



Binghamton-Johnson City
JOINT SEWAGE BOARD



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

Stephen Andrew
George Kolba, Jr.
Ron C. Davis

FINAL COPY

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

Tuesday, December 13, 2016
Conference Room, Office Building, JSTP

Members Present: George Kolba, Jr., Chairman *Pro Tem*
Edward Crumb
Ronald Davis
Steve Andrew
Ray Standish
Gary Holmes

Also Present: Cathy Young, Superintendent
Michele Cuevas, Confidential Secretary
Howard Reeve, Facility Engineer
Charles Pearsall, Business Manager
Chuck Robinson, Staff Accountant, City of Binghamton
Greg Deemie, Village of Johnson City Mayor (arrived at 3:18 PM)
John Perticone, Esq., Co-Counsel
Alfred Paniccia, Jr., Esq., Co-Counsel
Laura Lee Perkins, Transcriptionist

Guests: Howard Weaver, Simmons
Jason Greene, GHD
John LaGorga, GHD

Chairman George Kolba called the meeting to order at 3:02 PM. All (6) Board Members were present. Sign-in sheet was passed for signatures. Fire exits 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

Edward Crumb made a motion for the Board to approve the 10/5/16 Minutes with changes as found in Board folder.

Steve Andrew seconded the motion

Motion carried 6/0

Edward Crumb made a motion for the Board to approve the 10/20/16 Minutes with changes as found in Board folder.

Ronald Davis seconded the motion

Motion carried 6/0

Chuck Robinson presented the Fiscal Officer's Report:

1/1/2016 Beg. Balance		
Checking	\$1,730,685.42	
Savings	<u>\$8,662,647.08</u>	
Total		\$10,393,332.50
11/30/16 Revenue YTD	\$10,204,917.50	
11/30/16 Disbursements YTD	<u>\$6,337,418.44</u>	
Balance		\$14,260,831.56
Checking	\$ 2,732,437.19	
Money Market	<u>\$11,528,394.37</u>	
		\$14,260,831.56

Mr. Robinson also reported that the Comptroller's Office will be working on a revised 2015 Final Billing computation in conformity with the approved revised 2015 audit report.

Charles Pearsall presented the Business Manager's Report:

- Letter from Industrial Appraisal – reminding Plant it had been between 7 to 9 years since last full appraisal of site; Mr. Pearsall recommends holding off until the construction and renovation work is done.
- NYS did audit of Retirement for City of Binghamton that involved the Plant; some audit points found regarding vacation buybacks.
- received an Invoice from Gary Farneti, Esq. for his consultation in the amount of \$6,180.00.
- Request for transfers to true-up overdrawn budget lines.

Edward Crumb made a motion for the Board to approve going out for bid for refuse hauling subject to Alfred Paniccia's approval of the wording of the bid solicitation documents.

Ronald Davis seconded the motion

Motion carried 6/0

Edward Crumb made a motion for the Board to approve and instruct the Business Manager or his designee to submit appropriate Request for Legislation (RFL) to the Owners' Legislative Bodies to transfer \$12,000.00 from J8130.51000 (Personal Services) to J8130.51900 (Overtime) in the 2016 budget and that the sum of \$7,500.00 be transferred from J8130.51000 (Personal Services) to J9089.58101 (Vacation Buyback).

Steve Andrew seconded the motion

Motion carried 6/0

Edward Crumb made a motion for the Board to approve acceptance of the Round 13 Water Quality Improvement Program (WQIP) Grant in the amount of \$407,000.00 from NYS-DEC and direct the Business Manager to submit the appropriate RFL to the Owners' Legislative Bodies, including a copy of the Grant application, for approval to accept the monies.

Steve Andrew seconded the motion

Motion carried 6/0

Howard Weaver from Simmons presented a status report on FEMA Project Worksheets (PWs) and stated that he would prepare a year-end report for the Board.

Howard Weaver exited the meeting at 4:12 PM.

Jason Greene, P.E. and John LaGorga, P.E., BCEE from GHD presented a status update on the Industrial Wastewater Pretreatment Program. Mr. LaGorga also discussed and presented a proposal for bringing the JSTP up-to-date and into compliance with changes/updates to the NYS-DEC's Chemical Bulk Storage (CBS) regulations.

Ray Standish made a motion for the Board to hire GHD to assist the Board with items 1-6 and 7 of GHD's proposal letter for the period from December 2016 through December 2017 at a cost of \$22,650.00 to be encumbered and paid for from budget line J8130.54410 (Professional Services) and directed that George Kolba sign the agreement with GHD on behalf of the Board following approval by Co-Counsel Paniccia.

Steve Andrew seconded the motion

Motion carried 6/0

Jason Greene and John LaGorga exited the meeting at 4:54 PM.

**Superintendent's Report
December 13, 2016**

Violations and Significant Issues

- Chemical Bulk Storage Notice of Violation-please see below.

