutes of a Special Board Meeting with the changes noted, as found in the Board's work folder.

Stephen Andrew seconded the motion

Motion carried 5/0/1 (GH)

Chuck Shager presented the Fiscal Officer's Financial report

1/1/2016 Beg. Balance		
Checking	\$1,730,685.42	
Savings	<u>\$8,662,647.08</u>	
Total		\$10,393,332.50
4/30/16 Revenue YTD	\$3,157,516.49	
4/30/16 Disbursements YTD	<u>\$3,415,571.08</u>	
Balance		\$10,135,277.91
Checking	\$2,067,562.09	
Money Market	<u>\$8,067,715.82</u>	
		\$10,135,277.91

Chuck Shager reported the Board spent \$250,000 more than received in the past month. IWPP revenue is much lower than anticipated. Mr. Crumb noted that the FEMA check that was received is not noted on the report. Mr. Shager noted that Personnel, Chemicals and BAF Legal are under budget. Lab Services is over budget.

Pat Reagan, formerly from HFC, informed the Board that he has transferred to Insurance Office of America (IOA); he is asking Board to stay with him as broker for insurance coverage. IOA has direct access to Lloyds of London for flood insurance policies as well as full access to Workers' Compensation insurance. No action was taken on the matter on insurance broker services.

Charles Pearsall – Business Manager's Report

Business Manager's Report – May 2016

Informational:

- Legal bills for City payment of BAF Case - \$23,809.00
- ModSpace Admin building title certificates received (6 titles)
- Policy discussion: Board members should not be contacting vendors directly. Mega and Constellation were apparently blind copied or forwarded our internal e-mail(s) discussing them. Addendums to bids should not originate from board members.

Needing Board Approval:

- 2015 Flow Report from user submissions (action held to allow for resolution of JC data)
- Confined Space Agreement with City of Binghamton (2% increases)
- Extend sludge hauling agreement with Don Snow for 1 year
- Extend Worker's Comp PPO agreement with UHS for 1 year
- Hillside Building – new owners agree to hold balance of annual lease until September 2016.
- Centrifuge maintenance agreement
- Web hosting agreement
- IWWPP Consultant agreement extension

Charles Pearsall – Business Manager’s Report-cont.

Pending/Upcoming:

- July - Lab Services (currently Pace) Willing to renew at same \$
- MEGA/Constellation electricity supply inquiry

Stephen Andrew made a motion for the Board to direct the Chairman Pro Tem to sign the Confined Space Agreement with the City of Binghamton Firefighters.

Ronald Davis seconded the motion

Motion carried 5/0/1 (GH)

Stephen Andrew made a motion for the Board to extend the Don Snow Sludge contract with no change in terms or conditions for another year.

Ronald Davis seconded the motion

Motion carried 5/0/1 (GH)

Workers’ Compensation PPO does not automatically renew – discuss in Executive Session

Stephen Andrew made a motion for the Board to direct the Chairman Pro Tem to sign a Lease with the new owners of Hillside Building on the same terms until the Lease runs out (September 2016).

Ronald Davis seconded the motion

Motion carried 5/0/1 (GH)

Edward Crumb made a motion for the Board to approve advertising the Centrifuge Maintenance RFQ/RFP incorporating changes made by Ray Standish and done in a timely fashion to make it on the State Contractor’s Board.

George Kolba, Jr. seconded the motion

Motion carried 5/0/1 (GH)

Stephen Andrew made a motion for the Board to direct the Chairman Pro Tem to sign the IWPP Extension Agreement with GHD under the same terms and conditions for an additional one-year period.

Ronald Davis seconded the motion

Motion carried 4/1 (EC)/1 (GH)

Stephen Andrew made a motion for the Board to direct the Chairman Pro Tem to sign the contract with Broome County for website hosting with County for an additional one-year term on the same terms and conditions as presently in effect.

Ronald Davis seconded the motion

Motion carried 5/0/1 (GH)

Ronald Davis made a motion for the Board to extend the PACE contract for analytical laboratory services for a one (1) year time frame with no change in terms or conditions.

