

# FINAL COPY

## MINUTES OF A REGULAR MEETING OF THE BINGHAMTON - JOHNSON CITY JOINT SEWAGE BOARD

Tuesday, November 12, 2024

Plant Administration Building

Members Present: George Kolba  
Edward Crumb  
Chris Papastrat  
Ron Lake  
Bruce King Remote (Audio/Video)  
Stephen Andrew

Also Present: Elliott Wagner, Superintendent  
Ron Warwick, Asst. Superintendent  
Billie Goodson, Business Manager Remote (Audio/Video)  
Alfred Paniccia, Jr., Esq., Co-Counsel  
Howard Reeve, Facility Engineer (exited 5:04pm)  
Larry Travis, E.E., Electrical Engineer  
Chuck Robinson, JSB Fiscal Officer/City of Binghamton Comptroller  
(exited 4:23pm)  
Clark Giblin, Deputy Mayor Village of Johnson City  
Michele Cuevas, Confidential Secretary

Chairman Kolba called the meeting to order at 3:30 PM. Sign in sheet was passed.

Six (6) Board members were present. Chairman confirmed all signed in, identified fire exits and requested cell phones be turned off or silenced during the meeting. All stood to recite the Pledge of Allegiance.

### **Privilege of the Floor**

Chairman Kolba asked if anyone would like the privilege of the Floor. No one wished to speak. The Chairman closed the floor.

**Meeting Minutes Approval**

**Edward Crumb made a motion that the Board approves the submitted October 8, 2024, Regular Board Meeting Minutes with the suggested changes as contained in the Board Folders.**

**Motion was seconded by Steve Andrew.**

**Motion carried. 6/0**

**Fiscal Officer Report**

Mr. Robinson noted that all 4<sup>th</sup> quarter payments have been received, so he can issue the Village of Johnson City credit. Discussion on the refund regarding Capital Projects funding letter dated November 6<sup>th</sup>, 2024. The City of Binghamton and Village of Johnson City are directing the Joint Sewage Board to refund the Municipal Users \$4,001,869.68. Time is of the essence so this can all be accounted for in the municipalities' 2024 financials. The municipalities can choose to have the money refunded or apply the funds as a credit towards their 2025 estimated billings.

**Edward Crumb made a motion that the Board approves a net distribution of \$4,001,869.69 from the 2024 budget to increase Fund Balance for budget ES.49999 by \$4,001,869.69 and create and increase Transfer to Municipalities-Fund Balance line ES8130.54888 in the amount of \$4,001,869.69 in the 2024 budget, distributed as follows:**

<b>City of Binghamton</b>	<b>\$1,905,354.26</b>
<b>Village of Johnson City</b>	<b>\$586,243.86</b>
<b>Town of Vestal</b>	<b>\$525,993.09</b>
<b>Town of Kirkwood</b>	<b>\$345,262.64</b>
<b>Binghamton University</b>	<b>\$222,918.72</b>
<b>Town of Dickinson</b>	<b>\$148,710.62</b>
<b>Twon of Binghamton</b>	<b>\$65,903.90</b>
<b>Village of Port Dickinson</b>	<b>\$46,190.59</b>
<b>Town of Conklin</b>	<b>\$48,567.81</b>
<b>Town of Fenton</b>	<b>\$16,941.39</b>
<b>Town of Union</b>	<b>\$89,782.81</b>

**and that corresponding Requests for Legislation be submitted to the Owners' Legislative Bodies.**

**Motion was seconded by Steve Andrew.**

**Motion carried. 6/0**

## **Superintendent's Report**

Superintendent Wagner overviewed the Superintendent's Report below which included graphs, charts, copies of which were distributed in the Board's folders. The first page of the report is set forth below.

### **October Superintendents Report 11/12/2024**

We received 1.53 inches of rain in October. Bringing us to 38.25 inches for the year.

The average flow was 9.49 MGD and total of 294.32 MGD for the month. Making this the lowest average flow month in 5 years.

CBOD=272 mg/L in and 5 mg/L out for 98% removal.

