



Binghamton-Johnson City
JOINT SEWAGE BOARD



FINAL COPY

Ray L. Standish, P.E.
Gary Holmes
Edward Crumb

Stephen Andrew
George Kolba, Jr.
Ron C. Davis

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

Tuesday, March 13, 2018

Village of Johnson City Municipal Building

Members Present: George Kolba, Jr., Chairman *Pro Tem*
Edward Crumb
Ronald Davis
Steve Andrew VIA Phone and SKYPE
Ray Standish (exited at 5:15 PM)

Also Present: Cathy Young, Superintendent
Charles Pearsall, Business Manager
Howard Reeve, Facility Engineer
Michele Cuevas, Confidential Secretary
Chuck Shager, Fiscal Officer and City of Binghamton Comptroller
(exited at 3:49 PM)
Alfred Paniccia, Jr., Esq., Co-Counsel
Ken DelBianco, P.E., City of Binghamton Project Manager
(exited at 5:21 PM)
Clark Giblin, Village of Johnson City Trustee
Conrad Taylor, Council Member, City of Binghamton
City Council (arrived at 3:42 PM)
Laura Lee Perkins, Transcriptionist

Guests: John LaGorga, P.E., GHD
Jason Greene, P.E., GHD (arrived at 3:48 PM)

Public: Donald Slota (exited at 6:05 PM)

George Kolba called the meeting to order at 3:09 PM. Five (5) Board Members were present. Attendance sheet was passed for signatures. Fire exits were identified.

Catherine P. Young, Superintendent
Binghamton-Johnson City Joint Sewage Treatment Facilities
4480 Vestal Road, Vestal, New York 13850
Phone: 607-729-2975 Fax: 607-729-3041
Email: bjcwwtp@stny.rr.com

Mr. LaGorga presented GHD's Update on the Water Quality Improvement Project (WQIP).

- George Fowler, P.E. of Woidt is the principal Engineer
- Making improvements to Susquehanna River and Fuller Hollow Creek stream flow;
- Reform island in Susquehanna River; improve flow between north and south channels; increase wildlife habitat;
- Removal of gravel in the south channel to increase velocity;
- Not changing depth of water;
- Removal of gravel from Fuller Hollow Creek to improve flow;
- Incorporating an effluent channel for the new outfall from the Treatment Plant to Fuller Hollow Creek;

Mr. Crumb inquired as to whether this work will change the permit; joint permit in River – Army Corp of Engineers and DEC – just submitted permit;

- Drawings are complete;
- More work on bid book and technical specs;
 - Cost – not changed
 - WQIP falls within Plant budget
- River bank needs to be reinforced/armored
- a Portion of Fuller Hollow Creek needs to be reinforced/shored-up because of work being done on the Plant

Mr. LaGorga is requesting a Special Meeting with Board Members and City Owner Representatives because of the potentially different funding sources for portions of the work:

- Work by PC Construction (the Owner's General Contractor) – under their costs
- \$200,000-additional scope
- Separate bid items to track by funding source
- Pipe size for outfall – 72"
- Diffuser system – smaller pipe size

Plant staff will notify GHD of special meeting to include Board Members, Village Trustees, and City of Binghamton Representatives, plus Mayors

Chuck Shager presented the Fiscal Officer's Report:

1/1/2018	<u>Beg. Balance</u>		
	Checking	\$ 92,580.64	
	Savings	<u>\$6,665,936.07</u>	
	Total		\$6,758,516.71
2/28/18	<u>Balance</u>		
	Checking	\$2,090,528.95	
	Money Market	<u>\$4,864,818.92</u>	
			\$6,372,614.27

Chairman Kolba stated that we have been “moving into the Admin. Bldg. since November” and inquired of Mr. Shager why the date kept getting moved back. Ms. Young states they will move in when the building is done.

Mr. Pearsall reported that a health insurance meeting was held with BC/BS on March 8th; assurances were made that a late payment will never happen again; all services will be covered; arrangements for payment via wire have been put into place.

Mr. Crumb stated he spoke with Mr. Shager about paying the 1st quarter invoice for insurance coverage if the money is available in the prior-year budget; Mr. Shager stated it could be set up temporarily as a payable in the prior year budget, then liquidated/journaled into the new year’s budget after the first of the year.

Mr. Crumb brought up the fact that the Board needs RFPs for health insurance – consulting and brokers given that it is now more than five years since the last solicitation, and there have been some structural changes in the plan. Will have a pre-meeting conference with Tom Surowka. Steve Andrew inquired as to whether Tom Surowka would go out for a RFQ.

Mr. Giblin inquired as to why the Board was paying for both a consultant and a broker. It was explained that Mr. Surowka has saved the Board money on health insurance and helps with Union negotiations. Also, having a source of independent professional advice is beneficial to the Board and its employees as the health care marketplace has been going through numerous changes in the past several years.

