

**JOHNSTOWN WATER BOARD
MEETING MINUTES
DECEMBER 13, 2021 @ 6:00PM**

The meeting was held at the Johnstown Water Department Office; 27 East Main Street; Johnstown. 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 6:00pm, followed by the Pledge of Allegiance.

ROLL CALL

BOARD MEMBERS

Michael Capparello, Board President
Brandon Lyon, Board Vice President
Mark Empie, Board Member
Ralph Marotta, Board Member

ATTENDEES

John Denmark, Senior Water Plant Operator
Susan Miller, Water Board Clerk
Bradley Hayner, Council Liaison Eric Parker, Council
Michael Poulin, City Attorney

MEDIA

Tom Roehl, WENT Radio
Andrew Waite, Leader Herald

ABSENT

George DiMarco, Board Member

NEW BUSINESS

WATER PLANT OPERATOR REPORT

Senior Water Plant Operator John Denmark read a brief Monthly Report that encompassed work done from November 8th, 2021 through December 10, 2021 at the reservoirs as well as work done by the distribution crew. A copy of the report is kept with the minutes as permanent record.

RESIGNATION

Senior Water Plant Operator John Denmark announced that he is resigning his position effective 12/31/21. His resignation letter was given to Board President Michael Capparello.

NEW BUSINESS

GPI: Cork Center Reservoir Dam Rehabilitation – Phase II & III Proposal

Board President Capparello advised the Board that GPI has forwarded a proposal to be signed for the Cork Center Reservoir Dam Rehabilitation -- Phase II & III. He noted that no work could commence until the City announced that Bonding is secured.

MOTION authorizing the proposal to be signed was made by Board President Capparello; seconded by Board Vice President Lyon.
Ayes: 4 Nays: 0 Abstain: 0 Absent: 1

NY State Low Income Household Water Assistance Program (LIHWAP)

Board President Capparello announced that NYS has created a Low Income Household Water Assistance Program for homeowner's who require aid in paying their water and sewer bills. He noted that the Clerk would file paperwork with the State to move forward with becoming a vendor for these funds.

MOTION to participate as a vendor in the NYS Low Income Household Water Assistance Program was made by Board President Capparello; seconded by Board Vice President Lyon.

Ayes: 4 Nays: 0 Abstain: 0 Absent: 1

Keck Center Cemetery Access Request on Watershed Property - Homeland Security Issue

Board President Capparello noted that there has been a request to access Watershed Property for the purpose of interested parties visiting the "Keck Center Cemetery" which consists of approximately 50 monuments. He advised that this does create a Homeland Security issue as there cannot be open public access on the property.

City Attorney Poulin advised that access does have to be allowed to interested parties to access the Keck Center Cemetery on watershed property; however it must be open by appointment and only certain times of the year.

MOTION made by Board President Capparello to have the Water Plant Operator designate what time of the year the Keck Center Cemetery could be accessed and to allow the Water Plant Operator or their designee to be present with persons when on the property.

Ayes: 4 Nays: 0 Abstain: 0 Absent: 1

FINANCIAL: DEPOSITS/RECEIVABLES/PAYABLES

Deposits: October 28, 2021 – December 10, 2021

\$995,402.03 (Includes Residential and Industrial Customers)

Accounts Receivable: As of December 10, 2021

\$246,063.82 (Includes Residential and Industrial Customers)

Accounts Payable: November 5, 2021 – December 10, 2021

\$49,853.30 (Excludes payroll: office/source/distribution)

MOTION to approve the Deposits/Receivables/Payables for 10/28 – 12/10/21 was made by Board President Capparello; seconded by Board Member Empie.

Ayes: 4 Nays: 0 Abstain: 0 Absent: 1

FINANCIAL: OCTOBER 2021 – INDUSTRIAL LEVY

Water	\$89,365.63	Sewer	\$185,388.50	Maintenance	\$6,576.73	10 Customers billed
						Total \$281,330.86

MOTION to approve the **October 2021 Industrial Billing Levy** was made by Board President Capparello; seconded by Board Vice President Lyon.