TSS=252 mg/L in and 4 mg/L out for 98% removal.

Phosphorus-5.4 mg/L in and 0.7 mg/L out for 86% removal. This is the highest average in the last 12 months. We are actively pumping ferric to reduce this number and looking at Centrate from the mechanical thickeners.

Turbidity, we have seen a slight increase, but the effluent still looks like drinking water.

Plant water pump bases were poured, cured, and forms stripped. We are ready for the pumps to arrive. Board Member Andrew asked for the status of delivery, and Facility Engineer Reeve stated that currently it's the middle of December.

Completed the 5-year plan. This is a living document and will be updated every year. Keep in mind this is a plan, not a directive. Asking for adoption by the Board.

The Operations Department is performing jar testing with Polymer vendors and for Actiflo to maximize the efficiency of each system. Also looking at mechanical thickeners and Actiflo as contributing factors of the high Phosphorus numbers we've been getting in October. Adjusted feed to digesters and primary pumping rates. Superintendent and Assistant Superintendent working together on details of new permit. Held a meeting this morning with the City and Village representatives to go over the new details for the new unified permit.

The Mechanical Department continued performing CMMS maintenance duties. Replaced bearing on South elevated grit conveyor. Working on Digester fan equipment and gas pumps for the digester mixing equipment.

### **Superintendent's Report-cont.**

The electrical department continued PMs of all disconnects throughout the facility, wired in the Laser Cutter and ran a test pattern. Currently waiting on material to cut UV Wiper parts. Completed verification of Wet-well Ultra-Sonic level detector. This is what drives the operation and speed of our main pumps. WesTech was here in October inspecting and training personnel on Digester cover equipment. Preparing to run auxiliary ground for Plant water pumps.

We met with EDR this week to go over the 30% design at TPS.

The Business Manager scheduled a team-building exercise, which was a success.

\*\*\*\*\*end of report\*\*\*\*\*

### **Business Manager's Report**

Superintendent Wagner gave the Business Manager report. Ms. Goodson is reporting-on and requesting Board approval for three items.

### **2024 Budget Modification Request-Fund Balance**

**Edward Crumb made a motion that the Board approves a 2024 Budget Modification as follows:**

- 1. Increase ES.49999 JS Fund Balance by \$4,001,869.69**
- 2. Increase ES8130.54888 Transfer to Municipalities-Fund Balance by \$4,001,869.69**

**and that corresponding requests for legislation be submitted to the Owners' Legislative Bodies.**

**Motion was seconded by Steve Andrew.**

**Motion carried. 6/0**

### **2024 Budget Modification Request-State Retirement**

**Edward Crumb made a motion that the Board approves a 2024 Budget Modification as follows:**

- 1. Decrease ES8130.51000.JS2HR Personal Services Hourly by \$60,000.00**
- 2. Increase ES9010.58000A.JS1SL State Retirement Salaried by \$26,000.00**
- 3. Increase ES9010.58000A.JS2HR State Retirement Hourly by \$34,000.00**

**and that corresponding Requests for Legislation be submitted to the Owners' legislative bodies.**

**Motion was seconded by Steve Andrew.**

**Motion carried. 6/0**

## **Business Manager Report-cont.**

### **Resolution Sole Source-Fleet Pump & Service Group Sole Source**

Edward Crumb made a motion based on the information and documentation provided by the Business Manager and distributed it in the Board folders that the Board declares G.A. Fleet Associates and affiliate Fleet Pump & Service Group is the Sole Source Supplier for Xylem Flygt Pumping equipment plus authorized service, repair parts and warranty service for a one-year period effective immediately. Discussion followed to select “Facilities Engineer” where there are brackets in the first and second WHEREAS paragraphs.

Motion was seconded by Steve Andrew.

