

SCHUYLERVILLE / VICTORY
BOARD OF WATER MANAGEMENT
Monday September 23, 2019 at 7:00 pm
Village of Victory

PRESENT:

Timothy Healy, Village of Victory, Chairman
Michael Hughes, Village of Schuylerville, Commissioner
Leslie Dennison, Village of Victory, Commissioner
Bryan Drew, Village of Schuylerville, Commissioner

ABSENT:

None

OTHERS PRESENT:

Theresa Riley, Beau Stallard, Wendy Lukas, Kathryn Serra – CT Male, Jim Sullivan, Katie Veltum, Chris Buell, Don Coalts III & Don J. Coalts – DCK Services

BOARD ANNOUNCEMENTS:

The next meeting is scheduled for October 16th at the meeting hall in the Village of Victory.

BOARD CORRESPONDENCE:

Beau Stallard asked for approval for a tap and a curbstop at 16 Grove Street. Bid A is to dig a 60-inch trench, 4-feet deep and install copper pipe from house to curbstop. The DPW Supervisor will observe the connection. Terry Riley provided Chairman Healy with a copy of a quote received that morning. The tap will occur on Grove Street. The Board reviewed the most recent information provided. Terry Riley was provided with an Application for Water Hook-Up. Commissioner Hughes stated that he did not see the replacement of the asphalt to repair the road-cut. Chairman Healy asked the Board if they would be comfortable approving the project on the basis that the replacement of the asphalt be included. Commissioner Drew was comfortable with it as long as the blacktop was included and everything else was in order. Chairman Healy added that the DPW will conduct an inspection before the holes are covered over, as the DPW will be on site for the tap. Commissioner Hughes stated that as long as it was a complete job that he did not have a problem with it. Chairman Healy made a **motion** that the Board approve this tap from Grove Street to the property line and to include the replacement of the asphalt in the road has to be included or it won't be approved, Commissioner Drew seconded the motion, all in favor. Mr. Stallard indicated that he understood that the work was dependent upon the schedule of the DPW and that they will go by their specs. Ms. Riley stated she would get a copy of the new proposal to the Board.

Kathryn Serra, Engineer with CT Male, has been working with the Board to develop a Water System Master Plan. It is for planning purposes and they look at projects that are immediate and projects that are 25 - 30 years in the future. Discussion items:

Master Plan Progress – pipe condition complete; pressure zone analysis complete; upgrades to WTSs; phasing of work; approximate cost \$1 million per mile.

Pipe condition assessment and approximate cost at \$1 million per mile: total of 11.5 miles of pipe; 3.7 miles of pipe is in the poorest condition or “critical pipe” and would cost \$3.7 million over 10 years; 4.1 miles of pipe is moderate or lower priority pipe and would cost 4.1 million over the next 10 years; 3.12 miles of pipe is newer (ductile iron) pipe and does not to be replaced at this time.

Pressure zone analysis: three areas of low pressure identified (below 30 psi): Morgan’s Run – 91 homes; Monument Drive and Schuyler Heights Drive – 16 homes (possibly install booster pumps for these areas); Cemetery Road and Burgoyne Street (possibly install individual pumps/pressure tanks).

Water Treatment Plants: new Control and SCADA system – CT Male will present several options/cost levels. Fort Hardy – parallel UV unit and Victory – replace filter media and other improvements.

Options for funding: if applicable CDBG (HUD) Infrastructure, Water Improvement/Investment Act (WIIA) – intermunicipal grant options; Drinking Water State Revolving Fund (DRSRF) competitive and based upon need.

Jim Sullivan provided the Board with a copy of a FOIL request that he submitted that morning. He is trying to identify the consistency in replacing curbstops and did not see anything in the Rules and Regulations. Therefore, he is requesting all of the recent of the lines and curbstops, since 2018, and who is paying for them.

MINUTES:

Chairman Healy noted the correction to the August 26th meeting, under New Business, Letter and Authorization to Glens Falls...change “.....she would be authorized by Chairman Healy to sign.....” and it will be changed to “..... she would be authorized by Maureen Lewsey, a signatory on the account, to sign” and that would be the only correction. Chairman Healy asked if there was a motion to approve the Minutes from the August 26th Regular Meeting. Commissioner Drew made the **motion**, Commissioner Hughes seconded the motion, all in favor. Chairman Healy asked for a motion to approve the Minutes from the September 3rd Special Meeting. Commissioner Drew made the **motion**, Commissioner Hughes seconded the motion, all in favor.

TREASURER’S REPORT:

Bank Balances:	
Operating Account	\$ 204,181.09
Filter Account	\$ 137,274.77
Meter/Capital Reserve Savings Account	\$ 251,016.33
Water Tank Savings	\$ 8,763.79

DCK PLANT OPERATIONS:

Chairman Healy read from the report:

- DCK Services personnel accomplished a number of tasks as assigned to bring the Victory Plant back up to a position to be back in service. As you know, we discussed the change out of the technology at this facility during our walk-through earlier this year with the Board. It is hoped that this will be pursued in the long-term plan for the system. You will note, as you read through this report, we have utilized the skills and expertise of Mark Dennison for a great deal of this work. Having him onboard as one of our operators attending to the facilities and his willingness to share his knowledge and skills is a superior advantage to the Board and DCK Services. He has accrued a number of hours of maintenance in making the necessary changes and change-outs approved by the Board over the past several weeks. DCK Services has paid Mark for his work and we will be submitting an additional invoice to the Board to reimburse DCK Services for the monies we have expended for this maintenance/changeout work to be accomplished. A detailed breakdown of Mark’s time will accompany the DCK Services Invoice.

