**JOHNSTOWN WATER BOARD**

**MEETING MINUTES**

**June 11, 2018**

**Meeting commenced at 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

 Jason Hammer, Board Member

 John Swierzowski, Board Member

 Dave Hoover, Board Member

 Michael Hlozansky, Senior Water Treatment Plant Operator

 Michael Poulin, City of Johnstown Attorney

 Barbara Koehler, Clerk of the Board

 Tim Cellary, City Council Liaison

**PUBLIC SESSION** - None

**OLD BUSINESS**

 • Capital Projects Review

Board President DiMarco noted there is not much new to report. John Rizzo of Greenman-Petersen (GPI), wishes to meet with the Water Board on June 27, 2018, before GPI’s report to DEC due on 6/27/18. Suggestions made include: Repair of spillway next spring and keeping the water at reservoir lower to thwart water from going over the dam.

 Board Member Hoover suggested we have John Rizzo (GPI) come to next meeting to discuss dam project.

 Tabled Resolution 11-2018, as GPI not ready to go out to bid. (See Motions and Resolutions)

 • Smart Waters Agreement

(see Motions and Resolutions – Resolution 13-2018)

 • Setting Tap Fees for New Water Users

 Board President DiMarco has been reviewing.

 Board Member Hoover will review a draft TAP application with Clerk Koehler.

 • 4 Factory Street

 Nothing new to report

 • Cyber Security Program

 Ongoing update/follow up on the Emergency Response Plans. GCS is handling our portion for the SCADA

 (Supervisory Control and Data Acquisition) section of the Emergency Response Plan.

 Once completed, all agencies Federal (including Homeland Security), State, and Local governments will be

 given the copies of the plan. The Emergency Response Plan for the Water Department is to be kept in our

 vault.

 • Meter Replacement

 Order was placed for meters shortly after our last meeting.

 Meters will be received in pallets of 420 and the water department garage will be used as work space during

 meter change out. In addition, distribution crew and staff will receive training (date to be determined)

 for Master Meter reader update training.

 • Christman Roof Project

 Board President DiMarco has the plans for the Christman roof he received from CT Male. We will advertise

 July 9, 2018, receive the pre bid on or around July 19, 2018 with the bids being due August 1, 2108. The

 roof project will be awarded at the August 13, 2018 meeting. The project would have a November 1, 2018

 completion date. Bids are for both bituminous and EDPM roofing material.

**NEW BUSINESS**

 • Pickup Truck

Board President DiMarco stated the Water Department purchased a new truck (2019 Chevy Silverado) for source for $36,194.29, though State bid, from Joe Basil Chevrolet. Once ordered, the truck is expected to be received within 90 days.

* Temporary Water Department Distribution Employees

Board President DiMarco noted duty statements for temporary distribution employees went to Treasurer Mike Gifford. Temporary employees can work 29 hours or less per week at $10.40 per hr. The Water Department can get 2 temporary employees for 18 weeks and will be used to cover installation when we get the new meters. The temporary employees can be hired via word of mouth or through an ad in the Leader Herald.

* Hydrant Flushing will be completed within 1 week.
* Merry Lou Davis – Administrative Review Water/Account #341500

Request for a reprieve of the water portion of the February 2018 water/sewer invoice denied by a unanimous vote of the Water Board.. A reprieve of the sewer portion had been denied in May 2018 by the Gloversville-Johnstown Joint Wastewater Treatment Facility. A notification letter noting the aforementioned for water will be sent to the above resident.

**FINANCIAL**

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

 and seconded by Board Member Swierzowski.

5 ayes 0 nays 0 absent

 Vendor Claims and Accounts Paid:

$ 6,628.20 for May 2018

$ 543,408.30 for June 2018

$ 550,036.50 TOTAL

Unpaid Claims: $ 1,381.15 Goldberger & Kremmer

 • **MOTION** to approve of May 2018 Industrial Levy, made by Board President DiMarco and seconded by Board

 Member Swierzowski.

5 ayes 0 nays 0 absent

 • **MOTION** to approve of May 2018 Residential Levy (North Side), made by Board President DiMarco and

 seconded by Board Member Swierzowski.

5 ayes 0 nays 0 absent

**MOTIONS & RESOLUTIONS**

• **MOTION** to accept meeting minutes of May 14, 2018, made by Board Member Swierzowski and

 seconded by Board Member Hoover.

5 ayes 0 nays 0 absent

 • **Resolution 10** - Authorize bids for Christman Roof Project, made by Board Member Hammer and

 seconded by Board President DiMarco.

5 ayes 0 nays 0 absent

 • **Resolution 11** - Authorize advertisement for bids - Phase 2 - **TABLED**

 Motion to Table Resolution 11-2018 made by Board President DiMarco and seconded by Board

 Member Hoover.

 • **Resolution 12** - Change Order, Carver Construction. Change Orders #2 and #3, made by Board

 President DiMarco and seconded by Board Member Hammer.

 5 ayes 0 nays 0 absent

 • **Resolution 13 -** Smart Waters Inter-Municipal Agreement, Board President DiMarco and seconded by

 Board Member Hoover.

 4 ayes 1 nays (Hoover) 0 absent

**PUBLIC ANNOUNCEMENTS**

 • Next Water Board Meeting will be Monday, July 9, 2018 at 6:00 pm.

 • Independence Day, Office Closed, Wednesday, July 4, 2018.

**EXECUTIVE SESSION**

 • **MOTION** to go into Executive Session for the medical, financial credit or employment history of a particular

 person made by Board President DiMarco and seconded by Board Member Hammer at 6:58 pm.

 5 ayes 0 nays 0 absent

• **MOTION** to exit Executive Session made by Board President DiMarco and seconded by Board Member Hoover

 at 7:06 pm.

 5 ayes 0 nays 0 absent

**ADJOURNMENT**

 • **MOTION** to adjourn made by Board Member Swierzowski and seconded by Board Member Hoover at 7:07 pm.

 5 ayes 0 nays 0 absent

 Submitted by

 Barbara Koehler

 Clerk of the Water Board