

MINUTES of the Penn Yan Municipal Board Meeting held April 12, 2012 in the MUB Meeting Room of the Village Hall, 111 Elm Street, Penn Yan.

ATTENDEES: Chairman Rom French, Commissioners Dan Banach, Bruce LeClaire and David Payne and Assistant Director of Public Works Bill Jensen

ALSO ATTENDING: Mayor Bob Church, Trustee Rich Stewart, Village Engineer Bob Elliott and Electric Crew Chief Jef Bodine

ABSENT: Village Trustee Willie Allison, Commissioner Jerry Nissen, Village Clerk-Treasurer Shawna Wilber and Director of Public Works Brent Bodine

Chairman French called the meeting to order at 8:30 am.

APPROVAL OF MINUTES

MOTION by Commissioner Payne, seconded by Commissioner LeClaire to approve the minutes of the regular Municipal Board meeting held March 15, 2012 with no corrections.

MOTION CARRIED.

PUBLIC REQUESTS AND COMMENTS

None.

CALL FOR EXECUTIVE SESSION

An Executive Session will not be needed at the end of this meeting.

MUNICIPAL EMPLOYEE

Electric Crew Chief Jef Bodine was in attendance. He reported that the electric crew is currently trimming trees and continuing the metering work at the Ryder substation. He mentioned that three lights will be installed on the new Liberty Street bridge – two street lights on the bridge and one light underneath to light the Outlet trail. These will be LED fixtures, which will save electricity and money. Mr. Bodine said that the street lights on Main Street are getting old and the globes are not very attractive. He and Director Bodine have discussed pursuing grant money to upgrade those street lights on Main Street to LED fixtures. The Board agreed that this should be pursued.

Mr. Bodine reported that, this summer, electric services on Lake Street will be rebuilt as the crew works to upgrade the distribution system in the vicinity leading to the old boat company site.

Commissioner Banach mentioned how unattractive some of the overhead electric wires are. Perhaps electric utilities could be installed underground for new development, such as the former Penn Yan Boat Company site. It was agreed that this would be costly and that connecting residences and businesses would be more difficult with underground wiring instead of overhead wiring. The Board members agreed that this idea should be shared with the Planning and Development Committee. Commissioner Banach asked Assistant Director Jensen to prepare an estimate for what underground electric service might cost to connect the Lake Street electric service with future services at the former boat company site.

ELECTRIC

While Mr. Bodine was present, the Board reviewed the items listed under ‘electric’ on the agenda.

NYPA Firm Hydro Energy for April – NYPA’s memo indicates that there will be no reduction in April.

The bank currently being used by the Independent Energy Efficiency Program (IEEP), HSBC, is closing/leaving its New York operations. Because of this, the IEEP requested proposals from banking institutions and four proposals were received. In a letter from the IEEP, dated March 19, 2012, it states: “After discussion and consideration of many issues, and consultation with IEEP council, it was determined by the team that Pioneer Bank offered the best option. This change will require all member systems to send their checks to the IEEP through Pioneer Bank beginning March 26, 2012. Payments can be mailed directly to Pioneer Bank at the following address: IEEP, c/o Pioneer Bank, 1761 Central Avenue, Albany, NY 12205.”

The Board discussed the possibility of hiring a summer intern to work specifically on electric projects, focusing primarily on updating the Stray Voltage database and upgrading the metering cabinet control panel at the Cherry Street pump station. Simon Gaston, a sophomore and Electrical Engineering student at Alfred State University, is interested in the internship.

MOTION by Commissioner Payne, seconded by Commissioner LeClaire to hire Simon Gaston as a summer intern (paid for by the electric fund) at an hourly rate to be determined before the Village Board meeting April 17th. MOTION CARRIED.

The Board agreed that it may be wise to add into next year’s budget funds to hire an intern to specifically work on the I&I Elimination Program.

Commissioner Banach will be unable to attend the MEUA Semi Annual Conference April 24th and 25th. Chairman French will check his calendar and let Secretary Fox if he can attend in his place. If he cannot, Assistant Director Jensen might attend, if Director Bodine agrees that his attendance would be appropriate.

(Electric Crew Chief Bodine left the meeting at 9:04 am.)

AUDIT

MOTION by Commissioner Payne, seconded by Commissioner Banach, to approve the audit, subject to clarification of several items by Clerk-Treasurer Wilber, and to recommend to the Village Board that the Municipal bills for the month be paid as follows:

Electric Fund	\$22,927.83	
Water Fund	\$51,130.15	
Sewer Fund	\$41,237.71	
Total Municipal Audit	\$115,295.69	MOTION CARRIED.
(plus)		
General Fund	\$35,017.64	
Total Village Audit	\$150,313.33	

TREASURER’S REPORT

None at this time.

Assistant Director Jensen mentioned that the final Municipal budgets the Board expected to review today are not available. Clerk-Treasurer Wilber was updating the budgets in her computer; however, the updates

were not saved because a manual backup of the system was not performed this past Monday morning as usual. After some discussion, the Board agreed that backups should be done automatically, not manually, and on a daily rather than a weekly basis. Assistant Director Jensen was asked to look into this and present a cost estimate to the Board during its May meeting. Companies such as Iron Mountain could provide such automatic backups to protect our information and our billing system. The cost for this backup system would be split across four funds.

WATER/SEWER

The sanitary sewer slip lining project on lower Keuka Street has been completed. Village Engineer Elliott is awaiting the final videos from when the liner was opened to connect the laterals. It's hoped that this liner will last forty or more years.

