



Johnstown Common Council

Business Meeting - Council Chambers, City Hall
Monday, November 17, 2025 @ 6:00 p.m.

REPORTS FROM CITY LIAISONS

Gloversville Johnstown Joint Sewer Board

Planning Board

Assessor

**GLOVERSVILLE-JOHNSTOWN JOINT SEWER BOARD
MEETING MINUTES
October 8, 2025**

DRAFT

The Gloversville-Johnstown Joint Sewer Board held a meeting in the Boardroom of the Gloversville-Johnstown Joint Wastewater Treatment Facility (GJJWTF) on Wednesday, October 8, 2025. The meeting was called to order at 6:03 P.M.

ROLL CALL

Christopher Vose	Chairman
Bobbi Trudel	Vice Chair
Eric Parker	Secretary
Michael W. Stover	Member
Deanna Hitchcock	Member
Harry Brand	Manager-Wastewater Programs
Mark Levendusky	Laboratory Director
Ian Colvin Marincic	WWTP Engineering Technician
Darleen Gaugler	Principal Account Clerk
Hilary Ruzycky	Administrative Aide
Adrienne Slade	Account Clerk/Typist

ABSENT

John Rizzo	Member
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GUESTS

Scott Henze	Fulton Co. Planning Department
Christopher Stankes	Fulton Co. Planning Department
Travis Mitchell	Environmental Design Partnership

UPDATE

Fulton County Sewer District No. 5 – Route 30/30A Corridor

Fulton County Planning Department staff provided an update on the progress and projected startup date for Fulton County Sewer District No. 5 along the Route 30/30A corridor. Engineer Stankes reported the sewer line infrastructure from Mayfield is nearly finished with the exception of pump installation. It was determined that the new pumps and associated switchgear installed were 480 VAC equipment, while the site power is only 208 VAC. This requires an additional transformer to be sourced and installed to support the 480 VAC equipment operation. Once the new transformer is approved and installed, the equipment will be connected and tested. Installation of the pipe structure, gravity line, and MCG wet well is completed. This dual main line sewer system will have the ability for bypassing if needed. Laterals to approximately 15 properties await connection. Startup is projected for December 2025 or early January 2026.

Fulton County is working with the Village of Mayfield to establish billing procedures. Mayfield will bill residents inside the village, and the county will bill residents outside of the village. A magnetic flow meter installed on the 8” line will collect the billing data, which will be utilized by the GJJWTF to bill Fulton County directly on a monthly basis for Sewer District total flow. GJJWTF staff will take the meter readings and have sole control of the data which will be available through cloud access. Director Levendusky was invited to inspect the meter vault prior to startup.

SEPTEMBER 10, 2025 REGULAR MEETING MINUTES

The Board approved the September 10, 2025 regular meeting minutes on a motion made by Mr. Parker, seconded by Mr. Stover, carried five (5) in favor, one (1) absent, and none (0) opposed.

SEPTEMBER 15, 2025 EMERGENCY MEETING MINUTES

The Board approved the September 15, 2025 emergency meeting minutes on a motion made by Mr. Parker, seconded by Mr. Stover, carried five (5) in favor, one (1) absent, and none (0) opposed.

CORRESPONDENCE

The following correspondence was discussed: No. 15

PLANT OPERATIONS

Authorize Chemical Bidding: Sodium Hypochlorite

Manager Brand requested Board approval to seek bids for the supply and delivery of sodium hypochlorite. On a motion made by Mr. Stover, seconded by Mr. Parker, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board authorized to advertise bids for a one (1) year contract for the supply and delivery of sodium hypochlorite.

Solids Handling Incline Auger Failure

Manager Brand reported the sludge incline conveyor in the Solids Handling Building failed for the second time in less than a year. The 46 foot shaftless auger snapped off at the drive coupling due to severe corrosion. Maintenance staff removed the conveyor covers and cleaned out all sludge from within the conveyor prior to repair. A new fabricated connection was welded on, two liners were replaced, and the auger is currently working as designed. Manager Brand stressed the equipment's importance to meet requirements for sludge disposal at the Fulton County landfill.

Manager Brand reviewed a quote for a new auger and liners, as well as a quote for belt conveyor equipment to replace the auger system. After review the belt conveyor option was considered too costly and maintenance intensive. On a motion made by Ms. Trudel, seconded by Mr. Stover, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board authorized to advertise bids for the purchase and installation of a new auger and liners for the sludge conveyor system in the Solids Handling Building.

FAGE Acid Whey Anaerobic Digestion & Biogas System Project

Manager Brand reported a formal Letter of Intent dated 9/11/25 was received from FAGE to detail their request for the Joint Sewer Board to proceed with the process of bidding and awarding an engineering firm to provide a Feasibility and Evaluation Study for the proposed Acid Whey Anaerobic Digestion & Biogas System Project.

