



TOWN OF VERNON

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OFFICE OF THE
WATER POLLUTION
CONTROL DEPARTMENT

MINUTES WATER POLLUTION CONTROL AUTHORITY REGULAR MEETING

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VERNON TOWN CLERK
10 FEB - 3 AM 11:28

JANUARY 28, 2010

7:30 P.M.

WASTEWATER TREATMENT PLANT

Attendees: Melissa Shannon, Carl Schaefer, Gary Leavitt (arrived at 7:40 p.m.), John Anderson, and E. Ray Weaver. Also present David R. Ignatowicz, Director, Water Pollution Control; Arnie Bevins, Assistant Director, Water Pollution Control; George Rostkowski, Business Manager; and Mayor Jason McCoy (arrived at 7:41p.m.)

CALL TO ORDER

The meeting was called to order at 7:30 p.m.

MINUTES OF DECEMBER 17, 2009 SPECIAL MEETING

Mr. Schaefer, seconded by Mr. Anderson, motioned to accept the minutes of the WPCA special meeting held on December 17, 2009 as presented. Mrs. Shannon and Mr. Schaefer voted to accept the minutes, none opposed, with Mr. Anderson and Mr. Weaver abstaining (2-0-2).

PLANT OPERATIONS SUMMARY

Mr. Bevins reported that the installation of the high efficiency lighting system by CONSERV is almost complete and that only two buildings are left to be upgraded. Also, the Air Diffuser Upgrade is moving along and depending upon weather conditions, Kovacs Construction may begin the work next month.

ADMINISTRATIVE REPORT

Mr. Rostkowski presented reports on the Sewer User fund and the Sewer Connection account. Regarding the Sewer User fund, he noted that the Net Change in Net Assets is approximately \$50,000 higher than last year and the operating income (loss) is approximately \$51,000. Mr. Rostkowski reported that investment income is about \$26,000. Also regarding the Sewer User account, Mr. Rostkowski reported that accounts receivable for FY 08-09 totaled \$998,096, which is up slightly from last year (3.81%); the collection rate was 92.4% lower than last year which was 94.27%. Mr. Rostkowski reported that there has not been a lot of activity regarding the Sewer Connection account since the beginning of the fiscal year and the current balance is approximately \$1,272,881.

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**REVIEW OF WATER POLLUTION CONTROL AUTHORITY BUDGET #101161576;
HOUSING AUTHORITY SEWER SUBSIDY BUDGET #10673282 AND
WASTEWATER TREATMENT PLANT BUDGET #41345700 FOR FISCAL YEAR
2010/2011**

Mr. Ignatowicz presented the Water Pollution Control Authority budget for fiscal year 2010/2011. The budget is a general fund budget he said and supports the cost of administering sewer assessment accounts. Mr. Anderson, seconded by Mr. Weaver, motioned that the Water Pollution Control Authority recommend to the Mayor and the Vernon Town Council, Water Pollution Control Authority Budget #101161576 for fiscal year 2010/2011 in the amount of \$13,641. There was no discussion and the motion passed unanimously (5-0).

Mr. Ignatowicz presented the Vernon Housing Authority – Sewer Subsidy budget for fiscal year 2010/2011 which is the cost of sewer user charges levied by the Water Pollution Control Authority (WPCA) to the Vernon Housing Authority. He explained that the budget was calculated based on the last six months of sewer user bills plus a 3% increase in sewer user rates based on current estimated expenditures. The Housing Authority currently has 14 accounts with the WPCA. Mr. Weaver, seconded by Mr. Anderson, motioned that the Water Pollution Control Authority recommend to the Mayor and the Vernon Town Council, Housing Authority Sewer Subsidy Budget #10673282 for fiscal year 2010/2011 in the amount of \$46,440. There was no discussion and the motion passed unanimously (5-0).

