

**VILLAGE BOARD MEETING MINUTES
DECEMBER 28, 2017
7:30 P.M.**

PRESENT: Mayor Hubbard, Trustees Dove, Eriksen, and Stokes-Cawley, DMO Harty, Village Historian Batlle, Village Atty. Pavlus

EXCUSED: Trustee Sennett

Others: Jason Gabak Skaneateles PRESS

Minutes – Resolution #2017-224: On the motion of Trustee Dove, seconded by Trustee Eriksen, it was resolved and unanimously carried (4-0 in favor) to approve the minutes of the Regular Meeting of December 14, 2017, as presented.

Correspondence & Announcements – Mayor Hubbard reviewed the following:

- Receipt of email from Onondaga County Legislature regarding the 2018 Town Tax Rates, Fixed, Ratified and Confirmed
- Receipt of email from NYCOM – Allowable Levy Growth Factor for Local Governments with a June 1 Fiscal Year. Mayor Hubbard noted that the tax cap will actually be 2%. Clerk/Treasurer Couch confirmed that, adding that the tax cap has been below 2% for several years.
- Receipt of email from Penflex – Tax Code Amended to Fix LOSAP Problem
- * **Other Matters That Have Come Before the Board since Posting the Agenda***
- Receipt of email from NYCOM – Update on Final Tax Plan Approved by Congress.
- Receipt of email from NYCOM – Executive Order on Prepayment of Property Taxes. Mayor Hubbard said there seems to be much confusion about this matter, as well as the Final Tax Plan, and he is not going to attempt to explain either.
- Invitation to the CNY Regional Presentation of the 2018 State of the State on Jan. 4, 2018, 3 PM, Onondaga Community College; RSVP to Colleen.Deacon@exec.ny.gov or 315-317-4107. Mayor Hubbard said he received a phone call and thinks the time and location are inaccurate. Trustee Dove said she plans on going to the one at the Cayuga Chamber of Commerce as she is a member of that organization.

Director of Municipal Operations (DMO) – DMO Harty said she distributed her report for November, but wants to highlight that leaf pick-up went extremely well this year. With the new leaf vacuum machine, only two men were needed which freed up one man to attend to other jobs. Additionally, we realized a reduction in diesel fuel usage and thus a savings by switching to this leaf pick-up method. DMO Harty said we are now in winter operations – working on park benches, and working with Barrett on tree removals and trimming. We are coming into a quiet time. DMO Harty advised that the Municipal Board Meeting schedule changed for the next two months with meetings scheduled on January 18 and February 15. Their meeting in March will return to their regular schedule of the fourth Thursday (3/22). DMO Harty said the Municipal Board will be working on budgets in January and February if anyone is interested. Her complete report for November 2017 is as follows:

DPW -

- Leaf pick up and Street Sweeping
- Installed Crèche, and Christmas trees on pier and in front of Village Hall
- Working weekends for garbage pickup, bathroom maintenance during Dickens
- Renewed Annual NYSDOT Highway Work Permit
- Submitted Annual Report to Onondaga County for VIP Projects FYE 2017 and application for FYE 2018
- Upcoming projects:
 - Working with Barrett on tree removals and trimming
 - Park Benches will be coming in starting in December

Electric -

- Led Street Light Replacement – 1 on Lakeview Circle, 1 on Leitch Ave., and 3 ornaments on Teasel Lane
- Lineman Safety Training
- Installation of Christmas lights on street poles and Christmas tree

Water -

- Month of November
 - Produced a total of 12.98 Million Gallons of Water = 432,700 gallons per day
 - No raw water turbidity exceedances
 - All 3 microbial samples in distribution system came back negative
- Annual Water Inspection on 11/13/17 – Everything looks great. No negative findings.
- Working on hydrant winterizing
- Water Main Replacement Project
 - Drawings are out for Agency Review.
 - Have engineer's estimate – Construction estimated at \$3.0M (same as original planning budget).
 - Working on budget projects and rate analysis

