

ITHACA AREA WASTEWATER TREATMENT FACILITY

TOWN OF ITHACA

CITY OF ITHACA

TOWN OF DRYDEN, OWNERS

525 THIRD STREET
ITHACA, NEW YORK 14850
(607) 273-8381
FAX (607) 273-8433

Special Joint Committee
Wednesday, February 19, 2020 1:00pm

- 1) Welcome
- 2) Agenda Review and Approval of Minutes
- 3) Financial Report – *Steve Thayer City Controller*
- 4) Operations and Engineering Report – *CJ Kilgore Chief Operator*
- 5) Voting Items
 - a) Wastewater Infrastructure Engineering Planning Grant Resolution
 - b) Election of Chairperson
- 6) Presentation/Discussion Items
 - a) Reschedule of Meeting Beginning in July 2020
- 7) Announcements / Other Business
- 8) Adjournment

Upcoming Meeting Dates: March 18, April 15

Out of consideration for the health of other individuals, please refrain from using perfume/cologne and other scented personal care products at City of Ithaca meetings.
Thank you for your cooperation and understanding.

2020.02.19 SJC page 1 of 14

IAWWTF
 Approved Budget and Actual Activity
 As of December 31, 2019 (Preliminary)
 2/14/2020

Revenues:							
J8150							
Account #	Description	Budget	Actual	Excess or (Deficiency)	% Rec'd		
2373	Septage Service Other	\$ 420,000	\$ 468,318	\$ 48,318	111.50%		
2374	Sewer Service Other Govt's	\$ 2,824,544	\$ 2,824,544	\$ -	100.00%		
2392	Debt Service Other Govt's	\$ 896,696	\$ 893,268	\$ (3,428)	99.62%		
2401	Interest & Earnings	\$ 3,000	\$ 8,256	\$ 5,256	275.20%		
2665	Sale of Equipment	\$ 3,000	\$ 607	\$ (2,393)	20.23%		
2680	Insurance Recoveries	\$ -	\$ -	\$ -			
2701	Refund of Prior Year Expense	\$ -	\$ -	\$ -			
2705	Gifts and Donations	\$ -	\$ -	\$ -			
2770	Unclassified Revenue	\$ 1,500	\$ 9,000	\$ 7,500	600.00%		
Total Revenues as of 12/31/19		\$ 4,148,740	\$ 4,203,993	\$ 55,253	101.33%		

IAWWTF
 Approved Budget and Actual Activity
 As of December 31, 2019 (Preliminary)
 2/14/2020

Expenditures:							
J8150							
Account #	Description	Budget	Actual	Available Balance	% Used		
<i>Operations:</i>							
1920	Municipal Association Dues	\$ 1,119	\$ -	\$ 1,119	0.00%		
1990	Contingency Account	\$ 20,000	\$ -	\$ 20,000	0.00%		
5105	Administration Salaries	\$ 69,255	\$ 67,832	\$ 1,423	97.95%		
5110	Staff Salaries	\$ 813,202	\$ 672,173	\$ 141,029	82.66%		
5115	Hourly F/T	\$ 38,197	\$ 37,375	\$ 822	97.85%		
5120	Hourly P/T	\$ 25,000	\$ 58,194	\$ (33,194)	232.78%		
5125	Overtime	\$ 22,000	\$ 17,558	\$ 4,442	79.81%		
5210	Office Equipment	\$ -	\$ -	\$ -	0.00%		
5215	Motor Vehicles	\$ 30,000	\$ -	\$ 30,000	0.00%		
5225	Other Equipment	\$ 30,000	\$ -	\$ 30,000	0.00%		
5405	Telephone	\$ 6,200	\$ 5,335	\$ 865	86.05%		
5410	Utilities	\$ 283,000	\$ 226,058	\$ 56,942	79.88%		
5415	Clothing	\$ 6,500	\$ 8,109	\$ (1,609)	124.75%		
5420	Gas & Oil	\$ 10,000	\$ 3,380	\$ 6,620	33.80%		
5425	Office Expense	\$ 2,000	\$ 1,465	\$ 535	73.25%		
5430	Fees	\$ 115,000	\$ 93,304	\$ 21,696	81.13%		
5435	Contracts	\$ 185,000	\$ 181,723	\$ 3,277	98.23%		
5436	Overhead Charge City General Fund	\$ 189,790	\$ 189,790	\$ -	100.00%		
5440	Staff Development	\$ 18,000	\$ 20,644	\$ (2,644)	114.69%		
5450	Advertising	\$ 200	\$ 103	\$ 97	51.50%		
5455	Insurance	\$ 128,000	\$ 137,444	\$ (9,444)	107.38%		
5475	Property Maintenance	\$ -	\$ -	\$ -	0.00%		
5476	Equipment Maintenance	\$ -	\$ -	\$ -	0.00%		
5477	Equipment Parts	\$ 100,000	\$ 176,824	\$ (76,824)	176.82%		
5479	Vehicle Maintenance	\$ 2,000	\$ -	\$ 2,000	0.00%		
5480	Building Maintenance Supplies	\$ 22,000	\$ 6,502	\$ 15,498	29.55%		
5494	Safety Materials & Supplies	\$ 6,000	\$ 6,230	\$ (230)	103.83%		
5495	Treatment Supplies	\$ 402,000	\$ 438,412	\$ (36,412)	109.06%		
5496	Lab Supplies	\$ 84,000	\$ 87,922	\$ (3,922)	104.67%		
5499	Sludge Disposal Fees	\$ 320,000	\$ 415,989	\$ (95,989)	130.00%		
5700	Prior Year Encumbrances	\$ 108,375	\$ 108,375	\$ -	0.00%		
5720	Prior Year Equipment	\$ 75,000	\$ 75,000	\$ -	0.00%		
	Sub-Totals	\$ 3,111,838	\$ 3,035,741	\$ 76,097	97.55%		
<i>Benefits:</i>							
9010	State Retirement	\$ 110,925	\$ 110,142	\$ 783	99.29%		
9030	Social Security	\$ 74,026	\$ 65,297	\$ 8,729	88.21%		
9040	Workers Compensation	\$ 29,160	\$ 12,221	\$ 16,939	41.91%		
9050	Unemployment Insurance	\$ -	\$ -	\$ -	0.00%		
9060	Health Insurance	\$ 354,620	\$ 410,261	\$ (55,641)	115.69%		
9070	Dental Insurance	\$ 3,200	\$ 3,499	\$ (299)	109.34%		
9080	Day Care Assistance	\$ 250	\$ -	\$ 250	0.00%		
9089	Employee Tuition	\$ 1,400	\$ -	\$ 1,400	0.00%		
	Sub-Totals	\$ 573,581	\$ 601,420	\$ (27,839)	104.85%		
<i>Debt Service</i>							
9710	Serial Bonds	\$ 428,702	\$ 428,702	\$ -	100.00%		
9711	Interest on Serial Bonds	\$ 357,057	\$ 353,629	\$ 3,428	99.04%		
9730	BANS	\$ 35,556	\$ 35,556	\$ -	100.00%		
9731	Interest on BANS	\$ 75,381	\$ 75,381	\$ -	100.00%		
	Sub-Totals	\$ 896,696	\$ 893,268	\$ 3,428	99.62%		
<i>Interfund Transfers</i>							
9951	Transfer to Capital Reserves	\$ -	\$ -	\$ -	0.00%		
	Sub-Totals	\$ -	\$ -	\$ -	0.00%		
	Total All Expenditures as of 12/31/19	\$ 4,582,115	\$ 4,530,429	\$ 51,686	98.87%		

