

June 11, 2015

I. Call to Order at 8:30 a.m.

Moment of Silence in honor of Karen Fox

II. Attendees: Chairman Rom French, Commissioners Dan Banach, Bruce LeClaire, David Payne and Ray Hamilton, Assistant Director of Public Works Bill Jensen, Mayor Leigh MacKerchar, Robert Elliott

Absent: Brent Bodine, Mark Hulse, Gary Meeks, Willie Allison

III. Review/Approval of the May 14, 2015 Meeting Minutes:

MOTION to approve minutes: First Bruce LeClaire, seconded by Dan Banach; carried.

IV. Public Requests and Comments: Carrie Wheeler - Jerusalem

V. Municipal Employee: Jef Bodine (was called out for a job); The Board would like to send their extreme thanks for a job well done for 25 years of service. Congratulations for all your hard work and dedication to the Village. MOTION by the MUB board to send a big, huge thank you; First Bruce LeClaire, seconded by Dan Banach. ALL IN AGREEMENT! Congrats to Jef Bodine.

VI. Executive Session: Contractual Discussions

MOTION to handle at the end of the meeting; First Ray Hamilton, seconded by David Payne; carried.

VII. Audit: dated: 6/16/15

Summary:

Paid Before Audit:

General:	\$126,825.64
Electric:	\$15,141.67
Sewer:	\$12,515.98
Water:	\$11,089.60
CRC:	\$0.00
Capital Projects:	<u>\$0.00</u>
Total Paid Before Audit:	\$165,572.89

Current Audit:

General:	\$197,047.56
Community Development –CRC:	\$0.00
Electric:	\$121,322.65
Sewer:	\$297,230.61
Water:	\$277,230.61
Capital Projects:	<u>\$2,177.35</u>
Total Current Audit:	\$895,217.31

TOTAL AUDIT: \$1,060,790.20

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MOTION to accept the audit as presented: First Dan Banach, seconded by Bruce LeClaire; carried.

VIII. Department Business

A. Electric – Bill

1. NYPA Firm Hydro Energy for July – No Reduction

2. Padmount 750KVA Transformer Bid Results – low bid was \$14,900 from Stuart C. Irby's bid for GE.

MOTION to the Village Board to grant permission to issue a Notice of Award to Stuart C. Irby's for GE to purchase a 750kva Padmount Transformer in the amount of \$14,900.00; First Dan Banach; seconded by David Payne; carried.

3. Arc Flash Risk Assessment: Adjustment came in and it will cover all the municipal facilities/buildings (load banks) \$46,200.00 for the project. It is in the budget for this year. We believe it's an every 5 year assessment. There is a proposal to share costs for the administrative costs bulk will go to the electric and \$1,540 each of entities for Water/Sewer and Village facilities (total of \$4,620.00 split amongst the water/sewer and Village facilities); about 10% of the total cost will be covered under administrative accounts.

MOTION to the Village Board to grant permission to issue a Notice of Award to ControlPoint Technologies to conduct the Arc Flash Risk Assessment; First David Payne, seconded by Bruce LeClaire; carried.

4. FYI: MEUA Central Regional Meeting is June 23, 2015 (please let Danette know Today; registration must be done by June 12th)

5. FYI: Hydro Allocations decreased from 13097kw to 13087kw as a result of the EDP Audit.

**discussion about the change and why it was adjusted*

- *brought up wind, water or solar power as options and whether we should look into other options or not*
- *Board requested that Bob Elliott provide any information for alternative power sources*
- *discussed NYMPA*
- *Need to know present policy regarding residential electric heat upgrades and new systems*
- *Suggested getting permit guidelines from Bruce regarding electric heat guidelines or having Bruce coming in to speak to the Board*

B. Water/Sewer – Bill/Bob Elliott

1. FYI: Flow Poke Monitoring with MRB Engineering: (working on I&I Investigations, trying to get a better handle on what is going on in system and what we should be focusing our attentions on for possible grant application for planning and engineering)

- EFC has an Waste Water Infrastructure Engineering Planning Grant which can be used for I&I Investigation and planning of major Capital improvement

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project application, we could get up to \$100,000 with our size community at a 20% match

