



Binghamton-Johnson City
JOINT SEWAGE BOARD



Eugene Hulbert, Sr.
Gary Holmes
Edward Crumb

Stephen Andrew
George Kolba, Jr.
Ron C. Davis

FINAL COPY

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

Tuesday, December 8, 2015
Conference Room, Office Building, JSTP

Members Present: George Kolba, Jr., Chairman
Eugene Hulbert, Sr., Vice Chairman
Edward Crumb
Ronald Davis
Steve Andrew
Gary Holmes (arrived at 3:06 PM; exited at 5:53 PM)

Also Present: Cathy Young
Charles Pearsall, Business Manager
Chuck Shager, City of Binghamton Comptroller
Jerry Motsavage, City of Binghamton Councilman
Bruce King, Village of Johnson City Trustee
Alfred Paniccia, Jr., Esq., Co-Counsel
Laura Lee Perkins, Transcriptionist (exited at 5:00 PM)

Guest: Pat Reagan, Haylor, Freyer & Coon (exited at 3:44 PM)

Chairman George Kolba called the meeting to order at 3:00 PM. Five (5) Board Members and one (1) legal counsel were present. Sign-in sheet passed for signatures. Fire exits identified.

(Gary Holmes joined the meeting. All Board Members are now present.)

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

Chuck Shager – Financial report

1/1/2015 Beg. Balance		
Checking	\$ 718,067.25	
Savings	<u>\$8,749,950.87</u>	
Total		\$ 9,468,018.12
11/31/15 Revenue YTD	\$18,168,111.68	
11/31/15 Disbursements YTD	<u>\$16,309,615.51</u>	
Balance		\$11,326,514.29
Checking	\$2,165,176.27	
Money Market	<u>\$9,161,338.02</u>	
		\$11,326,514.29

Presentation on the recommended 2016 insurance coverage program was given by Pat Reagan from Haylor, Freyer & Coon. Mr. Regan stated he was able to negotiate a flat renewal rate. Questions were asked and answered.

Ronald Davis made a motion for the Board to refuse the terrorism coverage rider on the Plant. Edward Crumb seconded the motion
Motion carried 5/1 (SA)

Charlie Pearsall presented the Business Manager's Report.

Edward Crumb made a motion for the Board to accept the 2016 NFP Corporate Services (NY), LLC proposal for health benefits program consulting services in the amount of \$13,500.00 to be paid from the respective health insurance program lines in proportion to the respective allocations as between the number of enrolled active employees, COBRA participants, and retirees.

Stephen Andrew seconded the motion
Motion carried 6/0

Cathy Young – Superintendent Report
INSERT REPORT PLEASE

**Superintendent's Report
December 8, 2015**

Violations and Significant Issues

Compliance

Date: November 2015	Influent	Effluent	Average % Removal	Effluent Limit
Average Flow	11.29mgd			
CBOD	245	143	41.63%	Monitor
Suspended Solids	236	60	74.58%	Monitor
Other: Settleable Solids Max	12.7	0.17	98.66%	Monitor
Total Nitrogen	Oct. 27.3	Oct 26.3	3.66%	Monitor
Chlorine	NA	1.51Max.	NA	2.0Max.
Avg. Temperature	16.9	17.0		
Solids Removed	Aug	Sept	Oct	Nov
Digested	0	0	0	0
Lime Stabilized	609.96	748.81	683.22	678.46
Total	609.96	748.81	683.22	678.46

Operations Summary and Issues

- The plant continues to operate in CEPT mode.
- We have taken offline one of our three chlorine tanks that appear to be leaking, and have requested quotes for tank inspections of all registered tanks in the facility. We are evaluating operating strategies and repair options to keep chlorine disinfection operable until the UV system goes online in 2018.
- We are working with Keystone to update the HVAC and roof design for TPS.
- MCC Replacement: This contract is in progress.
- Flood Wall: This contract has been advertised for bid and bids were received by the City as Lead Agency last week.
- Compost Demo: Our attorney, John Perticone, continues to work with LeChase's engineer and our insurance company in efforts to maximize any insurance monies we may receive. I was in contact with the Village of Endicott and received additional documentation from them regarding repairs to their facility in order to better substantiate our loss.
- BAF Rebuild: The secant wall contract has been advertised. The Town of Vestal forwarded their Fire Protection Engineer review of the proposed Methanol flammable liquid foam fire protection system. They have also forwarded their review to GHD for plan revision.
- Digester Evaluation Status: Plant staff are working with GHD to complete additional leak testing. A copy of the specifications, contract, change orders, and associated paperwork was handed off to Jacobs for their review. A report should be soon forthcoming.