Revised Will Serve/Capacity Letter

Manager Brand reported a letter dated 9/22/25 was received from FAGE to request a revised Will Serve/Capacity Letter to support FAGE's anticipated project and future treatment demands. Manager Brand reviewed a draft Will Serve Letter, including the cumulative maximum allowable annual discharge volumes and loadings to be treated beginning in 2028. Manager Brand is confident the plant has adequate capacity to accept and treat a combined flow of 307,750,034 gallons per year, not to exceed a steady state flow of 700 gpm and not to exceed 1,200 gpm at any time of total combined Process CIP Wastewater and Acid Whey Digestion Wastewater. This letter does not and shall not provide any relief from future regulatory requirements, which may require additional or more restrictive Discharge Permits limits and/or additional pretreatment requirements to be required at the time of the discharge being permitted. On a motion made by Mr. Stover, seconded by Mr. Parker, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board authorized Manager Brand to execute and issue a revised Sewer Will Serve/Capacity Letter to FAGE USA Dairy.

RFP #2025-01

Manager Brand reported he worked with Board Member Rizzo to develop a Request for Proposal (RFP) to seek qualified Engineering Firms to perform a facility-wide feasibility study to increase the facility's current Acid Whey process capacity from 32,000,000 gallons per year to 90,000,000 gallons per year. Selection of the RFP will be based on Engineering Firm qualifications, pricing, and quality of the proposal. It was determined an RFP would provide greater information than an RFQ for this complex project and also satisfy the time restriction requested by FAGE. The RFP was shared with FAGE for review and comments. FAGE's only comment was to requested for the contract duration to be shortened. An informational meeting for all interested Engineering Firms will be held on 10/20/25.

On a motion made by Ms. Trudel, seconded by Mr. Stover, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board authorized to advertise an RFP instead of an RFQ for a Feasibility and Evaluation Study to expand the facility's Acid Whey processing capability, and the Board Chairman to advertise the RFP on Bid Net Direct and NYS Contract Reporter.

EFC Wastewater Infrastructure Engineering Planning Grant

Manager Brand reported the GJJWTF (represented by the City of Johnstown) was awarded the EFC Wastewater Infrastructure Engineering Planning Grant No. 2305, in an amount not to exceed \$50,000 towards the development of an Engineering Report on GJJWTF biosolids handling. Manager Brand registered for the October 15th Mandatory webinar through the EFC to guide recipients through grant program requirements and related processes of the Wastewater Infrastructure Engineering Planning Grant. Chairman Vose noted he may also participate in the webinar.

INDUSTRIAL COMPLIANCE

Industrial Wastewater Discharge Permit Renewals

Manager Brand reported the Industrial Wastewater Discharge Permits are currently issued annually for a duration of 1 year, with the exception of a 5 year permit issued to FAGE USA Dairy. After review of the Sewer Use Law Manager Brand proposed to increase the duration of the permits from 1 year to 3 years, with the exception of FAGE to remain at 5-years in accordance with their agreement. On a motion made by Ms. Trudel, seconded by Mr. Stover, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board approved to increase the duration of Industrial Wastewater Discharge Permits from 1 year to 3 years starting in 2026, with the exception of FAGE.

Non-Permitted Product Discharges

Adirondac Leather

Manager Brand reported the plant recently received discharge of a non-permitted industrial product. Plant operators detected a turquoise color throughout the plant processes including within the Aeration Tank. During sampling duties at Adirondac Leather a monitoring technician observed a pigment drum with the same tint. A sample of the product was taken and submitted to the GJJWTF lab for analysis. Adirondac was contacted and it was confirmed that they had discharged old no longer utilized pigment directly to drain. Lab Director Levendusky requested copies of the product's Safety Data Sheets and performed a site inspection. No adverse effects to the plant or negative impacts occurred from the discharge. Lab Director Levendusky will issue a Written Notice to Adirondac Leather for unauthorized discharge.

West Meadow Dairy

Lab Director Levendusky reported West Meadow Dairy (WMD) continues to exceed compliance limits for Oil & Grease. WMD contracted an outside company twice to clean the grease traps, but the problems persist. Sampling taken before and after the grease traps confirmed suspended solids are washing through the traps. WMD is working to resolve the issues with the contractors that originally installed the grease trap system. WMD will try using cooler temperature water and more chemical during the cleaning process. A Notice of Violation was issued to West Meadow Dairy on 9/29/25 for pH and Oil & Grease exceedances.

ATTACHMENTS

Resolution #2025-06

On a motion made by Mr. Stover, seconded by Mr. Parker, carried five (5) in favor, one (1) absent, and none (0) opposed, the Board approved Resolution No. 2025-06. *Transfers within the General Fund.*

Wastewater Programs Report, Annual Trends/Comparison Report, and 2025 O&M Expenditure Reports were reviewed per Attachments No. 2, 3, & 4.

Approve Abstract #10

O&M purchase orders and disbursement sheets totaling \$219,717.36 were approved for payment on a motion made by Mr. Parker, seconded by Mr. Stover, carried five (5) in favor, one (1) absent, and none (0) opposed.