Tasks Completed in August 2019-

- DCK Services plant operators followed normal plant operations, recordkeeping, and attended to the physical cleanliness of the facility inside the fence, etc. All facilities were inspected on a daily basis, even if not in service during the period.

Some items of note during the month-

- ♣ The Hypochlorite pumps at the Victory Water Treatment Plant, were approved for purchase at last month’s meeting. The Board Secretary placed the order with JEM Enterprises. The pumps arrived and DCK Services Staff (Mark Dennison) has been making necessary changes to install the equipment over the period. He has also discussed the change out with Mark Rogers and together they have been effecting the change of the equipment and the 4-20 ma signals needed to drive the equipment when the plant is operating properly.
- ♣ TC samples were transported to CNA Labs as appropriate during the month of August.
- ♣ The Board approved the proposal submitted by GCS for the SCADA work at the RO Plant at their last meeting. The question was also raised about extending a similar application to the facilities at the Victory Plant. This proposal specifically addresses the Sonic Wall/Fire Wall protection and outside access to the operation of the facility.
- ♣ As noted in the Chairman’s email of August 27th, it is preferable for the Board’s Clerk-Treasurer to

be the person placing the orders on behalf of the Board. There is a direct communication between the Board and the Clerk-Treasurer with regard to exact approvals and needs on behalf of the Board. This will give the Board a better understanding of anticipated delivery times, etc. We believe this Schuylerville-Victory Water Treatment Plants will work out as the best solution for accountability of purchases and implementation once the equipment or supplies have arrived on site.

- Don Coalts III ensured that the Monthly Operations Report (MOR) was submitted in a timely fashion to the Glens Falls Office of the DOH (prior to the 10th of the following month).

- Communicated with representatives from CT Male with regard to the Water System Report they are compiling on behalf of the Board. Provided a copy of RASP budgetary quote for water plant controls and upgrades as submitted- to Kathryn Serra of CT Male; at her request for her files. We also provided Kathryn with the last two years' worth of flow data at both facilities as they relate to the overall water system. This included daily flows, monthly flows and averages of the same for the plants.

- Don Coalts III communicated with Bryan Drew about the requirements for Water Operator's D licensing through the NYS Department of Health.

- Worked with the Distribution Crew(s) as appropriate:

 - Leak on Gates Avenue investigation (#102)- no apparent leak found on the water main or service lines in that area. See our expanded note below in this report.

 - Discontinued the preparation for a layout on the water storage tank overflow piping as directed by the Chairman.

 - The Grove Street water tap was completed on August 7th by Rob and his crew with an assist by Mark Rogers.

 - Communicated with Rob and Billy several times.

 - DCK Services staff and the Victory Board staff member were able to chase down the technician for the maintenance on the Water Storage Tank Generator. The work was finally scheduled for the month of August (19th). This was demonstrated to the Board that there were many attempts made to get the contractor onsite.

 - The apparent leak on Gates Avenue has been checked several times by many different people and no apparent source of the leak can be found or determined. The best thought at this time remains that there is a possible leak on the sewer line in the area.

 - Chairman Healy will follow up with DPW Supervisor Lloyd on this issue.

 - We worked with the representative from Surpass Chemical (Tim Clayton) to secure better chemical pricing and delivery patterns at the facilities.

 - Chairman Healy stated he would look to DCK Services for guidance on which company they would prefer using. Chairman Healy made a **motion** that we start to use Surpass for our chemicals, Commissioner Drew seconded the motion, all in favor.

 - The Board and Chairman have opened communications with Mark Rogers and directly authorized him to accomplish a number of the issues found at the Victory Plant. Don J. Coalts will try to stay in contact with Mark Rogers to determine his progress on the various issues he has been tasked with by the Chairman.

Scheduled Activities Next Month

- Continue to visit each the plant each day.

- Conduct routine operations and daily testing as required.

- Charge chemicals as necessary.

- Other Items/Tasks being pursued or awaiting information from others:

 - Victory Plant, Well #1 pump has failed and it has been pulled by Mark Rogers. This work is completed.

 - Victory Plant, Ventilation System has components in need of attention; The Timer has failed and the Roof Intake is not functioning- Mark Rogers found a bad motor on the roof device. He is waiting on a new motor.

 - The vent system in the Chlorine Feed Room has a bad motor. Mark Rogers has worked on repair of this system – as of this meeting, it was working.

 - Mark Dennison has completed the install the replacement Hypo Pumps now that they have arrived from JEM Enterprises. As noted before, Mark has done this work in the past and is experienced at the changeout and update of the equipment. We are fortunate to have him on our staff and be able to tap into

his experience and suggestions on various components of the two treatment plants.

