

**SCHUYLERVILLE / VICTORY  
BOARD OF WATER MANAGEMENT**

Monday June 17, 2019 at 7:00 pm  
Village of Victory

PRESENT:

Timothy Healy, Village of Victory, Chairman  
Michael Hughes, Village of Schuylerville, Commissioner  
Leslie Dennison, Village of Victory, Commissioner  
Bryan Drew, Village of Schuylerville, Commissioner

ABSENT:

None

BOARD ANNOUNCEMENTS:

The next meeting will be on July 15<sup>th</sup>, at the meeting hall in the Village of Victory.

BOARD CORRESPONDENCE:

Terry Riley, 16 Grove Street, Schuylerville, addressed the Board stating that she would like her curb stop moved in front of her house at the expense of Schuylerville Victory Board of Water Management. There was discussion that the Water Board is responsible for water lines up to the curb stop and that property owners are responsible for all costs incurred to move their water lines to their homes. This is stated in the Rules and Regulations.

MINUTES

Chairman Healy stated that the minutes from the May 20<sup>th</sup> meeting were available for review and that he had sent out the previous meeting's minutes to the members of the Board to review. Chairman Healy asked if there were any questions, there were none. Commissioner Dennison made the motion to approve the minutes, Commissioner Drew seconded the motion, all in favor.

TREASURER'S REPORT:

Bank Balances:

Operating Account	\$ 228,708.35
Filter Account	\$ 137,257.47
Meter/Capital Reserve Savings Account	\$ 250,954.10
Water Tank Savings	\$ 8,761.62

Attachments:

2019 Year End Revenue & Expense Report  
2020 Current Budget Year

DCK PLANT OPERATIONS:

Chairman Healy read from the DCK report - tasks completed in May 2019-

- DCK Services plant operators followed normal plant operations, recordkeeping, and attended to the physical cleanliness of the facility inside the fence, etc. All facilities were inspected, even if not in service during the period.

Some items of note during the month-

- SPDES samples collected and transported to JH on the 28<sup>th</sup>.

- TC samples transported to CNA on the 28<sup>th</sup>.
- Scheduling for future CIPs filters were ordered from Aftek, they are due to arrive on June 24<sup>th</sup>.
- Met with CT Male at both sites to go over the improvements that were discussed at our meeting with the respective DPWs of both villages.
- We have requested additional quotes for the remote access and cyber security as requested, we are still awaiting a second quote, the third politely declined.

Commissioner Dennison stated that posts, fencing and gate at the Victory Water Plant was knocked over to gain access. Traditionally if someone wanted to gain access, they had to ask permission. Chairman Healy asked if there are individuals that usually ask for access. He further proposed that a letter be sent explaining proper steps to take to gain access to the area.

- Don Coalts ensured that the Monthly Operations Report (MOR) was submitted in a timely fashion to the Glens Falls Office of the DOH (prior to the 10<sup>th</sup> of the following month).
- DCK Services personnel interacted with the DPW personnel on an “as needed” basis to address several needs throughout the system. We also stay in touch with Tim Healy (Chairman of the Board) as needed for other various subjects as they come up, from time to time.

*Scheduled Activities Next Month*

- Continue to visit each the plant each day.
- Conduct routine operations and daily testing as required.
- Charge chemicals as necessary.
- DCK Services LLC will adhere to the sampling schedule that will keep the System in full compliance with the requirements of the DOH correspondence.

OLD BUSINESS:

Chairman Healy did not have time to call breweries to determine how many units of water to charge Bound by Fate Brewing, LLC., once they are connected. Clerk/Treasurer Westbrook volunteer to make the calls. It was decided that three breweries should be contacted to obtain metered usage amounts.

Chairman Healy will talk to Bill Lloyd about the condition of the riding lawn mower in the water treatment shed in Schuylerville.

Chairman Healy was informed by DCK that the hydrant auto flushers are checked biweekly and replaced as needed. The last ones were replaced a few weeks ago, one on 113 and one in Victory.

Chairman Healy was informed by DCK that the Victory Plant surge pump maintenance can be done by Mark Rogers. As far as the tank being pumped out and sand being removed, before new pump goes in, Mark needs clearance to bring it to the waste water drying bed. Chairman Healy will work with Clerk/Treasurer Westbrook and draft a letter to the Village of Schuylerville and Charlie.

