

Business Manager's Report – June 10, 2025

Needing Board Approval:

- 2025 Lab Services Extension
- 2025 Budget Modification
 1. Increase ES8130.54450 Vehicle Repair \$10,000.00
 2. Increase ES8130.54520 Equipment Lease/Rental \$8,000.00
 3. Decrease ES8130.55000 Contingency \$18,000.00

Every practical effort has been made to include all business discussion items at least 24 hours in advance of scheduled Board meetings. But this is a real-time operating Plant and some items may come up that cannot wait a month for permissions or action.

June 10, 2025

Microbac Laboratories, Inc.
3821 Buck Drive
Cortland, NY 13045

Attention: Pete Rundell, Account Manager

Re: Extension of Contract; Agreement
Professional Analytical (Laboratory) Services

Dear Mr. Rundell:

At a meeting of the Binghamton-Johnson City Joint Sewage Board ("the Board") on June 11, 2024, the Board authorized me to forward to your Company this letter agreement. The Board agrees to extend its earlier agreement with your Company, to collect and provide professional analytical and laboratory services with respect to our wastewater and residuals for an additional twelve (12) month service period cycle. Our current contract was for the period of August 1, 2024 to July 31, 2025. This extension will begin immediately following and extend through July 31, 2026

All terms and conditions of the earlier agreement are incorporated into this agreement, except for the effective dates.

If your Company is in agreement with the terms hereof, please have an authorized representative of your Company execute this letter agreement in the spaces provided below, and then return the original to the Board. A copy of this letter agreement is enclosed for your records

Sincerely,

ACCEPTED:

Microbac Laboratories, Inc.

George Kolba, Jr.
Chairman

by: _____
(signature)

(printed name and title)

Date: _____

Billie Goodson
Business Manager
Binghamton-Johnson City Joint Sewage Board
4480 Vestal Road
Vestal, NY 13850

6/2/2025

RE: Quotation Extension

Billie,

Thank you for giving Microbac the opportunity to extend bid pricing for one year.
We agree to extend prices for 2025 -2026

Please let me know if you need any additional services or prices for your testing programs.

Sincerely,



Pete Rundell
Corporate Business Development Manager
Microbac



RL Number: _____

Date Submitted: _____

Legislative Branch

City Clerk, City Hall, Binghamton, NY 13901 (607) 772-7005

INTERNAL REQUEST FOR LEGISLATION

Requests for Legislation (RLs) may be submitted to the City Clerk's Office for possible consideration at City Council Work Sessions. Incomplete/incorrect RLs will be returned to applicant for revisions. Please include as much supplemental material as is necessary to substantiate the request for legislation. Use "Additional Presenters" line to include anyone that will appear to present this in City Council Work Session.

Applicant Presenting RL at Work Session

(Name)

(Title)

(Phone number)

Additional Presenters:

To Be Completed By Applicant

Proposed Title:

Executive Summary (Explain why legislation is necessary):

Effective Date (if applicable):

Budget transfer or amendment: RL Budget Transfer Worksheet must be attached w/ Department. Head signature.
RL related to a grant: RL Grant Worksheet must be attached.

RL related to previously adopted legislation: Perm. Number:

Adoption Date:

Contract: Person/Company:

Total Cost:

Funds available in Budget Line:

Title:

Public Hearing required? Yes ☐ Not Applicable ☐

SEQRA required? Yes ☐ Not Applicable ☐

Additional information related to this RL attached? Yes ☐ No ☐

Expedition requested for this RL? Yes ☐ No ☐

Please explain why expedition is necessary:

For Internal Use Only

Mayor: _____ Comptroller: _____ Corp. Counsel: _____



CITY OF BINGHAMTON

Request for Transfer of Funds

Transfer requests of \$2500 or less must be approved by the Comptroller.
Transfer requests over \$2500 and not in excess of \$10,000 must be approved by Board of E&A and Chair of Finance Committee.
Transfer requests in excess of \$10,000 must be approved by City Council.

*This worksheet must be attached to any RL submitted to the Clerk's Office that includes a budget funding transfer or amendment. For additional instructions, see 'RL Instructions' document.
Incomplete/incorrect RLs to be returned to applicant for revisions. Additional transfer lines in the same format may be attached.*

Adopted Budget Year Amended: 2025

Department: BJCJSTP

Department Head Signature: _____

Transfers						
Transfer From (Decrease)				Transfer To (Increase)		
Amount	Budget Line	Budget Line Title		Amount	Budget Line	Budget Line Title
\$ 18,000.00	ES8130.55000	CONTINGENCY	➡	\$ 10,000.00	ES8130.54450	VEHICLE REPAIR
			➡	\$ 8,000.00	ES8130.54520	EQUIPMENT LEASE/RENTAL
\$ 18,000.00				\$ 18,000.00		

Revenue & Fund Balance Amendments				
Amount	Increase/Decrease	Revenue/Expense / Fund Balance	Budget Line	Budget Line Title

Office Use Only for Transfers Under \$10,000	
I hereby certify that the above funds are unencumbered and available for Transfer. Certified by the Comptroller.	Signature: _____ Date: _____
I hereby certify that the above described funds have been transferred, in accordance with the Code of the City of Binghamton Chapter9, Appropriations. Certified by the Treasurer.	Signature: _____ Date: _____
Transfer of funds Approved ___ / Denied ___ on ___ / ___ / _____. Certified by the Secretary of the Board of Estimate and Apportionment.	Signature: _____ Date: _____
Transfer of funds reviewed by the Binghamton City Council Finance Chair. Recommendations to be attached.	Signature: _____ Date: _____

**REQUEST FOR LEGISLATION
TO THE
BOARD OF TRUSTEES
OF THE
VILLAGE OF JOHNSON CITY**

Requested by: Binghamton-Johnson City Joint Sewage Board
Title & Department, if applicable: POC: Billie J. Goodson
Address: 4480 Vestal Road
Vestal, NY 13850
Telephone: 729-2975

SUGGESTED TITLE: Ordinance authorizing an increase in the Vehicle Repair and the Equipment Lease/Rental lines by reducing Contingency.

PURPOSE OF LEGISLATION: To authorize an increase of \$10,000 to the Vehicle Repair line and an \$8,000 increase to the Equipment Lease/Rental line.

SUGGESTED CONTENT: The Binghamton-Johnson City Joint Sewage Board requests the owners pass legislation to authorize an increase of \$10,000 to ES8130.54450 Vehicle Repair and an increase of \$8,000 to ES8130.054520 Equipment Leases/Rental by reducing ES8130.55000 Contingency by \$18,000.