**JOHNSTOWN WATER BOARD**

**MEETING MINUTES**

**OCTOBER 9, 2018**

**6:00 p.m.**

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

Board President George DiMarco called the meeting to order, followed by the Pledge of Allegiance.

**ROLL CALL OF BOARD MEMBERS**

Barbara Koehler, Clerk of the Water Board

**ATTENDEES**

George DiMarco, President

Scott Jeffers, Vice President (arrived 6:33 pm)

 Jason Hammer, Board Member

 John Swierzowski, Board Member

 Dave Hoover, Board Member

 Michael Hlozansky, Senior Water Treatment Plant Operator

 Barbara Koehler, Clerk of the Board

 Michael Poulin, City of Johnstown Attorney

 Tim Cellary, City Council Liaison

**PUBLIC SESSION** - Guest, **Mayor Vernon Jackson**

Topics discussed by Mayor Jackson

**Insurance of Dams**

Currently the city only has insurance on liability, not a downstream coverage rider, in the case of catastrophic failure. The city insurance agent, NBT Mang, will not give the city a policy covering catastrophic failure due to the issues with the Dam.

The Water Board was not aware that there was no downstream coverage on the Dam.

Mayor Jackson requested a copy of the Water Departments Emergency Action Plan (EAP).

Mayor Jackson also inquired about the corrective actions taken to fix dam. Board President DiMarco noted all actions have been taken for the Dam and the Water Department is in compliance with DEC, as the repairs on the dam were completed in 2018 with Phase 1 of the Dam Rehabilitation Project.

Phase 2, which will commence in 2019, will cover spillway repairs.

Greenman Pederson Inc. (GPI) remits all pertinent documentation to DEC.

**Main Street issue**

Mayor Jackson noted that if the Water Department requires assistance, as in the case of a Water Department distribution staff shortage, the Deputy Engineer is always available. Board President DiMarco noted a Grade D license is needed to work on water. Mayor Jackson noted Wade Hohenforst, of DPW, still has a D license and can also assist.

The Water Department is fixing the issue on Main Street today, 10/9/2018. Part of the issue, along with a staff shortage, was that the parts needed to complete the job are not made by the manufacturer until the order is placed.

**(Former) Rainbow Restaurant**

Before proceeding with the renovation of the former Rainbow Restaurant, Joe Lander has to obtain approval from Code Enforcement first.

As an added note by Water Board President DiMarco, the distribution crew did not activate any water related valves / pipes to the building. The buildings water was turned off 3 years ago. However it is apparent it was not off entirely and Mr. Lander must have removed an inside shut off that resulted in water flowing into the basement. It is shut off now.

An issue arose when Mr. Lander wanted water turned on to test his boiler. Board Member Hoover, noted one can test boiler without tap water. One can bring one’s own water.

Only a licensed plumber is permitted to provide service on a commercial building.

**Hard Hats**

Mayor Jackson reminded the Board that our distribution crew should wear hard hats and vests at all times.

**Meter Change out**

Mayor Jackson suggested to Board President DiMarco, the water department write up a statement regarding the meter change outs and he will bring the matter up in the next Common Council meeting.

The Water Board did not think that was necessary.

**OLD BUSINESS**

 • **Capital Projects Review** –

Topic was moved to future meeting.

• **Meter Replacement** –

A total of 177 meters have been changed from September 4, 2018 to

meeting date. Clerk Koehler ordered a new pallet (420 meter heads) from Master Meter, as there is a 6-8 week lead time.

Board Member Hoover asked about stopped meters and how we were progressing with them. There are about 50 stopped meters remaining out 137. All the stopped meter residences have been tagged. Board Member Hoover suggested the distribution crew go door to door, directly addressing the residents who do not respond to door tags.

 • **6 year Capital Improvement Plan (CIP) and Budget for 2019 -**

 Special Budget Work Shop scheduled for October 22, 2018 at the Water Department.