- **State Audit Draft Summary:** A response to the draft Audit report from the state was mailed out November 25, 2015. In response, the auditors requested additional information regarding FEMA repairs and reimbursements in the years audited.
- **NYWEA Annual Meeting:** Permission requested for travel authorization, reimbursement and advance for the NYWEA Annual Meeting February 8-10th, 2016 for up to 3 employees to attend.
- **FEMA Reimbursement Update:** Howard Weaver update from November 30th:
 - A progress Payment for the Building 4 Digester Complex, PW 2268 was submitted to the state and received on 11/17/2015, consisting of 4, 3" Binders in the amount of \$630,924.17. A meeting to review this project with the state is set for tomorrow morning (12/1/2015) at 9:00Am.
 - A 3rd progress payment for the Terminal Pump Station, PW 2150 was finished up and will be sent out today or first thing in the morning. This payment request consists of 5, 3" binder for the amount of \$359,409.51
 - A progress payment for the BAF, PW 2555 was finished up today and will be sent out today or first thing in the morning. This payment request consists of 20, 3" binder for the amount of \$626,527.62.

These payment requests total \$1,616,861.30.

Howard is now working on a progress payment for the Compost building, PW 2554, the BAF SCADA 2, PW 2512, and the BAF Valve Gear boxes, PW 2573. After that A review of the remaining data may allow for another Progress Payment for the Floodwall, PW 2504, and the primary treatment and solids PW,2507.

Stephen Andrew made a motion for the Board to pay a travel allowance of \$255.00 subject to settlement in accordance with the Travel Policy to a Plant employee to attend training in Morrisville, New York for 5 days in January 2016.

Gary Holmes seconded the motion

Motion carried 6/0

Stephen Andrew made a motion for the Board to approve the attendance of 3 Plant Personnel at the NYWEA annual conference in NYC February 8-10, 2016 and that travel allowances be paid and settled in accordance with the Travel Policy. Board Members are also invited to attend.

Ronald Davis seconded the motion

Motion carried 6/0

Correspondence – The Board Chairman’s letters to Hunt Engineers (re Digester #3) and to the DEC (re correspondence regarding the Consent Order) were presented. A fire protection analysis performed for the Town of Vestal with respect to the proposed redesign of the methanol storage and feed system was received indicating several deficiencies with the proposed design. The monthly IWWPP Status Report from GHD was presented. (It was noted that GHD will attend the January 2016 meeting in person). A Status Report from Howard Weaver of Simmons Recovery was presented.

Committee Reports

Eugene Hulbert, Sr. – Construction – discussed the proposed pre-selection requirements document for the BAF System. Gary Holmes stated that this is not a final document. Mr. Hulbert asked whether Cliff Randall had been provided a copy for review and comment. Mr. Holmes stated that he did not know and will check. Awaiting the City’s completion of its “merit review” regarding the Digester No. 3 Leak Repair and Coating Project bond claims and/or potential litigation.

Edward Crumb – Finance – mentioned matters pertaining to the Board’s response to the NYS-OSC audit and additional information request; noted that work on the 2016 Estimated Billings was nearing completion; mentioned the NYS-EFC’s inclusion of the Owners for up to \$250.326 million in financing under the (federal fiscal year) 2015 Intended Use Plan (IUP); mentioned the U.S. Census Bureau’s release of its 2009-2014 American Community Survey data, including Total Population, Number of Households, and Median Household Income (MHI), all of which decreased within the JSTP’s Service Area from the prior year’s results.