- We are initiating the process by performing flow poke testing
- We have a contract with MRB Engineering to do the flow poke testing for flow monitoring in sanitary sewer drainage areas
- Start with the collection manholes in the drainage areas go around the Village to all the focal points to determine the flow changes from first manhole check to the recheck of the manhole (Village currently has 10 monitoring locations); check on dry days and then rainy days and compare to determine highest inflow areas; this is in concert with our program to address sump-pumps that have been removed from flowing into the sanitary sewer
- It's a \$3,200 investment using the I&I funds from last year and it's an instant feedback process upon the second measurement
- Goal is to keep reducing I&I
- We are working to locate the weak links and start working towards contacting the EFC for a large capital project to fix our I&I issues
- In past some things were done to test areas with measurable improvement but more can be done to reduce I&I
- It will take about 5 hours one night and then 5 hours another night (do wet and dry readings) and then compare with what the WWTP gets during rain events and no rain events; Bob discussed purchasing a software program that will help graph the changes between dry and rainy events; WWTP is in the process of researching the software that will take the readings and create the charts for comparison for possible purchase
- J. C. Smith from EFC said that data obtained using such software could be used to help prepare another engineering study of the area; general engineering report would need to be done by 8/2016 to request funds for a capital improvement project to repair sanitary sewer system; we need to put something together to get into EFC's Grant Application by 7/31/2015; if we get selected then we can move into repair options and additional funding application options
- Bob discussed purchasing a software program that will help graph the changes between dry and rainy events; WWTP is in the process of researching the software that will take the readings and create the charts for comparison for possible purchase
- This expense is part of the operational budget

2. Engineering Services for CDBG: Will discuss during Executive Session.

3. WTP has reported losing large amounts of water (1 million gallons last month about 100,000 gallons/day); Tina thought she would discover it once billing was submitted, but there was nothing found through that process; Fred Holley with Rural Water will be coming out with water listening devices and we will start checking fire hydrants, etc. for running water and try to chase the issue.

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C. Water Treatment Plant – Bill

1. FYI: Water Treatment Plant Operator Update: Interviews were done May 27th; Recommendation will be presented to the personnel committee.

D. Wastewater Treatment Plant –Bill

1. RBC drive: Blue Herron got it installed during upgrades and then our guys noted a problem (it was making a noise); this is a warranty item and Blue Herron will get it repaired. Looking at purchasing a spare drive to have on hand; Ben will try to get in next year's budget

2. Punch List Update: There was a question brought up about the RBC ductwork and whether it need to insulated. It was not in the drawing from the mechanical engineer to insulate it; went back to the table and got estimates for insulation which is a little high and Elliott Engineers have been trying to negotiate a lower amount with the HVAC contractor; another option may be to spray foam insulate it.

FYI: Board discussed with Carrie Wheeler about the study that was done for a potential repair to Jerusalem's sewer district, she said that Brent has a copy of the study. It would not increase the current sewer contract that Jerusalem currently has in place with the Village.

IX. Payment Agreements: Total: \$20,945.46

MOTION to the Village Board to accept the payment agreements in the amount of \$20,945.46: First Bruce LeClaire, seconded by Dan Banach; carried.

X. Village Engineer's Report – Bob Elliott

1. Waterfront Sewer Project Update:

- Blue Herron have completed all the work (RBC item is considered a warranty item); a certificate of completion has been issued; Blue Herron has given us a \$3.7 million warranty bond that started June 8.
- Electrical contractors are complete
- D'Amico HVAC still has some work to do

2. Sludge Composting Project:

- We have received the first set of drawings
- Met with the DEC and presented to them the Penn Yan Composting project, which will get submitted for a permit
- We are waiting for the second set of sludge results
- On target for going out to bid for the building
- 4-5 months until we are able to compost
- Discussed that last year high-loading at the plant was very high, but since we have started more regulated monitoring and Ph levels, it has been a great improvement

3. Waterfront Projects:

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Waterfront Sewer Update: yesterday received some information of some items that we still need to do and we are working on that (design info); looking at next week sending for final approval

FYI: Ron is starting to put the new watermain on Hicks St.

Lake St.: pressure testing is finished and now they are doing the bacteria testing; one section passed and we are switching services in that section.

OTHER: Mayor mentioned that we should get the closing on Penn Yan Marine shortly and updated the board on the 5 applications pending from FEMA.

Bill mentioned the paving plan from 14-15 on Keuka St.; Next week we will determine which roads we will do first under the 15-16 paving plan.

XI. Village Board Meeting

1. MUB Member(s) to Attend Village Board Meeting June 16th: Rom will attend.

XII. Service Requests:

- Rom mentioned that the service requests seem to be getting resolved quicker
- Discussed old requests: if the old requests have been resolved then get them off the list
- If the old ones haven't been resolved, then get them resolved

XIII. Executive Session: MOTION to enter Executive Session at 10:00 a.m. First Dan Banach, seconded by Ray Hamilton; carried. MOTION to exit Executive Session at 10:35 a.m. First Dan Banach, seconded by Ray Hamilton.

XIV. Next Meeting – Thursday, July 16, 2015 – 8:30 am in the MUB Meeting Room

XV. Adjournment

MOTION to adjourn at 10:40 a.m.: First Bruce LeClaire, seconded by Dan Banach; carried.

Transcribed by Danette Eatherton June 15, 2015