

MUB MEETING MINUTES FROM DECEMBER 11, 2014

- I. Call to Order: 8:30 am
- II. Attendees: Chairman Rom French; Commissioners: Dan Banach, David Payne, Ray Hamilton; Village Trustee Willie Allison; Clerk-Treasurer Gary Meeks; Director of Public Works Brent Bodine; Assistant Director of Public Works Bill Jensen; Village Engineer Bob Elliott
- III. November 13, 2014 Minutes: Approved.
- IV. Public Requests and Comments: None.
- V. Municipal Employee: Ben Sward
 - Hole in primary digester cover, we know what it was and we know how to repair it (welding repair), smoke test revealed some holes
 - Commission the digester mixer is the final step of the primary digester project after hole repaired – manufacturer will need to come out
 - Almost finished with the RBC room – need HVAC work
 - Screw press is operating – took first load to the landfill
 - Bill Jensen: gave update with secondary digester – needs to be painted at some point in the future or evaluated for alternative options Bob Elliott recommends evaluation of cover for possible deferment of painting – he was asked to perform evaluation and make recommendation
 - Minor Electrical needed for the mixer
 - Compactor – finishing shed that will house it – should be done in January
 - Working toward normal operation concerning sludge
 - Many different things slowed the project down but we are back on track now
 - Boiler in the dewatering building needs be brought on line
 - Working on getting heat back on-line with digester gas
 - After repair to primary digester cover, it will be air tested
 - Blue Herron is doing the repair for the digester cover
 - Bob Elliott: FYI: Part of contract was cleaning digester for sludge removal, we budgeted for 500,000 gallons the contractor ended up removing more than that; \$93,838.00 is the requested additional expense-contingency budget should cover but it will deplete the remaining contingency funds; project will just make it at budget using the contingency account portion; may look at holding off on some painting of the digester; project end date has passed (November 19), we are working on getting the end date extended via change order with EFC
 - FYI: Blue Herron is showing 4 more items still open for completion, but everything else is done. Punch list will be developed for closeout.
 - FYI: Ben mentioned putting aside money for a new cover within the next 10 years
 - Discussions about preventative inspection to catch any possible problems before the problem actually happens-will budget for costs for this inspection

- VI. Executive Session: Will handle at the end of the meeting.
MOTION: First Dan Banach, Seconded by David Payne Carried.

VII. Audit:

Summary:

Paid Before Audit:

General:	\$28,881.33	
Electric:	\$150,826.99	
Sewer:	\$8,368.27	
Water:	\$6,882.43	
CRC:	\$0.00	
Capital Projects:	\$0.00	
	Total Paid Before Audit:	\$194,959.02

Current Audit:

General:	\$92,592.06	
Community Development –CRC:	\$0.00	
Electric:	\$96,876.51	
Sewer:	\$133,676.89	
Water:	\$9,576.72	
Capital Projects:	\$2,640.00	
	Total Current Audit:	\$335,362.18

TOTAL AUDIT: \$530,321.20

MOTION: First Dan Banach; Seconded by David Payne; Carried.

VIII. Treasurer's Report: (Gary Meeks)

- Water Cash Charts will go out quarterly
- Electric: 41% revenue, 37% expenses of budget; revenue is greater than expenses by about \$242,000, but when I take out annual expenses (ex: rent, taxes, etc.) we are still sitting at \$145,000
- Sewer: 52% revenue, 35% expenses of budget; revenue is greater than expenses by \$341,000 but when I take out the annual expenses, the surplus will be about \$100,000
 - FYI: Revenue account that was not budgeted for the Grant money that we getting for the wastewater treatment plant project-we will back that out when the analysis is completed
 - FYI: \$89,000 for sludge hauling costs attributable to the WWTP upgrade project was removed from operational costs and put in the WWTP upgrade project budget, which used a considerable portion of the \$200,000 contingency that was budgeted for
- Water: 50% revenue, 38% expenses of budget; revenue is greater than expenses by \$257,000 but when I take out the annual costs, we are very close to break even on water

- FYI: Contractual fees are considerably over budget due to the arbitration case
 - Healthcare rates are increasing to 12.5% effective January 1, 2015, vs. a budgeted increase of 12%
- IX. Department Business:
 - A. Electric:
 - a. No reduction for December
 - b. Mutual Aid for Bath: FYI: Long Island area requested help and Bath sent everyone; Jef Bodine agreed to help Bath out while the crew was gone; Bath had a pole fire and Jef and Adam had to handle the situation; will have Tami send invoice to Bath for our assistance
 - c. Alternative PPA calculation update: discussion about changing our configuration or looking into it at some point for the financial impact to the customers
 - d. MEUA Apprentice Program – Adam Folts’ 4th and final year
 - e. Looking into adding one padmount transformer to the existing order if we can get it at the same price; if we can’t get it at the same price then go out to bid for the transformer

MOTION to go out for bid, if necessary; First David Payne, seconded by Dan Banach; Carried.