Motion carried. 6/0

### **Award of Contract-Polydyne Inc. Liquid Polymer Flocculants**

Edward Crumb made a motion that the Board accepts the Bid Proposal of Polydyne, Inc. dated October 31, 2024 to supply Dewatering/Thickening Polymer Flocculants and CEPT/Actiflo Polymer Flocculants for a 12 month period beginning January 1, 2025, at a unit price of \$1.21 per pound and \$1.20 per pound respectively with an option to renew for four (4) additional one year increments under all previously stated terms and conditions and directs the Chairman to sign the letter contract agreement.

Motion was seconded by Steve Andrew.

Motion carried. 6/0

### **Registration, Lodging & Advance for One Operator to attend Morrisville Basic Operations 2-week course 12/2-12/13, 2024.**

Edward Crumb made a motion that the Board, in accordance with the Travel Policy, and to be paid from the Travel and Training budget line (ES8130.54701), grants approval for registration and expenses for one (1) Operator designated by the Superintendent to attend the 2-week Basic Operations Course in Morrisville on December 2<sup>nd</sup> -13<sup>th</sup>, 2024.

Motion was seconded by Steve Andrew.

Motion carried. 6/0

\*\*\*\*\*end of report\*\*\*\*\*

### **Board Committee Reports**

Construction: A brief discussion was held referencing the meeting with the engineer of the TPS project. Board Member Andrew and Chairman Kolba attended the meeting and were impressed with the questions and answers from the engineering group on the TPS project.

### **Board Committee Reports-cont.**

**Finance:** Board Member Crumb mentioned that the 2025 approved Joint Swage Board Budget went on the City of Binghamton website and the budget should be posted on the Plant website as well as being added to the Board SharePoint Folder.

**Flow Management:** Board Member Crumb noted that there was an inquiry from a developer about a 5-story housing development in the downtown area of the City of Binghamton. There were a few questions on the inquiry and were sent back to City of Binghamton Engineer Ron Lake, P.E. to coordinate with the Developer and get the forms together and then submit them to the Board.

**Personnel:** Committee Chair Andrew mentioned that the CPI data point adjustments for hourly employees will be in tomorrow and a special meeting will be needed for this approval. A special meeting was scheduled for Tuesday, November 19<sup>th</sup>, 2024, at 3:30pm.

**Future Planning:** Board Member King mentioned that the 5-year plan will be discussed under Old Business.

**Ad Hoc:** Nothing new to report.

\*\*\*\*\*end of report\*\*\*\*\*

### **Correspondence**

#### **IWPP Report-GHD**

Confidential Secretary Cuevas overviewed the submitted IWPP Report for October 2024, copies of which were distributed in the Board's folder. The Confidential Secretary mentioned that one of the 2 IWPP Fines for Binghamton University was paid, and she is currently finding out the status of the second fine payment.

#### **Travelers Insurance Policy Increase 15% Letter 10/24/24**

Discussion was held asking why the increase and it was decided to have the Business Manager contact our broker HF&C and ask what basis Travelers has for the 15% increase in the Property, Automobile & Umbrella policies.

### **Old Business**

#### **Municipal Cooperation Agreement for Emergency Confined Space Rescue-AI Paniccia**

**Edward Crumb made a motion that the Board approves the Municipal Cooperation Agreement for Emergency Confined Space Rescue with the added correction to the sentence that reads \$850.00 per hour for years 2024, 2025, 2026 and 2027 and direct the Chairman to sign the contractual agreement. Motion was seconded by Bruce King. Motion carried. 6/0**

## **Old Business-cont.**

### **SPDES Permit**

Superintendent Wagner noted that the new SPDES Permit will be effective 12/01/24-11/30/2027. He also noted the need for updated collection system mapping. Some limit changes and Rules and Regulations updates need to be addressed as well. The Superintendent will ask GHD for help in some of these areas with the new permit. This new permit needs updates to all tributary sewer systems.

## **New Business**

### **2025 Joint Sewage Board Health Benefits Program**

Board Member Crumb presented to the members documents pertaining to the Board's proposed 2025 Health Benefits Program. There are some cost increases for some components of the Board's program.

