

GLOVERSVILLE BOARD OF WATER COMMISSIONERS

MEETING MINUTES – APRIL 9, 2024

The Regular meeting of the Board of Water Commissioners was held and brought to order at their office, 67-73 South Main Street Gloversville, NY on April 9, 2024, at 6:00 PM with President Capano presiding.

Roll Call

Commissioners-----

Capano	PRESENT
White	PRESENT
Antonucci	PRESENT
Chittenden	PRESENT
Satterlee	PRESENT

Others in Attendance: Water Superintendent, Anthony Mendetta, and Chief Water Treatment Plant Operator, Andrew White.

The Superintendent explained to the Board that he had Audits that he had to pull out of our regular Audit List. These items must be voted on separately due to a conflict with Commissioners Capano and Antonucci.

Audit #23229 in the amount of \$75.78 payable to Gloversville True Value needed to be voted on with Commissioner Capano having to abstain from voting to approve.

Commissioner Satterlee made a motion to approve Audit #23229 in the amount of \$75.78 payable to Gloversville True Value. Commissioner Antonucci seconded the motion.

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Antonucci	X			
Satterlee	X			
Chittenden	X			
Capano				X
White	X			

The Superintendent explained to the Board that he had another Audit that he had to pull out of the regular Audit List. This item must be voted on separately due to a conflict with Commissioner Antonucci.

Audit #23206 in the amount of \$129.50 payable to Wood & Lock needed to be voted on with Commissioner Antonucci having to abstain from voting to approve.

Commissioner Capano made a motion to approve Audit #23206 in the amount of \$129.50 payable to Wood & Lock. Commissioner White seconded the motion.

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Antonucci				X
Satterlee	X			
Chittenden	X			

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Capano X
White X

The remaining audited bills were presented and reviewed:

New York Section AWWA	-150.00
National Grid	-21.23
NBT Credit Services	-510.66
Twin Bridges Waste & Recycling LLC	-137.50
Unlimited Heights Tree Services Inc	-2,500.00
WB Mason Co Inc	-72.52
Board of Water Commissioners	-3,569.19
American Water Works Association Inc.	-86.00
Anthem BlueCross Retiree Solutions	-6,782.01
CDPHP	-22,255.02
Century Linen Service, Inc	-47.78
Christine Linart	-2,616.29
Christopher R Jablonski	-30.00
Commissioner of Finance	-2,200.00
Frontier Communications Corporation	-664.90
Johnstown Auto Parts - NAPA	-80.42
National Grid	-2,683.20
Philip Beckett CPA PC	-1,795.00
Temp Force LP	-541.20
Ti-Sales Inc	-24,717.40
WB Mason Co Inc	-430.44
William B Collins Co	-44.85
Commissioner of Finance	-1,920.00
Commissioner of Finance	-982.16
FW Webb	-383.00
Security Supply Corp	-17.09
Advanced Cleaning & Restoration Services	-275.00
Anthem BlueCross Retiree Solutions	-6,782.01
Bobcat of Gloversville-Johnstown LLC	-58.72
Christine Linart	-673.00
Fidelis Care	-620.45

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G A Bove & Sons Inc	-6,288.07
Gary Antonucci DBA Wood & Lock	-129.50
H & M Equipment Co Inc	-394.30
IDEXX	-7,673.08
Johnstown Auto Parts - NAPA	-55.86
Temp Force LP	-541.20
Petty Cash	-189.54
NBT Insurance Agency	-46,570.09
Aflac	-1,595.76
CDPHP	-22,255.02
Christopher R Jablonski	-1,021.25
Emmons Metro LLC	-900.00
Ferguson Enterprises LLC	-1,164.00
Metropolitan Industries Inc	-90.00
Security Supply Corp	-200.20
Temp Force LP	-541.20
USABlueBook	-1,956.32
Christine Linart	-1,346.00
Ferguson Enterprises LLC	-2,823.80
Gorman Bros Inc	-456.29
National Grid	-56.97
Spectrum	-204.99
Metropolitan Industries Inc	-90.00
FW Webb	-3,999.00
Gloversville True Value	-75.78
JH Consulting Group Inc	-2,188.00
National Grid	-844.98
Runnings Supply Inc	-87.32
Telecon Wireless	-394.83
Twin Bridges Waste & Recycling LLC	-137.50
William B Collins Co	-88.14
PR #11 W/E 3/9/24	-19,317.40
PR #11 W/E 3/9/24 SS	-1,418.69
PR #12 W/E 3/16/24	-18,639.99
PR #12 W/E 3/16/24 SS	-1,366.83
PR #13 W/E 3/23/24	-25,245.78

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PR #13 W/E 3/23/24 SS	-1,872.23
PR #14 W/E 3/30/24	-18,675.58
PR #14 W/E 3/30/24 SS	-1,369.56

A motion was made by Commissioner Capano that the remaining audited bills listed above are ordered paid. The motion was seconded by Commissioner Chittenden.