Sewer -

- See attached Operator's Report from Brad
- Wet weather event on 11/2 resulted in permitted ORF discharge – working on proposal from Sewer Specialty Services for cleaning, televising and sealing sanitary sewers including interceptor, WWTP main inlet, and Jordan/Fennell Street lines – areas of suspected Inflow/Infiltration

Parkside:

- Developer has completed following items:
 - Final clean up and repairs to outlet structure on drainage pond on Packwood.
 - Certification of storm water ponds by Dunn & Sgromo
 - Preparation of O&M manuals for ponds by Dunn & Sgromo
- Final outstanding items include:
 - Replacement of section of sidewalk on Packwood to eliminate water ponding on sidewalks
 - Brush hog swale at end of Sinclair to confirm existing grade, dredge as necessary to restore drainage, final seeding to restore vegetative cover
 - Re-grading, top soiling, and seeding around drainage pond on Packwood
- Will be starting infrastructure dedication process.

Sidewalk Project:

- Contractor is finished for the Fall 2017 season. Will come back in Spring of 2018 to finish remainder of work.
- Working on final invoicing to residents.

Village Historian – Village Historian Batlle said that the display in the Village Hall lobby is coming down over the weekend and he thinks the next display will be about banks. He read aloud the following Historic Moment about Village Sewers.

The City of Syracuse was allowed to take water from Skaneateles Lake in 1893. It was in the City's best interest to protect the lake and watershed from pollution. A 1902 regulation from the State Board of Health, Section 72 part 1104 said in part – *the municipality ...owning the waterworks benefited thereby, shall at its own expense, construct and maintain such system of sewerage... and provide such means of removal and purification of sewage and such works or means of sewage disposal as shall be approved by the State Board of Health.*

This meant that the New York State Health Department has the authority to compel a municipality, owning a waterworks, to construct sewer facilities in a hamlet located within the watershed.

An editorial in the Syracuse Post-Standard said in part – *The law is quite unmistakable. Skaneateles Village must be supplied with a sewerage system in order to protect the water supply of*

Syracuse from contamination. Syracuse must pay the bill, the whole of it, not only for construction of the sewerage system, but for the maintenance thereafter.

There was much back and forth discussion of who is going to pay for what. April of 1903 the estimated cost of the sewer system as \$48,000. (that is \$1,244,620 in 2017 dollars) That breaks down to: \$36,620 for the sewers, \$3,250 for the disposal plant, pumping station \$1,000 and adding \$6,130 for engineering and contingencies, and \$1,000 for the drawings brings the project total to \$48,000. Over and above this was an escrow account of \$26,800 at 3½% interest which will pay for maintaining the disposal plant.

September 30, 1903 work began on the project. John Davin of Syracuse, the prime contractor said that 60 men were at work on the sewers. J.S. Bull of Cortland was the contractor for the disposal tank. Village Engineer Thomas will supervise the work and the Syracuse Commissioner of Public Works will look after the part that Syracuse pays for.

The disposal tank, an 87,500-gallon septic tank was placed on land on West Elizabeth Street next to the Creek, purchased from MC Dewitt for \$500. Here this tank would settle out the solids and pass the effluent out into the Creek.

In a 1904 State Department of Health report used a formula for disposal of sewage. 150 gallons per capita, multiplying that by the Village population, and the minimum flow down the Creek yielded an acceptable dilution rate of 40 volumes during the dry season where Creek flows are very small. The first modern Village Waste Water Treatment Plant operator George Wettlaufer spoke of a basic tenet of water engineering – *The solution to pollution is dilution*. This must have been the practice back in 1904. Based on the Village population, that calculated a minimal flow down the Creek of 5,600,000 gallons per day.

