

**JOHNSTOWN WATER BOARD
SPECIAL MEETING VIA ZOOM
MINUTES
JULY 2, 2020 - 4:00 PM**

To Join Zoom Meeting:

<https://us02web.zoom.us/j/82837398481?pwd=Z2pGdnZmTlY0eTh3UjFqQkdKTmZKZz09>

Meeting ID: 828 3739 8481 Password: 563384 One tap mobile

CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE

Board President Swierzowski called the meeting to order at 4:03 p.m., followed by the Pledge of Allegiance.

ROLL CALL by Clerk of the Water Board

BOARD MEMBERS

John Swierzowski, President
Michael Capparello, Vice President
Brandon Lyon, Board Member
Ralph Marotta, Board Member

ATTENDEES

Barbara Koehler, Clerk of the Board
Michael Poulin, City of Johnstown Attorney

ABSENT

Brad Hayner, City Council Liaison

NEW BUSINESS

MOTION to enter into a Contract with DVS Media Company to create a Web page and Facebook page at a cost of \$715.88, and not to exceed \$1,000.00, was made by Water Board President Swierzowski and seconded by Water Board Vice President Capparello.

Ayes 4 Nays 0 Absent 0 Abstain 0

MOTION designating Frontier Communications to provide a dedicated fiber optic internet circuit for the Fulton County Airport Water Tower for \$270.00 per month per DOH Regulations which state all pumps must have the ability to operate on auto, at a speed of 5/5M, was made by Water Board President Swierzowski and seconded by Water Board Vice President Capparello.

Ayes 4 Nays 0 Absent 0 Abstain 0

Clerk Koehler stated Senior Water Plant Operator Denmark was looking for a less expensive route on the above; however, this was the only option. She added that the water tower needs to be monitored per DOH regulations.

MOTION to approve draft TAP letters with associated fees for residents for FCWD #1 (Smart Waters) was not voted on.

Board President Swierzowski stated he did not like certain points of the draft TAP letter and relayed that they will need to be fine-tuned. He noted he wanted the customer to know more clearly what their responsibilities are.

Board President Swierzowski asked City Attorney Poulin, in absence of a Superintendent, to compose the letter. Clerk stated that residents of the FCWD#1 are calling the Water Department weekly asking for a timeline to TAP into the water line in response to the first letter we mailed in 2019. She advised that Attorney Poulin forwarded an old Landfill Agreement and he suggested this could be fine-tuned. She asked Attorney Poulin if the Water Department needed an Agreement as the parcels are clearly stated in the Smart Waters Agreement, along with the terms.

Attorney Poulin stated he does not think an Agreement was necessary.

Board President Swierzowski asked the Clerk to send the draft letters to Attorney Poulin.

Clerk Koehler advised the Board she would do so on July 9, 2020 when she returned from scheduled vacation time.

Board President Swierzowski stated the topic would be discussed at a later meeting once Attorney Poulin reviewed the draft letters.

MOTION authorizing the Clerk of the Water Board to not print any checks payable to the City of Johnstown to be endorsed by the Water Board President or Vice President with the exception being Sewer funds as dictated by the City of Johnstown Charter, was made by Water Board President Swierzowski and seconded by Water Board Vice President Capparello.

Ayes 4 Nays 0 Absent 0 Abstain 0

Board President Swierzowski stated the City is still not cashing our checks

MOTION clarifying duties of the Water Board Clerk and Typist. Both positions are not to be considered Superintendents, nor take on duties of a Superintendent. The Clerk or Typist are not to be giving any instructions to the work force, as it is not in their scope of work; with the exception being matters related to meter reads/meter issues and related work orders, was made by Water Board President Swierzowski and seconded by Water Board Member Lyon.

Ayes 4 Nays 0 Absent 0 Abstain 0

DISCUSSION NOT ON AGENDA

NYS Department of Health Violation

Board President Swierzowski noted the Water Department received another Department of Health Violation (dated 6/10/2020). He stated that this one was pertaining to the FCWD#1 district.

Clerk Koehler advised that letters will not have to be sent out to the residents. The Clerk relayed that per her conversation with Senior Water Plant Operator John Denmark it was noted that the violation will be included in the 2020 Annual Water Quality Report.

New Board Member

Board President Swierzowski stated Mark Empie will be appointed to the Board to fill a vacancy. He noted a Resolution will be prepared for the meeting of July 13, 2020.

Correspondence to Mayor

Board President Swierzowski stated he wrote a letter addressed to Mayor Jackson regarding Water Department issues. He asked the rest of the Board if they had any issues with the letter. There was a unanimous “no”.

COVID-19 Restrictions

Board Vice President Capparello wanted to know when the COVID restrictions are going to be lifted. He stated “other municipalities are opening up out west”, why not Johnstown?

Attorney Poulin stated he has not been advised as to when City offices are opening up.

Clerk Koehler stated she has issues with opening to the public. She advised that a nearby local municipal office has several staff members infected with the COVID-19 virus. The Clerk states many members of the public choose not to wear masks and are being belligerent in stores. She added that we do not have the police department down the hall to address such circumstances. She stated that the safety of the Water Department employees should be taken into account. Clerk Koehler stated the Water Department is following the lead of the City as to when we will be opening.

PUBLIC ANNOUNCEMENTS

- Next regular Water Board meeting will be Monday, July 13, 2020 at 6:00 pm.

ADJOURNMENT

MOTION to adjourn the meeting was made by Water Board President Swierzowski and seconded by Water Board Vice President Capparello at 4:22 pm.

Ayes 4 Nays 0 Absent 0 Abstain 0

Submitted by
Barbara Koehler
Clerk of the Water Board