Chairman Healy was informed by DCK that Jack Hall was contacted about the dehumidifiers and is still waiting for a delivery time to get the units into place. Chairman Healy will contact Jack himself to see what the hold-up is. The fans in the ventilation continue to be an issue as well.

Chairman Healy was informed by DCK that Jeff at Rasp was contacted about Allen Bradley card quotes and has not heard back yet.

Chairman Healy was informed by DCK that the approval was sent to Cummins to replace the solenoid in the generator at the Water Tower. They have received no word as to when they can clear the work. Chairman Healy will call Cummins himself to find out what the hold-up is.

Mark Dennison has not been contacted yet about the Over Flow Pipe. Chairman Healy will send out an e-mail to DCK and have them talk to Mark about getting it done.

The Board received quotes for tools/supplies for work trailer. They suggested that DPW Supervisor, Rob Decker, review them for completeness. After review, it was determined the EJP was the lowest quote. It was determined that the items should be delivered to the Schuylerville DPW garage. Chairman Healy made a motion that items are delivered to the DPW garage and transferred to water treatment plant, Commissioner Hughes seconded, all in favor. Commissioner Dennison made a motion to approve the purchase of items from EJP proposal and that Clerk/Treasurer Westbrook will be sure any items that are not on the list are ordered, Commissioner Drew seconded, all in favor.

#### NEW BUSINESS:

The Hach contract was presented to the Board. After some discussion, Chairman Healy requested that a copy of last year's contract be mailed to them for comparison. This will be discussed further at the July 15<sup>th</sup> meeting.

A resolution was needed to balance out the 2019 fiscal year, Chairman Healy read the following from the resolution: WHEREAS, a budget amendment is needed to transfer money from the budget between appropriations for those costs associated From J.8330.400 purification contractual \$781.18 To J.8310.400 Home & Community Services Contractual \$769.68 and J.9030.800 Social Security \$11.50. THEREFORE, BE IT RESOLVED, that the Board of Water Management does hereby approve this resolution and authorizes the Treasurer to amend the budget as stated and as outlined. Commissioner Drew made the motion to accept the resolution as read, Commissioner Dennison seconded the motion. Chairman Healy took a roll-call vote: Chairman Timothy Healy-Aye, Commissioner Michael Hughes-Aye, Commissioner Leslie Dennison-Aye, Commissioner Bryan Drew-Aye, motion carried.

Commissioner Hughes referred to previous discussions concerning the DPW and Water Operator licenses. Currently both DPW Supervisors have their licenses but he felt that if the Board offered to pay for the school that it may encourage some of the DPW employees to get their licenses as well. There was some discussion about looking into other incentives and training.

Commissioner Dennison and Chairman Healy stated that they want to change the Application For Water Hook-Up. They referred to one that they liked but additional information needed to be added, i.e. fee amount, payable when application is submitted, certificate of insurance on file from applicant's contractor naming the SVBOWM as additionally insured – for new service and service repair, etc. With a copy of the Rules & Regulations attached.

#### PUBLIC COMMENT:

Jim Sullivan, Pearl Street, Schuylerville, addressed the Board concerning a quote for equipment and repairs. He also had questions concerning Terry Riley's property and past practice with other

customers' water line issues in terms of which costs are incurred by the Board (from the water main to the curb stop) and the homeowner (from the curb stop to the home). After a lengthy discussion, Commissioner Hughes read a statement from Attorney Dixon that "the Board is not obligated at its cost to provide a curb stop in front of customers' homes. The NYS Village Law does not require that, and gives the Village (or, here, the Board) broad discretion in that regard."

EXECUTIVE SESSION:

None.

AUDIT AND APPROVAL OF CLAIMS:

Chairman Healy asked for the motion to approve Abstract #12 in the amount of \$16,296.99 (2019 End of Fiscal Year). Commissioner Dennison made the motion and Commissioner Drew seconded, all in favor. Chairman Healy made the motion to approve Abstract #1 in the amount of \$20,671.22 (2020 First of New Fiscal Year) Commissioner Drew seconded, all in favor.

ADJOURNEMENT:

Commissioner Drew made the motion to adjourn the meeting, Commissioner Dennison seconded the motion, all in favor, Meeting adjourned.

Respectfully submitted,

*Susan M. Westbrook*