The septic tank system became very inadequate, and very poorly maintained. In 1958 the City built a primary treatment plant at Willow Glen, near the intersection of Mill Road and Old Seneca Turnpike. The Village septic tank facility was changed to pump the waste water by an 8-inch cast iron force main north to the new plant. The design of this plant was the Imhoff type, with a capacity of 388,000 gallons per day, acceptable technology of that time. The un-disinfected effluent is discharged in Skaneateles Creek with a submerged outfall. The only chlorination is done at the Village pump station, primarily for odor control.

In 1969, the State Environmental Conservation issued orders to the City of Syracuse to “improve the treatment plant or replace it to bring it up to current standards.” A second order was issued to the Village for sanitary sewer overflows which allows sewage and storm water to mix and discharge untreated into the Creek. There was also a prohibition for new sewer connections. After 5 years of reviewing for collection and treatment of sewage, under the urging of Mayor Carl Fisher, the Village decided to build their own waste water treatment plant. The estimated cost of the project was \$2,849,000, with 87.5% picked up State and Federal funds, \$186,000 the Village share, and \$160,000 from the City of Syracuse. In 1978 the cost of the new plant was estimated to be \$3,449,000 with Federal aid of \$2,587,000. State aid of \$405,000 and the City \$106,000. The Village share is now \$351,000.

Spurred on by the second DEC order, the Village undertook an intensive program to reduce the inflow and infiltration that caused hydraulic overloading of the system. Sewer lines were sealed with grouting. Storm water overflows were eliminated, and homeowners’ roof rain gutters and footer drains were removed from the system.

In anticipation of the new treatment plant, April of 1977, the DEC announces plans to upgrade Skaneateles Creek from a “D” level to a more protective CT rating, good for trout fishing.

After months of very heated discussions, September 27, 1978 the Town voted to annex into the Village part of the Village owned property behind the Fennell Street DPW barns, but not the property that fronts on Fennell Street. This 200-foot-wide strip will stay on the Town tax rolls.

January 1979, there was a dispute between the Onondaga County Board of Health and the State DEC which held up the engineering drawings for the treatment plant. The dispute was about chlorination and de-chlorination of the final discharge water into Skaneateles Creek. The County sued the Village and the DEC over this matter in December of 1979. February 13, 1980, State Supreme Court Judge Edward McLaughlin reserved decision on this dispute which further delayed construction of the treatment plant.

March of 1980, the Village sought additional funds since bids came in \$500,000 above the estimated cost. August 1981, there was finally visible physical evidence that the treatment plant was under construction.

Due to increasing Federal and State requirements for water purity, the cost of the plant went up. The now 4-million-dollar facility is capable of treating 500,000 gallons of sewage daily. It is one of the most sophisticated in the State. Under construction for 2 years, it began full operation on January 1, 1983. The Village Waste Water Treatment Plant operations is another story.

Village Historian Battle presented the Board with the New York State Office of Parks, Recreation and Historic Preservation document to certify that Lake View Cemetery was listed on the State Register of Historic Places on January 17, 2017 under the provisions of the State Historic Preservation Act of 1980 and on the National Register of Historic Places on March 13, 2017 under provisions of the National Historic Preservation Act of 1966.

Status of NYSERDA Grant – DMO Harty said there is a meeting tomorrow morning at 8:00 AM.

Status of Franchise Renewals – Mayor Hubbard said this item is under New Business as a Public Hearing needs to be scheduled.

Status of New Seawall Grant / Clift Park Improvements – DMO Harty said there was communication at the beginning of this month and she sent an email last week about submitting invoices.

