

Schuylerville/Victory Board of Water Management  
 Monthly Meeting Minutes  
 August 19, 2024  
 6:00pm

CALL MONTHLY MEETING TO ORDER

Chairman Drew called the meeting to order at 6:03 pm. Water board Commissioner's Leslie Dennison, Tim Healy and Mike Hughes were present.

BOARD ANNOUNCEMENTS

The next meeting will be Monday September 16, 2024 at 6:00 pm in the Village of Victory.

CORRESPONDENCE

MINUTES

➤ Monthly Meeting Minutes ~ July 15, 2024

Motion to approve Commissioner Hughes, 2<sup>nd</sup> Chairman Drew, Approved 4/0

TREASURER'S REPORT (Bank Balances: ending July 31, 2024)

Operating Account	\$282,481.71
NYCLASS Operating Account	\$ 29,001.10
Filter Account	\$ 62,603.25
NYCLASS Filter Account	\$160,697.84
Capital Reserve Savings Account	\$ 26,500.34
NYCLASS Capital Account	\$203,313.52

See attached Revenue/Expense Report/ending August 19, 2024.

JCF PLANT REPORT

Report submitted by Independent Operator Jake Fort.

Jake is going to take one of the dehumidifier units from the Schuylerville Plant to place in the Victory Plant to see if it helps with the humidity, as a test. After running the dehumidifier from Schuylerville in the Victory Plant, it is not quite large enough to handle the humidity. Jake has submitted 3 different humidifiers from Amazon website. These 3 units are all rated at about 100 more pints per day than the other and will still just plug into the wall. The prices are much cheaper than the ones currently used at Schuylerville plant, but given the corrosive atmosphere at victory plant Jake figures, why spend \$5000 on a new one if it only lasts a few years. Jake, suggest we try the \$900 one and see how it holds up. The prices range from \$855 - \$1,400.

Motion to approve Commissioner Healy, 2<sup>nd</sup> Chairman Dennison, Approved 4/0

Color Monitor- The filtered water color monitor has stopped functioning properly. This instrument monitors the water color leaving the victory plant and will shut the plant down if the color gets too high. Hungerford and Terry are sending a new bulb to see if that fixes the issue. If not, we are looking at replacing the unit we have with a new one. Hungerford and Terry have provided a quote of \$5000.00 plus \$300.00 freight for a new unit. If the new bulb does not rectify the problem, we will seek permission to purchase a new color monitor at next month's meeting. If the bulb doesn't work the board wanted to approve the new Color Monitor because this is an important monitor for the plant. Motion to approve Chairman Drew, 2<sup>nd</sup> Commissioner Dennison, Approved 4/0

1. Revolving Credit Card – Credit card has been received
  2. There was a meeting Thursday, June 13<sup>th</sup> with Bryan Drew, Rob Decker, Ryan Campbell and myself to discuss revising the Emergency Water Break procedure. We will work on this process for both villages DPW and submit for approval when completed. See attached procedure attached.
- Board suggested some updates to the procedure. The Account Clerk, Debby Breton will make the updates and then email the board, DPW foreman, and village mayors. Please see attached updates of the Emergency Water Break Procedure. Table discussion for another meeting

NEW BUSINESS

1. Anthony Vaccarieli would like to discuss a water connection.

Discussion to connect to the village water line outside the village of Schuylerville

2. Resolution to transfer Funds

From:

J.0200.000 Operating Account

\$100,000

To:

J.0206.000 NYCLASS Operating Account

\$100,000

3. Resolution to approve Commissioner Healy, 2<sup>nd</sup> Commissioner Dennison, Approved 4/0

3. Resolution to transfer funds:

From:

J.1990.400 Special Items-Contingent Account.

\$5.00

To:

Special Items-Municipal Association Dues

\$5.00

Motion to approve Commissioner Healy, 2<sup>nd</sup> Chairman Drew, Approved 4/0

3. Jake is requesting approval to purchase chemicals from OCS Chemical Engineering in the amount of \$5,500.00. Please see attached quote.

Motion to approve Commissioner Dennison, 2<sup>nd</sup> Chairman Drew, Approved 4/0

5. We received a "Notice of BASF Class Action Settlement. I sent a copy on to Phil Dixon and Jake.

Phil's recommendation is to file the claim. He will work with Jake on this project.

6. I was unable to find a Travel Expense Reimbursement Policy, so I have put one together for your review. I did find the Water Training Reimbursement and updated it for your review.

Account Clerk will make the suggested updates to both documents.

7. We should have a discussion to put a process in place when we have more than one water main break/repair during the same time period.

When should an outside contractor be called in, should this be a board decision after the job is accessed?

If an outside contractor is called in to do the work, how many DPW employees should be on the job? Should the outside contractor use his liability insurance when the contractor causes additional work and time needed to complete the job (i.e. hitting a pipe and causing more damage)?

Discussion conclusion – when a water leak is found, DPW will contact Jake and the water board. A decision will be made on how to proceed, whether the work is completed by the DPW or an outside contractor.

PUBLIC COMMENT

Jonah Eutis would like his curb stop moved. Advised to contact Rob and the Contractor to get a plan.

EXECUTIVE SESSION

AUDIT AND APPROVAL OF CLAIMS

Unpaid/Paid Abstract #3/August 2024 presented for approval in the amount of \$ 37,361.13 Motion to approve Commissioner Dennison, 2<sup>nd</sup> Commissioner Healy, Approved 4/0

ADJOURNMENT

Motion to adjourn Commissioner Healy, 2<sup>nd</sup> Commissioner Dennison, Approved 4/0

Respectfully submitted

Debbly Breton