

WASTEWATER TREATMENT PLAN SEWER SUSTAINIBILITY MANAGEMENT
MEETING HELD ON SEPTEMBER 12, 2018 AT 12:30 AT VILLAGE HALL

PRESENT: NYRWA Steve Grimm, Trustee Strauss, Jim Conklin, Jim Durning, WWTP Operator Conklin, DPW Supervisor Evans, John O'Connor, and C/T Decker

ABSENT: WWTP Operator Smith

The meeting opened up at 12:30 p.m.

Jim Conklin asked about the funding as a cause of the achievement gap..... Mr. Grimm explained that the funding is part of section 1 – ranking of low achiever and 4 – changes needed to improve performance – and both would be discussed.

Mr. Grimm stated we were going to focus on Infrastructure Stability for today's meeting by developing plans for two management areas:

- A: Incomplete Asset Inventory
- B. Insufficient operation capital

Scott Conklin added that in addition to the inventory, he needs to note the pumps and other equipment that are checked annually.

The goal of the inventory is to aid in better management in the future financially and for maintenance. Inventory will also help in developing an O&M (Operation and Maintenance) plan or updating an O&M plan. Proper inventory eventually will enable the creation of budgets that address the critical assets.

Timeline:

Initially we decided to present the final plan to the Village Board on December 11, 2018 at 7:00 a.m. for adoption. Therefore, the start date for implementation should be January 2019 with a tentative deadline of October 2020.

Milestones:

- 1) Collection Inventory with a completion goal of April 2019
- 2) Preliminary treatment with a completion goal of September 2019
- 3) Secondary treatment with a completion goal of January 2020

Responsible Parties:

- Operators
- Sustainability Committee Members
- Rural Water
- Clerk for data entry

Relevant Resources:

- Staff together and compile info
- Guidance and tech assist of NYRWA
- O&M Manuals

Guide Book Resource Listing
Boiler point inventory form
And ID Tags

Challenges:

Time, staff and using the CUUPS program

The Review Process: how are we going to track progress and report our performance?

Sustainability Meetings

Monthly Sewer Reports

Performance indicators such as milestone and completion goals

Meet quarterly

Status:

Operator's reports

Other Notes:

Inventory updated as needed.

O&M:

Improvement Action:

We hope to achieve the following; provide maximum efficiency; be prepared;
compile an emergency plan; provide a O&M info specific to our plant

Maintenance Schedules

Developing budgets

Utilize the Diamond mapping system if and when possible

Timeline:

Tentative start date of January 2019

Milestones are quarterly updates beginning April 2020

Responsible Parties:

Plant operators

Clerk Office – data entry – October 2018

Relevant Resources:

O&M Manuals

Past O&M Logs

NYRWA

Current Staff

Resources listed in the guide book

Challenges:

Time and Staff

Review Process:

Track Milestones

Updates from the Operators

2.

Quarterly meetings

Next meeting is October 17, 2018 at 12:30 p.m. at the Village hall

We will discuss community sustainability and economic development – we will be looking for two actions on those categories.

Meeting was adjourned at 2:30 p.m.

Respectfully Submitted:

