**JOHNSTOWN WATER BOARD**

**Meeting Minutes**

**February 13, 2017**

**6:00 p.m.**

**MEETING CALLED TO ORDER 6:00 P.M.**

Pledge of Allegiance

1. **ATTENDEES:**

x Nicholas Cannizzo, President

x George DiMarco, Vice President

x John Pradelski, Board Member

x Anthony Caruso, Board Member

x Michael Hlozansky, Senior Water Treatment Plant Operator

x Tim Cellary, City Council Liaison

**ABSENT/EXCUSED:**

Scott Jeffers, Board Member

Michael Poulin, City of Johnstown Attorney

Barbara Koehler, Clerk of the Board

1. **GUESTS:**

Chad Kortz, C.T. Male

Cork Center Underground Storage Tanks:

DEC responded to Jeffrey Marx (CT Male) regarding the gasoline contaminated soil samples at Cork Center. DEC is requiring additional ground monitoring of the tank site spill area. CT Male and DEC are both perplexed by the findings of gasoline and diesel contaminants since neither of these products were ever stored at the site.

DEC is requiring that six (6) monitoring wells be installed around the location of the previous tank site. The wells would be small ½ inch diameter and would be 12 feet deep.

Note: The Fuel Oil Tanks that were removed were approximately 20 years old and at the end of their useful life. Cationic testing completed last year indicated the tanks walls were becoming thin and pitted and could possibly cause a leak. The Water Department switched to propane to heat the filtration plants.

CT Male has provided a proposal that incorporates all of DEC’s directives for the installation and monitoring of the wells. After the monitoring wells are installed CT Male will take initial soil samples and will monitor/test the well site and prepare written reports as required by DEC. DEC, based on CT Male’s report, will decide on future monitoring samplings. Per Chad Kortz, soil monitoring could be in place for an extended time, based on the preliminary findings.

The monitoring well project can commence at any time.

Cannizzo asked how this will affect the people that live around the Filtration plant, as some of them have wells. Chad Kortz noted this will not affect them.

Board members agreed that since DEC was mandating this work it has to be completed. President Cannizzo directed the Board members to review the proposal. If no one has comments the contract will be sent to the water board attorney for approval and a resolution for our next meeting. (March 13, 2017).

**Motion to accept CT Males proposal for Change Order #2 (UST removal)**

made by DiMarco, and seconded by Pradelski

Yeas 4 Noes 0 Absent 1

Action: Change order to be sent to water board attorney for approval and resolution for next Board meeting.

Paragon payment application.

Work substantially complete, retainage being held until spring. Final payment application will not happen till spring, when a final inspection can be completed.

CT Male as Superintendent.

CT Male gave us a *Proposal for Water Superintendent Services*.

Using CT Male would be good for short term use. In the long term it could be expensive.

The tasks CT Male could help us with include but are not inclusive of the following:

General Water Department operational oversight;

Management of tasks and responsibilities of Water Department Staff;

Attend Water Board meetings.

Assist Senior Water Treatment Plant operator in assembling monthly operations report for

the Water Board;

Oversight of ongoing capital projects;

Monitor Budgets;

Inspect facilities and equipment annually and provide guidance to the Water Board for the Operations and Maintenance activities of the City of Johnstown Water Works and to maintain all property and equipment connected therewith in good order and repair and take all necessary measures to preserve the purity and supply of water.

CT Male can also provide back up to Mike Hlozansky, in case of an emergency.

Cannizzo noted that the Water Department needs a Superintendent. A Resolution will be brought forth next meeting to approve CT Males *Proposal for Water Superintendent Service*.

Article 6 (Water Department) , Section C-6.2 (Water Superintendent) of the Charter says the Water Board may create a position of Water Superintendent, for a term and salary as decided by the Board, to oversee and manage the functions of the Water Department. The Water Board may also contract with the City for such services *or* enter into a contract with an outside contractor to provide the services of Water Superintendent.

CT Male can also provide back up to Mike Hlozansky, in case of an emergency.

The *Proposal for Water Superintendent Services,* if accepted*,* can be rescinded at any time.

1. **FINANCIAL:**

Audit Approval – Accept Vouchers payment.

Vouchers totaled $129,785.43

**Motion to accept vouchers for payment made by Pradelski seconded by Caruso**.

Yeas 4 Noes 0 Absent 1 (Jeffers)

The above total does not include Attorney Vincellette invoice of $ 87.50. This invoice will be sent back to the Treasurer because this project was done 2 years ago. Vincellette indicated that it is “all in Judge Sise’s hands.”