Mr. Pearsall informed the Board that he had received a FOIA request for a list of vendors with contact information; no such list exists. It appears that a similar request was made to the City.

Steve Andrew made a motion for the Board to extend the Agreement with GHD for IWPP Engineering and Consulting Services for one year, from April 1, 2018 through March 31, 2019, on the same terms and conditions as presently in force.

Ray Standish seconded the motion

Motion carried 4/1 (EC)/1 (vacant)

Ray Standish made a motion for the Board to approve the Confined Space Rescue Agreement with the City for a 3-year agreement for \$4,600.00 per year with an \$825.00 per hour per visit charge if required.

Steve Andrew seconded the motion

Motion carried 5/0/1 (vacant)

The Board was provided with a list of surplus items, and the Business Manager requested permission to advertise on a per-item basis.

Edward Crumb made a motion for the Board to approve the March 13, 2018 list as presented to the Board in the email sent prior to the meeting (see folder for listing) on a per-item basis and direct the Business Manager to decrease property insurance coverage for these items and report to the Board's Finance Committee prior to the April 10th meeting with the details of the changes made to our insurance.

Ronald Davis seconded the motion

Motion carried 5/0/1 (vacant)

Jason Greene, P.E., presented the GHD Pretreatment Update (see report in folder).

Ken DelBianco, P.E., presented the Plant update

- Causes of delay by PC – claimed it did not understand extent/complexity of work
- DEC is pleased with work to-date
- Consent Order Dates are accurate and feasible
- Pushing PC to stay on schedule
- 430 workers on-site last week
- According to Mr. DelBianco, PC will have claims for delays in its schedule due to claimed design issues
- It was noted that Kruger is responsible to start-up the Plant and grow the biology

Ms. Young questioned whether the interim limits would extend until the end of the year

- The Owners submitted an emergency operations plan for flooding to the DEC
- Mr. DelBianco reported that he met with Vestal – regarding when the Plant must be closed due to flooding
- the Town of Vestal must shut down its sewer collection system during flood emergency conditions (Hunt Engineering has been retained by Vestal to develop its plans)
- Flood wall is complete (along the river and east side of the Plant)
- Stormwater pump stations will be tested later this month
- Valves used to close/divert incoming wastewater have not been received by Streeter – original 6 weeks schedule
- New fabrication date – 6-8 additional weeks
- BAF Blower building foundation has been poured
- Solids handling – behind, but building walls now
- Digester 3 passed leak test
- Digesters 1 and 2 – touch up on coating/patching – work to be performed by Quandel
- Got center column for Digester 3 from Blue Heron; Closed out Blue Heron contract
- Odor control – on schedule 4/30/18 start-up
- Chemical building up – tanks are in, shell completed
- Sludge thickeners – coatings are done—
- Chlorine #3 –demolition work done; starting to put in metal work and then Methanol tanks will be dropped in
- Primary Settling Tanks 7 through 10 are complete; all equipment has been installed
- Demolition completed on the new UV Building, and the Floodwall – is at 845' along the river, and forming/pouring along Fuller Hollow Creek
- Blower Building – critical part of BAF; a little behind; working to recover lost time

- BAF Cells 1 through 8 and 9 through 14 are under construction
- Secondary Influent Pump Station (SIPS) – demolition complete; forming walls and supports
- Headworks walls and backwash tank are almost up to grade
- Distribution Box all dowel corrections have been made; work being watched constantly
- Tower Crane 2 (blue/shorter) will be down in 2 to 3 months
- Admin. Building
 - issues with fire safety; Vestal requesting 42 carbon monoxide detectors on upper level even though plans were approved by the Town two years ago and permits were issued based on those plans
 - GHD discussed with the Town what code required that; requirement was then removed.
 - Vestal wanted extra heat detectors downstairs (temporarily, while construction is ongoing).
 - The Main Floor is ready to be occupied
 - Re-inspection scheduled for 3/14
 - Need to decide when moving in
 - PC – states parking lot will be re-graded/levelled for Plant employees – 24 spots including 1 handicap

Mr. Kolba inquired as to whether the chlorination of the water supply lines had been done on the Admin Building. Mr. DelBianco stated it passed 2 bacteria tests.

Edward Crumb stated that the Plant needs a Certificate of Acceptance from the Owners to PC; Certificate of Occupancy from Town of Vestal; punch list needs to be done on the upper level.

Flygt pumps from the Head House are being refurbished by the Flygt plant

(Mr. Standish exited the meeting; a quorum of four Board Members remains present)

City Council and Corporation Counsel Ken Frank, Esq. ~~to~~ toured facility March 10th

Ms. Young is requesting a hand-off process as new facilities/equipment become ready for turnover.

