

Monthly Meeting Minutes

September 16, 2024

6:00pm

CALL MONTHLY MEETING TO ORDER

Commissioner Healy called the meeting to order at 6 pm. Commissioners Dennison and Hughes were present. Chairman Drew was absent.

BOARD ANNOUNCEMENTS

The next meeting will be Monday October 21, 2024 at 6:00 pm in the Village of Victory. The next joint Board meeting will be Monday October 21, 2024 in the Village of Victory.

CORRESPONDENCE

MINUTES

➤ Joint Board Meeting – June 17, 2024

➤ Monthly Meeting Minutes ~ August 19, 2024

➤ Special Board Meeting Minutes – August 26, 2024

Motion to approve Commissioner Dennison, 2<sup>nd</sup> Commissioner Healy, Approved 3/0

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

**Operating Account** NYCLASS Operating Account \$162,922.69

**Filter Account** NYCLASS Filter Account \$ 62,603.25

**Capital Reserve Savings Account** NYCLASS Capital Account \$161,401.73

**NYCLASS Savings Account** NYCLASS Savings Account \$ 26,500.34

**NYCLASS Capital Account** NYCLASS Capital Account \$204,204.06

See attached Revenue/Expense Report/ending September 16, 2024.

JCF PLANT REPORT

Report submitted by Independent Operator Jake Fort.

1. Update on the dehumidifiers – Jake is still looking for a dehumidifier that will fit at the Victory Plant

2. Update on the color monitor issue – Jake is getting a quote from Hungertford & Terry

3. Aqualogics was on site 9/1/24 to install the new SCADA computer and HMI. The system is fully

functioning and operating as it should.

4. PLC Card – burned out and Jake needs to purchase more to have in stock. He used his last one to fix the

one that burned out.

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

HACH Service contract will expire in December. Jake is reviewing to find ways to reduce the cost and

will submit next month for approval.

OLD BUSINESS

1. 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. Board will discuss this procedure

during the joint Board Meeting, October 21st.

86 2. Travel Expense Reimbursement Policy and Water Training Reimbursement, have been updated. We are unable to get an EZ pass, we will have to reimburse any tolls they may be received.  
Motion to approve Commissioner Healy, 2<sup>nd</sup> Commissioner Dennison, Approved 3/0.

#### NEW BUSINESS

1. Approval of the Billing Register for June 15, 2024 in the amount of \$168,209.25. \$40,727.35 unpaid, prior to the September billing.

2. Motion to approve Commissioner Dennison, 2<sup>nd</sup> Commissioner Healy, Approved 3/0.  
Approval of the Billing Register for September 15, 2024 in the amount of \$218,877.50. We have 360 units for the school this year.

3. Motion to approve Commissioner Dennison, 2<sup>nd</sup> Commissioner Healy, Approved 3/0.  
Rob Decker told me they will be changing the curb stop at 14 Chestnut, that he is unable to shut off, this coming week. He also plans on getting to the curb stop at 3065 County Rt 113 soon.

4. Cummins has submitted 3 estimates to do planned maintenance service for Cemetery Road, Towpath and the Victory Plant. These need your authorization for them to complete the work. (See documents in Chairmans folder). Contract needs to be reviewed. Spoke with Cummins and this is additional work that they plan to do during our scheduled service maintenance.

5. Chairman Drew volunteered to contact a list of contractors to work on Water Main Breaks if the DPW needs additional assistance. A list of contractors that Chairman Drew was going to contact is in your folders. Tabled until the next meeting.

6. Helene Patterson was a bank signatory and she is no longer in her position at the Village of Schuylerville and another person names to be named as a bank signatory.  
The board has appointed Cory Heyman as a bank signatory.

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

#### PUBLIC COMMENT

#### EXECUTIVE SESSION

#### AUDIT AND APPROVAL OF CLAIMS

Unpaid/Paid Abstract #4/September 2024 presented for approval in the amount of \$ 38,737.05  
Motion to approve Commissioner Dennison, 2<sup>nd</sup> Commissioner Healy, Approved 3/0.

#### ADJOURNMENT

Motion to approve Commissioner Healy, 2<sup>nd</sup> Commissioner Dennison, Approved 3/0

Respectfully submitted

Debby Breton