**JOHNSTOWN WATER BOARD**

**MINUTES FOR A**

**REGULAR MEETING**

**JUNE 13, 2022 @ 6:00 PM**

The meeting was held at the City of Johnstown Water Department Office.

The meeting was broadcast using Facebook Live on the “Johnstown Water Department” Facebook page.

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

Board President Capparello called the meeting to order at 6:00 PM, followed by the Pledge of Allegiance.

**ROLL CALL**

**BOARD MEMBERS ATTENDEES**

Michael Capparello, Board President Susan Miller, Clerk of the Water Board

George DiMarco, Board Vice President Eric Parker, Common Council Liaison

Brandon Lyon, Board Member Michael Poulin, City Attorney

Mark Empie, Board Member

Ralph Marotta, Board Member

**SPEAKER/TiSales**

Tom Garrity, Director of Sales at TiSales provided the Board with an update regarding the upcoming meter replacement project. He noted the following details regarding the installations:

-once the Board signs a Contract a bid will be put out for a sole Contractor to provide the install service

-there is a 90 day turn around once meters are ordered

-they manage supply and installation

-they mail letters to customers (verbiage approved by Board) & schedule installations (ideally 10-12 daily)

-the exterior radio data box is approximately 5”x5”x3” and the box can be painted by the customer

-each install takes between 30-60 minutes: at install an adult must be present, installer will take a photo of the old meter, hook up the wiring to exterior of home, install/test and seal new meter and take a photo of new radio head

-if installer encounters galvanized/steel/old/brittle piping they will work with a water designee to assist w/install

-installs should be done horizontally; if done vertically the parts wear faster

-weekly project meetings will be held and install status will be provided to the Water Board

-meter pricing is good through 12/31/22

-goal is to have 95-98% of the 3,500 meters changed out within 18 months once installations start

Tom exited the meeting at 6:25pm

**NEW BUSINESS**

**City Engineer Weekly Reports**

City Engineer Christopher Vose submitted an e-mail on 06/06/22 with weekly reports for 05/23/22 and 05/30/22.

**Report dated 05/23/22** states: Filtration – Completed normal filtration activities. Also collected bacteria samples. They also cleaned filter number 2 at the Christman plant. Distribution – Completed mowing at filtration plants and other water facilities. They also continued the spring hydrant flushing program and removed old sand from the Christman plant in anticipation for bringing in new filter sand.

**Report dated 05/30/22** states: Filtration – Completed normal filtration activities. They had to shut down the water line on 30A after CCI (contractor working for the state paving Route 30A) hit a service creating a leak that needed to be repaired. NYSDOH was informed of the incident as restaurants were effected. Samples from the effected locations were taken during a 48 hour period per NYSDOH regulations and no issues were found. They also cleaned filter number 3 at Cork Center. Distribution – Completed mowing operations at the filtration plants and other water facilities. They also performed tree trimming operations at the Hydaddy Dam site.

Board Member Empie advised that he would like to see a more detailed weekly report than what is provided. Board Member DiMarco asked for a breakdown of who was doing what for the week; such as what gate valves were checked. Council Liaison Parker advised that he would pass the information along to City Engineer Vose.

City Engineer Vose advised by e-mail an update on the purchase of new pickup trucks through state bid. He advised that we are waiting for Mangino Chevrolet to come back with the updated pricing. They have to wait until the 2023 model years come out as GM won’t quote new 2022 vehicles anymore. He added that once he had those quotes he would pass them along.

City Engineer advised by e-mail that he heard back from CT Male regarding the door and lighting project at the filtration plants. He noted they have completed their site visits and are prepared to begin completing the bid documents. The quote provided to perform this work was $13,500. He asked the Board to let him know how to proceed with this.

Board President Capparello asked for discussion regarding the CT Male quote.

Board Member DiMarco stated that he would vote nay based on the fact that the Board should have been invited to sit in on any meetings between CT Male and the City Engineer regarding the door and lighting project.

**Motion** to approve the $13,500 quote from CT Male to prepare the bid documents for the door and lighting project made by Board Member Lyon; seconded by Board President Capparello.