Stephen Andrew seconded the motion

Motion carried 5/0/1 (GH)

Cathy Young presented the Superintendent's Report, a copy of which appears below:

**Superintendent's Report
May 10, 2016**

Violations and Significant Issues

Compliance

Date: April 2016	Influent	Effluent	Average % Removal		Effluent Limit
Average Flow	16.08mgd				
CBOD	185	119	35.68%		Monitor
Suspended Solids	266	54	79.70%		Monitor
Other: Settleable Solids Max	11.2	0.12	98.93%		Monitor
Total Nitrogen	20.58 Mar.	19.06 Mar.	7.39%		Monitor
Chlorine	NA	1.66Max.	NA		2.0Max.
Avg. Temperature	12.9	13.2			
Solids Removed		Jan 2016	Feb 2016	Mar 2016	April 2016
Digested		0	0	0	0
Lime Stabilized		628.18	748.51	699.57	741.71
Total		628.18	748.51	699.57	741.71
Grit		5.35	14.39	5.4	
Screenings		7.39	11.11	10.7	
Grease			1.67		

Operations Summary, Construction and Related Issues

- The plant continues to operate in CEPT mode.
- Our facility engineer continues to working with Keystone to update the HVAC and roof design for TPS.
- WQIP Grant: GHD has submitted a proposal for potential Construction Management Services for the contract. It was emailed to board members and it is also in your packets today.
- MCC Replacement: This contract is in progress and plant staff continue to work, as requested, with the engineers and contractors to facilitate progress.
- Thickener Repair Status update: The Drive Unit has been ordered for Thickener #3. Bids are due to be submitted this week.
- We have had mechanical issues with both the North and South bar screens. Plant mechanics have successfully repaired the South bar screen and also have remediated the problems on the North bar screen so that it can be run manually in hand every hour.
- BAF Rebuild: The BAF main rebuild project has been advertised and awarded. GHD will be setting a meeting up with Kruger at Cliff Randall's request to Kruger to provide a one day information workshop in the Binghamton area to further share and discuss design details of the Biostyr BAF systems that will be constructed, the planned operating protocols that will be implemented, and the operational control systems that will installed.

Superintendent's Report-cont.

- Digester Evaluation Status: We received a draft report from GHD regarding preliminary design plans for the rehabilitation of the digesters
- TPS Flood Mitigation: Power is in the process of being transferred to relocate loads to a temporary electrical supply. This work is being completed this week.
 - Valve replacement at TPS is currently on hold. Alternatively, it was determined that the existing valves would not be replaced or rehabilitated. The valves area as follows; (4) 16" knife gate valves @ EL. 799.26; (4) 20" knife gate valves @ EL. 815.51; (1) 12" surge relief valve and (1) 16" knife gate valve both @ EL. 815.51; (1) 30" gate valve @ EL. 818.01 and (3) 4" gate valve air release valves @ EL 835.51.
 - All four sluice gates located in the Comm. Room are in desperate need of replacement; they were installed in 1969.
The sluice gates play a vital role in servicing each channel grinder. The influent gates have holes the size of golf balls and barely close. What happens at this point is we have to wait for these holes to fill up with debris to slow down the flow to a manageable rate so we can put our portable pumps in.
 - Currently on the West gate the stem twisted off below the concrete slab out of sight due to how hard the effluent gates go up and down. This occurred without staff being aware of the situation, creating a dangerous condition.
 - On Tuesday April 13 around 11 am the mechanics were performing routine maintenance on our East channel grinder. At the time they did not know that the West gate stem had sheared off in the closed position because the stem was in the open position.
 - We perform routine maintenance once a month alternating East and West grinders. This service is influenced by weather, because it is best performed on consecutive dry days with relatively low flows. To perform this task we close the influent and effluent sluice gates to the desired grinder. Depending on how loaded up the grinder is, this may take several days.

Other

- Condition of bypass report to the DEC: Due to discrepancies regarding the condition of the 48" bypass upon the removal of its welded cover, I will be filing a written report with the DEC. I have requested that Jacobs forward any photographs they may have of the condition, to be included in the report.

Jason Greene, P.E. from GHD presented the April IWPP Status Update.

Edward Crumb made a motion for the Board to suspend its policy of accepting septic waste from septic haulers and private individuals during construction until further notice and post notice of the same to the website.