Ayes: 4 Nays: 0 Abstain: 0 Absent: 1

FINANCIAL: NOVEMBER 2021 – RESIDENTIAL LEVY

Water	\$345,070.66	Sewer	\$183,546.75	Maintenance	\$17,523.33	1891 Customers billed
						Total \$546,140.74

MOTION to approve the **November 2021 Residential Billing Levy** was made by Board President Capparello; seconded by Board Member Marotta.

Ayes: 4 Nays: 0 Abstain: 0 Absent: 1

The Clerk of the Water Board advised that the amount billed for water only in November 2020 was \$259,479.18 compared to November 2021 being \$345,070.66; a difference of \$85,591.48.

APPROVAL OF MINUTES

MOTION to approve the meeting minutes of November 8, 2021 for the Regular Meeting was made by Board President Capparello; seconded by Board Vice President Lyon.

Ayes: 4 Nays: 0 Abstain: 0 Absent: 1

PUBLIC ANNOUNCEMENTS

The 2022 Water Board's organizational meeting will be held on **Monday, January 03, 2022 at 6:00pm** at the Water Department Office. The Water Board's regular January meeting will be held on **Monday, January 10, 2022 at 6:00pm** at the Water Department Office.

ADJOURNMENT

MOTION to adjourn the meeting at 6:20pm was made by Board President Capparello; seconded by Board Vice President Lyon.

Ayes: 4 Nays: 0 Abstain: 0 Absent: 1

Respectfully submitted by:
Susan Miller, Water Board Clerk

July 2, 2021

City of Johnstown Water Board
Attn: Mr. Michael Capparello, President
27 East Main Street
Johnstown, New York 12095

Via Email

RE: *Cork Center Reservoir Dam Rehabilitation – Phase II & III Proposal*

Dear Mr. Capparello:

GPI appreciates the opportunity to assist the City of Johnstown Water Department with providing Inlet Works, Outlet Works and Spillway Design Services for the Phase II Rehabilitation of the Cork Center Reservoir Dam.

Project Understanding

As you are aware, GPI provided Engineering Design and Construction Support and Inspection services for the Phase I Rehabilitation of Cork Center Reservoir Dam. Phase II will expand upon this rehabilitation to include the Inlet and Outlet works. GPI will design and specify new valves and remote operators for the inlet works in accordance with the standards of the Johnstown Water Department. Additionally, GPI will specify a new hatch and modifications to the Inlet tower slab to provide an opening of adequate size to install the new valves. At the Outlet Works GPI will specify new valves, remote operators and a wood framed deck.

Phase III Rehabilitation of Cork Center Reservoir Dam will involve work to the spillway to address the identified structural deficiencies and movement of material below the spillway slab. GPI will design and detail new spillway chute concrete retaining walls and slab for an in-place replacement. GPI will specify soil grouting and resurfacing of spillway. GPI will also prepare documents to specify the site reconstruction adjacent to the spillway walls. Both phases will require GPI to submit applications for permit to DEC as addendums to the phase I permit. GPI will provide additional information and address comments as requested by DEC.

Assumptions

- Phase II work is limited to Inlet and Outlet Works.
- Phase III work is limited to the spillway and spillway chute.
- DEC will accept the application as an addendum to phase I permit.
- The project will be bid to contractors as a lump sum project.
- Construction Administration will include a preconstruction kickoff meeting, shop drawing review, monthly project meetings (Quantity: Phase II-2, Phase III-12) and periodic site visits (Quantity: Phase II-2, Phase III-8).
- Construction Inspection will be in accordance with the Construction Management Plan (attached).

Deliverables

- Digital (pdf) copy of the drawings and project manual.

The **Low Income Household Water Assistance Program (LIHWAP)** is a new Federally funded program providing drinking water and wastewater emergency assistance to eligible households. This assistance is targeted at low income households and income guidelines will mirror that of the Home Energy Assistance Program (HEAP).

LIHWAP benefits are based on the actual amount of drinking water and/or wastewater arrears, up to a maximum of \$2,500 per drinking water or wastewater provider, or \$5,000 if drinking water and wastewater services are combined, per household. Benefits are paid directly to the household's drinking water and/or wastewater vendor(s), including private water companies, municipalities, and public water authorities.

