

# Schuylerville/Victory Board of Water Management November 17, 2009

The Schuylerville Victory Board of Water Management held a meeting on Tuesday November 17, 2008 at 7pm in the Village of Victory.

Chairman Colvin led the meeting.

Present: Chairman Colvin, Commissioners Lloyd, Carey and Blake.  
Recording Secretary Buchanan

## **Announcements:**

Tuesday, December 8<sup>th</sup>, 2009 at 7pm will be the next meeting in Schuylerville.

## **Minutes:**

**Commissioner Lloyd made a motion to approve the 8/11/09, 9/8/09, and 10/13/09 meeting minutes, with one correct on 10/13/09 on the old business section, the heating company that put in a bid was Dolley Heating and Air Conditioning, (not Dewey) this motion was seconded by Commissioner Carey, all ayes, motion passed.**

## **Treasurer's Report:**

There was a *resolution #2009.2010-6* presented to transfer \$45,000 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 #2009.2010-6 to transfer \$45,000 from Savings to Checking, and it was seconded by Commissioner Blake, all ayes, motion passed.**

*There was a resolution #2009.2010-7 presented whereas the BOWM supports the position of new Water operator receiving fringe benefits. Whereas the BOWM supports paid holidays to be compensated to the new Water Operator prior to the adoption of the personnel policy until further notice or until the final personnel policy is adopted. Therefore be it resolved the BOWM approves the payroll clerk to compensate the new water operator retroactively from July 6, 2009 at the regular holiday rate of pay for holidays as received by the Chief Water Operator. Commissioner Lloyd approved and signed resolution #2009.2010-7 in regards to the fringe benefits be paid to the new water operator until further notice or until the final personnel policy is adopted and it was seconded by Commissioner Blake, all ok, resolution approved.*

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Wendy Lukas asked about the minutes from August 11, 2009 and the approval, being minutes were taken verbatim. Chairman Colvin stated that the meeting minutes were approved as presented.

## **Capital Improvement Project:**

It was reported that the treasurer is working on finalizing project capital budget and cost documentations. It also was reported that the latest requisition and summary from Fiscal Advisors were available for review.

**Foreman's Report:** Presented by Mark Dennison-Chief Water Operator

### **Distribution**

10-19-2009: New Hydrant installed on Hessian Drive by Schuylerville DPW.

Located curb valves for homes on lower Ranger Rd and Hessian Drive.

Repaired Curb Box risers at 47 and 56 Pearl St.

Investigated water leak at 22 Pearl St. Leak on Homeowners side of curb valve. Scheduled for repair by private contractor on November 11<sup>th</sup> 2009.

All materials for hydrant replacement and flush valve installation for the north end of Herkimer St. are in. This job would require assistance from the DPW's for this installation. Please contact DPW/village and advise. I need to coordinate this job ASAP.

Storz hydrant connections have been completed, list of updated installations have been submitted to both village fire departments.

All Hydrants in both villages' have been flushed.

Results for Lead and Copper samples for both villages have returned from the lab with satisfactory results. (All samples below mcl's). 20 samples lead and copper will need to be done again next spring. If all ok then it will be 10 samples. Same places tier 1 and tier 2 studies list, which comes from the health department.

Water storage tank inspection completed, waiting for final report.

Waiting to hear from Village of Schuylerville on outcome of Reds Rd./Canal crossing. Need to develop plan of action to replace water line to the Albertson property ASAP.

### **Water Treatment Plants (Schuylerville WTP)**

Received Bulk Storage Permit from NYS DEC.

Installation has been completed for Reverse Osmosis Turbidimeters.

Installation of new UV lamp was required due to low dosage output; spare lamp will need to be ordered.

Chlorine pump failed due to electrical short. Pump was returned to factory for repairs.

Ross flow control valve malfunctioned, repaired by factory technician.

Standby Generator filters and oil have been changed by plant personnel.

Plant personnel will be repainting the R/O frames and piping as needed during the winter months.

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### **Victory WTP**

October 29<sup>th</sup> 2009, Received complaints of yellow water, caused by chemical feed malfunction at Victory Plant. Remedy malfunction, readjust and lowered set points that will shut plant down prior to discolored water entering distribution system.

Permission requested to paint the floor at the Victory WTP during the winter months.

### **New Business:**

Water Dept. personnel will be surveying streets and individual residences in Victory and Schuylerville for curb valve locations as weather permits. Residents may see personnel in front of their property with instruments looking for curb boxes.

Looking for another cell phone. Already have two. Commissioner Blake asked why they should share a phone, Chairman Colvin stated that they are not on duty at the same time over the weekend this needs to be discussed with the Foreman. There was a discussion on communication between people, weekends were also discussed. It was decided to look into the cost of a new phone and possibly a new service for the next meeting.

Computer system- There was a discussion on a computer system so the water plant can be monitored from home and Foreman Dennison stated that GE told him they have not forgotten, but it has not been done yet. Victory plan is not specked out for that. Schuylerville plant is different system.