Commissioner	Yes	No	Absent	Abstain
Antonucci	X			
Satterlee	X			
Chittenden	X			
Capano	X			
White	X			

CAPITAL PROJECT AUDIT:

The Capital Project Audits were presented and reviewed.

Board of Water Commissioners	I#LABOR022924 LEAD LINE PROJ REIM COLL/GEN FUND PO#H240001	-
		66,157.49
Board of Water Commissioners	I# 09105901 LEAD LINE PROJ REIM COLL/GEN FUND PO#H230039	-72.58
Board of Water Commissioners	I#LEAD/CLERK#11 LEAD LINE PROJ REIM COLL/GEN FUND PO#240002	-8,972.67
Board of Water Commissioners	I# T614706 LEAD LINE PROJ REIM COLL/GEN FUND PO#H230038	-402.52
Board of Water Commissioners	I#EQUIP022924- LEAD LINE PROJ REIM COLL/GEN FUND PO#H240003	-
		39,143.91
Ti-Sales Inc		-
		52,800.04
	PAYT APP #15i FINAL- Inv# 153575 PO#H240004-i-GIGP METER PROJ METER INSTALLATIONS	44,335.04
	PAYT APP#15P I#S 164701, 167194, RTN10599, 166493 - PO#H240004-P - PURCHASE OF REMAINING METERS...	8,465.00
		52,800.04
C.T. Male Associates	I# 110152 - PO#H 240005 ENG SERV GIGP METER PROJ	-127.50

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A motion was made by Commissioner White that the Capital Project audited bills listed above are ordered paid. The motion was seconded by Commissioner Antonucci.

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Antonucci	X			
Satterlee	X			
Chittenden	X			
Capano	X			
White	X			

Resolution:

The Superintendent informed the Board that on 3/29/24 the department was awarded a grant from the Bi-Partisan Infrastructure Bill for Lead Line Service Replacement in the amount of \$5,391,040. It also included interest-free financing in the amount of \$2,310,445 which is good for up to 30 years. This totals about \$7.7 million.

RESOLUTION NO. 2024-06

Water Board President Capano sponsored the following resolution and moved for its adoption:

RESOLUTION NO. 2024-06

RESOLUTION OF THE GLOVERSVILLE BOARD OF WATER COMMISSIONERS WITH AN ADDRESS OF 67-73 S. MAIN STREET, GLOVERSVILLE, NEW YORK 12078 AUTHORIZING THE ACCEPTANCE OF THE FUNDING AWARD FROM THE 2023 BIPARTISAN INFRASTRUCTURE LAW LEAD SERVICE LINE REPLACEMENT FUNDING THROUGH THE DRINKING WATER STATE REVOLVING FUND AND CONFIRMING THE WATER BOARD'S INTENT TO PROCEED WITH THE BIPARTISAN LEAD SERVICE LINE REPLACEMENT PROJECT

WHEREAS, the Gloversville Board of Water Commissioners proposes its intent to undertake the Gloversville Water Works Bipartisan Lead Service Line Replacement Project to replace the remaining Lead Services located throughout the City of Gloversville.

WHEREAS, the Gloversville Board of Water Commissioners, along with the City of Gloversville have received a funding award notice from the 2023 Bipartisan Infrastructure Law Lead Service Line Replacement program.

WHEREAS, the Gloversville Water Works Bipartisan Lead Service Line Replacement Project is eligible for a grant funding award of up to \$5,391,040 and for interest-free financing of up to \$2,310,445 through the BIL-LSLR grant program through the Drinking Water State Revolving Fund.

NOW, THEREFORE, be it hereby

RESOLVED, that Board of Water Commissioners confirms it's acceptance of the Funding Award in the amount of up to \$5,391,040 to include interest-free financing of up to \$2,310,445 from the Drinking Water State Revolving Fund Bipartisan Infrastructure Law Lead Service Line Replacement Program.