**Ayes: 4 Nays: 1 (DiMarco) Abstain: 0 Absent: 0**

**Grievance**

Gregory & Lori Coon-410 Johnson Ave; Gloversville

Account #347900 May 2022 Invoice Amount: $560.35

Repaired a water line, regulator and shut off valve

Water Board Clerk Miller explained to the Board that this customer filed a grievance of their May 2022 Water bill based on a high read. She noted that normally their bills are under $120 for six months (water only-outside of the City at the landfill rate). She added that they were unaware of a leak by their meter pit and repaired a water line, regulator and shut off valve within days of receiving their bill. She advised that the customer was requesting a reduction of their water bill for the period 10/10/22 – 04/10/22.

**Motion** to modify the May 2022 water bill for Account #347900 by $280 was made by Board President Capparello; seconded by Board Member Empie.

**Ayes: 4 Nays: 1 (DiMarco) Abstain: 0 Absent: 0**

**RESIDENTIAL & INDUSTRIAL BILLING LEVIES**

**April 2022 Industrial Billing Levy 10** customers billed

Water $88,748.80 Sewer $183,730.51 Maintenance $6,551.78 **Total $279,031.09**

**Motion** to approve the April 2022 Industrial Billing Levy was made by Board Member Lyon; seconded by Board Vice President DiMarco.

**Ayes: 5 Nays: 0 Abstain: 0 Absent: 0**

**May 2022 Residential Billing Levy 1877** customers billed

Water $348,705.56 Sewer $180,707.35 Maintenance $17,179.72 **Total $546,592.63**

**Motion** to approve the May 2022 Residential Billing Levy was made by Board Member Lyon; seconded by Board Member Empie.

**Ayes: 5 Nays: 0 Abstain: 0 Absent: 0**

**FINANCIAL**

Checking Account Balance as of 05/31/22: $5,847,320.10

Deposits: 05/06/22 – 06/10/22 $ 930,160.62

Accounts Receivables: As of 06/10/22 $ 208,480.39

Accounts Payables: 05/06/22 – 06/10/22 $ 202,947.87

**Motion** to approve the Deposit/Accounts Receivable and Accounts Payable Report was made by Board Member Empie; seconded by Board Member Marotta.

**Ayes: 5 Nays: 0 Abstain: 0 Absent: 0**

**OLD BUSINESS**

**GPI Contracts**

Board President Capparello asked the Board to review the two Contracts forwarded by GPI for Phase II and Phase III of the Cork Center Reservoir Dam Rehabilitation. No discussion followed, and he asked for a Motion to approve the Contracts.

**Motion** to approve the two GPI Contracts for Phase II and Phase III of the Cork Center Reservoir Dam Rehabilitation was made by Board Vice President DiMarco; seconded by Board Member Lyon.

**Ayes: 5 Nays: 0 Abstain: 0 Absent: 0**

**Bond Status**

Board Vice President DiMarco asked Council Liaison Parker the status of the Bond. He expressed concern with rising interest rates the longer it is put off and noted the Board has been waiting for four years for the Bond through the City.

Council Liaison Parker advised that 2018 financials have been approved by the State, 2019 financials are in a review status and 2020 financials are almost completed to be sent out to the NYS Comptroller for review.

**APPROVAL OF MINUTES**

**Motion** to approve the meeting minutes of 05/09/22 was made by Board Vice President DiMarco; seconded by Board Member Empie.

**Ayes: 3 Nays: 0 Abstain: 2 (Capparello/Lyon not present at 05/09/22 meeting) Absent: 0**

**PUBLIC ANNOUNCEMENTS**

The next regular Water Board meeting will be held on Monday, July 11, 2022 at 6:00PM.

**ADJOURNMENT**

**Motion** to adjourn the meeting at 6:50pm was made by Board Member Lyon; seconded by Board Member Marotta.

**Ayes: 5 Nays: 0 Abstain: 0 Absent: 0**

Respectfully submitted by:

Susan Miller, Clerk of the Water Board