The following motions were made:

#1) update Health Flexible Spending Account [FSA] salary/wage deferral contribution limits

**Edward Crumb made a motion that the Board amends the plan document of its voluntary Health Flexible Spending Account [FSA] program sponsored by the Board:**

- a) in calendar [plan] years after 2024, [i] to define the “maximum annual salary/wage deferral contribution of a participant employee” to be the maximum annual amount allowed by the United States Internal Revenue Service for the calendar [plan] year; and [ii] to define the “maximum unspent amount that a participant employee may carry forward into the following calendar [plan] year” to be the maximum annual amount allowed by the United States Internal Revenue Service for the calendar [plan] year; and**
- b) effective January 1, 2024, to [i] increase the maximum for the salary/wage deferral contribution of a participant employee to \$3,300.00 per calendar [plan] year; and [ii] increase the maximum unspent amount that a participant employee may carry forward into the following calendar [plan] year to \$660.00 following the end of 2024; and**
- c) to continue previously adopted prior-year deferral limits without change.**

**Motion was seconded by Stephen Andrew.**

**Motion carried. 6/0**

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**New Business-cont.**

**2025 Joint Sewage Board Health Benefits Program-cont.**

#2) update Health Reimbursement Account [HRA] maximum reimbursement to coordinate with Excellus policies

**Edward Crumb made a motion that the Board sets the 2025 Plan Year maximum health reimbursement from a Health Reimbursement Account (HRA) to be \$7,700 per covered “Member”, but not to exceed \$15,400 per multi-person “Subscriber Unit”.**

**Motion was seconded by Bruce King.**

**Motion carried. 6/0**

#3) accept proposal for Lifetime Benefit Solutions [LBS] to extend HRA and FSA fee schedules

**Edward Crumb made a motion that the Board accepts the Lifetime Benefit Solutions, Inc. (LBS) proposal to extend its present Health Reimbursement Account (HRA) and Flexible Spending Account (FSA) Administration Services fees of \$3.25/Participant/month for 2025, subject to a \$99.00/month minimum fee as to each of the HRA and FSA programs, and authorizes the Chairman to sign an extension agreement on behalf of the Board in a form approved by counsel.**

**Motion was seconded by Stephen Andrew.**

**Motion carried. 6/0**

#4) extend brokerage services agreement with Haylor, Freyer, and Coon, Inc. [HFC] for 2025

**Edward Crumb made a motion that the Board authorizes extension of the Professional Services Agreement with Haylor, Freyer & Coon, Inc. (HFC) for one year, covering Plan Year 2025 services, upon the same terms and conditions as presently in force, and authorizes the Chairman to sign an extension agreement on behalf of the Board in a form approved by counsel.**

**Motion was seconded by Bruce King.**

**Motion carried. 6/0**

#5) accept proposal of NFP Corporate Services (NY), LLC to extend agreement for 2025

**Edward Crumb made a motion that the Board authorizes extension of the Professional Services Agreement with NFP Corporate Services (NY), LLC for one year, covering Plan Year 2025 services, upon the same terms and conditions as presently in force, including the not-to-exceed \$13,500.00 annual fee, and authorizes the Chairman to sign an extension agreement on behalf of the Board in a form approved by counsel.**

**Motion was seconded by Stephen Andrew.**

**Motion carried. 6/0**

*(continues on the next page)*

**New Business-cont.**

**2025 Joint Sewage Board Health Benefits Program-cont.**

#6) accept AETNA's 2025 financial terms and conditions for the MAPD (P01) ESA PPO Plan

**Edward Crumb made a motion that the Board accepts the AETNA 2025 financial terms and conditions via the City of Binghamton Medicare MAPD (P01) ESA PPO Plan with a \$750 annual Out-of-Pocket Maximum on medical expenses other than prescription drugs, with a \$10/\$25/\$40 prescription copay and a \$2,000 annual maximum Out-of-Pocket Prescription Drug "Cap" as set forth in the Haylor, Freyer, and Coon, Inc. September 2024 Proposal, and authorizes the Chairman to sign the requisite contractual documentation for the same on behalf of the Board in a form approved by counsel.**