I would appreciate your assistance informing your constituents about LIHWAP. It is the Commission's intent to promote the availability of utility assistance programs and encourage eligible households to apply. The Office of Temporary and Disability Assistance (OTDA) will begin accepting LIHWAP applications on **Wednesday, December 1, 2021**. For more information on the program, click the links below

[OTDA Website](#)

[Water Assistance Program Flyer](#)

Regards,

Bruce Alch, Director
Office of Consumer Services

cc: Rory I. Lancman, Special Counsel

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DEPOSITS: OCTOBER 28, 2021 - DECEMBER 10, 2021

*INCLUDES RESIDENTIAL AND INDUSTRIAL CUSTOMERS	\$995,402.03
WATER PORTION	453,250.38
SEWER PORTION	515,327.63
MAINTENANCE (CITY) PORTION	26,824.02

ACCOUNTS RECEIVABLES: AS OF DECEMBER 10, 2021	\$246,063.82
RESIDENTIAL/PAST DUE (524 ACCOUNTS)	188,879.50
INDUSTRIAL (9 ACCOUNTS)	57,184.32

ACCOUNTS PAYABLES: NOVEMBER 5, 2021 - DECEMBER 10, 2021	\$49,853.30
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*DOES NOT INCLUDE PAYROLL EXPENSES	
ADIRONDACK MECHANICAL/BACK FLOW TESTING	700.00
AQUA LOGICS SYSTEMS, INC.	977.50
BLUE FLAME GAS CO.	3,570.55
CRANESVILLE BLOCK CO., INC.	62.00
CT MALE (08/22/21 - 10/23/21)	140.00
CONTINENTAL UTILITY SOLUTIONS, INC. (CUSI)/TECH SUPPORT 1/31/22-1/31/23	1,400.00
FERGUSON	10,767.19
FRONTIER	349.51
GLOVERSVILLE WATER DEPT - LAB SERVICES/OCT 2021	420.00
GLOVERSVILLE WATER DEPT - WATER PURCHASE: 10/31/21 - 11/5/21 (578,200 CF)	14,230.16 WD PAID
GOLDBERGER & KREMER/PROFESSIONAL SERVICES: 08/25/21 - 10/27/21	3,830.30 WD PAID
HARTFORD STEAM BOILER INSPECTION & INSURANCE CO.	105.00
NAPA - NOVEMBER INVOICES	311.37
NATIONAL GRID	2,261.84
NOBLE ACE HARDWARE	65.50
NORTH COUNTRY AUTO RADIATOR/QUEENSBURY - TRUCK #58 '99 FORD DUMP	1,495.50
QUADIENT-POSTAGE	1,570.11
QUILL OFFICE SUPPLIES	110.00
SLACK CHEMICAL COMPANY	4,364.37
UNITED AG & TURF NE/FULTONVILLE - DEMO SAW BLADES	259.80
USA BLUEBOOK	2,862.60

JOHNSTOWN

OCTOBER 2021 CONSUMPTION SUMMARY

INDUSTRY	INVOICE #	WATER	SEWER	MAINTENANCE	TOTAL BILLED
ADIRONDAC LEATHER	2636	\$89.96	\$284.21	\$5.95	\$380.12
BENJAMIN MOORE	2637	\$7,209.47	\$974.82	\$236.03	\$8,420.32
CENTURY LINEN (J)	2638	\$4,994.07	\$4,966.83	\$409.35	\$10,370.25
EUPHRATES	2639	\$4,710.02	\$16,369.68	\$427.12	\$21,506.82
FAGE	2640	\$62,644.68	\$149,642.32	\$4,764.03	\$217,051.03
PAN AMERICAN	2641	\$1,132.34	\$404.90	\$74.89	\$1,612.13
PEARL	2642	\$785.76	\$1,105.33	\$55.47	\$1,946.56
SIMCO	2643	\$1,401.62	\$3,206.93	\$92.70	\$4,701.25
TOWNSEND	2644	\$5,562.90	\$6,650.06	\$455.98	\$12,668.94
WEST MEADOW DAIRY	2645	\$834.81	\$1,783.42	\$55.21	\$2,673.44
TOTALS:		\$89,365.63	\$185,388.50	\$6,576.73	\$281,330.86

