

FINAL COPY

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

Tuesday, July 14, 2020

Plant Administration Building

Members Present: Chris Papastrat, Chairman
George Kolba, Vice Chairman
Edward Crumb
Stephen Andrew
Ray Standish AUDIO/VISUAL ATTENDANCE (Exited at 7:05PM)
Ronald Davis

Also Present: Elliott Wagner, Acting Superintendent
Michele Cuevas, Confidential Secretary
Charles Pearsall, Business Manager
Howard Reeve, Facilities Engineer
Alfred Paniccia, Jr., Esq., Co-Counsel
Chuck Shager, Fiscal Officer/City of Binghamton Comptroller (Exited at 5:15PM)
Ronald Warwick, Acting Assistant Superintendent
Adam Afify, Acting Head Operator (Entered at 4:45PM; Exited at 5:55PM)
Kristen Tocheny, Lab Director (Entered at 5:10PM; Exited at 5:55PM)
James Stoddard, Jr. Representative, Haylor-Freyer & Coon, Inc. (Exited at 4:20PM)
Jason Greene, P.E., GHD, IWPP AUDIO (Entered at 4:21PM Exited at 4:30PM)
Angela Riley, City of Binghamton Council Member, 3rd District AUDIO (Exited at 6:36PM)
Aviva Friedman, City of Binghamton Council Member, 4th District AUDIO (Exited at 6:36PM)
Janet Smith, Transcriptionist

Guests: No guests were present at this meeting

Chris Papastrat called the meeting to order at 3:32 PM. Six (6) Board Members were present. One was present via audio/visual attendance and attendance was noted aloud by Michele Cuevas, Confidential Secretary. Fire exits were identified.

Privilege of the Floor

No one wished to present comments from the floor.

June 9, 2020 Meeting Minutes Approval

**Edward Crumb made a motion to approve the submitted June 9, 2020 Draft Minutes with the suggested changes as contained in the Board Folders.
Steve Andrew seconded the motion.
Motion carried 6/0.**

James Stoddard appeared before the board to review the insurance spreadsheet which he distributed to the Board. He responded to the Board Member's questions concerning the coverage, cost and the indicated value suggestions.

Because the spreadsheet was just distributed to the Board at this meeting, Edward Crumb expressed concerns and would like to take time to perform some in-depth research pertaining to the presented information. He would report back to the Board Members before any decisions are made. Mr. Crumb also suggested a special meeting be scheduled if necessary. Fiscal Officer Chuck Shager also pointed-out that the Board would still need an appraisal at some point.

Mr. Stoddard exited at 4:15PM

Jason Greene, P.E., GHD representative spoke on the June 2020 IWPP status off the status report which was in the Board Member's folders. Edward Crumb asked about the Binghamton Water Filtration Plant's past due fine for multiple past violations and Mr. Greene advised it is still outstanding. Mr. Greene advised that it was still due and owing and that another letter regarding this fine should be sent out. After a quick discussion among the Board Members it was decided that the letter should go out and should be sent to the Jeff Kruger, BWFP Manager with a copy to Binghamton Mayor, Rich David, and Chuck Shager, Binghamton Comptroller.

Michele Cuevas, Confidential Secretary advised of recent analytical data she received from Jeff Kruger of BWFP which she will forward on to Mr. Greene for review and calculations for possible surcharges.

Jason Greene exited the meeting at 4:30PM.

Fiscal Officer Chuck Shager spoke on current fiscal matters. Mr. Shager said that all monies due and owed have been collected and paid, respectively. He wanted to bring up items on the current auditing process by NYS: one being the minutes of past Board meetings are not posted on the plant's website. Ms. Cuevas stated that January through May 2020 minutes have been posted but July through December 2019 are only available via audio at this time. Transcribing the audio minutes are still a work in progress and that both she and Mr. Crumb are diligently working to produce those in format for posting and they are definitely available for anyone to listen to by contacting Michele Cuevas or Edward Crumb.