Ron Davis seconded the motion

Motion carried 5/0/1 (GH)

Cathy Young wanted it noted that the methanol removal was NOT performed again. It has been declared hazardous waste and requires a Hazardous Waste ID number and permit to haul. The permits are job-site specific. The Board must apply for a permit. Howard Reeve noted that we may also need a similar permit for the TPS in relation to flood debris/waste from the ductwork. These permits are site and type specific, so one permit cannot cover both locations.

Mrs. Young also reported on the possibility of work on the Plant being extended through second shift (until midnight) to try to stay on the time line.

Committee Reports

Edward Crumb – Finance – reported on a conference call with NYS-EFC last Friday confirming that the MWBE percentages are “goals” which can be waived upon showing of good faith efforts to comply. Review is ongoing of the 2015 Ledgers in support of the 2015 Final Billing computation. Work is underway with the contractor to obtain the necessary documentation for obtaining flood insurance for the new construction at the TPS. A decision/approach needs to be finalized to refurbish or replace flood-affected valves at the TPS, if the work is to be performed by the Owner’s contractor. The FEMA (extended) deadline for completing this work is November 30, 2017.

Edward Crumb made a motion for the Board to approve and direct the Fiscal Officer, upon proper RFL, to transfer the sum of \$175,000.00 from the Chemical line (J8130.54150) to Equipment & Pump Repairs – Mechanical (J8130.54621) with the caveat that if the bids are lower, the transfer should be reduced to equal the same.

Ron Davis seconded the motion
Motion carried 5/0/1 (GH)

Stephen Andrew – Personnel – nothing to report

Ron Davis – Ad Hoc – nothing to report

Ed Crumb – Flow Management – I/I project documentation has been received from BU, which will require a Workgroup meeting.

Edward Crumb made a motion for the Board to approve the Town of Fenton new or modified connection application for UPH Management at 1005 Chenango St for 1200 gal/day with no requirements for offsetting Flow Credits.

Stephen Andrew seconded the motion
Motion carried 5/0/1 (GH)

Edward Crumb made a motion for the Board to ratify and direct the Chairman Pro Tem to sign the proposed Second Modified Consent Order subject to the proviso that the clause in Appendix A Paragraph 1c, fourth line, ‘on January 15, 2016 for the 4th quarter of 2015’ be amended to read ‘by July 15, 2016 for the 2nd quarter 2016’ and that the reference in Paragraph 6 of Schedule A to ‘by April 26, 2016’, be changed to read ‘on or before the 30th day following the effective date of this Order’.

Stephen Andrew seconded the motion
Motion carried 5/0/1 (GH)

Stephen Andrew made a motion for the Board to make it clear that they are adamantly opposed to any change in the Retirement eligibility or classification status of Horrigan.

Ray Standish seconded the motion
Motion carried 5/0/1 (GH)

Stephen Andrew exited the meeting at 6:18 PM
Marty Meaney exited the meeting at 6:18 PM

Edward Crumb made a motion for the Board to go into Executive Session to discuss pending litigation, potential claims and Personnel matters
Ron Davis seconded the motion
Motion carried 4/0/2 (GH/SA)

Howard Reeve exited meeting 6:38 PM

The Board went into Executive Session at 6:38 PM

Ray Standish made a motion for the Board to exit Executive Session
Ron Davis seconded the motion
Motion carried 4/0/2 (GH/SA)

Board exited Executive Session at 6: 58 PM – no action was taken during the Executive Session.

Edward Crumb made a motion for the Board to adjourn.
Ray Standish seconded the motion
Motion carried 4/0/2 (GH/SA)

Meeting adjourned at 6:58 PM

Respectfully submitted,

Laura Lee Perkins
Transcriptionist

cc: Board Members
Mayor Rich David, City of Binghamton
Mayor Greg Deemie, Village of Johnson City
City Clerk, City of Binghamton
Village Clerk/Treasurer, Village of Johnson City
John Perticone, Esq.
Alfred Paniccia, Esq.
Chuck Shager, Fiscal Officer
Catherine Young, Superintendent
Brown & Brown Empire State
Haylor Freyer & Coon
Robert Bennett, P.E., Village of Johnson City, Engineer
Ray Standish, P.E., City of Binghamton, Acting Engineer
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