

TOWN OF RICHLAND WATER DEPARTMENT

1 BRIDGE STREET PULASKI, NY 13142

MINUTES OF THE RICHLAND WATER ADVISORY BOARD

Date: June 27, 2023

Kind of Meeting: Regular monthly water board meeting

Place: H. Douglas Barclay Courthouse Jury Room

Water Board Members Present: Doug Schwalm, Chairman
Ken Moonan-Absent
Krista Fox
Robert Jeffery
Tim Crouch

Others in Attendance: Supervisor Ron Novak, Water Department Supervisor
Mary Yerdon, Richland Water Clerk

CALL TO ORDER: Tonight's meeting was called to order at 6:00pm with Doug Schwalm leading the Pledge of Allegiance.

Krista Fox made a motion to approve the April 4, 2023, water board minutes. It was seconded by Tim Crouch. All were in favor.

Chairman Schwalm let everyone know Rob Goodsell resigned from the Water Board. Tim Crouch has been appointed to take his place.

In 2021 approximately 118 million gallons of water was pumped; in 2022 about 143 million gallons of water was pumped and as of the end of May 2023 54,509,600 gallons of water was pumped. The water pumped increased by 11.8% from 2021-2022. Each year it increases significantly. Annually we have unaccountable water loss of about 10% (due to leaks, flushing, fires, etc.). This is within the expected amount based on NYS reports. The Richland Water system is permitted to pump 1.46 million gallons of water per day (we are capable of pumping more).

1. The original 14" line (installed in 1961) from the Richland wellsite to Felix Schoeller has been located and flagged by GPRS. When the town took over the wellsite (WD #2) and the new wells were upgraded, the pressure relieve valve access points were removed; this left no way to inspect the inside of the line and no way to easily locate the line. GPRS used penetrating radar from the tank to CO RT 48 to locate that line (about 1.5 miles). Parts of that line have 80' tall trees growing over it; some are 18" in diameter. Root intrusion could be a problem as well as access to the pipe. The pipe is about 7' deep. The GIS was compared to GPRS findings. Three of the Town board members requested Ron Novak to walk the line and video tape for the board to view. The lines go through the woods and does not follow the ATV trail.
2. Fernwood pumps are working at 59.4% efficiency. Screens are highly compromised. The pumps should be rehabbed as well as completely new components made from materials that will not rust. Running at only 59.4% more electricity is used. Based on calculation that is about \$4200 a year more in electricity costs. The board was willing to approve the purchase of the new pumps, but it would have been in violation of their procurement policy. Also, the estimate was from August 2022, and they would like an updated estimate. In 2022 there was a 6-week waiting period to receive them-not sure how long now.
3. Previously the town board did not approve the purchase of additional Zenner meters to complete the replacement of the Badger meters. At the last meeting Supervisor Novak pointed out to the town board there is about an \$18,000 labor cost to perform manual reads on the Badger meters that still need to be replaced. Also, the badger contract costs \$1400 a year. The Board did approve the purchase-the parts are ordered and they should be installed by the end of the year.

4. LTE meters are Badger cellular meters, and they are incompatible with Zenner meters. We had 30-34 of these installed and they required manual reads. Zenner made a retrofit for replacing badger with Zenner retrofitted heads (\$37.00 each). They were purchased and are all installed and operational.
5. We did not have a Capital Reserve Fund for WD #5 and no Capital Repair Fund in any of the water districts in the Town of Richland. They were formed in 2022 but were not funded. After the finalized budget in 2023 they were able to be funded. WD 5 received a smaller amount because the funds were reallocated to reduce the EDU charge in that district.
6. Cyber security will be gone over with the Town Board tomorrow. That plan needs to be upgraded significantly to comply. The threshold from the NYSDOH 3300 for the upgraded plan. We now have over 3300 customers. The plan went from 5 pages to 24 pages that we must comply with.
7. There was a difference of opinion as to where Orwell was going to place their pumphouse. The property on the West side of Stowell drive would require tapping our line and crossing under our 14" line twice. The property on the East side of Stowell Drive required no tap and no crossing under our 14" line. A valve was placed there during construction to accommodate future growth and just had to be hooked onto. After a meeting with Town officials, Town Lawyers, and engineers, it was mutually agreed that the pumphouse would be placed on the property East of Stowell Drive.
8. The Manwaring Valve has had a problem with continual recycling. Ross Valve thought they had the problem corrected but it was not. They said they would come back and not charge us for mileage (roughly \$2000). When they came back, they made some downstream valve changes, and it is now operating correctly. The bill was \$4000. Since they agreed not to charge us for the mileage Ron made a phone call to them. After a conversation with them, they agreed to drop the entire bill.
9. Another fire hydrant was hit last week-6 so far this year. The fifth one was hit by an Amish buggy. No one was hurt and they paid for the repairs. The last hydrant hit was on Tinker Tavern Rd. When the highway department was mowing, they found it knocked over. On May 20, 2023, someone hit it. The police reported it to Aqua instead of Richland. That is now in the process of the car owners insurance paying for it.
10. The Richland water tank was inspected June 22. It was clean-nearly "0" sediment and in excellent condition inside. Joe Sikora pressure washed the bottom 6' and it looks great. They may have to replace a gasket around the top of the tank and maybe new anodes at the bottom of the tank (requires a diver). No price yet. Anodes are rust protection. Overflowing the tank twice a year helps keep it clean.
11. Verizon is looking to build a cell tower on our Richland well site. They offered \$900/month for 5 years with renewal up to 25 years. They will build a road with a 100'x100' square pad. Snowplowing that road is to be discussed. There is a generator located there so it has to be kept accessible. Once negotiated, it will be brought to the Town Board to vote on.
12. Replacing our generator was the first item requested using ARPA money. It is in and scheduled for July 10 installation. GPRS for locating the water main at the Richland well site was on the ARPA list. The town has started cleaning trees where the generator will be placed. Trees also need cleared where the new poles will go. This includes the entrance pole. The new pole price will be presented on July 11 to the Town Board. Supervisor Novak Initiated design and replacement of the entrance pole. This is one of the six ARPA projects. When we do this project there will be no power for about 2 days-we will run off the generator. When the new generator goes in, the old one will be taken to the Highway Barn and later put up for auction.
13. A second generator to run wells 7 and 23 will be purchased. \$75,000 from Orwell will cover the cost and installation of this generator. Supervisor Novak will engineer it. He would like to install the concrete and fencing now so when the generator arrives it is all ready for installation. He has to check with the town board to see if the money can be pulled from another account and reimbursed when Orwell sends the check. This is a Town Board decision.
14. The core boring machine Sandy Creek and Richland considered purchasing was looked at with both towns deciding not to purchase it. There are no plans to purchase one at this time.
15. NY Underground has a signed contract with Town of Richland for drilling under the road to install waterlines-- \$25.00/ft for 1". They also perform the excavating. We have been using them with excellent results. We currently have 4 commercial taps to put in. Supervisor Novak reached out to two contractors for a price with North Country the lower price for these.
16. Gabriela Waite has started working for us under an Oswego County summer program from now until Labor Day. Zach Mascuicca is also working for the water department this summer and then transfers over to the Highway department in the winter. He currently has his class B CDL permit and is working on getting his CDL license. The

