**JOHNSTOWN WATER BOARD**

**MEETING MINUTES**

**APRIL 8, 2019 6:00 P.M.**

**CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE**

Board President Hammer called the meeting to order at 6:00 p.m., followed by the Pledge of Allegiance.

**ROLL CALL OF BOARD MEMBERS**

Board President Hammer

**ATTENDEES**

Jason Hammer, President

John Swierzowski, Board Vice President

George DiMarco, Board Member

Michael Poulin, City of Johnstown Attorney

John Denmark, Water Plant Operator

Barbara Koehler, Clerk of the Board

Brad Hayner, City Council Liaison (arrived at 6:17 pm due to Common Council meeting at 6:00 pm)

**ABSENT**

Thomas Simek, Board Member

**PUBLIC SESSION**

**Beth Ringer**

Ms. Ringer thanked the Water Board for her reduction and letter of explanation. She wanted further explanation on the credit and a timeline for the pipe insulation on Factory Street. She also noted she still keeps her water running in a slow trickle as no one has told her to stop doing so to prevent the pipe from freezing.

Ms. Ringer wanted a timeline as to when the pipe would be insulated on Factory Street. Ms. Ringer also noted she has been trying for two years to have the road paved; adding there is now a sinkhole in the road. She noted it was her belief that DPW was waiting for the Water Department to take action so they can pave the road.

Board President Hammer noted construction season starts soon. Board President Hammer asked Plant Operator John Denmark about when we could address the issue of the pipe on Factory Street. Denmark noted the Water Department will further insulate the pipe that is less than 4’ deep to prevent water from freezing. He stated that pipes deeper than 4 feet are below the frost line and should not freeze, so there is no need to dig up the road in that situation. Denmark stated he would work with the DPW Engineer to coordinate any proposed paving.

Board Member Hammer advised Ms. Ringer that credit on her account for the period 07/11/18 – 01/10/19 was based on minimum usage only.

**SPEAKERS**

• TI Sales - Louis Schoolcraft II, Vice President

 Jason Matt, Territory Manager

 Debbie Richards, System Software Implementer

TI Sales presented to the Water Board their various Neptune meter heads and bases, remote

monitoring equipment, and support for billing implementation.

• CT Male - Jake Gordon, PE

 Sand Filter Media Replacement bids were opened on Friday April 5, 2019

 One (1) bid was received from Jablonski Excavators.

Jake Gordon of CT Male made the recommendation of Jablonski Excavation for Sand Filter

Media Replacement. Sand Filter Media replacement exchange should take 60 days to complete.

(See Resolution 11-2019)

**PERSONNEL RESOLUTIONS/MOTIONS**

• **MOTION** to accept the resignation of Thomas Simek as Water Board Member effective

 April 8, 2019, was made by Board President Hammer and seconded by Board Vice President

 Swierzowski.

 3 ayes 0 nays 0 absent 0 abstain

• **RESOLUTION 10, 2019**  - Appoint new Water Board member Brandon Gregory Lyon made by

 Board President Hammer and seconded by Board Member DiMarco.

 3 ayes 0 nays 0 absent 0 abstain

**APPROVAL OF MINUTES**

• **MOTION** to accept meeting minutes of March 11, 2019 made by Board Vice President Swierzowski

 and seconded by Board President Hammer.

 2 ayes 0 nays 0 absent 2 abstain (DiMarco / Lyon)

***Discussion*:** Board Member DiMarco noted Mayor Jackson was not quite accurate in a statement he made at the 03/11/19 meeting referencing a comment made regarding John Denmark’s primary duty as Water Plant Operator. Board member DiMarco stated Denmark is responsible for the oversight of not only source but distribution as well.

Board Member DiMarco also wanted to clarify a statement made by Town of Johnstown Supervisor Jack Wilson at the 03/11/19 meeting regarding the extension of the Smart Waters Agreement. Board Member DiMarco stated the Water Department provides the water not the City of Johnstown. The Water Department ensures water is provided to residents and this falls under John Denmark’s license

**FINANCIAL**

• **MOTION** to accept Claims and Vouchers for payment (Audit Approval)

 made by Board Vice President Swierzowski and seconded by Board Member DiMarco.

 3 ayes 0 nays 0 absent 1 abstain (Lyon)

• **MOTION** to approve March 2019 Industrial Levy

 made by Board Member DiMarco and seconded by Board Vice President Swierzowski.