Assistant Director Jensen provided an update regarding the septic tank at 40 Champlin Avenue (which houses Pete Agliatta's business office and also an apartment unit). Village Engineer Elliott and Watershed Inspector Paul Bauter are discussing the possibility of installing a multi-flow septic system at that location to replace the failing, existing system. First, the old absorption pit needs to be inspected to determine if the distribution box is working properly. The estimated cost of such a unit would be approximately \$4,000 plus \$350/year for cleanings and inspections.

WATER TREATMENT PLANT

The filter which was recently painted has been reassembled, rinsed, flushed and tested. We have received approval from the Department of Health to put it back into service and will be back online in a few days.

The Board reviewed an e-mail from WTP Chief Operator Matt Yonts. In the e-mail, he provides an update regarding the PLC booster pump upgrades and what occurred March 29th (an excerpt follows):

We set the max pressure here at the plant at 129.8. That is actually 0.10 less than what we had maxed out at on a normal night. It was a perfect flat line all night on the chart, so the PID worked perfect controlling pump speed to maintain that set pressure.

Both drives functioned properly when installed

We are able now to enter a start and stop time and set the turn off level at 29 feet. Last night it started at 10pm like normal. We had actually run the boosters a lot during the day, so the tank reached full level at 3am and shut the pump off, so that worked perfect. That would have normally run out on the ground until it was set to time out at 6am. The only problem I found was that tank was actually down about 1/2 a foot from where we would normally see it. I ran the pump about 2 hrs this morning to top it off and get us back to normal daytime levels.

After some discussion with Jeff of VSG, we decided that it made more sense to set the alarm based on a pressure drop rather than max speed on the pump for x minutes. This didn't work like we had hoped. I will be calling him to have him correct that alarm. It alarms when the pumps aren't running, which it wasn't supposed to do. We had some concern about whether that would work right. I have disabled that alarm until he can get back here and correct it.

The tank filled at a slightly faster rate than the night before. I looked at hour by hour tank levels to see how much the tank level went up. It was almost consistent at 0.06 feet faster fill and over the course of the 5 hours the pump ran it filled about 25000 gallons more than the night before.

So, I would call this project a success. I will get him back here to correct that alarm, and that will notify us of a main break almost immediately. While he was here, I asked him to look at our mag flow meter in that room to see if we can correct the readings it is putting out. He doesn't feel there is anything that

can be done with that, which is what they had told us when they were here doing the PLC upgrade. He is going to get me a quote on replacing that and we can go from there. We also looked at the meter for raw water flow. The wires in the pit are connected, and I am assuming are in the plc cabinet somewhere. I remember them finding some wires that weren't identified. We will try to sort that out. we also had some flow problems in the lines to the pressure sensor in the pit. We will get that corrected and get a quote from them to get that signal sent to the PLC like it should be.

Bids were received for chemicals for the Water Treatment Plant.

MOTION by Commissioner Banach, seconded by Commissioner LeClaire to recommend to the Village Board that the following bid be accepted for chemicals for the Water Treatment Plant during fiscal year 2012-2013:

Bidder: Amrex

Sodium Hypochlorite \$1.25/gallon drums and \$1.25/gallon bulk

Liquid Phosphate \$10.50/gallon

Sodium Fluoride \$0.95/pound

MOTION CARRIED.

Once the weather (and lake temperature) becomes warmer, a diver will be hired to inspect the intake line to determine what size clamp will be needed to join the sections of pipe that appear to have begun to pull apart.

WASTEWATER TREATMENT PLANT

Bids were received for Liquid Alum used at the Wastewater Treatment Plant.

MOTION by Commissioner Banach, seconded by Commissioner LeClaire to recommend to the Village Board that the following bid be accepted for Liquid Aluminum Sulfate (Alum) for the Wastewater Treatment Plant during fiscal year 2012-2013:

Bidder: Holland Company

Liquid Aluminum Sulfate \$0.805/gallon

MOTION CARRIED.

MOTION by Commissioner Payne, seconded by Commissioner LeClaire to recommend to the Village Board that the following bid be accepted for the hauling of liquid sludge for the Wastewater Treatment Plant during fiscal year 2012-2013:

Bidder: Casella Waste Services

The bid is a flat rate of \$330 per haul (price includes fuel surcharge).

MOTION CARRIED.

OTHER BUSINESS

Secretary Fox distributed the 2011 Village and Municipal Project List to the Board for their information. The list has also been distributed to members of the Village Board.

Commissioner Banach commented that there is an awful lot of paper used to prepare the MUB agenda and the accompanying handouts. He proposed the idea of purchasing I-pads for MUB members to reduce the amount of paper used for each meeting. Could someone from SCT Computers or Apple provide an overview and a presentation for the Board? Assistant Director Jensen was asked to discuss this with Director Bodine when he returns from vacation.

VILLAGE ENGINEER'S REPORT

Village Engineer Elliott is reviewing flow information he has received from the Wastewater Treatment Plant staff.

VILLAGE BOARD MEETING

Chairman French and Commissioner Banach plan to attend the Village Board Meeting on April 21st.

PAYMENT AGREEMENTS

MOTION by Commissioner LeClaire, seconded by Commissioner Banach to accept the Payment Agreements in the amount of \$9,577.81. MOTION CARRIED.

SERVICE REQUESTS

The various crews are continuing work to address issues listed in the Service Requests report.

The next Municipal Board Meeting will be held Thursday, May 10, 2012 at 8:30 am in the MUB meeting room on the second floor of the Village Office building.

ADJOURNMENT

MOTION by Commissioner LeClaire, seconded by Commissioner Payne to adjourn the meeting at 10:16 am. MOTION CARRIED.

Karen M. Fox, Secretary