B. Water/Sewer:

- a. Marty Gibson forgiveness of sewer bill for \$208.44

MOTION to grant forgiveness: First David Payne, Seconded by Ray Hamilton; Carried.

- b. Gene Mitchell (107 Brown St.) sewer line issue: it shows that it’s Village’s responsibility for the issue and reimburses Mr. Mitchell the amount of \$259.20.

MOTION to reimburse the amount: First David Payne, seconded by Dan Banach; Carried.

C. Water Treatment Plant:

- a. PESH update: violations have all been cleared
- b. TTHM results: current sampling have passed
- c. Dave Cohick: Executive Session; **MOTION: First David Payne, Seconded by Dan Banach; Carried.**

D. Wastewater Treatment Plant:

- a. Yates County Soil and Water (YCSW) request for space update: drafted a Lease Agreement, trying to finalize the insurance amount coverage that should be carried by YCSW-rent will be \$1,500.00 per year and we get the building upon their exit, it's a 5 year agreement, will review again at the end of the 5 years; Ben mentioned he needs access to the creek side for vacuum trucks and there is a liability issue of possible flood zone; would be better to move to the compound side; will finalize after all suggestions are covered and move forward with a counteroffer
- b. PESH update: violations have all been cleared; Other PESH requirement: workplace violence, blood borne pathogen training completed, emergency response plan, MSDS list completed; It will be ongoing inspections throughout the Village (10 year between inspections); the Village should be more proactive and do yearly evaluations to make sure we stay on top of the PESH requirements.

E. Other:

- a. NYWEA Winter Meeting: Ben Sward will attend
- b. MUB break room: Public Works passed a Motion to recommend to the Finance Committee that we use the money out of the Village Owned Building Funds and asked that we bring it up with MUB; Estimate is for \$18,875.25 to do the project in house; will be able to split some costs between electric and water/sewer accounts-Village will need to contribute about \$14,000.00 to cover costs; FEMA will reimburse about \$3,000-\$4,000 at most due to flood damage.

MOTION to the Finance Committee: First Dan Banach, seconded by David Payne; Carried.

- c. Patchett Lease Agreement update: FYI: made some changes to allow more of the property for Village use; Village Board will need to give permission for the Mayor to execute the Lease; rent will remain \$600.00 per year for 16 acres.

MOTION: First Dan Banach, seconded by David Payne to recommend to Village Board to have the Mayor to execute the Lease.

- d. Town of Milo: Is the Village interested in extending waterline from Himrod Road to Willow Road? The Village is going to sleeve the tracks when repairs are done to the tracks. How should we respond to the letter from Town of Milo? Eventually we may need water on that road but do we do it now or wait. Suggestion: Respond to Leslie Church by stating that the Village is considering

extended water out to Willow Road, but nothing permanent has been decided yet.

- e. Waterfront seeker (FYI) we should close out seeker and finalizing it at the Village Board meeting on Tuesday, December 16.
- f. FYI: Emmi/Roth has been bought by KanPak and they are working on definite numbers so that we can put them in our capital planning; seems to be a very positive move; reviewed and agreed to the Industrial Sewer Use Permit.

X. Payment Agreements: \$11,060.48

MOTION: First Dan Banach, seconded by David Payne; Carried.

XI. Village Engineer's Report (Bob Elliott):

- Lake Street Water Main Replacement is out for Bid (bid opening next week)
- Hicks Street Water Main Replacement will be in the hands of the DOH this Friday
- Relocation of Waddell Pump Station – drawings are being completed then it will be submitted to the DEC
- Rebuild Monell Street Sewer-still in process
- Construction of Gravity Sewer between PY Marine Site and Monell Pump Station-still in process
- Construction of Monell Pump Station-still in process

XII. Village Board Meeting – MUB members to attend December 16th: Rom French and Dan Banach

XIII. Service Requests: Reviewed.

XIV. Executive Session: Entered at 10:30 am. **MOTION: First David Payne, seconded by Dan Banach; Carried.**

Exited Executive Session at 10:47. **MOTION Carried.**

XV. Next Meeting: January 15, 2015.

Transcribed by Danette Eatherton.