highway department is loaning us the 2012 Chevy Truck for the summer. They will auction it off in the fall. The main activity for Zach and Gabriella is to paint fire hydrants and they will use this 2012 truck.

17. The punch list is complete for Richland Water District 5 and Sandy Creek Water District 3. August 23, 2023, the contract is finished. After that date it is the towns responsibility. Money (about \$100,000) left from the project will be divided between the towns based on EDU's. Under Rural Development rules you can buy up to 5% of what was installed for spare parts. This can be used to purchase corps, curb stops, hydrants, valves. We are also looking into putting in an Emergency Generator on CO RT 41 if possible-our remote operation system runs out of that location. We are waiting for Rural Development approval.
18. Surveys to unserved properties in Richland township has been sent out. We've had a few inquiries. Right now, there is a tremendous amount of funding out there for water and sewer. Town Road residents have expressed interest in receiving water. On the Albion side of the road, they are also asking for it. Tim Crouch lives on Town Road and was asked by several Albion residents about receiving water. He told them to reach out to the Albion Town Board and get a petition going. It should start with Albion to contact Richland. Supervisor Novak encourages everyone who wants water to send those surveys back. Knock on doors to get your neighbors to send theirs back.
19. Debt calculation for Water District 5-Budgeted fund balance was used to lower EDU's. Supervisor Novak felt there was either math or calculation problem in determining the amount of the debt service. Supervisor Novak conveyed this information to Barton & Loguidice, and they feel he is on the right track. As more people connect to water the O & M costs should go down. Only about 1/3 of the water district 5 property owners are hooked up. By the time a property owner pays for the electricity to run pumps, pump repairs, etc. it would partially pay for the cost of the water (average owner pays \$76.00 every 6 months for water use). Fire insurance should be less once you have municipal water. You no longer need to worry about the safety of your water or running out of water. There are positive reasons to hook into the municipal water system.
20. Water District #5 extension is almost complete. Two property owners are in this extension and by law, they both had to sign a petition for water-that has been done. Now there is a public hearing at the next town board meeting. Once that is finished and the payment is received, the taps will go in quickly. The cost for the extension is \$9,250 split between the two property owners. They will then pay the same EDU all property owners in WD #5 pay.
21. Schoeller will be getting a new meter that the Water Department will pay for. They currently have an old Badger 6" mechanical compound meter which has seen over 100 million gallons of water usage. We plan to replace the meter at town expense per our contract, with an ultra-sonic meter. This is more accurate. The cost is \$2150.00 for meter and all parts, and it will take the water operators 1-2 hours to install it. The old one will potentially be rebuilt depending on the cost. Badger parts are not easy to obtain. After covid several shut down and prices have gone up. For example, before covid frost plates were around \$9.90 and they are now \$19.93.
22. The operators said the majority of the valves in the entire township have never been exercised. Now they are all scheduled to be exercised in districts 1, 2, and 3. One hydrant needs to be fixed; 5 need to be excavated with a backhoe and repaired. A lot of these are 18 years old and because of the significant sand on the road over the years many of them are buried under 6" of sand and have to have risers (valve box extensions) installed to bring them up. The cost to fix all of these is about \$15,000-\$30,000. The only way to fix it is to go down the roadside and scrape the shoulders. If there is a valve that won't turn that is usually an \$8000 repair by the time you dig it up and replace it. Bob and Joe are going to primarily do valve repairs this summer and Gabby and Zach will paint hydrants. Transmitter installations will be done on rainy days and then full time after Labor Day. They have to be hand dug, turned, install the risers as needed and install mud plugs. Up until now our town has not used mud plugs. Some had been opened up and they were full of sand.
23. Our system postdates the new changes in lead & brass standards. Therefore, we comply.

At approximately 8:00 pm a *motion was made to close the meeting by Tim Crouch and seconded by Robert Jeffery. All were in favor.*

The next water board meeting will be held on Tuesday August 1, 2023, in the Jury room of the H. Douglas Barclay Courthouse.

Respectfully Submitted,

Mary Yerdon
Town of Richland Water Department Clerk