

**Schuylerville/Victory
Board of Water Management
December 14, 2010**

The Schuylerville Victory Board of Water Management held a meeting on Tuesday, December 14, 2010 at 7pm in the Village of Victory.

Chairperson Gail Blake opened the meeting and stated with the pledge.

Present: Chairperson Gail Blake, Commissioners Carey, Lloyd, and alternate Jim Miers, and Recording Secretary Buchanan.

Absent: Commissioner Woodcock.

Announcements:

The January meeting will be Tuesday, January 11, 2011 at 7pm in the Village of Schuylerville.

Minutes:

Commissioner Miers made a motion to table the Nov. 9, 2010 meeting minutes until the next meeting, this was seconded by Commissioner Lloyd, all ayes, motion passed.

Treasurer's Report:

Balances were read

TRANSFERS MONEY

There was a *resolution #2010.2011-9* presented to transfer \$15,000 to apply to the outstanding vouchers, payroll and for those miscellaneous expenses this month and prior to the next meeting for the water department. This is to authorize the transfer from the water savings account to the water checking account. **Commissioner Lloyd made a motion to approve and sign this resolution #2010.2011-9 to transfer \$15,000 from Savings to Checking, and it was seconded by Commissioner Carey, all ayes, motion passed.**

Operating: Water billing is going out Wednesday, December 15, 2010

Payroll issue: regular working hours.

There was a discussion on the hours per week worked before overtime is paid. The section 501 Normal Hours of Operation currently reads 40 hours per week before overtime is paid. **There was a motion made by Commissioner Lloyd to change it to read Each full time employee will work 80 hours per pay period before overtime is paid, this is to take effect this pay period, it was seconded by Commissioner Carey. Blake-aye, Carey-aye, Lloyd-aye, Miers-nay, motion passed, 3-1.**

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There was a discussion on section 801 holiday pay. It read that if a holiday falls on a Saturday, the holiday will be observed on Friday and if a holiday falls on a Sunday, the holiday will be observed on Monday. There was a discussion on the water plant needing someone there every day. It was determined to amend the personnel manual section 801 Holiday observance, to read all holiday observance will be on the actual day it falls. Commissioner Blake made a motion to change section 801 to read the all holiday observance will be on the actual day it falls, and it was seconded by Commissioner Lloyd, all ayes, motion passed.

Chief Water Operator's Report: The CWO's report was read, see attached.

There was a discussion on when the victory plant plans were reviewed CWO recommended to use Hach instruments. Endress-Hauser was brought in and it is now not compatible. It was determined that an Endress-Hauser technician will need to come in and review the equipment.

Vacation rollover request: 3 letters were presented for approval. They will be reviewed and discussed at the next meeting.

CWO Dennison stated he is going to try to get a National Grid Rep. in and discuss getting natural gas for the Schuylerville plant.

Chairperson Blake asked CWO Denison to work on the budget for next fiscal year. She asked that he get some expenses for instruments for the victory plant to be included.

CWO Dennison also stated he would like to bring in someone to look at air valves for the water system, they would need to look at our system to see how many we would need.

Old Business:

Water storage tank: ct male was not present to discuss the grants, so this was tabled until next month.

Emergency connection to the reservoir: It was stated this will be put on hold for now.

Personnel Manual 807 Medical Insurance for Retirees: discussed as presented and **Commissioner Miers made a motion to accept and make the addition to the personnel manual and it was seconded by Commissioner Lloyd, all ayes, motion passed.**

New Business

Cross Connection Control program: It was determined to have the first meeting at 6pm on January 11, 2011. Chairperson Blake stated that Trustee Miers from Schuylerville and Trustee Healy from Victory will be sitting in on these meetings also.

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BAS: There was a discussion on the proposal that was presented by BAS and it was determined to get other proposals before an approval is given.

CAP (Corrective Action Plan) meeting: It was determined to schedule a meeting for Tuesday January 18th, 2011 at 6pm in the Village of Victory Community Center.

Commissioner Miers asked the CWO if there were any problems with the Schuylerville DPW and getting their help. Mr. Dennison stated that they do not have any current problems.

Public Comment:

Roger Sherman- Asked if Mr. Miers was replacing Jamie Woodcock or is he acting as an alternate. It was stated that Mr. Miers is an alternate at this time.

Mr. Sherman also asked if they continue to have problems in Morgans run with shutoffs and trespassing. It was stated that they are taking each case at a time and for now things are ok.

Wendy Lukas- Ms. Lukas thanked the board for working on the Overtime issues. She questioned the pay sheets. She asked if there was a policy on Overtime.

Chairperson Blake stated that they have trimmed back the OT and they now have a personnel manual and schedule that is addressing these issues.

Ms. Lukas asked if the font size on the annual quality water report could be enlarged.

Patty Pierce: Ms. Pierce that at Schuyler heights & Burgoyne, natural gas was installed and they hit a line, she was asking to find her water shut off. At this time it is not visible.

Mayor Sullivan-Mayor Sullivan stated that it would be nice to have a policy on the OT. As he feels it should be approved by the board before payroll is certified.

There was a discussion on the health insurance stipend that is offered for taking spousal insurance. Attorney Dixon stated he would look into this issue and report back next meeting.

Executive Session: none

Adjourn

Commissioner Miers made a motion to adjourn the meeting and it was seconded by Commissioner Lloyd, all ayes, motion passed.

Respectfully Submitted,

Brenda S. Buchanan,
Recording Secretary