Second, Mr. Shager wanted to acknowledge all the work that Charlie Pearsall did to provide information for the insurance broker. Mr. Shager stated that Mr. Pearsall did all of the legwork and production of spreadsheets to make the process run smoothly.

Mr. Shager reported that the financial side is all reasonable and underbudget. The 2019 Final Billing is ready to review and that most municipalities will be receiving refunds. He is requesting the Board approve the Final Bill so that the refunds can be quickly processed for these municipalities.

Edward Crumb made a motion to ratify the 2019 Final Bill version 1.5 in the amount of \$18,818,602.98 and direct the Fiscal Officer to process the invoices for the two municipalities that still owe additional monies and process the refunds that are owed to the other municipalities.
Ray Standish seconded the motion.
Motion carried 6/0

Edward Crumb presented the Lead Agency Capital Project Charts Report and Graph Report, copies of which are in the Board Folders, and explained how to review the Chart Report, as well as the color-coding system and the scaling of the graphs in the Graph Report.

Superintendent’s Report

Elliott Wagner presented the Superintendent’s Report, a copy of which appears below.

**Superintendent’s Report for June 2020
 July 14, 2020**

Violations and Significant Issues:

Fines: \$5000 for Phase 2 construction.

Compliance:

June 2020 Average Flow 13.57 MGD	Influent	Effluent	Average % Removal	Effluent Limit
CBOD mg/l	203mg/l	11mg/l 1269 lbs/d	95% last month 92%	18mg/l 5,300lbs/day
Suspended Solids mg/l	216 mg/L	9.7 mg/l 1114 lbs/day	96% Last Month 93%	20mg/l 5800lbs/day
Other: Settleable Solids Max ml/l	21.2ml/l	0.08ml/l	100%	0.3
Total Nitrogen mg/l	June 2020 23.3 mg/l	May 2020 3.3 mg/l	June 86% May 79%	6mg/l 639,261lbs/year
Phosphorus mg/l	4.53 mg/L	0.62 mg/L	86%	1.0 Max. Monitor
Avg. Temperature	21.3	21.6		

	Mar 2020	Apr 2020	May 2020	Jun 2020
Solids Removed				
Digested	573	571.4	754.53	797.51
Lime Stabilized	0	0		
Total	573	571.4	754.53	797.51
Grit				2.94 tons
Grit/Screenings Combined		16.9	23.79 tons	12.64 tons
Grease		3.2	2.45 tons	

Construction Topics

- Expansion Joint at the intersecting joint between C/N cell 1-8 and 9-14 influent/effluent channels, Ron Lake will have a better explanation of this topic.
- We are making very small gains on the SCADA system programming. Unfortunately it is being done remotely.
- Actiflo is producing sludge at 700-800 GPM with a TS avg of 0.29% and a VS avg of 62% for the month of June. 7-day start-up started 6/29/2020.
- Volute thickeners are being used and appear to be working well so far.
- We are still waiting for the re-work of the truck bay drain and cleanout.

Other Issues;

- We await final start-up of SCADA system to allow us to feed from the blend tank to the Digesters as designed. We are working to achieve a better quality and quantity of sludge to feed digester 3, based on the results of that testing we will bring on a second Digester as soon as it is needed.
- Biosytr Start Up: Biosytr continues to produce good results. June Ammonia removal of 98%, Nitrate removal of 91%. We are nearing the 30 day performance test date.
- BioStyr was placed in volumetric control. ChemScan is still being worked on and we are back in chart control for ammonia and nitrate. Contractors and Kruger continue to fine tune the process. We have again achieved a new low for TN of 3.3 mg/L avg for the Month of June.
- UV continues to operate, transmittance is good at approx. 50-60 NTU. Wedecco has completed its 30 day test. At present UV system is operating in hand. There is an apparent PLC issue and we await Wedecco to replace the program.
- Our Digester # 3 continues to run OK with a volatile reduction avg. of approximately 49% down from 50% for the month of May. This is due to the type of solids we've been receiving from the City water plant. See attached chart.
- We have again met our permit for SS, CBOD5, TSS, Phos., and TN.
- Operators continue performing process testing for the BioStyr.
- The Plant is actively advertising for a Computer Systems Engineer, Electrician, Mechanic or Assistant, Lead Shift Operator, Operator 3, and Safety Coordinator. We have offered a position of Instrumentation technician to Michael Rex. He is due to start August 10, 2020.
- Kristen Tocheny has received approval from NYS Department of Health as our Microbiology Technical Director. Worth Environmental has been inactivated from their database.
- At this time the Micro-Turbine system is shut down. There is a water pressure and water volume issue that needs to be corrected, as well as a Software revision issue that is outstanding. The vendor is from Utah and they have a no travel policy as a result of the COVID-19 issue.
- We are adding a small amount of lime to our digested sludge at the request of Laurie Haskell from the Landfill. We are currently meeting our sludge retention time and fecal limits technically but to ensure goodwill and further reduce potential pathogen exposure to landfill employees we have complied. This will not significantly impact our budget.

