

**Schuylerville/Victory  
Board of Water Management  
February 8, 2010**

The Schuylerville Victory Board of Water Management held a meeting on Tuesday, February 8, 2010 at 7pm in the Village of Victory.

Chairperson Gail Blake opened the meeting and stated with the pledge.

Present: Chairperson Gail Blake, Commissioners Lloyd & Carey, and Alternate Jim Miers, along with Recording Secretary Buchanan. Alternate Michael Marchin, Mayor Jim Sullivan.

**Announcements:**

The March meeting will be Tuesday, March 8, 2011 at 7pm in the Village of Schuylerville. The Cross Connection will be at 6pm, the same night.

It was determined to have a Budget meeting Tuesday, Feb. 15, 2011 6pm, in Victory.

**Minutes:**

**Commissioner Miers made a motion to approve the Jan. 11, 2011 regular board Meeting and the Cross connection control meeting & January 25, 2011 Cap meeting minutes, these minutes were seconded by Commissioner Carey, all ayes, motion passed.**

**Treasurer's Report:**

Balances were read

**TRANSFERS MONEY**

There was a *resolution #2010.2011-12* presented to transfer \$30,000 to apply to the outstanding vouchers, payroll and for those miscellaneous expenses this month and prior to the next meeting for the water department. This is to authorize the transfer from the water savings account to the water checking account. **Commissioner Carey made a motion to approve and sign this resolution #2010.2011-12 to transfer \$30,000 from Savings to Checking, and it was seconded by Commissioner Miers, all ayes, motion passed.**

There was a resolution # 2010.2011-13 presented to transfer money from the budget between appropriations for those costs associated with Special Items and Distribution. From J1910.4 Special Items, Unallocated Insurance for \$5,523.49 to J1990.4 Special Items, Contingency for the 2007 2<sup>nd</sup> Quarter Tax error in the amount of \$423.49 and to J1950.4 Special Items, Taxes for Rural Dev. Loan for Victory in the amount of \$5,100. Also from J8320.4 Source of supply, power and pumping, Contractual expenses \$15,000.00, J8330.4 Purification, Contractual Exp. \$25,000.00, J8340.2 Distribution, equipment for \$5,000.00, and Revenue Fund Surplus \$5,000.00 to J8340.4 Distribution, Contractual in the amount of \$50,000.00.

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**Commissioner Lloyd made a motion to approve and sign this resolution #2010.2011-13 to transfer the above funds between appropriate accounts and it was seconded by Commissioner Carey, all ayes, motion passed.**

There was a resolution #2010.2011-14 presented to receive reimbursements from First Rehabilitation Life Insurance Company of America, this was for \$1,360.00 on January 20, 2011 and \$68.00 on February 7, 2011. From Revenue, J2690 other, in the amount of \$1,428.00 going to J9035.8 Medicare, Disability in the amount of \$1,428.00. **Commissioner Lloyd made a motion to approve this resolution #2010.2011-14 to bring in \$1,428.00 in revenues and it was seconded by Commissioner Carey, all ayes, motion passed.**

There was a resolution #2010.2011-15 presented acknowledging that the Capital Project is complete and closed out as of May 2010, also to transfer from the Capital Reserve Checking Account the remaining funds to the Operating Savings Account in the amount of \$501,007.74. **Alternate Commissioner Miers made a motion to approve this resolution #2010.2011-15 to close out the Capital project and transfer the remaining fund t the Operating Savings Account, and it was seconded by Commissioner Carey, all ayes, motion passed.**

**Chief Water Operator's Report:** see attached

Chairperson Blake asked Mr. Dennison to come to the budget meeting on the 15th. She also asked about a hydrant buried in snow, corner Church and Saratoga. She stated that she asked that it be shovel, but near by workers took care of it before it could be done by the water operator on call.

Jim Miers asked about back up pump for wells? Any headway on lighting protection.  
CWO Dennison stated that he is working with Conover Electric and will bring back a quote.

Chairperson Blake asked about snow removal on the roof of the Water Plants. Mr. Dennison is looking to get a quote from Larry Wolcott, which is who we used last year.

Alternate Commissioner Miers made a motion to approve the cost of the snow removal for both Water Plants and it was seconded by Commissioner Carey, all ayes, motion passed.

Training oppourtunities were discussed for the grade D license that is needed to work on water.

### **Old Business:**

**Water storage tank:** There was a discussion on the grant application and the required AUD's. It is still undetermined if we need them with the application or if they can be presented at a later date. Signing of the contract for the Grant writing was also discussed. Chairperson Blake stated she has another call into CT Male for better clarification.

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**Commissioner Lloyd made a motion to authorize Chairperson Blake to sign the contract with CT Male in the case they don't need to be presented with the application, this motion was seconded by Alternate Commissioner Miers, all ayes, motion passed.**

**Software:** There was a discussion on a third quote that never was received, it was determined to go with the quotes we currently have. After a review of the quotes and a discussion of hardware that would be required, it was determined to go with KVS. **Commission Lloyd made a motion to accept the quote from KVS and it was seconded by Alternate Commissioner Miers, all ayes, motion passed.** It was determined to forward the contract on to our attorney, once it has been received for his review. There was also **a motion made by Commissioner Lloyd to purchase the hard drive that is needed, for this software and it was seconded by Commissioner Carey, all ayes, motion passed.** There was a discussion on contacting Jim Norton and having him review the requirements for a new printer that will be needed to be purchased in addition to the software, being requested by KVS.

Alternate Commissioner Miers asked CWO Dennison if he could monitor the water plants from home. He asked that we look into this possibility.

### **New Business:**

**New contract for attorney-** Phil Dixon stated he would look into this for the next meeting.

There was a discussion on the Hach Company instruments that are needed for the PH sensitivity at the Victory Plant. After CWO Dennison gave an overview of the problem and the equipment that was originally installed, **Commissioner Lloyd made a motion to approve bringing in Hach instruments and bring the money into the budget from the fund balance and it was seconded by Alternate Commissioner Miers, all ayes, motion passed.** It was noted that the resolution for this transfer would be presented at the next regular board meeting.

**Cap letter:** There was a letter put together with the notes that were discussed at the cap meeting and intermingled with additional information and it was presented to the Commissioner for approval. This is the Corrective Action Plan in response to the audit that was completed on the period covering June 1, 2007 to August 31, 2009. After reviewing the letter and making a few more corrections, **Commissioner Lloyd made a motion to approve the Chairperson signing the letter on behalf of the entire board with the correction and then it being mailed, this was seconded by Alternate Commissioner Miers, all ayes, motion passed.**

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### **Public Comment:**

Wendy Lukas- Ms. Lukas asked what the deadline was for the AUD's, where the minutes are available, questioned the disability claim, wanted to know about the transfer between accounts and wanted to know how much OT for cleaning the RO's at the plant. It was stated that the aud's would be started by June, minutes can be emailed if requested, and the OT will be undetermined until the work has been started.

### **Executive Session:**

none

## **Adjourn**

**Alternate Commissioner Miers made a motion to adjourn the meeting and it was seconded by Commissioner Lloyd, all ayes, motion passed.**

Respectfully Submitted,

Brenda S. Buchanan  
Recording Secretary