

MINUTES OF MANCHESTER/SHORTSVILLE JOINT SEWAGE SYSTEM MEETING

**SHORTSVILLE VILLAGE HALL ON March 11,2022**

**SPECIAL MEETING**

A special meeting of Manchester/Shortsville Joint Sewer

Was called to order by Commissioner Michael Buttaccio at 4pm.

A roll call was requested, present was the following:

Sandra Liberty-Deputy/ClerkTreasurer of ShortsvilleRecorder

Mayor Buttaccio,Commissioner Mayor, Manchester,N.Y.

Trustee Charlie Fine, Manchester,N.Y.

Trustee Bill Henry,Manchester,N.Y.

Trustee Sharon Trimm, Shortsville,N.Y.

Mayor Fred Mink, Shortsville,N.Y.

Deputy Commissioner/Trustee Roger Lonneville

Deputy Commissioner/Trustee Roger Lonneville made a motion to release Matt Chase from his position as trainee at the Manchester/Shortsville Joint Sewer plant as of March 9,2022 with pay checks to end of March. Mr. Chase will receive paycheck when his plant key and telephone is turned in.Certified letter sent to Mr.Chase. See attached:

Seconded by Trustee Henry, with the following vote,all AYES

Trustee Fine-"AYE

Trustee Trimm-"AYE

Mayor Mink-"AYE"

Trustee Henry-"AYE"

Commissioner/Mayor Buttaccio-"AYE"

Deputy Commissioner/Trustee Lonneville-"AYE"

There was a discussion that Mr. Eddington will talk to civil service for getting information on hiring a Joint Sewer Trainee.

Next Joint Sewer Board Meeting will be held April 26<sup>th</sup> at 4pm at Village of Manchester

Trustee Lonneville made a motion to adjourn the meeting at 4:15, seconded by Trustee Trimm, all "AYES"

Respectively Submitted:

Sandra J. Liberty

Deputy Village Clerk/Treasurer of Shortsville

MINUTES OF MANCHESTER/SHORTSVILLE JOINT SEWERAGE SYSTEM MEETING AT  
MANCHESTER VILLAGE HALL ON February 15,2022

Present; Michael Buttaccio	Commissioner /Mayor of Manchester
Fred Mink	Mayor of Shortsville
Charlie Fine	Trustee of Manchester
Bill Henry	Trustee of Manchester
Sharon Trimm	Trustee of Shortsville
Roger Lonneville	Deputy Commissioner/Trustee of Shortsville-ABSENT
Rita Gurewitch	Treasurer of Joint Sewer/Village /Village Clerk Manchester
Gordon Eddington	Eddington Enviromental LLC
Ralph Naffziger	Wastewater operator

Recording Clerk: Sandra J. Liberty Village clerk/Treasurer of Shortsville

The meeting was called to order by Commissioner/Mayor of Manchester Michael Buttaccio at 4:00pm

The minutes of December 21,2021 were prepared beforehand by the Recording Clerk, a correction to the minutes. Commissioner Buttaccio wants it recorded that he seconded the motion made by Trustee Fine to have Joint Sewer minutes every week. A motion made by Trustee Henry to accept the minutes with the correction, seconded by Mayor Mink, all "AYES".

Treasurer Gurewitch presented the, Operation and Maintenance Treasurers Report, December and January a motion was made by Mayor Mink, seconded by Trustee Henry voted upon and unanimously carried, as prepared and placed on file.

The following bills were presented to the commission for their audit and were approved for payment on a motion made by Mayor Mink seconded by Trustee Trimm. Voted upon and unanimously carried.

Operation and Maintenance Abstract #8 vouchers #4010-4034, Checks #41869-4209, \$8196.30  
Operation and Maintenance Abstract #9 vouchers # 4036- 4056, checks4210-4228

Mayor Mink made a motion to move monies from contingency JG1990.4 to JG8130.460, Contract operations in the amount of \$20,000 seconded by Trustee Trimm, all "AYES"

Old Business;

