

**SCHUYLERVILLE / VICTORY
BOARD OF WATER MANAGEMENT**

Monday May 15th, 2017 at 7:00 pm
Village of Victory

MINUTES

PRESENT:

Daniel Baker – Village of Schuylerville, Chairman
George Sullivan- Village of Victory, Commissioner
Michael Hughes-Village of Schuylerville, Commissioner
Timothy Healy-Village of Victory, Commissioner

ABSENT:

None

BOARD ANNOUNCEMENTS:

The next Board meeting will be on Monday, June 19th, at 7:00 pm at the Village of Victory.

CT MALE GAVE A PRESENTATION ON THE QUOTE SENT REGARDING THE WATER TANK REPAIRS AND RENOVATIONS;

Katherine Serra with CT male delivered the presentation regarding the report on the tank inspection. She stated that the water board had hired CT Male to do an assessment of the condition of the water storage tank on Cemetery Road. CT Male had subcontracted Utilities Services Group to physically do the inspection. It was her understanding that all of the board members had a copy of said report with them. The purpose of the condition assessment was to give the water board a determination of any repairs that were necessary and to provide some budget level estimates.

On the exterior, Utilities Service Group feels that the issues are all only cosmetic.

On the interior, Utilities Service Group does deem the interior of the tank condition to be satisfactory. There is some sediment and a can at the bottom of the tank, but the visible portions are in good condition. There are some small vertical cracks, showing some efflorescence but no deficiencies on the interior of the tank.

The interior of the roof is in good condition.

The exterior of the roof has some minor ponding. This is nothing that would be considered problematic, since as the access hatch is higher than the roof level, the ponding would not reach the entrance. The roof has an asphalt coating with some minor deterioration.

The appurtenances listed in the report are the only items that CT male recommends repairing at this time. The ladder has all of the safety climbing equipment that is required, including the ladder cage to prevent unauthorized access to the tank. There are, however, no safety railings

from the top of the ladder to the tank hatch. There is some minor rusting in the tank vent as well as the over flow pipe, which has some deterioration from some minor rusting.

There was some discussion of the issue of the absence of a fence around the tank. At this time, due to the fact that there is no sign of vandalism, the board and CT Male agreed that there was no need to install a fence.

In section three page three CT Male is recommending continuing monitoring and another inspection in three years. Mrs. Serra reiterated that the interior cracks were considered minor, and that the repairs to the mortar would not be necessary at this point. In speaking to the water operator (DCK) Mrs. Serra was informed that Mr. Coalts felt that a hydromatic pressure tank would be needed to maintain an adequate water supply while the interior repairs were being made.

Removing the sediment could be done without draining the tank with an underwater robot. Installing the safety railing from the ladder to the roof hatch, sandblasting and recoating the overflow vent pipe and the roof vent and the exterior of the final vents was also recommended. Mrs. Serra stated that she felt that a mixer would not address the sediment issues, as the source of our water was ground water which will result in some natural build up and that the sediment buildup was not severe. Chairman Baker stated that our concern was more for resolving our issue with biofilm.

Chairman Baker asked if we could get an updated draft, including only the mixer and the miscellaneous appurtenances. The other repairs could be addressed if necessary when we receive the updated report three years from now.

At this point, Commissioner Sullivan suggested he felt it would behoove the board to consider installing the second water tank which has been previously discussed. This tank would be higher and would eliminate the issue of very low pressure in the areas closer to the tank.

This tank could then be used as the backup tank during the repairs, eliminating the need for the hydromatic tank.

This was agreed to be a good idea. Chairman Baker thought that this would be a good investment, and expressed the hope that there might be grants for this project.

BOARD CORRESPONDENCE:

None.

MINUTES:

Chairman Baker mentioned that the minutes from the April 17th meeting were available for review and that he had sent out the previous meetings minutes to the members of the board to review. Chairman Baker made a motion to approve the minutes from the April 17th, 2017 it was seconded by, Commissioner Sullivan - aye, Commissioner Healy-aye, Chairman Baker aye. Motion carried, 4-0.

