

BOARD OF COMMISSIONERS

WASHINGTON COUNTY SEWER DISTRICT MEETING ROGERS ISLAND VISITORS CENTER May 9, 2023

MEMBERS PRESENT: Ed Carpenter, Matt Traver, Tim Fisher, Dan Washburn, Mike Fiorillo

MEMBERS ABSENT: James Maskell

OTHERS PRESENT: Joseph Brilling; Executive Director, Acting
Matthew Fuller; Meyer, Fuller & Stockwell
Leah Whaley; Administrative Assistant
Mike Fiorillo Jr; Village of HF
Jason Denno; Barton & Loguidice
Kirk Van Auken, Greg Van Grouw, Scott Quigan, Seth Palmateer;
Irving Tissue

Mr. Traver called the meeting to order at 3:40pm. Roll call was taken. Mr. Traver asked if there were any additions or corrections to the minutes of 04/11/23. A motion to accept the minutes as written was made by Mr. Fisher, seconded by Mr. Carpenter, all in favor and the motion carried.

Mr. Van Grouw and Mr. Van Auken with Irving Tissue presented the commissioners with a site-plan map of the proposed sewer relocation for a new building on site. The map provided a visual representation of the project, which will take place over a ten-year period. The sewer relocation will be the first phase in a three-phase approach spanning ten years. It was discussed, and some concerns were raised that during this time period there is the possibility that the line will need to be moved again during later phases of the project. Irving tissue has brought the proposal before DEC for sign-off and Mr. Quigan, engineer for Irving tissue, stated they are using the standard engineering report format for submittal to DEC. Mr. Brilling requested a copy of the engineering report once complete and a third-party engineering review will then need to be completed.

Mr. Brilling advised the board that he received a waiver from the county Board of Supervisors on the procurement policy and does not have to go out for an RFP for general engineering services. These services include various projects, new developments, and other in-house third-party engineering review needs. Mr. Brilling reached out to KSPE, Labella, and Barton & Loguidice for pricing. A resolution was made by Mr. Washburn, seconded by Mr. Fisher to approve entering into an agreement with KSPE engineers for a five-year period, provided that the agreement reflect that any rate change must be sent within 60 days' notice to the district to approve any rate changes. All in favor and the resolution carried.

Mr. Brillling had a meeting with the county personnel officer regarding the staffing at the sewer district. Mr. Brillling would like to form a work group to help with the staffing issues and is looking for two commissioners to join the work group along with various county personnel. Mr. Washburn and Mr. Fisher agreed to join the work group. There are currently 8 vacancies at the district, several operators are due to retire within the next couple of years and these positions will need to be replaced. Many of the vacant positions have been advertised, including the position for Executive Director, which has received two to three qualified applicants. Mr. Brillling will send these resumes to the work group in order to set up interviews. Additionally, Mr. Brillling discussed reaching out to NYWEA and BOCES for various recruiting methods in hopes of reaching a wider audience and getting students interested.

Regarding the IMG Grant Application, Mr. Brillling stated that it needs to be discussed with Hudson Falls for the North Hudson Falls storm separation sewer rehab project. Once the final engineering report is received from EPG, additional grant money can be applied for. Mr. Brillling stated he will send Mr. Fiorillo a copy of the final report.

The district is renewing the service agreement with Casella for compost hauling. Mr. Brillling advised that there is a slight price increase for these services, but not significant enough to impact the budget.

A reimbursement request in the amount of \$481.50 was received from the homeowner at 25 Frank St. The homeowner reached out to the sewer district first, and it was determined there was an obstruction on the district end. Roto roter came out and ran a camera to verify this. A motion was made to reimburse the homeowner for the Roto Rooter invoice in the amount of \$481.50 by Mr. Washburn, seconded by Mr. Fiorillo and the motion carried.

Mr. Brillling provided an update on the WWTP capital construction project. Finalization is set to begin with the UV and new plant water and pumping system. One of the new screws has been installed and the motor is being connected this week. Next week the grouting will be completed in the channel under the screw. The grit system is near completion, and one of the digesters is being drained for work on it next week.

Mr. Fuller and Mr. Brillling have been working on the Sewer Use Ordinance and local law and a brief update was given. A motion was made by Mr. Fiorillo, seconded by Mr. Fisher to approve an amendment to the intermunicipal agreement (IMA) with Queensbury, Warren County, etc. to provide for the dissolution of the Kingsbury Sewer District 1 and extension of Washington County Sewer District 1. All in favor, and the motion carried.

Motion to adjourn the meeting, made by Mr. Fisher, seconded by Mr. Carpenter, all in favor and the meeting was adjourned at 5:00pm.

Respectfully Submitted,
Leah Whaley