Compliance

Date: November 2016 Average Flow	Influent 11.76mgd	Effluent	Average % Removal	Effluent Limit
CBOD	270	175	35.19%	Monitor
Suspended Solids	272	50	81.62%	Monitor
Other: Settleable Solids Max	14.5	0.08	99.45%	Monitor
Total Nitrogen	Oct. 26.5	Oct. 21.9	17.36%	Monitor
Chlorine	NA	1.30Max.	NA	2.0Max.
Avg. Temperature	17.2	17.2		
Solids Removed	Aug 2016	Sept 2016	Oct 2016	Nov 2016
Digested	0	0	0	0
Lime Stabilized	675.49	673.13	681.54	617.04
Total	675.49	673.13	681.54	617.04
Grit	9.75	8.02	8.34	9.66
Screenings	8.82	20.91	8.93	6.56
Grease	3.67	0	3.12	3.21

Operations Summary, Construction and Related Issues

- We have received and update to our plant's State Pollutant Discharge Permit, as our current permit was scheduled to expire this year.
- The plant commenced CEPT again on December 1. The plant had ceased to operate in CEPT mode in November to facilitate moving the CEPT equipment. We added the inspection of the Ferric Tanks and piping to the inspection that was needed for the sodium hypo tanks and piping that were recently installed.
- The Temporary header for settling tanks 1 thru 6 continues to be worked on and it is anticipated to go online within the next few weeks. One concern noted by the mechanic's staff is the installation of butterfly valves, which are not typically recommended for wastewater installations. This was discussed with the design engineers, and plant staff is to notify Jacobs if there are problems.
- Plant staff is working on coordination with the contractors regarding SCADA logic and controls to facilitate demolition of the grit and primary solids buildings.
- Chemical Bulk Storage NOV Update: Plant staff off loaded the chemicals from the odor control building, procured the inspection services of ATS for the installation, design, life expectancy and compliance of the remaining chemical

- storage containers for sodium hypochlorite and ferric chloride and associated piping. We also procured spill containment for offloading of ferric chloride.
- Some additional deficiencies that were noted were the result of the inspector not having the full copy of our Spill Response Plan, which was immediately forwarded to him. We have been in frequent contact with the inspector (M. Kemp) to ensure that we are following proper protocol.
 - I would like to request that GHD assist us with complying with outstanding items that personnel are not trained/ certified to tackle. In addition I would request that we approve a scope of work for Chemical Bulk Storage compliance. Eventually, this may be included with our bid for services along with our Pretreatment Program.
 - Odor control is a concern for the warm weather months as the upgrades to the building will not be completed. Significant investment will need to be made to use this system before the final renovations are completed.
 - Plant staff have received some, but not all of the TPS as built or Operation and Maintenance manuals. We are working with Gary Holmes to get this issue resolved.
 - Flood wall work continues.
 - MCC Replacement contract near acceptance.

Other Items

- The existing IWPP discharge permit for Frito Lay was set to expire on December 31, 2016. This has been updated and we included additional requirements to monitor for Nitrogen in the updated permit. Also, as noted previously, the agreement between the Board and Frito-Lay regarding acceptance of Frito-Lays wastewater discharge was also set to expire on this date, and this has been renewed..
- The Binghamton Water Department is evaluating options related to their solids production and discharge into our plant, as well as costs associated with their upgrades to remove the solids on site.
- We received another round of funding from the Water Quality Improvement Program for \$407,000 for our gravel bar removal and flow deflection structures. GHD is working on an amendment to their scope of services so that we can move forward on work that needs to be completed by the end of February. I would like to request approval to submit legislation to the owners for acceptance of this grant as well as approval to work on the amendment to their contract for work to be completed for the second round of WQIP funding.
- Request approval and reimbursement, as well as travel advance of \$500.00 for Facility Engineer to attend Basic Operations class in February in Morrisville for ten days.
- Union Grievance

Mayor Deemie and Chuck Robinson exited the meeting at 4:55 PM.

Edward Crumb made a motion for the Binghamton-Johnson City Joint Sewage Board to requests that the 2016 Budget be increased to allow the receipt of a FEMA progress payment and subsequent reimbursement payment to Owners for corrective work to be performed by the Owner's Lead Agency in the following manner:

The Binghamton-Johnson City Joint Sewage Board received a FEMA check for PW-02573 in the amount of \$63,840.53. The Board requests legislation by the Owners to increase 2016 Budget lines. On the revenue side: that J.43960 (State Aid – Emergency) be increased by \$15,960.13 and J.44960 (Federal Aid – Emergency) be increased by \$47,880.40, and that JF.45031 (Flood Fund - Interfund Transfer) be credited/increased by \$11,663.75. On the expense appropriations, that J8130.54899 (Reimburse Owners for Rec) be increased by \$52,176.78, that J9950.59000 (Transfer to Capital) be increased by \$11,663.75, and JF8130.559105 (Flood Capital Fund – Professional Services) be increased by \$11,663.75. Payments made via claim to the City of Binghamton (54.8%) in the amount of \$28,592.88 and the Village of Johnson City (45.2%) in the amount of \$23,583.90 will then be processed.

