

FINAL COPY

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

Tuesday, December 8, 2020

Plant Administration Building

Members Present: Chris Papastrat, Chairman
George Kolba, Vice Chairman
Edward Crumb
Stephen Andrew
Ray Standish (Audio Attendance)
Ronald Davis

Also Present: Elliott Wagner, Acting Superintendent
Charles Pearsall, Business Manager
Alfred Paniccia, Jr., Esq., Co-Counsel
Chuck Shager, Fiscal Officer/City of Binghamton Comptroller (Exited at 5:08PM)
Ronald Warwick, Acting Assistant Superintendent
Adam Afify, Acting Head Operator (Exited at 5:08PM)
Howard Reeve, Facility Engineer (Exited at 5:08PM)
Janet Smith, Transcriptionist
Ron Lake, P.E., City of Binghamton Engineer (Exited at 5:08PM)

Guests: Clark Giblin, Village of Johnson City Trustee (Exited at 5:08PM)
Angela Riley, City of Binghamton Council Member, 3rd District (Audio
3:50PM - 4:15 PM)
Aviva Friedman, City of Binghamton Council Member, 4th District (Audio
3:50PM - 4:15PM)

Chris Papastrat called the meeting to order at 3:32 PM. All six (6) Board Members were present. Board Member Standish was present via audio attendance. Attendance by all Board Members was noted aloud by Chairman Papastrat. Fire exits were identified.

Privilege of the Floor

No one wished to speak during Privilege of the Floor.

Fiscal Officer's Report

Chuck Shager presented his submitted report which was distributed in the Board's folders. The year is ending with 6.35 million dollars in the bank; all municipalities have now paid in full, and all debts are paid. Everything is pretty much in line or under budget. Personal Services line is under budget by approximately \$500,000.00. He wanted to mention that W2's this year (2020) will be higher than actually earned by a pay period, and W2's for 2021 will be lower than actually earned by a pay period, but everything was adjusted to correspond to the balance sheet.

Edward Crumb presented the Lead Agency Capital Project Chart Report and Graph Report, copies of which are in the Board Folders, and explained how to review the Chart Report, as well as the color-coding system and the scaling of the graphs in the Graph Report. In relation to the photograph at the lower left of the Graph Report, he mentioned that cleaning the UV lights is a tedious task that must be done at least every two weeks.

Superintendent's Report

Elliott Wagner presented the Superintendent's Report, a copy of which appears below and was distributed in the Board Members folders.

Superintendents Report for December 2020 1/12/2021

Construction Topics:

SCADA programming by GHD is winding down.

We still have an approximate 8-10-foot obstruction in in the 7-10 drain line that returns to the Wetwell.

Bollards.

Waiting on Jacobs resolution.

Waiting for Matco turnover and generator training possibly Feb. 23, 24.

Other Notes:

Digesters #1 and #2 are producing good gas, based on Volatile Reduction they are at approx. 20,000 cu.ft/day. each with Digester #3 averaging 96,000 cu.ft/day.

BioStyr continues to produce good results, ChemScan has been operating in auto. Senior operator and Instrumentation dept. continue working with ChemScan technical support group.

We continue operating the Micro-Turbines in Semi-Auto. We have produced 121,485 KWH for the month of December.

Brody has passed his Operator 1 DEC test.

We have hired a new operator trainee.

We are interviewing operator trainees.

We scheduled an interview with a computer system engineer, but he decided he didn't want to relocate.

We sent Applications and resumes downtown for Industrial Hygienist and Head Electrician 1/4/2021, we await the decision on their qualifications.

Superintendent Wagner overviewed the graphs in the report as well as the weekly plant report status. He also wanted to mention the work that the Operators are doing; that there are 18 tests performed every day, that the process requires attention (it doesn't just "happen"), and because of the dedication and diligence by these Operators they are able to get the numbers he is reporting, which shows that, with the attention provided, the process is working.

George Kolba wanted an update to last month's meeting conversation about the drainage obstruction in the Primary Settling Tanks 7 through 10 drain line. Superintendent Wagner and Ron Lake responded that they have been continuously working to resolve the issue and are currently in discussions with Drain Brain for a remedy. Mr. Lake also is in the process of ascertaining who is responsible to tend to this issue.

Superintendent Wagner then overviewed his weekly plant report for November 30, 2020.

Digesters 1 and 2 have been seeded and he is anticipating for them to be almost ready for use. This will allow the DEC Consent Order Milestone to be satisfied.

Superintendent Wagner advised that the dishwasher in the lab will need replacing but feels he can hold off procurement until 2021 when new budget is in place.

Positions for a Computer Engineer and Electrician are posted on the Indeed site and a LinkedIn site search. An Operator Trainee has been hired to replace a position vacated by an employee advancing to Operator 2. As of January 4, 2021, under the 2021 Budget, he will be looking to hire a new Operator Trainee, Mechanic and Mechanic's Assistant.

One of the upcoming projects is to inventory all of the buildings/building systems and input the information in CMMS for future use for standard maintenance and standard operating procedures. The Plant has not been given a list/inventory of these assets by the Lead Agency yet.

(City Council Members Riley and Freidman exited the meeting by ending their call-in participation)

Business Manager's Report

Business Manager Pearsall presented his report. The Certificates of Elevation are all complete and received from Keystone. He has submitted them to Weaver Recovery to provide information Howard Weaver would need for FEMA and to Brown & Brown Insurance. The final bill was \$6,824.30.