Superintendent Wagner reported that June report shows the numbers for June are pretty good and the nitrogen is the lowest recorded at the plant.

Mr. Crumb mentioned the current H Line issue. He expressed the “deep need” to correct the issue sooner rather than later before any catastrophic failure occurs especially before winter weather is upon us.

Superintendent Wagner reported on various equipment functions and any issues. He again commended the work the Operators have been doing to get past many of the issues.

Superintendent Wagner wanted to share that Kristin Tocheny has met all the certifications and qualifications. Ms. Tocheny is now the official Lab Director, and a new Lab Tech has been hired and is awaiting certifications.

He reported that Lisa Andrews from Solvents and Petroleum Service submitted an offer to extend the cost of Methanol deliveries for a 6 month period. Since the previous bidding contract was for 3 month intervals. Mr. Paniccia will review the bidding proposal and advise accordingly.

Further going through his report, he overviewed the graphs.

Superintendent Wagner is actively advertising for various positions. He offered the position for Instrumentation Technician and the applicant will begin August 10th. There was one interview for the position of Safety Coordinator, and Superintendent Wagner is going to review any additional applications and resumes before making a decision.

Edward Crumb asked if the jobs were posted on Workforce NY. He would like to have a discussion with the Personnel Committee to be sure the positions are “out there” so there are enough qualified applicants from which to choose.

Superintendent Wagner said that his submitted numbers for the budget which were well researched and carefully calculated with sharp pencils for the Board’s consideration.

On another note, George Kolba brought up the odor permeating outside and in the building. He asked if there is a problem. Superintendent Wagner explained the nature of the process, is aware of the odor, and is working on pinpointing the source.

Charles Pearsall presented the Business Manager’s Report. He noted the ongoing DEC fine pertaining to the Lead Agency’s construction projects, and a New Connection Application for the Town of Fenton.

Edward Crumb made a motion that the Board approve the additional connection application from the Town of Fenton for the Fenton Free Library addition in accordance with the application paperwork submitted, with the corresponding 600 gallons per day of Flow Credits to be deducted from the Flow Credit Bank balance of the Town of Fenton; and authorize and approve signing off by the Chairperson on behalf of the Board.

George Kolba seconded.

Motion carried. 6/0

Edward Crumb made a motion for Board to authorize and direct the Business Manager and Superintendent to negotiate outside testing with Microbac Labs in relation to its submitted Proposal and should the negotiations result in an adjusted amount not to exceed \$75,000.00 for a twelve (12) month period, that they enter into the negotiated contract.

Steve Andrew seconded.

Motion carried. 6/0

If the above motion does not go as articulated in the motion, Mr. Crumb suggested a special meeting may need to be scheduled.

Edward Crumb made a motion for Board authorization to transfer \$5,500.00 from the J8130.54621.A Equipment, Pump and Electric line to J8130.54520 Equipment Lease and Rental line, and authorize the Superintendent or his designee to engage Mine Safety Appliances (MSA) for a Gas Sensor Subscription Lease Program for ten (10) oxygen sensors and ten (10) hydrogen sensors, with the requisite Requests for Legislation to be prepared and submitted to the Owners' Legislative Bodies.