Steve Andrew asked about a chemical delivery problem; the delivery day had been changed by Head Operator Craig Matias, but that message was not passed on to the Contractors

Ms. Young requested that the path for deliveries be stabilized.

Plant Staff requesting meeting with Mr. DelBianco (without Jacobs or Contractors present) to “clear the air”

Ms. Young presented the Superintendent's Report, a copy of which appears below.

**Superintendent's Report
March 13, 2018**

Violations and Significant Issues

Compliance

Date: February 2018 Average Flow 21.53MGD	Influent	Effluent	Average % Removal	Effluent Limit	
CBOD mg/l	183mg/l	122mg/l 21,906lbs/day	33.33%	Over 5,254 lbs/day monthly fine. 24,840Lbs Interim until Sept 30, 2018	
Suspended Solids mg/l	130mg/l	64mg/l 11,492lbs/day	50.77%	Over 5,828 lbs/day monthly fine 12,765 Lbs Until Sept 30, 2018	
Other: Settleable Solids Max ml/l	10.4ml/l	0.75ml/l	92.79%	Monitor	
Total Nitrogen mg/l	Jan 19.5	Jan 18.3	6.15%	Monitor	
Chlorine mg/l	NA	1.60 Max.	NA	2.0Max.	
Avg. Temperature	9.8	9.0			
Solids Removed		Nov 2017	Dec 2017	Jan 2018	Feb 2018
Digested		0	0	0	0
Lime Stabilized		507.13	533.92	504.46	436.57
Total		507.13	533.92	504.46	436.57
Grit		0	0	0	0
Screenings		8.41	12.42	3.74	13.24
Grease		7.1	2.84	3.28	5.79

Operations Summary, Construction and Related Issues

- Bypass pumping was discontinued, and Main Pumps 1, 3, and 4 have been put back into service. Pump 2 has been pulled and is being repaired at the contractor's expense and refurbished under the owner's contract. The owner determined that this was an efficient use of time and money as the pump will already be at Flygt for repair.
- The long term temporary outfall has been installed and the plant continues to experience loss of overflow at the settling tank weirs as well as at the effluent channel weirs at high flows. Jacobs and GHD have both been advised of the condition. This was not anticipated by either engineering company or Jacobs. Additional measurements and data may be needed to determine what the problem may be as well as possible solutions.

- Plant process chemical deliveries are in jeopardy of being cancelled and we are being informed by our suppliers they may decide to terminate, suspend or turn around deliveries based on the hazardous conditions at the plant as well as the delays they encounter once they arrive to offload. Last week a ferric truck driver was told by his dispatch to leave due to a road blockage (He did not leave and was able to offload after an hour), and he has indicated that he will not be able to continue to deliver with these conditions. If we do not have the chemicals delivered, this would result in a significant impact to operations and severe penalties and fines from the DEC. I have made Jacobs and Mr. DelBianco aware of the situation.
- All acceptance of any as built, equipment, machinery, warranties, etc. will be performed by Jacobs and turned over to the City as Lead Agency / Ken. In order for plant to perform appropriate maintenance and operate properly, the Plant will need to obtain what it needs from the city. Per Jacobs, there will be a plan for a timely and orderly hand off of information with the plant so that employees can properly maintain equipment once it is the responsibility of plant employees.
- The Administration building is nearing completion and we have been informed that it should be ready to move soon. We have phone lines installed for fire protection, and will have the internet cable installed within the next week to ten days. The construction administrator has indicated there will be a conditional certificate of occupancy acquired. (Based on elevator status). Plant personnel have provided Jacobs with a punch list of staff noted issues. The Plant does not yet have as built drawings or any manuals of operation for the electrical, alarm, appliances or HVAC and request that the City/ Jacobs provide copies before the building is turned over for occupancy to plant staff.
- We (Plant) do not yet have as built for Contract 4 (Emergency MCC). We have received copies of the warranties for the drives.
- Hours of security at the construction/ plant site is planning on being reduced to daytime only.
- The city is considering the possibility of continuing to send sludge from the water treatment plant, pending the cost and estimate of what the rate / charges will be in comparison of what it was in the past.
- Our next meeting with SEMO is scheduled for April 5th to review submissions and anticipated reimbursements for projects thus far.

Other

- The new generator contract installation requires that we have someone licensed in order to get a permit for the underground storage tank. Several employees have volunteered and are working towards obtaining their license.
- Request for reimbursement and expenses for 4 employees to attend the Grade 4 course in Morrisville. This course can also be used for operator credits for renewing Operator licenses as well as to fulfill the training Requirement for a Grade 4 license.
- Request for reimbursement and travel expenses for one employee to attend Basic Operations.
- Employees received notice that Blue Cross/ Excellus had cancelled the plant policy due to nonpayment of premiums by HF and C. A meeting was held and steps/ process developed to ensure this does not happen in the future.