- o The Sodium Permanganate monitoring system needs to have the bulb replaced – at the Victory Plant.
- Chairman Healy asked DCK Services to order a new bulb.

Commissioner Hughes inquired about progress on monitoring the overflow pipe in Victory. Chairman Healy stated that once the remote monitoring system is up and running, that the hope is that the Victory plant will also be on that system.

Chairman Healy stated that roof on the Victory Plant is in rough shape – it is a rubber roof. He asked if that was something that the DPW could handle. Commissioner Dennison stated that quotes would need to be obtained from contractors. Don Coalts, III, stated that DCK could make phone calls, meet contractors at the site and get prices. Commissioner Dennison stated that because it is a flat roof that it has to be rubber. She also asked Don, III, if it would be possible for a pitched roof to be installed. There was further discussion about the rubber roof and Don, III, suggested getting three quotes for both the rubber roof and a pitched roof.

Commissioner Dennison stressed the importance of completing the work needed to get the Victory Plant fully operational. DCK will also submit an Invoice for work already completed on the Victory Plant, by Mark Dennison, and will submit an estimate for work to be completed by both Mark Dennison and Mark Rogers.

Commissioner Hughes addressed DCK about the hook-up for the 7 Grove Street property and the problem with shutting the main off. He is concerned that there are more mains that cannot be properly shut-off but are not being reported to the Board. He asked if, in the future, DCK would report on these situations so they can be addressed. Don, III, stated that we would work with DPW Supervisor Decker about reporting these situations in the future. Chairman Healy suggested that, in the future, that main shut-offs are determined to be in working order before connection work is performed.

OLD BUSINESS:

The Fiscal 2018-2019 AUD Statement, from WDR Accountants, was distributed to the Board. The 2018-2019 AUD was submitted to the State of NY.

Chairman Healy and Clerk/Treasurer Westbrook continue to coordinate efforts on drafting a letter the farmer concerning the Victory Water Plant easement access issue.

DPW Supervisor Decker informed the Clerk/Treasurer that the Village of Schuylerville will take the riding lawn mower. There was discussion concerning putting the mower out to bid to try to recoup some funds. Commissioner Dennison inquired if there were specs on it. Chairman Healy will contact DPW Supervisor Decker to obtain specs on the mower and accept sealed bids for purchase.

Glens Falls National Bank Credit Card Application is in progress.

Paving corrections on Cemetery Road - Villages & Town of Saratoga to coordinate efforts.

The Board reviewed and accepted the changes made to the Rules and Regulations at the August 26th meeting.

The Clerk/Treasurer received the cell phone and requested that the Board consider purchasing of screen protector, for \$24.99, and a case, for \$29.99, for a total cost of \$54.98. Chairman Healy made the **motion** to approve the purchase, Commissioner Dennison seconded the motion, all in favor.

The fall Water Operator Training course has filled up. Village of Victory DPW employee will take the Correspondence Course for \$135.00, plus related materials that may be applicable. The Schuylerville DPW Supervisor and Deputy Supervisor feel that the two-day course, at a designated site, will fit better into their work

schedule. Commissioner Dennison made the **motion** to approve anything else that is additional to the training, Chairman Healy seconded the motion, all in favor.

A quote for a new excavator with trade-in value for the bulldozer was provided to the Board. There was some discussion and it was felt that it would be better to revisit the topic during budget time.

New Business:

The Village of Schuylerville just purchased a road saw blade. DPW Supervisor Decker recommended purchasing an additional one to have in stock. Chairman Healy will speak with DPW Supervisor Decker as to who owns the saw.

Open Floor:

Wendy Lukas had questions for the Board on a few items. It was clarified that the Water Operator's Course was for a Class D license, not to hire an Operator for the treatment plant/s. Mark Dennison is an employee of DCK and the SVBOWM pays him for work that is above and beyond the parameters of "inside maintenance," per the Contract with DCK, and a detailed invoice of such will be reviewed. She inquired as to whether or not both Village Planning Boards will be consulted when SVBOWM works on the Water Master Plan. There was some discussion and there was a consensus among the Board that both Villages need to be aware of it for future planning. Ms. Lukas also inquired about meters and Chairman Healy stated that the result of their meeting with CT Male revealed that the condition of the infrastructure was more of a priority than getting meters was. There was discussion on borrowing money for the project and CBG funds. She also asked about booster pumps and Chairman Healy responded that one was not needed near the water treatment plant but on Morgan's Run, Schuyler Heights and Moment Drive and individual one on Cemetery Road – they cost approx. \$170,000 each.

Executive Session:

Audit and Approval of Claim:

Chairman Healy asked for a motion to pay Abstract #4. Commissioner Dennison made the **motion** to pay Abstract #4, Commissioner Drew seconded the motion, all in favor.

Adjournment:

Commissioner Dennison made the **motion** to adjourn the meeting, Commissioner Drew seconded, all in favor.

Respectfully submitted,

Susan N. Westbrook