RESOLVED, by the Board of Water Commissioners confirms it's intent to proceed with the Gloversville Water Works Bipartisan Lead Line Replacement Project with said Funding Award from the Drinking Water State Revolving Fund Bipartisan

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Infrastructure Law Lead Service Line Replacement Program. With the Board to authorize the City of Gloversville Mayor to sign the BIL-LSLR Grant Funding Acceptance Form on behalf of the City of Gloversville and the Gloversville Water Works.

A motion was made by Commissioner Capano and seconded by Commissioner White that the above resolution be adopted.

Votes Taken:

	<u>Yes</u>	<u>No</u>
Commissioner Capano	X	
Commissioner Antonucci	X	
Commissioner White	X	
Commissioner Chittenden	X	
Commissioner Satterlee	X	

Adopted : April 9, 2024

Superintendent's Report:

Superintendent Mendetta discussed the following issues with the Board:

1. Meter Project

The final pay app for the project was in the capital audit. This included the change order for Christine Linart's additional work hours for the project. The EFC document collection process has been completed and approved. All the boxes that were left inside by Hydro Utilities have been moved outside by our workers. Hydro Utilities has been invoiced for this work. We are also changing out the ARB meters that were left in during the project initially to save money. Due to the way the meters read in our monitoring system we have been changing out the ARB meters to read the same way as the new Neptune meters. While we are getting in to houses to obtain customer materials, we are also taking advantage of the opportunity to change out the ARB meters since we already have the meters on hand.

2. Filtration Project

The Superintendent spoke to the lawyer from EFC about documents he was missing on his end. He said we need to close by September of this year. We are on the agenda for EFC's Board meeting in May and then another Board must approve it in June and then the grant agreement can go for closing in July. Jake from CT Male said they are finishing up the Design Plans and the Superintendent would like to hold a Special Meeting on April 30 at the Filtration Plant to go over the plans with the Board members to go over the project, so that nothing is missed that needs to be included in the project. Once the Board approves the plans, they will be submitted to the Department of Health for review. If everything goes on schedule, the grants closing will be in July and then we need to get it out to bid. This will most likely take us into winter before the work begins on the project. There are two construction bids that will go out. One is for the inside valves and the other will be for the electrical and solar work. The solar field will be fenced in.

3. Lead Line Service Replacement

With the resolution that was passed for lead line replacement, the Board needs to determine whether we should replace lead line services in-house. We have \$6000 that was budgeted. With the cost of copper at \$8 per foot the Superintendent prefers not to put

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plastic in the ground since we will be putting copper in when we move forward with the grant project. With the new EPA rules for lead line replacement, any galvanized downstream of an existing lead service or previously existing lead service must be replaced from the water main into the house. The Board recommends doing the short side and only doing replacements until the \$6000 is used up. The rest of the replacements will be done through the lead line service replacement grant. The only thing we need for lead line replacements is copper. The homes that need replacement to the house will be done through the grant. Everyone getting a lead line service replacement must fill out a Hold Harmless Agreement.

All the information for the EPA grant for lead line service replacements has been submitted to HRP. The engineering report has been updated for the lead service project that was done which was originally for 7.7 million. Since the EPA changed their rules regarding galvanized replacement, the number of services to be replaced went from 1230 services to 2333 services to be done. This change drove up the cost of the project to \$15.1 million. The EPA grant portion for our project includes another \$10 million, with no match so this should be used first. Then we could supplement the rest of the project at the 70/30 split.

We submitted our last Year 6 - Quarter 4 Voucher for original lead line service money we received from the 2017 grant award of \$623,655. We used all the monies and got our last reimbursement for \$324,403.74.

Andrew is getting addresses together for the 60 samples we must do for the first half of the year, and we must do an additional 60 later. We must do Tier 1 samples first. Tier 2 samples are houses built after 1982 with lead solder with copper lines.

4. Ti-Sales

We have a quote from Ti-Sales regarding warranty information. They have an extended warranty maintenance agreement for the belt clip receiver to RF test meters or in the event the gateway goes down of \$508 for one year. The other quote is for an extended maintenance warranty for the gateway collectors, of which we have two and that cost \$1177 per gateway for one year. The Board recommends tabling the quote until the Superintendent reaches out to the insurance company to see what we are covered for.

5. Bulk Water Use

The Glove City Loft Project is drilling wells for geo-thermal heat. Since they are using our hydrants for an extended period, they may go over the contractor rate for 10,000 gallons. We may need additional tiers for invoicing customers that go over 10,000 gallons. The Board agreed on tiers for every additional 5,000 gallons at a rate of an additional \$75 for contractors and \$50 for non-contractor rates.