Edward Crumb made a motion for the Board to authorize the Superintendent to designate up to four Plant Personnel to attend a Grade 4 Operator Training course in Morrisville from April 16th to the 19th, with expenses to be reimbursed in accordance with the Board's travel policy

Steve Andrew seconded the motion

Motion carried 4/0/2 (RS absent/1 vacant)

Edward Crumb made a motion for the Board to authorize the Superintendent to designate one employee to attend a Basic Operations course in Morrisville from April 23rd to May 4th, with expenses to be reimbursed in accordance with the Board's travel policy

Steve Andrew seconded the motion

Motion carried 4/0/2 (RS/vacant)

COMMITTEE REPORTS:

Mr. Kolba appointed Steve Andrew to the Construction Committee with Ray Standish

Finance – Edward Crumb – Thanked Michele Cuevas, Charles Pearsall and Cathy Young for their assistance and persistence with the health insurance lapse issue; reiterated procurement needs for 2019. Noted that a further revised 2016 audit was sent out 3/9. Mr. Crumb does not believe all the problems are with Mike Lisson or his firm – a position was cut from the City Comptroller Office; no one is working with the Board's finances on a dedicated basis as the former Deputy Comptroller was. Some of the changes in the further-revised audit report involve the transition to enterprise accounting – which takes a lot of work and time. Not sure whether renewing Mr. Lisson's contract is a good idea if he is not receiving more support from his firm. There is more work involved with this type of audit (i.e., enterprise accounting presentation) than what Mr. Lisson was hired for. Mr. Crumb believes that we need a revised RFP with a more comprehensive discussion of what is involved now, including certain/firm deadlines. Also need support from the Owners (especially the City as they supply the Fiscal Officer) to keep this process on track. Also need to develop a RFP for Appraisal Services in a format that meets our needs.

Flow Management – Edward Crumb

Nothing new to report

Construction – Steve Andrew

Nothing new to report

Personnel – Steve Andrew

Has a copy of the draft Contract (prepared by the Union); has not read through it yet; Edward Crumb is reviewing it also. Noted that the Union could have filed a grievance over the health insurance lapse matter, but did not.

Ad Hoc – Ronald Davis

Nothing new to report

Correspondence:

Town of Union Invoice – made payment of full amount of principal \$95,729.00, but did not pay the monthly late payment penalty charges as mandated under the Rules and Regulations.

City Wastewater Project February 15, 2018 letter requesting milestone changes to the DEC. It was noted that the Board had not authorized the Chairman Pro Tem to sign this letter in behalf of the Board.

The 2018 Rate Chart was presented. It was noted that this chart incorrectly includes Principal in the Owner Debt Service figures. Also, the fee/fine schedule GHD was asked to create is not included.

Charles Pearsall presented the ADP Price Agreement proposal – 3 year or 4 year option. In both cases, the 1st 3 years are the same: there is no increase between year 3 and 4.

Year 1	\$7,748.28	2018
Year 2	\$7,903.24	2019
Year 3	\$8,100.82	2020
Year 4	No increase	2021

George Kolba requested that Charles Pearsall inquire as to reducing the percentage increases.

Steve Andrew made a motion for the Board to accept the 3-year term at rates quoted (to be encumbered against and paid from the Payroll Service budget line [J8130.54434])

Ronald Davis seconded the motion

Motion carried 4/0/2 (RS absent/1 vacant)

Edward Crumb made a motion for the Board to go into Executive Session to discuss potential litigation.

Steve Andrew seconded the motion

Motion carried 4/0/2 (RS absent/1 vacant)

The Board entered Executive Session at 6:05 PM

Edward Crumb made a motion for the Board to exit Executive Session

Steve Andrew seconded the motion

Motion carried 4/0/2 (RS absent/1 vacant)

The Board exited Executive Session at 6:15 PM. No action was taken during the Executive Session.

Edward Crumb made a motion for the Board to adjourn the meeting
Ronald Davis seconded the motion
Motion carried 4/0/2 (RS absent/1 vacant)

Meeting adjourned at 6:16 PM

Respectfully submitted,

Laura Lee Perkins
Transcriptionist

cc: Board Members
Mayor Rich David, City of Binghamton
Mayor Greg Deemie, Village of Johnson City
City Clerk, City of Binghamton
Village Clerk/Treasurer, Village of Johnson City
Alfred Paniccia, Esq.
Chuck Shager, Fiscal Officer
Catherine Young, Superintendent
Brown & Brown Empire State
Haylor Freyer & Coon
Robert Bennett, P.E., Village of Johnson City, Engineer
Ray Standish, P.E., City of Binghamton, City Engineer
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