

TOWN OF RICHLAND WATER DEPARTMENT

1 BRIDGE STREET PULASKI, NY 13142

MINUTES OF THE RICHLAND WATER ADVISORY BOARD

Date: October 6, 2020

Kind of Meeting: Regular monthly water board meeting

Place: H. Douglas Barclay Courthouse

Water Board Members Present: Craig Sternberg, Chairman

Doug Haynes

Doug Schwalm

Ron Novak

Absent:

Krista Fox

Others in Attendance:

Mary Yerdon, Water Board Clerk

CALL TO ORDER: Tonight's meeting was called to order at 6:00pm with Craig Sternberg leading the pledge of allegiance.

Doug Haynes made a motion to accept the minutes from the September 1, 2020 meeting. Ron Novak seconded the motion. All were in favor.

Water pumped was consistent with last year.

Supervisor Sternberg went over his monthly report as follows.

Water Quantities, Quality and Testing – Normal water usage. The Water Salesman is very busy. The Annual County Health sanitary survey is complete--all exceptionally good. Comprehensive testing of batteries is complete. Required new tests for the water will be starting soon. They will be testing for any dissolved plastics in the water. This test is very expensive (approximately \$3500.00 quarterly).

Personnel – Stable and very good. Readings and billing cycle complete. We have new forms and procedures in place. Monday Team meetings take place. Recent and continued training is taking place. Supervisor Sternberg is working for recertification of his water operator's license. He should have some of his training before the next water board meeting.

Work Orders and Alarms – Normal activity and minor repairs. Motor starter requires replacement in the Village connection vault (\$3500 for materials). There was some speculation on whose responsibility it to replace it. It is not required to fill the village water tank-if needed, opening the valve can take care of that. Town of Richland Water Meter replacement and reading system installation will be starting around Oct 12.

Maintenance – Roof replacement at Fernwood this season. 3 quotes were received– 1) Oscar Roofing \$4100 includes vent boot and 4 sheets plywood. 2) Tom Trump \$4100 3) Enright Roofing \$4000.

Oscar Roofing was the only one that commented on vent boot and plywood. It will be midgrade shingles (limited lifetime shingle). A comprehensive planned maintenance schedule system is forthcoming. Comprehensive equipment and site inspections are progressing.

Expansion Project (Water District #5)– Contractor moved all forces to seasonally sensitive lakeshore areas. Preliminary restorations were done in the Town of Richland to stabilize areas—they will be finished in the Spring. The railroad crossing was delayed. No other significant complications or issues. No hook-ups will be done until spring. Estimated completion is 2021.

Old Business – Windmill – Recommend taking windmill out of service. Cancel monitoring contract \$3200/yr. It Costs more to maintain and monitor than the generated value. The IT and GIS – Transition to new equipment/operations is progressing.

New Business – Review of water usage fees. Discussed with Sandy Creek and B&L. It is recommended \$2.00/1000 gallons for Sandy Creek. Currently it is \$1.80. Recommend \$10/1000 gallons at the water salesman. Currently it is \$8.

Forms and Procedures – New forms and procedures are in service. They are work orders, new service application, fee schedule, service installation details, weekly projected schedule, weekly work log, time sheets, purchase tracking; Alarm logs and planned maintenance are next.

Materials/Equipment – Material inventories and suppliers are stable. Some tool and safety equipment needs have been noted. The Snow plow for the second pick-up truck has been re-quoted – 1) A&P \$5930.76 (Located in Oswego County) 2) Boondocker \$6000 3) Zeigler \$6074.40 Request submitted for a tool and equipment trailer (share with B&G). Needed prior to installations of new services. N

Ron Novak made a motion to adjourn the meeting at 7:35. Doug Schwalm seconded it. All members agreed. Next meeting is tentatively set for Monday, November 2 at 6 pm. There will be a brief meeting and the water operators will give board members a tour of the Schoeller facility if weather permits.

Respectfully Submitted,

Mary Yerdon
Town of Richland Water Department Clerk