Mr. Pearsall is seeking Board approval for [i] waste/refuse collection with the lowest bid submitted by Taylor Garbage Disposal, and [ii] Hydrated Lime from the lone bid submission by Univar, and for [iii] a travel advance for an employee to attend Operator training in Morrisville.

Edward Crumb made a motion for Board approval to accept the bid from Taylor Garbage Service, Inc. in the amount of \$15,100.00 for the 2021 service year to be paid from budget line J8130.54804 (Sludge and Waste Disposal).

George Kolba seconded the motion.

Motion carried. 6/0

George Kolba made a motion for Board approval to accept the bid from Univar for the supply of Hydrated Lime for one year in the amount of 0.1388 dollars per cubic foot to be paid from budget line J8130.54150 (Chemicals).

Steve Andrew seconded the motion.

Motion carried. 6/0

Steve Andrew made a motion for Board approval for a travel allowance in accordance with the Board's Travel Policy in the amount of \$250.00 for Morrisville Operator Training from budget line J8130.54701 (Travel & Training).

George Kolba seconded the motion.

Motion carried. 6/0

Business Manager Pearsall submitted the quote as well as the modified Agreement for Professional Services (Actuarial Services) for execution with Jefferson Solutions, Clifton Park, NY along with along with correspondence and proposed changes to the initial proposed contract for Board consideration and discussion. Fiscal Officer Shager recommended that the Date[s] of Completion in subparagraph 1.3 be adjusted to April 15th in order to support meeting the New York State Comptroller's May 1st deadline for filing the required Annual Update (AUD) Report. After a lengthy discussion, modifications were agreed upon and that along with these modifications Co-Counsel Al Paniccia, Esq. will develop a simplified engagement contract specifically for non-design professionals.

Steve Andrew made a motion for Board to grant the concessions and accept the counterproposal submitted by Jefferson Solutions for actuarial services to prepare the biennial GASB 75 Actuarial Valuation Report in the not-to-exceed amount of \$3,450.00 per two-year reporting cycle ending December 31, 2020 and, if extended by mutual agreement, December 31, 2022.

Edward Crumb seconded the motion.

Motion carried. 6/0

Due to ongoing discussions, the subject of permission to advertise for Payroll Services will be held over for discussion until the January 2021 meeting, and Business Manager Pearsall wanted to remind the Board that Board attendance sheets need to be submitted to Confidential Secretary, Michele Cuevas.

Committee Reports

Construction: George Kolba and Steve Andrews – Mr. Kolba inquired about a trailer on the site but located outside the property fence. It is a very old trailer but could be utilized for storage. Superintendent Wagner will look into the possibility of making the trailer usable and in a proper location. Mr. Kolba then wanted to discuss the still unresolved bollards situation in that he had a concern as to safety and insurance liability. He asked if it was possible to consider installing blocks for protection in front of the building. Ron Lake replied that he is still working on a resolution. Mr. Kolba then questioned the status of the H-Line issue. Mr. Lake responded that he is still waiting for GHD to accept responsibility so that he can move on with the issue. Mr. Kolba also questioned about the TPS documents and Certificates of Occupancy. Mr. Lake advised that there are four missing documents and that he is still trying to get the information to complete the certificates.

Finance: Edward Crumb – The New York Division of Homeland Security and Emergency Services has switched to a private company for processing FEMA paperwork and payments. They now have retained Title Basin Consultants. He wanted to also point out the smooth handling and good work Charlie Pearsall and Account Clerk Gina Paugh have performed regarding the reviewing and completion of the ongoing claims submissions. Mr. Crumb will wait for Executive Session to go over financial information pertaining to personnel.

Personnel: Steve Andrew – Steve Andrew wanted to hold his topic on personnel for Executive Session; will make a motion to go into Executive Session after all committee reports.

Ad Hoc: Ronald Davis - Nothing new to report.

Flow Management: Edward Crumb – Nothing new to report.

Correspondence: November 2020 IWPP GHD report has been distributed to the Board members folders for their review.

Old Business: Co-Counsel Al Paniccia received a call from the attorney for the Town of Kirkwood. They discussed language in the original contract which was executed in 1968. After their discussion and the discussion with the Board he advised that going forward the Town of Kirkwood needs to have a discussion with the Owners pertaining to any modification of its contract language.

New Business: None

Executive Session

**Steve Andrew made a motion to go into Executive Session regarding Personnel, Collective Bargaining Agreement issues and related financial issues.
Motion seconded by Edward Crumb.
Motion carried. 6/0**

(Trustee Giblin, Fiscal Officer Shager, and Messrs. Lake, Afify, and Reeve exited the meeting)

The Board entered Executive Session at 5:11PM.

**Steve Andrew made a motion to come out of Executive Session.
Motion seconded by George Kolba.
Motion carried. 6/0**

The Board exited Executive Session at 6:10PM; no action was taken during the Executive Session.

**Steve Andrew made a motion to adjourn.
Motion seconded by George Kolba.
Motion carried. 6/0**

Meeting adjourned at 6:12PM

The next regular monthly meeting is scheduled for January 12, 2021 at 3:30PM.

Respectfully submitted,

Janet Smith
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
Alfred Paniccia, Esq.
Chuck Shager, Fiscal Officer
Elliott Wagner, Acting Superintendent
Brown & Brown Empire State
Haylor Freyer & Coon
Robert Bennett, P.E., Village of Johnson City, Engineer
Ray Standish, P.E., City of Binghamton, City Engineer
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