**Motion was seconded by Bruce King.**

**Motion carried. 6/0**

#7) accept the Excellus 2025 renewal proposal for SimplyBlue Plus Bronze 4 Health Insurance

**Edward Crumb made a motion that the Board accepts the Excellus 2025 renewal proposal for SimplyBlue Plus Bronze 4 Health Insurance coverage, as presented on page three of HFC's September 2024 Confidential Proposal, and authorizes the Chairman to sign the agreement, quote sheet or other acceptance form provided by Excellus on behalf of the Board in a form approved by counsel.**

**Motion was seconded by Stephen Andrew.**

**Motion carried. 6/0**

#8) accept the Excellus 2025 renewal proposal for Dental Blue Options Dental Insurance

**Edward Crumb made a motion that the Board accepts the Excellus 2025 proposal for Dental Blue Options (Excellus Plan Code DBOV-1E-26/26) Dental Insurance coverage, as presented on page four of HFC's September 2024 Confidential Proposal and authorizes the Chairman to sign the requisite documentation for the same on behalf of the Board in a form approved by counsel.**

**Motion was seconded by Chris Papastrat.**

**Motion carried. 6/0**

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**New Business-cont.**

**2025 Joint Sewage Board Health Benefits Program-cont.**

#9) accept the Guardian 2025 extension proposal for Guardian Vision Insurance

**Edward Crumb made a motion that the Board accepts Guardian's proposal for 2025 to extend Vision Insurance coverage, on the same financial terms as presently in force, as presented on page five of HFC's September 2024 Confidential Proposal and authorizes the Chairman to sign the requisite documentation for the same on behalf of the Board in a form approved by counsel.**

**Motion was seconded by Stephen Andrew.**

**Motion carried. 6/0**

#10) ratify the 2025 Health Benefits Program Notices/Notice Packets

**Edward Crumb made a motion that the Board ratifies the 2025 front pages for the Health Benefits Program Notice Packets in the form contained in the Board Folders and authorizes distribution of the 2025 Joint Sewage Board Health Benefits Packets in the form presented, to open the 2025 enrollment period.**

**Motion was seconded by Stephen Andrew.**

**Motion carried. 6/0**

\*\*\*\*\*end of 2025 Joint Sewage Board Health Benefits Program Motions\*\*\*\*\*

**5-Year Plan**

Board Member King addressed the Board to remind them all about the plan and what this document is.

**Bruce King made a motion that the Board accepts and adopts the 5-Year Plan that was in the Board's folders and directs the Confidential Secretary Cuevas to put on the bottom of the cover page to insert the words Adopted with today's date and put the cover page on Joint Sewage Board letterhead stationery and distribute.**

**Motion was seconded by Stephen Andrew.**

Board Member Crumb had a few suggestions and corrections. There was discussion about pages 6, 7, 8, and 9 of the draft Plan. Mr. Crumb will forward his suggested wording to Mr. King and Mr. Wagner.

**Stephen Andrew made a motion to table the next Regular Meeting.**

**Motion to table was seconded by Chris Papastrat.**

**Motion to table carried. 6/0**

**Executive Session: none**

The next Regular Meeting will be Tuesday, December 10, 2024, at 3:30pm.

**Adjournment:**

**Steve Andrew made a motion to adjourn.  
Motion was seconded by Chris Papastrat.  
Motion carried. 6/0**

The meeting adjourned at 5:45pm.

Michele Cuevas  
Confidential Secretary

cc: Board Members  
Mayor Kraham, City of Binghamton  
Mayor Meaney, Village of Johnson City  
City Clerk, City of Binghamton  
Village Clerk/Treasurer, Village of Johnson City  
Alfred Paniccia, Esq.  
Chuck Robinson, Fiscal Officer  
Elliott Wagner, Superintendent  
Brown & Brown Empire State  
Haylor, Freyer & Coon  
Joshua Holland, Village of Johnson City Director of Public Services  
Ronald B. Lake, P.E., City of Binghamton Engineer  
File