BILLING LEVY

MONTH			Nov-21															
RESIDENTIAL																		
WATER \$\$\$\$																		
Description	Rate Code					Sub Total	Adjustment	Totals										
Water Inside City Only	WIO					\$3,830.42	\$0.00	\$3,830.42										
Water Inside City Only-G/J Joint Waste Water	WIO-GJJWW					\$0.00	\$0.00	\$0.00										
Water Inside City	WIC					\$270,984.97	\$0.00	\$270,984.97										
Water District Outside City	WDO					\$14,706.94	\$0.00	\$14,706.94										
Water Outside City Only	WOO					\$39,197.95	\$0.00	\$39,197.95										
Water Outside City Only	WOC					\$9,108.00	\$0.00	\$9,108.00										
Landfill	LF					\$7,242.38	\$0.00	\$7,242.38										
TOTAL						\$345,070.66	\$0.00	\$345,070.66										
WATER USAGE																		
AREA	Rate Code		CU FT	# OF ACCTS														
CITY																		
Water Inside City	WIC		6,655,546	1,529														
Water Inside City Only	WIO		80,350	35														
Water Inside City Only-G/J Joint Waste Water	WIO-GJJWW		0	0														
ADJUSTMENT	ADJUSTMENT		0	0														
CITY TOTAL			6,735,896	1,564														
OUTSIDE CITY																		
Water District Outside City	WDO		186,217	59														
Water Outside Only	WOO		470,234	166														
Water Outside City	WOC		108,756	44														
ADJUSTMENT	ADJUSTMENT		0	0														
OUTSIDE CITY TOTAL			765,207	269														
Landfill	LF		174,771	58														
ADJUSTMENT	ADJUSTMENT		0	0														
LANDFILL TOTAL			174,771	58														
GRAND TOTAL			7,675,874	1,891														

BILLING LEVY

SEWER \$\$\$\$									
FLOW	Rate Code					Sub Total	Adjustment	Totals	
Sewer Inside City	SIC					\$145,701.48	\$0.00	\$145,701.48	
Sewer Outside City	SOC					\$4,443.84	\$0.00	\$4,443.84	
Sewer Only Inside City	SOI					\$37.21	\$0.00	\$37.21	
Sewer Only Outside City	SOO					\$2,616.22	\$0.00	\$2,616.22	
Sewer-Aspen Hills District	S-AHD					\$7,914.00	\$0.00	\$7,914.00	\$160,712.75
MAINTENANCE									
Maintenance Aspen Hills	MAH					\$453.82	\$0.00	\$453.82	
Maintenance Fee	MF					\$16,915.23	\$0.00	\$16,915.23	
Maintenance Fee Sewer Only	MFO					\$154.28	\$0.00	\$154.28	\$17,523.33
INFLOW									
Inflow & Infiltration	II					\$22,036.00	\$0.00	\$22,036.00	
Inflow & Infiltration Aspen Hills Sewer District	IIA					\$798.00	\$0.00	\$798.00	\$22,834.00
SURCHARGE									
City Surcharge						\$0.00	\$0.00	\$0.00	
Water Surcharge						\$0.00	\$0.00	\$0.00	\$0.00
TOTALS						\$201,070.08	\$0.00	\$201,070.08	\$201,070.08
SEWER USAGE									
AREA									
CITY			CU FT	# OF ACCTS					
Sewer Only Inside City	SOI		1,707	1					
Sewer Inside City	SIC		6,683,529	1,528					
ADJUSTMENT	ADJUSTMENT		0	0					
CITY TOTAL			6,685,236	1,529					
OUTSIDE CITY									
Aspen Hills District	AHD		181,513	57					
Sewer Only Outside City	SOO		60,005	2					
Sewer Outside City	SOC		101,923	43					
ADJUSTMENT	ADJUSTMENT		0	0					
OUTSIDE CITY TOTAL			343,441	102					
GRAND TOTAL						7,028,677	1,631		
						Total Billed: 11/01/21		\$546,140.74	