

Schuylerville/Victory Board of Water Management

**Monthly Meeting Agenda**

February 26, 2024

6:00pm

CALL MONTHLY MEETING TO ORDER

Chairman Drew called the meeting to order at 6:03 pm.

Water board Commission's Leslie Dennison, Tim Healy and Mike Hughes were present.

BOARD ANNOUNCEMENTS

The next meeting will be Monday March 18, 2024 at 6:00pm in the Village of Victory.

CORRESPONDENCE

MINUTES

- Monthly Meeting Minutes ~ January 22, 2024,  
Motion to approve Commissioner Dennison, 2<sup>nd</sup> Commissioner Healy, Approved 4/0

TREASURER'S REPORT (Bank Balances: ending January 31, 2024)

<b>Operating Account</b>	\$ 17,334.74
NYCLASS Operating Account	\$ 82,872.62
<b>Filter Account</b>	\$ 62,587.69
NYCLASS Filter Account	\$ 156,254.60
<b>Capital Reserve Savings Account</b>	\$ 26,494.34
NYCLASS Capital Account	\$ 234,281.84

See attached Revenue/Expense Report/ending February 26, 2024.

JCF PLANT REPORT

Report submitted by Independent Operator Jake Fort.

- Ross Valve has malfunctioned intermittently several time in the last month. They replaced the components and will call Ross about troubleshooting the issue.
- RO End Caps – currently no spare parts, Jake is going to submit a quote for the parts needed.
- HACH SC200 ha been installed, wired and is working properly.
- February 7<sup>th</sup> – HACH representative was on site to evaluate the instrumentation to determine what should be upgraded/replaced. While the equipment is all functioning there are several instruments that will be obsolete in the coming years and no longer be supported. He will be preparing a plan and pricing so we can budget and plan the upgrades needed.

OLD BUSINESS

1. Computer is not functioning well due to age; Jake is going to get a price of a new computer. Motion was made to contact RASP for a price.

NEW BUSINESS

1. New Budget – required deadlines
  - 'Tentative budget' due by March 20<sup>th</sup>, recommend a Budget Workshop, between February Board meeting and the March meeting.  
*Meeting scheduled for March 7<sup>th</sup> @ 6 pm.*
  - Required 'Public Hearing' by April 15th
  - Budget needs to be 'Adopted' by May 1<sup>st</sup>
2. Annual Water Sample Testing Schedule has been received and is on file.

3. Updated contract for Spectrum including running the lines underground \$13,170.60. This charge will be on account J.8320.400, please review account on Rev/Exp to so that a Resolution can be processed for the funds.  
Contract will be reviewed at the March 7<sup>th</sup> meeting.
4. Resolution to Transfer Funds to the General Fund Budget. Motion to approve Commissioner Dennison, 2<sup>nd</sup> Commissioner Healy, Approved 4/0
5. Outside User Policy – letters were sent out to delinquent users January 29, 2024 and we currently have 4 users that did not pick up their certified letter from USPS and have not made their accounts current. How would you like me to proceed? Shut off their water per the policy? Copy of policy and letter enclosed. Board recommended we shut off the water. Motion to approve Commissioner Healy, 2<sup>nd</sup> Commissioner Dennison, Approved 4/0
6. Properties that need to be reviewed:
  - 70 Broad St – 2 businesses (Sweeney’s/Bentley’ Salon/Barbershop) 2 units, s/b 4 units, to be reviewed further
  - 151 Broad St – residence has a salon (Stella’s) 1 unit, s/b 3, send letter, change units in account
  - 10 Broad St – Alpine Construction (commercial) 1 unit, s/b 2 units, send letter, change units in account
  - 73 Broad St – GFN (commercial) 1 unit, s/b 2 units, send letter, change units in account
  - 83 Broad St – Laundromat, 2 apts, 2 units (from pics online there’s a minimum of 12 washers), Chairman Drew will visit the property to verify the number of washers
  - 120 Broad St – Geppetto’s building 3 units (how many apartments are upstairs?), Code Enforcement will be contacted.

PUBLIC COMMENT

EXECUTIVE SESSION

AUDIT AND APPROVAL OF CLAIMS

Unpaid/Paid Abstract #8/February 2024 presented for approval in the amount of \$ 51,439.91, Motion to approve Commissioner Dennison, 2<sup>nd</sup> Commissioner Healy, Approved 4/0

ADJOURNMENT

Motion to adjourn Commissioner Dennison, 2<sup>nd</sup> Commissioner Healy, Approved 4/0

Respectfully Submitted

Debby Breton