1. Mr. Eddington briefed the board on the WWTP UV project at the wastewater treatment plant. Joint sewer received a grant from the Environmental Facilities Corporation (EFC) to cover approximately 75% of the estimated project cost. The funding agency requires extensive paperwork to facilitate the grant requirements. Municipal Solutions are experts in performing this work. Rita and I will be working with them as well as the project engineer thru out the progress of the construction project. Joint Sewer also received approval for a 0% interest loan that can be used to cover project expenses not covered by the agent. I'm planning to bid the project out by early March.
  - A) The project being undertaken is on behalf of the Manchester-Shortsville Joint Sewerage System (MSIS) and that work being completed is for UV disinfection.
  - B) Elliott Engineering has completed an engineering report outlining the scope and cost of the project.
  - C) The Village of Manchester will be the lead for this project and that there is an IMA between Manchester and Shortsville that governs our partnership.
  - D) The Village has adopted a \$450,000 bond resolution for this project.
  - E) The Village applied for a \$305,914 Water Quality Improvement Project (WQIP) grant in 2021 and was successful. A contract for this funding has not been executed.
  - F) The Village's local share is \$144,086(\$450,000 total project cost less \$305,914 WQIP grant)
  - G) The Village received a hardship "letter from the NYS Environmental Facilities Corporation (EFC) dated 11/24/21 qualifying the Village for an interest-free Clean Water State Revolving Fund (CWSRF)loan. You must qualify for CWSRF funding by 3/1/23
  - H) You made need our services to complete an application to CWSRF and for closing both short-term and long-term loan with EFC for this project. We will provide a separate proposal for this Board consideration

It has been our experience that WQIPs tend to take 4 to 6 weeks (or longer) to process funds requests. This may pose a problem with Paying contractors in a timely manner and could result in the Villages using funds on hand to pay contractors and the waiting for the WQIP grant disbursement to come in. In addition, WQIP also has a 25% hold back on the final WQIP draw fund (\$76,479 and will not Be release funds until the project is fully complete. The Villages would have to front the WQIP holdback money until it could release By WQIP. Drawing grant funds directly from WQIP could put a strain on the Village's budget.

In this case, it may make sense to have pre-finance the WQIP grant. This means that EFC would finance a \$144,086 interest free AND a \$305,915 interest-bearing short-term loan with you (recent interest rates has been in the 0.59% range).

This would allow you to construct the project and then request the WQIP grant funds once construction is complete. When the grant Funds are released, they would be used to pay off the \$305,915 WQIP grant and the Villages could then close a long term 0% interest Loan for the remaining balance.

I think this would allow the Village to complete the entire project in one very smooth process and alleviate the Villages having To pay the costs of issuance and higher interest rates involved with issuing a conventional BAN for the project.

Jeffery R. Smith, President, Municipal Solutions. INC.

Trustee Henry made a motion to have Municipal Solutions do our finance, seconded by Trustee Fine, voted upon. All "AYES"

2. Extra Compost available. There were suggestions to contact the school and also put it in our newsletter in the Spring.
3. The Village of Shortsville is working with Edmunds to correct the sewer unit problem.

New Business:

Discussion on employee on workers compensation. It was the consensus of the Board to have employee come back to work with restrictions that was put on him

Gordon Eddington's Report:

1. Maintenance on equipment
2. On 1/22/2022 at 4:45AM I was alerted to a power failure at the main plant and Friendly Village Pump Station. Outside temperature was -14 degrees. Upon arrival at the plant the main generator was running but equipment had dropped out due to the loss of power. Had to deice and get bar screen and aeration equipment running.
3. Painted office areas and bathrooms
4. Painting garage area
5. Still working with insurance people to try and settle claim for power damage at the main pump station.
6. Had a discussion with Matt on 2/7/2022 where he informed me that he had pain in his right upper arm. I suggested that he see a Physician and fill out an injury report.
7. Working with electrician on main pump station transfer switch, could not get it to operate
8. Starter on JCB loader failed, had to have technician come into replace unit.
9. Discussion with UV upgrade financial advisors and design engineers

Commissioner Buttacio suggested to go into executive session to discuss a personnel issue. Mayor Mink made motion to go into Executive session at 5:30 PM, seconded by Trustee Henry, all "AYES"

The regular Joint Sewer meeting reconvened at 6:35.

Mayor Mink made a motion to adjourn the meeting at 6:40, seconded by Trustee Henry, all "AYES"

Respectively Submitted:

Sandra J. Liberty  
Deputy Village Clerk/Treasurer of Shortsville