OLD BUSINESS

Outside City Sewer User Rates

Manager Brand reported the City of Gloversville Water Department confirmed they are now billing Sewer Users outside the city sewer system at twice the in-city rate, as required by our sewer rate structure. A breakdown of billing was provided to Principal Account Clerk Gaugler for review. Any necessary billing adjustments were included in the current billing cycle. It was noted there was some confusion regarding billing under the Smart Waters Initiative which does not include sewer charges. A fully executed copy of the Smart Waters Intermunicipal Agreement has been provided for GJJWTF's files.

2026 General Fund Budget

Manager Brand requested to meet with the Budget Committee on 11/12/25, one hour prior to the regular Board meeting to discuss the proposed 2026 O&M General Fund Budget.

MEETING ADJOURNED

There being no further business, the meeting was adjourned at 7:45 P.M. on a motion made by Mr. Stover, seconded by Mr. Parker, carried five (5) in favor, one (1) absent, and none (0) opposed.

The next regular meeting will be held on **Wednesday, November 12, 2025 at 6:00 P.M.**

Respectfully submitted,

Eric Parker, Secretary
Gloversville-Johnstown Joint Sewer Board



City of Johnstown

Meeting: Planning Board
 Date: Tuesday, November 4, 2025
 Time: 4:00 p.m.
 Location: Conference Room, City Hall
 Presiding Officer: Peter Smith, Chairman

Meetings are broadcast using Facebook Live. The public is able to view the meeting from the official City of Johnstown Facebook page: [City of Johnstown, New York](#)

The proceedings of meetings are taped for the benefit of the City Clerk; the minutes are not a verbatim record of the proceedings; therefore, the minutes are not a word-for-word transcript.

Planning Board Meeting Minutes

- **CALL MEETING TO ORDER**
- **MEMBERS IN ATTENDANCE**

		PRESENT	ABSENT / EXCUSED	LATE
Peter Smith	Board Member, Chairman	X		
Chandra Cotter	Board Member	X		
Terri Easterly	Board Member	X		
Betsy Camarra	Board Member	X		
Roberta Thomas	Board Member		Absent	
Michael M. Albanese	City Attorney	X		
Christopher J. Vose	City Engineer	X		
Larry O'Regan	Fire Chief	X		
Carrie M. Allen	City Clerk	X		
Scott Jeffers	Council Liaison	X		

APPROVE MINUTES

October 7, 2025

Action Taken

Motion:	Board Member	Camarra	Ayes:	4	Absent:	1 (Thomas)
Seconded:	Board Member	Easterly	Noes:	0	Abstain:	0

PUBLIC HEARINGS

Superior Home Sales
 Opened: 4:01 pm / Closed: 4:01 pm
 - No one present, no comments received

SITE PLAN APPROVAL

- [Superior Modular Home Sales](#)

Motion:	Board Member	Cotter	Ayes:	4	Absent:	1 (Thomas)
Seconded:	Board Member	Camarra	Noes:	0	Abstain:	0

Discussion: Conditional approval is granted based on the Zoning Board of Appeals issuing a Use Variance. Their meeting is scheduled for Thursday, November 20th @ 3:45pm

- [Lexington Center](#)

Motion:	Board Member	Camarra	Ayes:	4	Absent:	1 (Thomas)
Seconded:	Board Member	Easterly	Noes:	0	Abstain:	0

Discussion: Conditional approval is granted based on the Zoning Board of Appeals issuing a Use Variance. Their meeting is scheduled for Thursday, November 20th @ 3:45pm

SITE PLAN REVIEW

- [Red's Service and Repair](#)

Motion:	Board Member	Cotter	Ayes:	3	Absent:	1 (Thomas)
Seconded:	Board Member	Easterly	Noes:	0	Abstain:	1 (Smith)
Discussion:	Application is denied. Will petition Council to amend Zoning to include language regarding storage sheds in the City of Johnstown. Codes Office will coordinate with applicant for a temporary permit for use of the storage unit.					

ADJOURN

<u>Time:</u>	4:22 pm					
Motion:	Board Member	Camarra	Ayes:	4	Absent:	1 (Thomas)
Seconded:	Board Member	Cotter	Noes:	0	Abstain:	0

Respectfully Submitted,



Carrie M. Allen, City Clerk



City of Johnstown

Assessor's Office

Tina K. Dimitriadis

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ASSESSOR REPORT November 17, 2025

- Renewal applications for the Partial Tax Exemption for Senior Citizens were mailed in October. **Please submit income from the tax year 2024.** If you have not received the renewal or have questions, please contact the office at 518-736-4015.
- A reminder, anyone turning 65 this calendar year may be eligible for the Partial Tax Exemption for Senior Citizens. Total Household Income **MUST** be \$29,999 or less for tax year 2024 to qualify. If you believe you may qualify, please contact the Assessor's office for an application.
- The Assessor's Office continues to work on the 2026 roll.