TREASURER'S REPORT:

Bank Balances:

Operating Account	\$ 361,919.62
Filter Account	\$ 281,541.22
Meter/Capital Reserve Savings Account	\$ 250,734.17
Water Tank Savings	\$57,418.04

DCK PLANT OPERATIONS REPORT:

During the month of April both plants performed well. both plants met the requirements of the Department of Health for the water they produced. Our operational staff made other daily changes as necessary at each of the plants in order to produce the best water possible.

Some items of note during the month;

Work for the property on Pond Street was done the first week of April. Due to complications in the sizing and construction of in ground piping, the repair took several hours. As a precaution the affected area was placed under a boil water order. DOH was notified, samples were taken the following two days and the boil water order was lifted.

The new set points seem to be working well for the UV system and it's longevity. We will continue to monitor cycles and total run time of this system.

The monument water was tested several times throughout the month using the bench top equipment at the RO plant lab.(memo attached) this was being pumped down on the 17th of April.

The DPW crews completed the hydrant flushing for the spring.

Don Coalts ensured that the MOR report was submitted in a timely fashion to the Glens Falls Office of the DOH

Log me in has been used for the inspection of the system prior to going to the site to show the levels of the chemicals water and dosages so that he was aware of the state of the system.

OLD BUSINESS:

Regarding the Monument ponding, Chairman Baker stated that we took samples and sent them out to a third-party lab to determine if it was a municipal water, Chairman Baker brought out the report in which the results which were received that the chlorine residual is less than detectable limits, which means essentially no chlorine.

Iron and manganese results are magnitude higher than the normal levels for those constituents in the finished, potable water in the distribution system. DCK felt that this clearly demonstrated that this water is not from the distribution. Chairman Baker stated that the report was forwarded to

the National Park Service, Saratoga County, The Village of Schuylerville, The Village of Victory and to Treasurer Heyman.

OLD BUSINESS:

Whereas, a budget amendment is needed to modify the line items for the revenue and expenditures allocations from the original adopted budget for the 2017-2018 Fiscal Year. All budget lines should be modified as follows; J.1990.400 Contingency account from \$20,000 to \$10,000, J.8310.200 Home and community equipment from \$1,500.00 to \$500.00, J.8320.200 Source and supply Power and Pumping rom \$2,500.00 to \$500.00, J.8320.400 Source of Supply Power and Pumping contractual from \$169,250.00 to \$146,116.30 J.8330.400 Purification Contractual from \$87,001.00 to \$85,000.00. J.8340.100 Transmission and Distribution Personnel from \$14,000.00 to \$9,500.00. J.8340.200 Transmission and Distribution Equipment from \$5,000 to \$2,500.00 J.8340.400, J.8340.400Transmission and Distribution Contractual from \$80,000.00 to \$51,000.00, J.9010.800 NYS Retirement from \$6,900.30 to \$2,000.00, J.9030.800 Social Security from \$1,000.00 to \$700.00. J.9035.800 Medicare from \$250.00 to \$150.00

On the revenues side the following modifications should be made;

J.2142.000 Unmetered water sales from \$609,000.00 to \$482,200.00. J.2148.000 Interest and Penalties from \$2,000.00 to \$10,000.00. J.2401.000 Interest and earnings from \$185.00 to \$250.00 and J.0203.000 water tank savings from 0.000 to \$39,300.000

Chairman Baker made the motion to pass this resolution, Commissioner Tim Healy seconded all in favor.

A quote from Trumpler Clancy has been received and is ready for review.

The quote for the RO filter change came in lower than expected, due to the fact that we have in stock already several pieces of the equipment needed for the filter change. Chairman Baker made a motion to approve the Trumpler Clancy quote for \$84,998.70, Commissioner Sullivan seconded the motion, all in favor.

The Ross valve quote which we had approved last month for a replaced ball valve for \$1,450.00 was available for review. Chairman Baker made a motion to approve the quote, Commissioner Sullivan seconded all in favor.

It was noted that DCK put the ball valve back on the shelf for future emergencies.