 3 ayes 0 nays 0 absent 1 abstain (Lyon)

**OLD BUSINESS**

**• Capital Projects Review**

1. Christman Roof

Board Member DiMarco stated he attended the roof inspection with the contractor and manufacturers’

representative. It was determined as there was still snow on the ground, the issue of clean up and

addressing a few minor issues will occur once the snow is gone.

Board Member DiMarco advised that there is still approximately $10,000 retainage remaining.

1. Dam Phase II (Spillway)

Board Member DiMarco noted that he has not heard from GPI regarding the Dam Phase II project. Board Member DiMarco stated John Rizzo of GPI was notified of the changes we requested, as the plans changed from last year. He noted that John Rizzo stated he was going to contact DEC and address the changes to ensure the changes meet with DEC approval.

 c) New Dump Truck

New dump truck should be delivered to shop soon per John Denmark per his conversation with Deputy

 Engineer Wilson.

• **Meter Replacement**

 Clerk Koehler noted the department is primarily taking care of stopped meters and meters with issues

 on the South Side. Clerk has issue as to what to do regarding residents who do not contact the water

 department after numerous letters notices to change/ inspect meters.

Meter head replacements are still occurring as calls are received.

• **RFP for Superintendent Position**

 No applications received.

• **Update on billing Fage and Walmart Distribution for leaks**

 No update. Thomas Simek, former Board Member, was to have written letter.

 Attorney Poulin will assist the Water Board in writing a letter to aforementioned.

 Board President Hammer will write letter and forward to Attorney Poulin for review.

• **Hillier Property in Landfill**

• **MOTION** to have resident Hillier acquire documentation confirming water is contaminated

 made by Board Member DiMarco and seconded by Board President Hammer.

 4 ayes 0 nays 0 absent 0 abstain

Attorney Poulin advised that he searched through the city records for Landfill information. Attorney Poulin stated the Landfill deal was before his time as City Attorney. He advised that in his opinion we should charge 1x city rate, but the final determination is up to the Water Board.

Board Member DiMarco noted the Permissive Use Zone encompasses the Landfill Zone. Free hookup (taps) were provided by the city to whomever was in the landfill zone and residents were charged 1x city rate.

• **Sand Filter Replacement**

(See Resolution 11, 2019)

**NEW BUSINESS**

 No new business

**LIAISON REPORT**

• John Denmark, Water Plant Operator

* Major project completed was the new floor installation at the Cork Intake Structure.

 According to Denmark, the reservoir can now be emptied for cleaning.

- Beavers trapped and removed from Hi Daddy.

* Stewart & Bergen had to refabricate the locks at both Christman and Cork Reservoirs.

**PERSONNEL**

• Update regarding vacant positions:

 Board Vice President Swierzowski stated the Personnel Committee (Swierzowski/DiMarco) will start

 interviewing for laborer positions. He noted the department anticipates vacancies for four laborers.

 According to Board Vice President Swierzowski, MEO and HEO positions have been approved by

 Fulton County Personnel.

 Board Vice President Swierzowski noted the Working Foreman appointment is being held up by the

Appointing Authority for the City of Johnstown. On November 26, 2018, the employee was approved

 for the position. On December 16, 2018, the Appointing Authority, noted the promotion could not

 proceed due to pending litigation. Board Vice President Swierzowski stated this needs to be resolved

 and we need to move forward as it is in the best interest of City taxpayers that the department be fully

 staffed.

**RESOLUTIONS**

• **RESOLUTION 8, 2019**  - Transfer of Funds (tabled at March 11, 2019 meeting)

 made by Board Vice President Swierzowski and seconded by Board President Hammer.

 4 ayes 0 nays 0 absent 0 abstain

• **RESOLUTION 11, 2019**  - Sand Filter Media Contract

 made by Board Member DiMarco and seconded by Board Vice President Swierzowski.

4 ayes 0 nays 0 absent 0 abstain

***Discussion*:**  Board Vice President Swierzowski noted only one person bid on the project. Board Member DiMarco believed CT Male made phone calls to all contractors who had received a bid packet confirming they were not bidding. CT Male confirmed the bid from Jablonski Contractors was reasonable for the scope of work being performed.

**PUBLIC ANNOUNCEMENTS**

• The Water Department will close at noon on Friday, April 19, 2019 in observance of Good Friday.

• Next regular Water Board meeting will be Monday, May 13, 2019 at 6:00 pm.

**ADJOURNMENT**

• **MOTION** to adjourn meeting made by Board Vice President Swierzowski and seconded by Board

 Member DiMarco.

 4 ayes 0 nays 0 absent 0 abstain

Submitted by

Barbara Koehler

Clerk of the Water Board