1. **PERSONNEL:**

Water Board Elected Positions

Pradelski noted the City of Johnstown Charter (Section 6) notes the person(s) in charge of city’s Water Department is the Water Board. As elected officials, the Water Board has the same authority as the mayor as it pertains to the Water Department.

The Water department does not get the respect other departments do.

Our job is to provide good pure safe water to the citizens of the City of Johnstown.

Open Positions at the Water Department

At present the Distribution portion of the Water Department has 6 positions available as follows; 1 Working Supervisor, 2 Heavy Equipment Operators and 3 Laborers

Caruso and Pradelski will go over list.

Pradelski noted, all of our laborers will be expected to train for the next licenses as they are available. The Water Department workers will need to attend classes to keep licenses in good standing in all aspects of the city of Johnstown water needs. It is our duty as elected officials to make available to our employees all the tools and training necessary for them to be able to adequately provide the water needs of the city.

1. **CORRESPONDENCE RECEIVED:** 
   1. DOH – approval for operation of Bloomingdale Avenue waterline.

Letter we received . No discussion needed.

1. **OLD BUSINESS:**
   1. Timber Contract- Three (3) areas needed to have trees clear-cut prior to Dam Construction.

Mike Hlozansky and Wayne Tripp (F & W) went up to Dam to look at the Timber. Wayne wants to send of a proposal by the next Water Board Meeting in March. This tree clearing needs to happen immediately or it may delay the Dam Project.

**Motion to have Wayne Tripp proceed with a Timber Contact**

made by Pradelski, seconded by Caruso.

Yeas 4 Noes 0 Absent 1 (Jeffers)

The Water Department operates the same as the other City Departments do except the water department has its own revenue source as the city does. However, the city takes all its revenues and divides it up between all city departments, except Water. Therefore, the Water department has to have its own revenue sources. The Water Department does not ask for any monetary assistance from the City. Revenues come from 3 sources; water rents, new meter installations and timber funds. Timber funds are, received by the Water Department are used to defray the costs of Capital Projects, as opposed to passing those costs on to the citizens of Johnstown.

* 1. Pickup Truck – Discussion regarding advertising for bid

**See Resolution # 7, 2017**

DiMarco is preparing the Specifications. They will be complete by end of the week and have a return date of March 8.

* 1. Bloomingdale Avenue – Payment Application and Change Order #1 from WM Schultz and

CT Male.

**See Resolution # 6, 2017**

* 1. Sander/spreader – On hold.
  2. Goldberger & Kremer Invoice.

Have the itemized invoice from above and will give to Michael Gifford for payment.

* 1. Capital Projects Review
     + 1. Cork Center – DAM REHABILITION PROJECT

Valve Building – Mr. DiMarco has spoken with Jeffrey Bouchard, Landfill Consultant regarding the demolition of the Valve Building. Mr. Bouchard indicated that he would review the (ACM) evaluation and determine if the landfill personnel could remediate the ACM, then the Water Dept. could demolish and landfill the building materials in-house. This would be a big savings.

Borrow material – GPI has tested and verified an on-site grab sample of the borrow material that is suitable for use on the project. This is all dependent on the removal of all trees from the areas mentioned above by Wayne Tripp.

1. **MOTIONS & RESOLUTIONS:**

**Motion to accept minutes of January 9, 2017 meeting.**

Motion to accept minutes for of January 9, 2017 meeting made by Pradelski, seconded by Caruso.

Yeas 4 Noes 0 Absent 1 (Jeffers)

**Motion to go out to bid for a timber contract**.

Motion to go out to bid for a timber contract made by Pradelski seconded by Caruso.

Yeas 4 Noes 0 Absent 1 (Jeffers)

**Resolution # 6 - 2017, to approve change order #1 for Bloomingdale Avenue Waterline,**

made by Pradelski, seconded by DiMarco.

Yeas 4 Noes 0 Absent 1 (Jeffers)

**Resolution # 7 - 2017 to advertise for bids for a pickup truck**.

made by DiMarco seconded by Caruso.

Yeas 4 Noes 0 Absent 1 (Jeffers)

1. **NEW BUSINESS:**

8.1 Contract with CT Male for Superintendent Services.

Discussed earlier. Resolution will be brought forth next month.

1. **ADJOURNMENT:**

Motion to adjourn made by Pradelski, seconded by DiMarco. .

Meeting adjourned at 7:45 pm.

Submitted by Barbara Koehler

Clerk of the Water Board.