

MINUTES OF MANCHESTER/SHORTSVILLE JOINT SEWERAGE SYSTEM MEETING AT
SHORTSVILLE VILLAGE HALL NOVEMBER 14,2023

Present; Roger Lonneville	Commissioner /Trustee of Shortsville
Fred Mink	Mayor of Shortsville
Charlie Fine	Trustee of Manchester ABSENT
Bill Henry	Trustee of Manchester
Sharon Trimm	Trustee of Shortsville
Mike Buttaccio	Deputy Commissioner/Mayor of Manchester
Rita Gurewitch	Treasurer of Joint Sewer/Village /Village Clerk Manchester ABSENT
Gordon Eddington	Eddington Environmental LL
Nichole Ruggles	Deputy clerk/Treasurer of Manchester.N.Y.
Recording Clerk: Sandra J. Liberty	Village clerk/Treasurer of Shortsville

The meeting was called to order by Commissioner/Trustee of Shortsville, Roger Lonneville

The minutes of September 12,2023 and were prepared beforehand by the Recording Clerk and on motion by Mayor Mink seconded by Trustee Trimm, voted upon and carried unanimously-to accept as prepared and placed on file.

Treasurer Gurewitch presented the, September and October Operation and Maintenance Treasurers Report a motion was made by Mayor Buttaccio seconded by Trustee Trimm voted upon and unanimously carried, as prepared and placed on file.

Trustee Henry made a motion to transfer \$2000. From contingency JG1990.4 to buildings JG8130.414 and \$2000.00 from contingency to JG130.449 composting, seconded by Mayor Buttaccio, voted upon and unanimously carried

Treasurer Gurewitch also noted that RG&E did not bill for account 2001-1857-560 which will be doubled for November

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

Operation and Maintenance Abstract # 5 vouchers 4521-4540 checks #4611-4624 \$9107.58
Operation and Maintenance Abstract # 6 vouchers #4541-4569 checks #4625-4648 \$46,091.14

GORDON EDDINGTON REPORT:

- 1.Running press and composting sludge.
- 2.Determined we have lost a phase of wiring from the grit room control panel to the South clarifier
- 3.Ran a conduit and wiring from north clarifier control panel to south clarifier control panel to allow south tank to run if needed.
- 4.We will have to address the wiring problem for the South clarifier tank in the spring of 2024
- 5.Standby generators at main plant and Friendly Village had preventative maintenance performed by Penn Power. Generator at main plant is leaking some coolant-radiator and water pump are leaking a little when unit runs. At some point in the future the main plant generator will have to be replaced as it is over 40 years old. It still is functioning but parts are becoming unavailable. I have been working on getting replacement cost estimates for budgeting purposes.
- 6.Service was performed on the two Neuros aeration blowers by a factory technician. He replaced the variable frequency controller on the 75HP blower with the new updated one we purchased a while ago-we will keep the one he removed for a backup. Both blowers were in good shape.
- 7.I have been looking into the costs associated with sandblasting and recoating of the South clarifier tank. This is also something we should be thinking about having done while the metal is still in decent shape.
- 8.Contactd the NYSDEC regarding our compost permit renewal. They informed me that the documents are still being reviewed.
- 9.. We are still mowing lawns around the plant

The next meeting will be January 16,2024

Meeting adjourned at 4:36 by motion made by Mayor Mink and Second by Trustee Henry, all "AYES"

Respectively submitted:

Sandra J. Liberty
Deputy clerk/Treasurer

MINUTES OF MANCHESTER/SHORTSVILLE JOINT SEWERAGE SYSTEM MEETING AT
SHORTSVILLE VILLAGE HALL SEPTEMBER 12,2023

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

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

The meeting was called to order by Commissioner/Trustee of Shortsville, Roger Lonneville

The minutes of May 16,2023 and were prepared beforehand by the Recording Clerk and on motion by Mayor Mink seconded by Trustee Henry, voted upon and carried unanimously-to accept as prepared and placed on file.

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

Treasurer Gurewitch reported that last year cash balance was \$570,411.87 May 31,2022. This year cash balance is \$374,132.54 May 31,2023.
As of May 31,2023, certificate of deposit balance is \$115,863.68 which covers in part the \$145,648 the unexpended balance to budget.
As of May 31,2023, the capital reserve balance is \$114,652.58

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

Operation and Maintenance Abstract # 1 vouchers #4421-4443 checks #4531-4550 \$15,500.75
Operation and Maintenance Abstract # 2 vouchers #4445-4464 checks #4551-4567 \$18,710.34

Municipal Solutions,Inc. sent the schedule for repaying the bond see attached .The Village of Manchester will pay half also the Village of Shortsville. First payment due August 1,2024 see attached

Mayor Mink made a motion to accept the INTERMUNIIPAL COOPERATION AGREEMENT BETWEEN THE MANCHESTER-SHORTSVILLE SEWER COMMISSION AND THE TOWN OF MANCHESTER, seconded by Trustee Henry, voted upon all "AYES"

GORDON EDDINGTON REPORT:

- 1.Running press and composting sludge
- 2.Pole barn covering the UV equipment is 100% completed.
- 3.Exprienced high flows at times due to the heavy rainstorms we had during June and July.
- 4.Switched over operations to North Clarifier tank
- 5.Started cleaning process of South Clarifier tank
- 6.Updates agreement between Town of Manchester and Joint sewer for Church of Later Day Saints pump station maintenance.
- 7.Ordered and received compost wood chip storage area enclosure
- 8.With the assistance from Roger Lonneville and Adam from Shortsville DPW we laid out storage area, excavated concrete block areas and installed concrete blocks for the new compost wood chip storage area. We also received assistance from George Hotchkiss and Sean from the Manchester DPW.
- 9.A letter was sent to all the business's stating that the Wastewater (sanitary sewer) Treatment Plant has become over burdened with grease. Though grease contributors can be residential, the primary source is a restaurant

Many thanks to everyone who helped with the concrete block installation for the storage area.