NEW BUSINESS

Schedule Public Hearing for Charter Communications Franchise Agreement – Atty. Pavlus said he, Clerk to the Board Dundon and Charter Communications worked through the terms over a long period of time. With the Franchise Agreement now in final form, a Public Hearing is required according to NYS Law. He also advised that the Public Service Commission will have to approve the agreement before it could become effective. In response to Trustee Stokes-Cawley, Atty. Pavlus said he is pleased with the agreement, especially the escalation to 4% of the Charter Communication franchise fees when the Verizon franchise agreement is re-negotiated. In response to Trustee Dove, Atty. Pavlus said the agreement is for ten years. **Resolution #2017-225:** On the motion of Trustee Stokes-Cawley, seconded by Trustee Eriksen, it was resolved and unanimously carried (4-0 in favor) to schedule a Public Hearing for the Charter Communications Franchise Agreement on Thursday, January 25, 2018, 7:30 PM at Village Hall.

Polar Bear Plunge – Mayor Hubbard acknowledged receipt and distribution of a letter from Skaneateles Polar Bear Club Founder / President Todd Marshall. In response to Trustee Eriksen asking about insurance, Atty. Pavlus said it is under the Rotary's insurance. Trustee Eriksen said he is good with the event as long as insurance is in place and emergency services are ready to roll. **Resolution #2017-226:** On the motion of Trustee Stokes-Cawley, seconded by Trustee Dove, it was resolved and unanimously carried (4-0 in favor) to approve the Skaneateles Polar Bear Plunge at 12:30 pm during WinterFest on January 27, 2018 contingent upon the Rotary providing insurance.

Winterfest 2018 – Trustee Stokes-Cawley commented that she likes the WinterFest event. As mentioned in her email, Trustee Dove suggested that when we advise of the event being approved, we ask for the request in the future to come to the Village Board three months in advance like we are asking of other events. **Resolution #2017-227:** On the motion of Trustee Dove, seconded by Trustee Eriksen, it was resolved and unanimously carried (4-0 in favor) to approve the Skaneateles Sunrise Rotary Club's 10th annual WinterFest event on January 26 & 27, 2018 contingent upon receipt of the Rotary's insurance certificate.

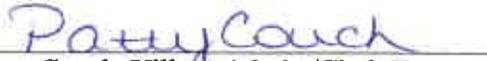
Public Comment – Relative to a possible grant from Senator DeFrancisco's office, Trustee Dove said that the Cemetery Board is working on ideas on how to spend \$55,000. Trustee Stokes-Cawley noted that a special on Skaneateles Lake is airing tonight, so it can be downloaded after today. Mayor Hubbard said he talked to Town of Skaneateles Supervisor-elect Aaron who attended a presentation on Governor Cuomo's announcement of the \$65M grant for a state-wide blue-green algae study.

Approval of Bills – In reviewing the bills, DMO Harty said we are not paying the Stadium International bill because we are disputing it. **Resolution #2017-228:** On the motion of Trustee Eriksen, seconded by Trustee Dove, it was resolved and unanimously carried (4-0 in favor) that bills from Abstract #14 be audited and paid as follows:

Abstract #14

General	Vouchers #4217-4239	Checks #20487-20508	\$ 10,015.69
Sewer Fund	Vouchers #984-988	Checks #5664-5668	\$129,704.86
Electric Fund	Vouchers #1110-1115	Checks #6478-6483	\$ 94,390.32
Water Fund	Vouchers #584	Checks #4316	\$ 250.00

Adjournment – **Resolution #2017-229:** On the motion of Trustee Eriksen, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (4-0 in favor) to adjourn the meeting at 8:00 p.m.


Patty Couch, Village Admin./Clerk-Treasurer

**Village of Skaneateles
Wastewater treatment operations
Submitted: 12/11/17
From: Brad Noftell
RE: November 2017 Monthly Report**

Our total flow coming into the plant for the month of November was 19.8 MGD (Million Gallons Daily).

The average from that total for the month is 0.660MGD (660,000 gallons).

Our 12 month rolling average is 0.620 MGD (620,000 gallons). ***NOTE*our permit limit for the 12 month rolling average is 0.850 MGD. (850,000 Gallons)***

Total precipitation for the month of November was 4.33 inches.

