

Schuylerville/Victory Board of Water Management

**Monthly Meeting Minutes**

July 15, 2024

6:00pm

CALL MONTHLY MEETING TO ORDER

Chairman Drew called the meeting to order at 6 pm.

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

BOARD ANNOUNCEMENTS

The next meeting will be Monday August 19, 2024 at 6:00 pm in the Village of Victory.

CORRESPONDENCE

MINUTES

- Monthly Meeting Minutes ~ June 17, 2024  
Motion to approve Commissioner Dennison, 2<sup>nd</sup> Chairman Drew, Approved 4/0
- Joint Village Board Meeting Minutes – June 17, 2024  
Motion to approve Commissioner Dennison, 2<sup>nd</sup> Chairman Drew, Approved 4/0

TREASURER'S REPORT (Bank Balances: ending June 30, 2024)

|  |              |
|--|--------------|
| <b>Operating Account</b>               | \$240,019.61 |
| NYCLASS Operating Account              | \$ 28,873.99 |
| <b>Filter Account</b>                  | \$ 62,603.25 |
| NYCLASS Filter Account                 | \$159,993.45 |
| <b>Capital Reserve Savings Account</b> | \$ 26,500.34 |
| NYCLASS Capital Account                | \$202,422.35 |

Commissioner Dennison made a motion to move \$50,000 from the Operating Account to the NYCLASS Operating Account. Chairman Drew 2<sup>nd</sup> the motion, Approved 4/0.

See attached Revenue/Expense Report/ending July 15, 2024.

JCF PLANT REPORT

Report submitted by Independent Operator Jake Fort.

- Jake is going to take one of the A/C units from the Schuylerville Plant to place in the Victory Plant to see if it helps with the humidity, as a test.

OLD BUSINESS

1. Revolving Credit Card – Bryan was going to apply for the card  
Commissioner Dennison volunteered to go to the bank and apply for the credit card.
2. There was a meeting Thursday, June 13<sup>th</sup> with Bryan Drew, Rob Decker, Ryan Campbell and myself to discuss revising the Emergency Water Break procedure. We will work on this process for both villages DPW and submit for approval when completed. See attached procedure attached.  
-Board suggested some updates to the procedure. The Account Clerk, Debby Breton will make the updates and then email the board, DPW foreman, and village mayors.
3. Can we discuss who is authorized to certify the payroll, I know that it is difficult for Bryan to be here because of his jobs? Would it be possible to consider another board member who is more readily available? Board made a motion for Commissioner Dennison to approve payroll each month.  
Motion to approve Chairman Drew, 2<sup>nd</sup> Commissioner, 2<sup>nd</sup> Commissioner Hughes, Approved 4/0

## NEW BUSINESS

1. We received a letter 'Notice of Tyco Class Action Settlement', I sent a copy of the letter to Phil to review. Phil's recommendation is to file the claim. See his email attached.  
Motion to approve Commissioner Healy, 2<sup>nd</sup> Commissioner Dennison, Approved 4/0
2. Jake has submitted two quotes for filter cartridges, quotes are from MSC Filtration Tech and Filtersource. See attached.  
Motion to approve Commissioner Healy, 2<sup>nd</sup> Commissioner Dennison, Approved 4/0
3. Approval of the USDA Environmental Report – Water main Phase 1A  
Motion to approve Chairman Drew, 2<sup>nd</sup> Commissioner Dennison, Approved 4/0

## PUBLIC COMMENT

## EXECUTIVE SESSION

A motion was made by Commissioner Hughes to go into Executive Session, to discuss a financial matter.  
Motion made to end the Executive Session by Commissioner Healy.

## AUDIT AND APPROVAL OF CLAIMS

Unpaid/Paid Abstract #1/July 2024 presented for approval in the amount of \$ 37,186.65  
Motion to approve Commissioner Dennison, 2<sup>nd</sup> Chairman Drew, Approved 4/0

## ADJOURNMENT

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

Respectfully submitted

Debby Breton