

**BOARD OF COMMISSIONERS**  

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**WASHINGTON COUNTY SEWER DISTRICT MEETING**  
**ROGERS ISLAND VISITOR'S CENTER**  
**February 14, 2023**

**MEMBERS PRESENT:** Ed Carpenter, Matt Traver, Dan Washburn, James Maskell, Mike Fiorillo Sr., Mike Horrigan

**MEMBERS ABSENT:** Tim Fisher, Joseph Brilling

**OTHERS PRESENT:** Jason Denno; Executive Director  
Matthew Fuller; Meyer, Fuller & Stockwell  
Leah Whaley; Administrative Assistant  
Mike Fiorillo Jr.  
Clark Wilkinson; EDP  
James Williams; Galusha & Sons

Mr. Traver called the meeting to order at 3:32pm. Roll call was taken. Mr. Traver asked if there were any additions or corrections to the minutes of 01/10/23. A motion to accept the minutes as written was made by Mr. Horrigan, seconded by Mr. Washburn, all in favor and the motion was carried.

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Mr. Denno introduced Clark Wilkinson, senior engineer with EDP working with Mr. Schermerhorn to speak about the Schermerhorn Quarry Apartment Complex. Mr. Clark discussed the status of the construction for "Phase I" of the project. Because the private sanitary sewer was placed without the appropriate construction oversight required by the WCSD#2, Mr. Wilkinson discussed proposals for various permitting and quality assurance inspections that he is looking for board approval on. He stated that the status of the sewer installation is approximately 90% complete at this time and is proposing that the remainder of the installation be coordinated with the WCSD#2 staff to inspect that the installation is proper. Mr. Wilkinson is also proposing to have WCSD#2 staff on site during testing of the sanitary sewer air pressure testing. The final proposal is to have the contractor perform a final CCTV inspection of all installed sewers, with a copy of the final report submitted to the WCSD#2. Mr. Traver voiced concerns regarding the inflow and infiltration of the connections tied into the system and the requirements of the WCSD#2 that would need to be met. Discussion was then had regarding the inspection and permit connection fees that are due from Mr. Schermerhorn and whether those can be held in an escrow account if paid up front. There was further discussion regarding the benefit of Mr. Schermerhorn funding the extension of WCSD#2.

Motion to move to executive session to discuss the proposals and the board's response was made by Mr. Washburn. Seconded by Mr. Horrigan, all in favor and the motion was carried.

Motion to exit executive session was made by Mr. Washburn. Mr. Maskell seconded, all in favor and the motion was carried.

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The district is looking for board approval for a budget amendment to include the salary for a Laborer position for approximately \$68,000 (including fringe and benefits), after an employee stepped down from the position of WWTP Operator Trainee. Mr. Denno would like to keep the trainee position open to be filled and will need the funds moved for the Laborer salary since it was not previously budgeted for 2023. Motion to accept made by Mr. Washburn. Seconded by Mr. Horrigan, all in favor and the motion was carried.

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Mr. Denno next discussed the need for sump pump inspections at the time of permit application. At this time there is no process in place to enforce this. Having an inspection done before real estate closings, lateral installations, rehabs, etc. can keep the district informed on what is connected to the system and will give the district the ability to enforce that any existing sump pumps be disconnected from the system. Mr. Fuller suggested drafting a memo to send out to the different municipalities as a starting point for discussion on this matter.

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Mr. Denno spoke about the SD#1 and SD#2 Capital Project Plan of Finance. The first project, Hudson Falls Storm Water Separation and Sanitary Rehab Replacement Project has an engineering planning grant, and the engineering report is almost finalized. The total cost of this project is \$5.2 million. Mr. Denno has applied for a grant of \$3.8 million and is awaiting a response from the governors' office. Mr. Denno has additionally asked the county treasurer's office for \$500,00 short term band money for this project, with the goal to start construction in May. Additional grants will be applied for throughout the year. The second project, SD#1 Rehabilitation and Replacement Project has a total cost of \$1.5 million. This project has been awarded a grant of \$226,000 and Mr. Denno has asked the county treasurer's office for \$100,000 short term band money for this project as well.

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Mr. Denno provided an update on the WWTP Capital Construction Project, which is 38% complete. Progress made since last month has been the measurements and layouts of piping, layouts of the fabrications of the piping, and the receiving and storage of ordered materials. This month there will be more onsite presence, as well as the completion of the preliminary building and process control building. The bar screen in the grit building and flow meters will also be installed this month.

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Regarding the 197 Bridge Force Main Replacement Project, there is a change order for the float system at the pump station. Floats will be added, as per the original drawing, and the work will be completed by Hour Electric for approximately \$3,100. Mr. Denno plans to move forward with this, and it should be complete within the next week.

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The sewer district sent a letter to Kara Lais inquiring about the intended use of the WWIDA parcels within the Town of Kingsbury SD#1 on 01/12/23, and a response was received from Kara on 01/26/23. Of the parcels that were originally asked to be omitted from the district, only three of the parcels are attended for possible use for the solar project. Additionally, the parcels are wetlands and are undevelopable should they not be utilized for the solar farm. Mr. Fuller recommended at this point to leave the parcels in the district. Mr. Denno and the board agreed to leave the parcels in district.

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Lastly, there was discussion regarding the purchase of the excavator for the sewer district. After speaking with the purchasing department at the county, Mr. Denno was informed the excavator could be purchased under state contract and would not need to go to public bid. Mr. Fiorillo advised that a CDL license would be needed for sewer district staff for operation of the excavator. There was a brief discussion regarding the possible need for a machine equipment operator to be added to the staffing pattern for 2024 in order for a member of the staff to receive a CDL license and be paid accordingly.

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Motion to move to executive session was made by Mr. Carpenter for an employment discussion of a particular person. Mr. Maskell seconded, all in favor and the motion carried.

Motion to exit executive session was made by Mr. Maskell and seconded by Mr. Carpenter, all in favor and the motion carried. There being no further business, Mr. Traver adjourned the meeting at 5:25pm.

Respectfully Submitted,  
Leah Whaley