Edward Crumb – Flow Management – nothing to report

Stephen Andrew – Personnel – to discuss in Executive Session

Ronald Davis Ad Hoc – nothing to report

Gary Holmes states that there will be increased security at the Plant – live cameras which will be monitored by Jacobs. He also requested no contact by Plant Personnel with the Contractors to avoid confusion as well as potential claims of direction/control.

George Kolba, Jr. mentioned safety issues he had observed with the manner in which the Owners' contractors were carrying-out their work. Any such observations should be brought to the attention of the Superintendent, who will relay to Jerry Nystrom of Jacobs.

Ronald Davis made a motion to establish an ID badge system for Plant Personnel.

Stephen Andrew seconded

In discussion, concern was raised regarding compatibility and potential confusion with the site-wide system Jacobs would be implementing.

Motion withdrawn

George Kolba, Jr. suggested a safe, secure area be designated for storage of samples and documents – either on the premises (if available) or possibly at the Johnson City Municipal Office site on Main Street.

Edward Crumb made a motion to accept the 2016 property and liability insurance program proposal (except for the terrorism rider rejected previously) from Haylor, Freyer and Coon, Inc. in the not-to-exceed amount of \$115,000.00, payable from 2016 budget line J8130.54300 (Insurance).

George Kolba, Jr. seconded the motion

Motion carried 6/0

Stephen Andrew made a motion for the Board to go into Executive Session to discuss personnel matters and collective bargaining negotiations.

Ronald Davis seconded the motion

Motion carried 6/0

(Laura Lee Perkins exited the meeting at 5:00 PM [the remainder of these minutes is prepared from the post-Executive Session recording]).

The Board went into Executive Session at 5:01 PM during which personnel matters and collective bargaining negotiations were discussed.

(Gary Holmes exited the meeting at 5:53 PM. A quorum of five [5] Board Members remains present.)

Stephen Andrew made a motion for the Board to exit Executive Session.

Eugene Hulbert, Sr. seconded the motion

Motion carried 5/0/1

The Board exited Executive Session at 6:05 PM. No action was taken during the Executive Session.

Stephen Andrew made a motion to approve raises to in accordance within the limits stated by the Owners' legislative bodies at the September 22, 2015 joint budget hearing to the following amounts for 2016 for salaried personnel effective with 2016 Pay Period #1 beginning 11:00pm December 25, 2015:

Superintendent	Increase weekly salary to \$1,634.00/week
Assistant Superintendent (vacant)	Increase weekly salary to \$1,446.00/week
Senior Operator	Increase weekly salary to \$1,314.25/week
Laboratory Director/ Safety Manager	Increase weekly salary to \$1,130.25/week
Head Electrician	Increase weekly salary to \$1,255.75/week
Computer Systems Engineer	Increase weekly salary to \$1,292.50/week
Facility Engineer	Increase weekly salary to \$1,316.50/week
Head Mechanic	Increase weekly salary to \$1,190.00/week
Business Manager	Increase weekly salary to \$1,384.75/week
Confidential Secretary	Increase weekly salary to \$ 734.50/week

Ronald Davis seconded the motion.

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

Edward Crumb made a motion for the Board to approve a transfer in the 2016 Budget, effective as of January 1, 2016 upon Owner approval, of \$13,624.00 from 2016 budget line J8130.51669 (Salary Adjustment) to 2016 budget line J8130.51000 (Personal Services) and, further, to modify the sublines under 2016 budget line J8130.51000 (Personal Services) in accordance with the above motion, and to direct the Business Manager to submit the appropriate Requests for Legislation to the Owners' legislative bodies.

Stephen Andrew seconded the motion

Motion carried 5/0/1 (GH)

Stephen Andrew made a motion for the Board to adjourn the meeting

Eugene Hulbert, Sr. seconded the motion

Motion carried 5/0/1 (GH)

Meeting adjourned at 6:20 PM

Respectfully submitted,

Laura Lee Perkins
Transcriptionist

cc: Board Members
Mayor Rich David, City of Binghamton
Mayor Greg Deemic, Village of Johnson City
City Clerk, City of Binghamton
Village Clerk/Treasurer, Village of Johnson City
John Perticone, Esq.
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, Acting Engineer
File