Our CBOD5 (Carbonaceous Biochemical Oxygen Demand 5) removal for November was 98% ***(Waiting on sample results from CES to determine percent removal) NOTE*our permit limitations for BOD removal is no less than 85%.***

Our TSS (Total Suspended Solids) removal for November was 96% ***(Waiting on sample results from CES to determine percent removal). NOTE*our permit limitations for TSS is also no less than 85% removal.***

We hauled 48,889 gallons of sludge to Auburn WWTP with no incidents.

We treated 1,690,990 gallons from our overflow retention lagoon. 690,990 gallons overflowed to contact chamber which was treated with Sodium Hypochlorite (12% Chlorine).

NOVEMBER MAINTENANCE

November 1st – Water Calculations for water Dept. Dewater 1,500 gallons from sludge tank. 2 loads of sludge hauled to Auburn WWTP. Added 2 bags of lime to sludge tank for pH stabilization and turn on mixers and air.

November 2nd – ORF Overflow. Take samples to CES. Weekly water calculations. Change out solution in CL17 Analyzer at Water plant.

November 3rd – Start dewatering sludge tank from overflow over rotostrainers. Work on October DMR's.

November 6th- Order chemicals from Slack Chemical for tomorrow delivery.

November 7th- Grease: Grit Elevator, Mixers, Blowers, Air scrubber. Daily water readings.

Dewater 18" (5,400 gallons) from sludge tank.

November 8th- 2 loads of sludge hauled to Auburn WWTP. Henderson Brothers onsite repairing idle end bearing on RBC #2. Monthly sampling.

November 9th- Henderson Brothers finish repair on #2 RBC bearing. Place #2 RBC back online. Fred come by. Weigh RBC's. All units below corrective action requirements. Grease Clarifiers.

November 10th- Holiday Obsrv. 4 feet left in ORF. Crack open discharge valve to plant.

November 13th- Dewatered 32" (9,600 gallons) from sludge tank. ORF empty. Complete October DMR and submit to NETDMR.

November 14th- 2 loads of sludge hauled to Auburn WWTP. Prepare sample bottles for sampling.

November 15th- Monthly sampling.

November 16th- Daily/weekly water calculations.

November 17th- Found Blower #1 off with broken belts. Start #2 blower. Found that #1 blower compressor is seized up. Dave help put new blower/compressor in place for #1 blower. Place #1 blower online and place #2 blower in stand-by. Add oil to bar screen, and air compressors. Dewater 23" (6,900 gallons) from sludge tank.

November 21st- Hauled 2 loads of sludge to Auburn WWTP. Help Erik with a sewer call.

November 27th- Order chemicals from slack chemical for tomorrow delivery. Dewater 41" (12,300 gallons) from sludge tank. Put zerk fitting back on #1 blower along with belt guard. Pump some grease through zerk fitting to make sure grease is travelling to bearing. Call USA bluebook to get quote for replacement blower/compressor to restock. Grease #1, 2, 3, 4 RBC's.

November 28th- Dewater 10" (3,000 gallons) from sludge tank. Slack Chemical delivery. Fred come by to help clean ORF of leaves and debris.

November 29th- Noticed that #3 wet well Influent pump drawing lower amps compared to other pumps. Decided to take out pump and replace with back up. Startup back up pump to see how many amps it is drawing. Pump is drawing between 6-9 amps which is normal. Will get a better idea when pump comes on in sequence which is in a couple days. Pump may not be seating properly in wet well due to debris on discharge side or debris underneath where pump seats. Hard to tell right now. Will continue to investigate to find conclusion and make corrective action in the next couple of days. Wet well sequence as follows: Lead and sequence of pump

operation is in Auto. #3 pump is scheduled to come on in 2 days. On that day, I will determine whether pump is blowing by, which is an indication of pump not being seated correctly hence the lower amp draw. In the meantime, will let Fred know of situation so I can schedule for him to come out and help me based off his schedule. Haul 1 load of sludge to Auburn WWTP.