A motion was made to increase contractor and non-contractor rates for bulk water by Commissioner Capano. The motion was seconded by Commissioner White.

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Antonucci	X			
Satterlee	X			
Chittenden	X			
Capano	X			
White	X			

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6. Mr Powell

Mr Powell isn't interested in selling the 2-acre section of property that the Board offered to buy but said that in the future he may be selling all of his property, and we could purchase all of it in the future if we were interested. He did ask for permission to install a gate on our fence so that he can access his property. The Board is concerned about liability issues if we allow him to install a gate and he enters Water Works property. The Board suggests that we have the city attorney draw up a Hold Harmless agreement for Mr Powell in the event he goes on Water Works property.

7. Rates

The Board discussed if they need to increase the 2025 rates for water or infrastructure. The Board requested the Clerk to provide a generation of revenue based on percentages. Rate increases need to be voted on by the June Board meeting to increase rates as of 1/1/25. The current In-City rate is \$4.08 per 100 cu ft and the infrastructure charge is \$0.25 per 100 cu ft.

The Sewer Department pays the Water Department \$50,000 per year for shared services. The Board has requested administration to do a work study on Sewer related tasks. The Board will reassess the shared services rate after the work study is completed.

8. Medicare Meeting

The Board currently pays retirees the premiums for Part A and a Part B reimbursement. There is a consortium type program through NYS that combines Part A & B. The Superintendent is looking to find a way to save the department money and still provide the same level of insurance to the retirees for free per the contract. Commissioner Capano will sit in on the April 17th meeting.

9. Vacation Time

The Clerk recommended that Jammie Mendetta, who has been working for the department for over a year now, receive one week paid vacation.

A motion was made by Commission Satterlee to give Jammie Mendetta one week's vacation as of her anniversary. The motion was seconded by Commissioner Capano.

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Antonucci	X			
Satterlee	X			
Chittenden	X			
Capano	X			
White	X			

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10. Change of Day for Water Board Meeting

The City of Gloversville requested that the Board change the date of the monthly Board Meeting to allow for a liaison from the City to be present at the meeting. The Board had agreed to change the date of the Water Board meeting to the third Tuesday of each month. The City is asking for this change to begin in September and the Board was in agreement and will send a letter stating that.

Chief Water Treatment Plant Operator's Report:

Scaffolding

The manual valve cranks in the past haven't been exercised regularly. Since we are getting new valves, Andrew would like to purchase scaffolding on wheels to make it easier to get to the valves to exercise them on a regular basis. The scaffolding is powder-coated to resist rust at a cost of \$1600 from Grainger. Commissioner Antonucci is going to investigate the cost of scaffolding for the next Board meeting.

Account Clerk's Report:

Adjustments:

The Superintendent had the following requests for billing adjustments:

- 1) Request for Adjustment for 115 Queensboro Manor

Adjustment: If there are no notes that we attempted to get into the home to replace the meter, the Board will forgive the back billed charges. If the owner received correspondence to get into his property and he was non-compliant, he is responsible for the water charges at the rates at the time of each billing cycle to determine the credit amount.

Commissioner Satterlee made a motion to move forward with the adjustment. The motion was seconded by Commissioner White.

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Antonucci	X			
Satterlee	X			
Capano	X			
Chittenden	X			
White	X			

- 2) Request for Adjustment for 58 w 8th Ave

Adjustment: Credit Sewer \$27.25, Credit Infra \$8.30, and Water Infrastructure \$2.97. Due to the bill being estimated too high.

- 3) Request for adjustment at 57 West St.

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Adjustment: Credit Sewer \$594.04. Due to a broken hot water tank.

4) Request for Adjustment for 23 W 8th Ave

Adjustment: Credit Sewer \$159.30. Due to a major piping failure.

Commissioner Capano made a motion to the above noted billing adjustments. The motion was seconded by Commissioner Chittenden.

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Antonucci	X			
Satterlee	X			
Capano	X			
Chittenden	X			
White	X			

Commissioner Satterlee made a motion to adjourn the meeting. The motion was seconded by Commissioner White.

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Antonucci	X			
Satterlee	X			
Capano	X			
Chittenden	X			
White	X			

The next meeting will be held on Tuesday, May 14, 2024 at 6:00 PM.