Water tank savings resolution for a transfer of funds;

WHEREAS, a resolution is needed to transfer money from the operating account, number 10100628 to the savings account known as Water Tank Savings, account number 40429104. These funds were the surplus of revenue over expenditures from the year 2015-2016. It was determined by the Board in the April 17th 2017 meeting that those funds should be transferred to the account named Tank Savings, to offset any costs which

might be incurred in the tank rehabilitation, expected to take place in the fiscal year 2017-2018.

WHEREAS, the following deposit should be made

From:

Account number 10100628 Schuylerville/ Victory Board of Water management

\$73,512.00

To:

Account number 40429104 Water Tank Savings

\$73,512.00

Motion made by Chairman Baker and Seconded by Commissioner Sullivan, All In Favor, Motion passed.

NEW BUSINESS

Last month we had talked regarding Chairman Baker reaching out to Phil Dixon, from the attorney's office of Whiteman, Osterman and Hanna about reducing the monthly retainer fee. Chairman Baker negotiated the rate down from \$1,000 per month to \$600.00 for a savings of \$4,800.00 per year.

Chairman Baker made the motion Commissioner Sullivan seconded, all in favor. No changes in contract other than the reduction of the retainer fee.

Outside user James Mellen has not paid the last quarter's water bill.

A notice was sent to all outside users in the last quarter billing warning that the water service would be turned off in the event that they did not pay. There was a second letter sent out April 15th, as well as a certified letter on May 1st.

Chairman Baker said in talking with Treasurer Heyman, that he thought that's since there would be no one in the office on Tuesday the 16th, which was the originally scheduled day to turn off any nonpaying outside users. Chairman Baker thought it would be best to wait one more day to give the property owner the chance to come in and pay the bill to get their water turned back on. The board agreed.

A budget amendment for the current fiscal year is needed to transfer money from the budget between appropriations for those costs associated from J.8340.400, Transmission and Distribution Contractual Expenses, \$20,000 and J.8340.200 Transmission and Distribution Equipment \$500.00 to J.8310.100 Home and Community Services Personnel \$2,000, J.8310.200 Home and Community Services Equipment \$500.00, J.8320.400 Power and Pumping Contractual \$10,000.00 and J.8340.100 Transmission and Distribution Personnel services

\$8,000.00. Motion was made by Chairman Baker, Seconded by Commissioner Sullivan All in favor.

Chairman Baker mentioned that he had provided the board with a spreadsheet that showed the year's revenues and expenses, and that for expenses the water department was favorable in the amount of \$71,036.82, and on the revenue side the board is favorable in the amount of \$13,961.21, giving a surplus of \$84,998.03 to be added to the fund balance. Chairman Baker mentioned that this is before any other invoices that we might incur before the end of this fiscal year.

PUBLIC COMMENT;

A reporter who was covering the meeting asked if we were no longer going to have board meetings at Schuylerville. Chairman Baker explained that there were constant conflicts with the Schuylerville planning board meeting and that it was also much more convenient to meet at the Victory location, as that was where the water office was located.

Commissioner Sullivan suggested that we should send a copy of the results to channel 13, Chairman Baker then added the Post Star and The Saratogian.

EXECUTIVE SESSION;

Chairman Baker announced that he would like to go into executive session about a personnel matter. Commissioner Sullivan made the motion for executive session, seconded by Commissioner Healy, all in favor the board went into executive session.

Chairman Baker made a motion to come out of executive session, seconded by Commissioner Sullivan, all in favor and the board came out of executive session.

Upon return from executive session, Chairman Baker said what was discussed was a pay increase for Treasurer Heyman, Chairman Baker made a motion to give a three percent increase to \$16.48 per hour, Commissioner Sullivan seconded, all in favor.

AUDIT AND APPROVAL OF CLAIMS;

Commissioner Healy made motion to approve Abstract 12 for \$27,885.06, Commissioner Hughes seconded all in favor.

ADJOURNMENT;

Chairman Baker made the motion to adjourn, Commissioner Hughes seconded, all in favor.