### **Albertsons property-**

Chairman Colvin stated that Schuylerville received a Letter from the Canal Corp and they are working on getting permits to fix the area. They may have to go back to a culvert system. There was a discussion on getting some Prices to provide a line from the pump house to get the line that way. Foreman Dennison stated that if they go under the canal they would never know if there was a problem. There was a discussion on a line from the plant to the resident. Would like to see go from the main from the plant. Foreman Dennison stated that we did the digging and had approval in that area, it about 700' of pipe, which would avoid the canal. Chairman Colvin stated he would talk to the lawyer and have them call SHPO and try to get approval. Mr. Dennison stated that this would be plastic pipe for that house only. This would be a service line not a distribution line. It was decided to get prices on all these options for the next meeting.

**Distribution-** Chairman Colvin thanked both villages for helping with the distributions that they have been doing. Looking for a report on that hydrants as thing go on. Possibly looking to get some more.

There was a discussion on the painting of the floor in victory, which was no problem to do, but the board asked Foreman Dennison to get good paint that will last.

Job descriptions were discussed. Evaluations were discussed. Documentation was discussed.

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Hydrants were discussed, along with the cost of portable devises for flushing.

### **Old Business:**

**1985 GMC Truck Bids:** We received a bid from Ashcoffs for \$3,000, Commissioner Lloyd stated that he thought he would have another bid, but there was no official bid. **Commissioner Blake made a motion for \$3,000 and it was seconded by Commissioner Carey, all ayes, motion passed.**

Chairman Colvin stated that Thivierge has started the repairs on the pump house.

**Furnace bids:** Dooley \$3,300 from last month, All County Plumbing and Heating \$2,750, and Don's Oil Burner Service (Bartolucci) \$2,585.00. After a discussion on the three bids that were received, **Commissioner Lloyd made a motion to accept the bid from Don's Oil Burner Service and it was seconded by Commissioner Blake, all ayes, motion passed.** Chairman Colvin stated he would contact Mr. Bartolucci.

**Security camera's-grant through home land security.** Chairman Colvin stated he would call and try to get in contact with them.

**Personnel manual:** Breaks were discussed, evaluations were discussed along with a copy of one and how often they should be preformed, training, Violence in the work place, new laws. Osha training was discussed. It was stated that they hoped to have the manual ready for next month.

**Water storage tank:** no update

**Generator Maintenance agreements:**

There was a discussion on the proposals received from Kinsley Power Systems.

Victory plant would be; for the Value plan for \$316.00, manufacturer's plan \$501.00, and the premier plan for \$1,024.00.

Schuylerville Plant would be; for the value plan \$316.00, manufacturer's plan \$1,113.00, and the premier plan \$2,065.00.

Foreman Dennison stated that they do the maintenance now. Chairman Colvin stated that he thinks it's a lot for one year. Mark says he can change the filters, they also do weekly load tests. If there is an electrical problem they would call in people to look at it. After a discussion on all the plans it was decided to table for now and possibly look at it at a later time.

**Trench Box:** no update

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**New Business:**

Commissioner Lloyd stated he would like to see a new locator for lines and curb boxes the old one is 15 years old. It was stated that they are \$700 ish. It was recommended getting the soft case for storage, not hard case. **Commissioner Carey made a motion to approve up to and not to exceed \$900 for a new locator and storage case, and it was seconded by Commissioner Blake, 3-0-1. Carey-aye, Colvin-aye, Blake-aye, Lloyd-abstain due to conflict, motion passed.**

Chairman Colvin stated that the auditors were here and they have not gotten the report back yet. He stated that the biggest concern was the aud's not being up to date. Chairman Colvin stated he would talk with the treasurer and see if she is working on them. He sated that they also were at the plant and had a concern with not having an inventory for all the supplies. Foreman Dennison stated that he is getting this in order and working on spread sheets, which are being developed. There was

a discussion of old inventory that can not be used. It was determined to get a list of these items for the next meeting. It was discussed to possibly make an official motion to dispose of unusable supplies. Chairman Colvin stated that they also commented on the boards policy on changing the books back and forth each year, they stated that it didn't seem like it would work. Chairman Colvin stated that he would get copies to the board, as soon as the report comes in.

There was a discussion on the resolution 2009.20120-7 in regards to future holiday pay for the Full time water employee along with sick days. **Commissioner Lloyd made a motion to include paying the sick days that were taken prior, by the new water operator and it was seconded by Commissioner Blake. This motion is to be added to the resolution 2009.2010-7 and this is not to include future sick time or any other paid time (other than holidays) until the personnel policy is adopted. This motion passed, all ayes, 4-0.**

**Public Comment:** none

**Executive Session:** none

**Adjourn:**

**Commissioner Blake made a motion to adjourn the meeting and it was seconded by Commissioner Carey, all ayes, motion passed.**

Respectfully submitted,

Brenda S. Buchanan  
Recording Secretary