The next meeting will be September 12,2023.

Meeting adjourned at 4:48 by motion made by Mayor Mink and Second by Trustee Trimm, all "AYES"

Respectively submitted:

Sandra J. Liberty
Deputy clerk/Treasurer

MINUTES OF MANCHESTER/SHORTSVILLE JOINT SEWERAGE SYSTEM MEETING AT
SHORTSVILLE VILLAGE HALL SEPTEMBER 12,2023

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

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

The meeting was called to order by Commissioner/Trustee of Shortsville, Roger Lonneville at 4:00pm

The minutes of July 18,2023 and were prepared beforehand by the Recording Clerk and on motion by Mayor Mink seconded by Trustee Henry, voted upon and carried unanimously-to accept as prepared and placed on file.

Mayor Mink made a motion to transfer \$5000.00 from JG.1990.0400 to JG8130.414, seconded by Trustee Henry, all "AYES"

Treasurer Gurewitch presented the July and August Operation and Maintenance Treasurers Report a motion was made Mayor Mink and second by Trustee Trimm, voted upon all "AYES"

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

Operation and Maintenance Abstract # 3 vouchers #4465-4496 checks #4568-4592 \$53,126.78
Operation and Maintenance Abstract # 4 vouchers #4497-4520checks #4594-4610 \$17,464.21

Treasurer Gurewitch reported that the Annual Financial Report (AFR) has been sent to the Comptroller and a copy was give to the Village of Shortsville

The amortization schedule for serial bond which will be shared by Village of Manchester and the Village of Shortsville 50% each was presented.

Mayor Mink made motion For Gordon Eddington to allocate \$7500 to have the aeration turbo blowers service and updated by the Manufacturer second by Trustee Trimm, voted upon and unanimously carried.

Mayor Buttaccio made a motion to allocate \$2000.00 for the UV System Probes, second by Trustee Trimm, voted upon, all AYES"

GORDON EDDINGTON REPORT

1. Running press and composting sludge
2. Completed cleaning of South clarifier tank
3. Met with Town of Manchester Supervisor concerning Mormon Church Maintenance Agreement
4. Experiene several high flow occurrences due to heavy rainfall
5. Completed building of compost/compost wood chips storage shelter (thanks to Roger Lonneville and workers from Manchester and Shortsville for their assistance.
6. Installed new water line to disinfection building.
7. Performed Maintenance on ultra violet system bulbs
8. Sent requested additional information regarding compost permit renewal to DEC
9. Rural waters-Elliott Engineer-get specs to paint tanks

The next meeting will be November 14,2023 at 4:00pm

Meeting adjourned at 4:30 by motion made by Mayor Mink and Second by Trustee Henry all "AYES"

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Respectively submitted:

Sandra J. Liberty
Deputy clerk/Treasurer

MINUTES OF MANCHESTER/SHORTSVILLE JOINT SEWERAGE SYSTEM MEETING AT
MANCHESTER VILLAGE HALL ON January 17,2023

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

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

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

The minutes of November 15,2023 and December 21,2023 were prepared beforehand by the Recording Clerk and on motion of Trustee Henry seconded by Trustee Charlie Fine voted and carried unanimously-to accept as prepared and placed on file.

A motion was made by Trustee Fine and seconded by Trustee Trimm to transfer \$1315.00 from JG1990.4 Contingency to JG8130.406 Preventive Maintenance transfer, \$432.00 from Contingency JG1990.4 to JG9040.8 Workers Comp. and transfer \$3316.00 from JG1990.4 Contingency to JG9050.8 Unemployment Insurance. Voted upon and all "AYES"

Treasurer Gurewitch presented the November and December, Operation and Maintenance Treasurers Report a motion was made by Trustee Fine seconded by Mayor Mink 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 and seconded by Trustee Fine. Voted upon and unanimously carried.

Operation and Maintenance Abstract # 7 vouchers 4277-4294 checks 4413-4430 in the amount \$24,925.71
Operation and Maintenance Abstract #8 vouchers 4297-4330 checks 4431-4455 in the amount \$29,144.57

Gordon Eddington would like to purchase a spare controller for 75 HP blower for the amount of \$6500.00. Mayor Mink made a motion to purchase the spare controller and second by Trustee Trimm, voted upon all "AYES"

Gordon Eddington requested to build a pole barn 50x12, 8 Feet high for approximately \$12,000.00 to shelter equipment. Trustee Fine made a motion to build the Pole Barn, seconded by Mayor Mink, voted upon all "AYES"

GORDON EDDINGTON REPORT:

- 1.Maintenance on equipment
- 2.Chris Campbell started work on January 3,2023. He is working out very well
- 3.Rebuilt sludge press water booster pump and discharge lines.
4. Running press and composting sludge
- 5.Obtained quote from Siewert Equipment for maintenance on Mormon Hill and Outlet Road pump station equipment. Last time manufactures service was 6 years ago. This work will be paid for by the Mormon's.
- 6.Construction project is approximately 75% completed. What remains is the delivery and installation of the ultraviolet disinfection equipment. The equipment is scheduled to be delivered late February of 2023. Depending on the weather the contractor will install accordingly.
7. Ordered clothing items for the joint sewer labeled (Manchester-Shortsville Water reclamation Facility)

Next Meeting will be March 21,2023 at the Village of Manchester Hall at 4:00pm

Mayor Mink made motion to adjourn the meeting at 4:50, seconded by Trustee Henry, voted upon and passed

Respectively Submitted

Sandra J. Liberty