 Work sheets were given to all Water Board members.

 • **Walmart -**

 Clerk Koehler spoke with Maureen Clapper of Walmart regarding the water usage/overflow of the

fire protection storage tank. According to Ms. Clapper, Walmart has installed a recirculation system to recapture water lost during testing. With the recirculation system approximately 300 – 350 gallons are used/lost weekly during testing

Annually (August), an outside company tests the Walmart fire protection system. Water lost during this test is about 6300 gallons.

 • **Factory Street –**

Water Department will completed as soon as possible. Water Department will do test

 hole to evaluate existing conditions. The line is ¾” and does not take much to freeze.

Mayor Jackson noted the city was considering paving the street. City will not do anything until water department completes their work.

 • **Hulbert Property** –

Letter sent to new owners of 3726 State Hwy 29, by Board President Dimarco,

 regarding water. Water Department will give owners until next meeting to respond to letter.

 • **Update on hiring a Water Department Superintendent** –

At the boards direction Clerk Koehler will place ad in Leader Herald and InDeed week of October 9, 2018.

**NEW BUSINESS**

• Request for *Water/Sewer Adjustment* for Darcy Panetta, 8 West Montgomery St., Johnstown, NY

 Account 290300. Request for reduction is water was unanimously denied by the Water Board

 (5 ayes 0 nays).

 • Townsend Leather/Stitchery (Corner of Perry and Grove).

 Board President DiMarco noted National Grid advised digging under North Perry Street is not a good idea.

 National Grid and the Water Department will work off of Grove Street to hook up Townsend

**FINANCIAL**

 • **MOTION** to accept Claims and Vouchers for payment (Audit Approval) made by Board Member

 Hammer and seconded by Board Vice President Jeffers.

 5 ayes 0 nays 0 absent

 Vendor Claims and Accounts Paid:

$ 2,839.00 for September 2018

$ 315,858.09 for October 2018

$ 318,697.09 TOTAL

Unpaid Claims: $ 1,381.15 Goldberger & Kremmer from October 2016.

 • **MOTION** to approve of September 2018 Industrial Levy, made by Board Member Swierzowski and

 seconded by Board Member Hammer.

5 ayes 0 nays 0 absent

**MOTIONS & RESOLUTIONS**

 • **MOTION** to accept meeting minutes of September 10, 2018, made by Board Member Hammer and

seconded by Board Member Hoover.

5 ayes 0 nays 0 absent

 • **MOTION** to accept meeting minutes of October 1, 2018 (Special Meeting), made by Board Member

Hoover and seconded by Board Vice President Jeffers.

5 ayes 0 nays 0 absent

 • **RESOLUTION 17 - 2018** – Change Order #2 for CT Male regarding Christman Roof Project, made by

 Board Member Hammer and seconded by Board President DiMarco.

 5 ayes 0 nays 0 absent

**EXECUTIVE SESSION**

 • **MOTION** to enter Executive Session for “the medical, financial, credit, or employment history of a

 particular person or corporation, or matters leading to the appointment, employment, promotion,

 demotion, discipline, suspension, dismissal, or removal of a particular person or corporation” made

 by Board Member Swierzowski and seconded by Board Vice President Jeffers at 7:05 p.m.

 5 ayes 0 nays 0 absent

 • **MOTION** to exit Executive Session made by Board Member Swierzowski and seconded by Board

 Member Hoover at 7:14 p.m.

 5 ayes 0 nays 0 absent

**PUBLIC ANNOUNCEMENTS**

 • Next Water Board meeting will be Tuesday, November 13, 2018 at 6:00 pm

 • Water Department will be closed on Monday, November 12, 2018, in observance of Veterans Day.

**ADJOURNMENT**

 • **MOTION** to adjourn made by Board President Dimarco and seconded by Board Member Hoover

 at 7:16 p.m.

 5 ayes 0 nays 0 absent

Submitted by

Barbara Koehler

Clerk of the Water Board