



## CITY OF CORTLAND WASTEWATER TREATMENT FACILITY



### *Meeting Minutes*

**Date: 1/27/2020**

**Time: 5:30 pm**

**Conference Room,  
Cortland Wastewater**

■ **Members:**

- Chairman John Troy – Present
- Vice Chair William Starr – Present
- Commissioner Diann Potter – Absent
- Commissioner Gary Thomas- Absent
- Commissioner Carrie Kane- Present
- Village of McGraw Mayor Allan Stauber – Absent
- Bruce Adams, Supt. of Wastewater – Present
- Edward Poole, Chief Operator - Present

Meeting called to order at 5:29 p.m.

Minutes from November 18, 2019, meeting for approval.

**Motion** to approve the minutes from November 18, 2019, meeting by Bill Starr. Seconded by Carrie Kane.  
**UNANIMOUS**

**Superintendent's Report:**

***Superintendent's Report***  
For  
***November and December, 2019***  
(As written by Supt. Adams)

**Administration—**

The department welcomes new Operator Trainee Chad Wilson, hired 12/3/2019. Chad has already shown himself to be a diligent worker and a quick study. We anticipate him being a real asset to this department.

We have identified a new potential site for the vermicomposting pilot project. The City owns property behind the Armory on Wheeler Avenue that would be a good fit for this project now that it is being defined as food waste only. The City's Community Garden is already located there and that is a natural fit, since the compost can be used in the gardens and excess produce from the garden can go into the composting trenches. It may also be a good opportunity for working composting into the Smith School curriculum.

I almost hate reporting this, because it always seems to then get delayed, but we are seeing signs from NYSERDA that they are close to approving the QA/QC plan needed to enable the release of capacity incentive monies. In fact, they have granted a conditional approval, but the conditions must be met before application for reimbursement can be made, so I'm not sure what meaning that has. We are grateful for Mack's work in keeping this process moving forward.

The emergency repair work on the gas-holding digester is partially complete. The work plan included: removing the at-risk concrete, assessing the state of the underlying structure, sealing fissures in the concrete and protecting exposed steel, applying a surface coating of water-stop grout to bring the surface level, and finally applying a product to bring the surface outside the siding and applying flashing to shed water. The second-to-the-last step is nearly complete. The last step will be done in the spring when weather allows. The digester is back in operation and we are feeding gas to the generator.

Although we are running the generator, we are having issues with the biogas cleaning system. Right now the main problem is the chiller used to remove moisture from the biogas. It's a Carrier unit and has had issues right from the start. The unit was purchased from a Pacific Northwest distributor because that is where the system provider is located. Carrier Northeast has been unwilling to honor warranty claims. The provider is working on that. In the meantime, the chiller is currently down with parts two weeks out. We are running the generator without moisture removal because not running it would lead to freezing of the gas train components.

The generator service company has said as long as we are getting good H2S removal and the gas lines don't fill with condensate, we'll be OK.

As part of our general Mercury Minimization Program, Ed Poole and I have been inspecting local dental offices for compliance with regulations on handling amalgam waste. Amalgam is about 50% mercury by weight and except for the regulations would be a prime source of mercury in our wastewater. All but one office was in compliance and we are working with that one to come into compliance. As a point of reference, our permit limit for mercury is 50 ng/l or 0.00005 parts per million. Over the last two years our average effluent mercury concentration has been 1.11 ng/l, with a high of 1.95 ng/l and a low of 0.59. NYDEC has stated they would like to get to a limit of 0.7 ng/l, but there is no current timetable for that.

Respectfully submitted,  
Bruce Adams  
Superintendent of Wastewater

**Motion** to approve the Superintendent's Report by Bill Starr. Seconded by Carrie Kane. **UNANIMOUS**

**Plant Manager's Report:**

***Plant Managers Report***  
For  
***November***

(As written by Edward Poole, Chief Operator)

**Operations**

The process is running very well and the effluent is high quality. Removal rates are above 95% for TSS and BOD.

There was a violation for yearly total lbs. of nitrogen for 18,492 for the month of November. This was an improvement of 7000 pounds from October's total.

The plant phosphorous levels have been very low for each pound of phosphorous under the permit limit there is a credit toward pounds of total nitrogen of 4.45 lbs. This is beneficial towards returning to compliance for nitrogen. We are also working with NE Controls and Xylem on cycling air on and off in our aeration basins the create intermittent anaerobic cycles which with minor adjustment should help lower lbs. of nitrogen in our effluent.

The staff are still trying to take down and repair two aeration basins cold weather and high flows have hindered this process.

The odor issues are much better and we are hoping to have most of the improvements for the odor control system in place before warm weather next spring.

I continue to send May an update on process, operations and digester heat and power project.

## **Maintenance**

The maintenance staff are busy with general maintenance, repair, labeling and entering new equipment into our computerized maintenance system.

The facility will be training staff on our computerized maintenance management system.

The company that provides the service to the CMMS are offering online training for using the system to its full potential. We will be enrolling Brian McCall and Luke Hopkins in January for an eight-hour course.

Edward Poole  
Chief Operator

## ***Plant Managers Report For December***

(As written by Edward Poole, Chief Operator)

## **Operations**

The process is running very well and the effluent is high quality. Removal rates are above 95% for TSS and BOD.

There was a violation for yearly total lbs. of nitrogen for 10,697 for the month of December. This was an improvement of 7,795 pounds from November's total.

The plant phosphorous levels have been very low for each pound of phosphorous under the permit limit there is a credit toward pounds of total nitrogen of 4.45 lbs. This is beneficial towards returning to compliance for nitrogen. We are also working with NE Controls and Xylem on cycling air on and off in our aeration basins the create intermittent anaerobic cycles which with minor adjustment should help lower lbs. of nitrogen in our effluent. We are know just seeing some improvement for total lbs. of nitrogen. Microbes for specific denitrification take time to establish. We continue to test effluent twice per week to monitor progress.

The staff have completed taking down, cleaning and with the help of maintenance repairing aeration tanks.

I continue to send May an update on process, operations and digester heat and power project.

## **Maintenance**

The maintenance staff are busy with general maintenance, repair, labeling and entering new equipment into our computerized maintenance system.

The facility will be training staff on our computerized maintenance management system.

The company that provides the service to the CMMS are offering online training for using the system to its full potential.

Brian McCall and Luke Hopkins will be enrolled this week and we hope to enroll two additional staff members each month.

This will be on January's report but since it is complete we have installed new odor control fan and new carbon. It seems to be running very well with no noticeable odors.

Edward Poole  
Chief Operator

**Motion** to approve the Plant Manager's Report by Carrie Kane. Seconded by Bill Starr. **UNANIMOUS**

**Finance:** Financial statements and abstracts dated October through December 2019, were submitted for approval.

**Motion** to approve financial statements and abstracts by Bill Starr. Seconded by Carrie Kane. **UNANIMOUS**

**2020 Nominations for Appointment of Board Chairman and Vice Chairman:**

As required under the charter, a Chairman and Vice Chairman must be nominated each January. A nomination was made by Bill Starr for John Troy as Chair, seconded by Carrie Kane.

John Troy nominated Bill Starr for Vice Chair, seconded by Carrie Kane. **UNANIMOUS**

**New Business:** No new business

**Old Business:** No old business

**Motion** to Adjourn at 6:05 p.m. by Carrie Kane. Seconded by Bill Starr. **UNANIMOUS**

Respectfully submitted by:



City of Cortland WWTF