George Kolba seconded.

Motion carried. 6/0

Edward Crumb made a motion for Board authorization to transfer \$15,000.00 to J8130.54802 Permits, Fines and Fees line from the J8130.54150 Chemical line, with the requisite Requests for Legislation to be prepared and submitted to the Owners' Legislative Bodies.

Steve Andrew seconded.

Motion carried. 6/0

George Kolba made a motion for Board authorization to transfer \$25,000.00 to J9060.58000.C Health Insurance line from J8130.51000 Personnel Services line, with the requisite Requests for Legislation to be prepared and submitted to the Owners' Legislative Bodies.

Edward Crumb seconded.

Motion carried. 6/0

Edward Crumb made a motion to negotiate the proposal submitted by Keystone Associates to provide FEMA compliant certificates of elevation for all site buildings, so as to use the Board's Standard Form Agreement wording and specifically list the Buildings and structures that elevations are to be certified for.

Steve Andrew seconded.

Motion carried. 6/0

George Kolba made a motion to accept the revised EFPR letter of engagement for 2019 audit services.

Steve Andrew seconded.

Motion carried 6/0

Edward Crumb made a motion for the Board to approve and accept Haylor, Freyer & Coon's recommendation to increase the property insurance limit for blanket coverage to \$212,000.00 any time after July 15, 2020, but not later than August 1, 2020.

George Kolba seconded.

Motion carried. 6/0

Committee Reports

Construction: George Kolba and Steve Andrew – George Kolba brought up that the Certificate of Occupancy clarification is still pending with the Town of Vestal. Michele Cuevas brought up that the green roof is unacceptable. It has browned-out vegetation, pooling water, odor and weeds which needs to be addressed immediately. This issue will be submitted to Jacobs to be placed on the punch list. It was also noted that the dripping louvers and damaged ceiling tiles in the main Conference Room of the Admin. Building should be on the Punch List (or warranty claim list) and, when it rains, there are leaks in the Superintendent's Office in the Admin. Building. As to the curbing on the West side of the Plant, it was reported that the Owners will be engaging Streeter Associates to perform the work (in lieu of PC Construction).

Finance: Edward Crumb – Mr. Crumb noted that he has been involved in reviewing the 2019 Final Billing, and is getting things ready for the 2021 budget preparation meetings.

Personnel: Steve Andrew – Nothing new to report

Ad Hoc: Ronald Davis - Nothing new to report.

Flow Management: Edward Crumb - Nothing new to report.

Correspondence: Michele Cuevas received the receipt for payment of the \$5,000.00 DEC penalty for May 2020.

Old Business: None

New Business:

Edward Crumb developed a listing of potential numbers for buildings on the Plant's property, proceeding from Southeast to Northwest. He felt that the buildings need a logical numbering scheme for safety and emergencies. The same numbering plan should also be used for insurance and other purposes. He distributed this rendition of the numbered buildings on the Plant property for the Board's review for further discussion. Bringing in the Town of Vestal as well as Vestal Emergency Services to review and advise would be helpful and Mr. Crumb stated felt that Steve Andrew has expertise to assist in coming up with a numbering plan.

Superintendent Wagner wanted to advise the Board that DEC is definitely ready to come on the property for a final walk-through before the official turn-over.

Michele Cuevas wanted to mention that the street address number (4480 Vestal Road) should be listed on the sign for the Administration Building for safety and deliveries. Edward Crumb mentioned that perhaps JC or Binghamton could be retained for their municipal sign shops to provide the signs.

Ray Standish exited the meeting at 7:05PM; a quorum of five Board Members remains.

Executive Session: None

Steve Andrew made a motion to adjourn.

George Kolba seconded.

Motion carried 5/0/1 (absent)

Meeting adjourned at 7:15PM.

The next regular monthly meeting is scheduled for August 11, 2020.

Respectfully submitted,

Janet Smith
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
Elliott Wagner, Acting 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
File