Mr. Ignatowicz presented the Wastewater Treatment Plant Budget #41345700 for fiscal year 2010/2011. Mr. Ignatowicz said that he is recommending a decrease of 1.61%. The decrease, in part, reflects a reduction in electricity as a result of the air diffuser upgrade and the elimination of a full time staff electrician. Mr. Ignatowicz said that the line item for repair machinery and equipment reflects an additional \$20,000 for electrician costs. A reduction of the total pounds of nitrogen in Vernon's discharge due to operational improvements and decreased plant flow have also contributed to the proposed budget decrease. Mr. Ignatowicz also noted and explained the following budget line items including: employee merit pay, engineering fees, medical insurance, natural gas, water, building repairs, security services, postage and delivery, chemical supplies, machinery and equipment parts, depreciation and contingency. Mayor McCoy said that he had met with Mr. Ignatowicz regarding consolidation of costs and having an electrician to service all town departments may be an option; the Board of Education electrician has retired. Mayor McCoy also said that he would like to have a budget workshop to include the Town Council, Water Pollution Control Authority and Board of Education to discuss budgets and possible cost saving ideas. Mayor McCoy said that if needed, the Town Council can be asked to increase the additional \$20,000 budgeted for repair machinery and equipment.

Regarding vacant plant operator positions, Mr. Weaver asked if those vacancies are planning on being filled and have those wages been included in the budget. Mr. Ignatowicz said that the wages have been included in the proposed budget and anticipates filling some of the vacancies with newly created Operator-in-Training positions. Mr. Ignatowicz said that the facility will need to be upgraded soon because the last upgrade occurred almost 20 years ago. Mr. Weaver said that a strategy taken by other facilities is that if nutrient removal is included in the upgrade, the town may get a portion of a loan/grant toward the upgrade. Mr. Weaver asked if Mr. Ignatowicz is confident the diffusers will be up and running for the next fiscal year; Mr. Ignatowicz said yes. In response to Mr. Weaver's question, Mr. Ignatowicz said there would not be a lot of lost septic revenue from the Bolton Lakes area. Mrs. Shannon said that she thinks it is a good idea if the town has an electrician because any savings is good; it will affect all taxpayers.

Mr. Schaefer, seconded by Mr. Leavitt motioned that the Water Pollution Control Authority recommend to the Mayor and the Vernon Town Council Wastewater Treatment Plant budget #41345700 for fiscal year 2010/2011 in the amount of \$5,616,126. Mr. Schaefer thanked Mr. Ignatowicz, Mr. Bevins and Mr. Rostkowski for their work on the budget; Mr. Anderson agreed with Mr. Schaefer and offered his congratulations to all three and the WPC department. Mr. Anderson also noted that the current proposed budget is the first budget he has seen with a percentage decrease. The motion passed unanimously (5-0).

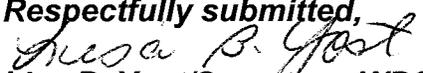
Mr. Ignatowicz presented the Capital Improvements proposal for the Water Pollution Control FY 2009/10 to 2013/14. He explained that the replacement of major machinery and equipment for the Wastewater Treatment facility is not incorporated into the town's General Fund Capital Improvements Plan because it is funded through sewer user charges. Mr. Anderson asked about the condition of the Hayward-Gordon Grit Pump and Mr. Ignatowicz said that the pump is doing its job. Mr. Ignatowicz presented the Collection Systems budget with a proposed total of \$632,043, which is 11.25% of the total plant budget. Mr. Rostkowski presented actual and projected sewer user rates for FY 2008-09 to FY 2015/16.

ANY OTHER MATTERS

Mr. Ignatowicz thanked Mr. Schaefer for his service to the Authority and thanked him for all of his hard work and service. Mr. Anderson and Mr. Weaver also thanked Mr. Schaefer for his service and both stated that it has been a pleasure to serve with Mr. Schaefer on the Authority.

ADJOURN

Mr. Leavitt, seconded by Mr. Weaver, motioned to adjourn the meeting at 9:05 p.m. The motion passed unanimously (5-0).

Respectfully submitted,

Lisa B. Yost/Secretary, WPC