Steve Andrew seconded the motion

Motion carried 6/0

Edward Crumb made a motion for the Binghamton-Johnson City Joint Sewage Board to requests that the 2016 Budget be increased to allow the receipt of a FEMA progress payment and subsequent reimbursement payment to Owners for corrective work to be performed by the Owner's Lead Agency in the following manner:-

The Binghamton-Johnson City Joint Sewage Board received a FEMA check for PW-02512 in the amount of \$491,741.40. The Board requests legislation by the Owners to increase 2016 Budget lines. On the revenue side: that J.43960 (State Aid – Emergency) be increased by \$122,935.35 and J.44960 (Federal Aid – Emergency) be increased by \$368,806.05, and that JF.45031 (Flood Fund - Interfund Transfer) be credited/increased by \$15,920.90. On the expense appropriations, that J8130.54899 (Reimburse Owners for Rec) be increased by \$475,820.50, that J9950.59000 (Transfer to Capital) be increased by \$15,920.90, and JF8130.559105 (Flood Capital Fund – Professional Services) be increased by \$15,920.90. Payments made via claim to the City of Binghamton (54.8%) in the amount of \$260,749.63 and the Village of Johnson City (45.2%) in the amount of \$215,070.87 will then be processed.

Steve Andrew seconded the motion

Motion carried 6/0

Edward Crumb made a motion for the Binghamton-Johnson City Joint Sewage Board to requests that the 2016 Budget be increased to allow the receipt of a FEMA progress payment and subsequent reimbursement payment to Owners for corrective work to be performed by the Owner's Lead Agency in the following manner:

Binghamton-Johnson City Joint Sewage Board received a FEMA check for PW-02504 in the amount of \$2,111,719.24. The Board requests legislation by the Owners to increase

2016 Budget lines. On the revenue side: that J.43960 (State Aid – Emergency) be increased by \$527,929.81 and J.44960 (Federal Aid – Emergency) be increased by \$1,583,789.43. On the expense appropriations, that J8130.54899 (Reimburse Owners for Rec) be increased by \$2,111,719.24. Payments made via claim to the City of Binghamton (54.8%) in the amount of \$1,157,222.14 and the Village of Johnson City (45.2%) in the amount of \$954,497.10 will then be processed.

Edward Crumb made a motion for the Board to approve extending Frito Lay's Agreement with the Board/Plant for three (3) years (1/1/17 through 12/31/19) on the same terms and conditions as presently in effect.

Ronald Davis seconded the motion

Motion carried 6/0

Steve Andrew made a motion for the Board to pay an allowance of \$500.00 for expenses to be incurred in attending the Basic Operators Course at SUNY Morrisville in accordance with the Board's Travel Policy.

Edward Crumb seconded the motion

Motion carried 6/0

Committee Reports

Gary Holmes – Construction – presented an update on the proposed badge system for JSTP access. On behalf of the City, as Lead Agency, presented a report on the status of the various Lead Agency construction contracts. Announced that a 90% review meeting will take place tomorrow with Plant staff on the Solids Handling contracts under design. Advertising for bids is expected to take place in January 2017.

Edward Crumb – Finance –reported on budget expenses and the ongoing FEMA recovery process.

Edward Crumb – Flow Management –a meeting will be scheduled to review the Town of Vestal's applications for Flow Credits in order to make a recommendation to the Board for action thereon.

Ronald Davis – Ad Hoc – nothing to report

Michele Cuevas stated that she would be sending-out the 2016 Stipend reporting spreadsheet to Board Members, which has not yet been provided for this year.

Steve Andrew made a motion for the Board to go into Executive Session to discuss Personnel matters.

Ronald Davis seconded the motion

Motion carried 6/0

The Board entered Executive Session at 5:50 PM.

Co-Counsel Perticone exited the meeting at 5:50 PM. Howard Reeve exited the meeting at 5:50 PM

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

Ronald Davis seconded the motion
Motion carried 6/0

The Board exited Executive Session at 6:12 PM. No action was taken during the Executive Session.

Steve Andrew made a motion for the Board to go into Executive Session to discuss litigation.
Ronald Davis seconded the motion
Motion carried 6/0

The Board entered Executive Session at 6:14 PM.

Steve Andrew made a motion for the Board to exit Executive Session.
Ronald Davis seconded the motion
Motion carried 6/0

The Board exited Executive Session at 6:22 PM. No action was taken during the Executive Session.

Edward Crumb made a motion for the Board to approve the Simmons renewal contract for three (3) years beginning January 1, 2017 and encumber \$1,075,000.00 in addition to the remaining unspent amount under the existing contract on Flood Budget line JF8130.559105 (Professional Services); with Co-Counsel Paniccia to write the contract.
Ronald Davis seconded the motion
Motion carried 6/0

Correspondence:

The letter from Co-Counsel Perticone to Hunt Engineering was noted.

Steve Andrew made a motion for the Board to pay the total increase of the employee responsibility under the Health Benefits Program for the year 2017 only with the understanding that the Union will withdraw its grievance.
Ronald Davis seconded the motion
Motion carried 6/0

A Special Meeting was scheduled for December 22, 2016 at 4 PM regarding insurance matters.

Steve Andrew made a motion for the Board to adjourn the meeting.

Ray Standish seconded the motion

Motion carried 6/0

Meeting ended at 6:30 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
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
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