IAWWTF
 Approved Budget and Actual Activity
 As of December 31, 2019 (Preliminary)
 2/14/2020

	Surplus(deficit) as of 12/31/19		\$ (433,375)	\$ (326,436)		\$ 106,939	
	*\$250,000 was appropriated from Fund Balance surplus for 2019						

IAWWTF
 Approved Budget and Actual Activity
 As of January 31, 2020
 2/14/2020

Revenues:							
J8150							
Account #	Description	Budget	Actual	Excess or (Deficiency)	% Rec'd		
2373	Septage Service Other	\$ 495,000	\$ -	\$ (495,000)	0.00%		
2374	Sewer Service Other Govt's	\$ 3,005,275	\$ -	\$ (3,005,275)	0.00%		
2392	Debt Service Other Govt's	\$ 1,145,886	\$ -	\$ (1,145,886)	0.00%		
2401	Interest & Earnings	\$ 3,200	\$ -	\$ (3,200)	0.00%		
2665	Sale of Equipment	\$ 1,500	\$ -	\$ (1,500)	0.00%		
2680	Insurance Recoveries	\$ -	\$ -	\$ -			
2701	Refund of Prior Year Expense	\$ -	\$ -	\$ -			
2705	Gifts and Donations	\$ -	\$ -	\$ -			
2770	Unclassified Revenue	\$ 1,000	\$ -	\$ (1,000)	0.00%		
Total Revenues as of 1/31/20		\$ 4,651,861	\$ -	\$ (4,651,861)	0.00%		

IAWWTF
 Approved Budget and Actual Activity
 As of January 31, 2020
 2/14/2020

Expenditures:							
J8150							
Account #	Description	Budget	Actual	Available Balance	% Used		
<i>Operations:</i>							
1920	Municipal Association Dues	\$ 1,119	\$ -	\$ 1,119	0.00%		
1990	Contingency Account	\$ 20,000	\$ -	\$ 20,000	0.00%		
5105	Administration Salaries	\$ -	\$ -	\$ -	0.00%		
5110	Staff Salaries	\$ 894,065	\$ 55,295	\$ 838,770	6.18%		
5115	Hourly F/T	\$ 40,516	\$ 2,791	\$ 37,725	6.89%		
5120	Hourly P/T	\$ 25,000	\$ 2,844	\$ 22,156	11.38%		
5125	Overtime	\$ 22,000	\$ 1,067	\$ 20,933	4.85%		
5210	Office Equipment	\$ -	\$ -	\$ -	0.00%		
5215	Motor Vehicles	\$ -	\$ -	\$ -	0.00%		
5225	Other Equipment	\$ 60,000	\$ -	\$ 60,000	0.00%		
5405	Telephone	\$ 6,200	\$ 186	\$ 6,014	3.00%		
5410	Utilities	\$ 280,000	\$ 37	\$ 279,963	0.01%		
5415	Clothing	\$ 7,200	\$ 977	\$ 6,223	13.57%		
5420	Gas & Oil	\$ 10,000	\$ -	\$ 10,000	0.00%		
5425	Office Expense	\$ 2,000	\$ -	\$ 2,000	0.00%		
5430	Fees	\$ 115,000	\$ 1,275	\$ 113,725	1.11%		
5435	Contracts	\$ 170,000	\$ 14,688	\$ 155,312	8.64%		
5436	Overhead Charge City General Fund	\$ 194,424	\$ -	\$ 194,424	0.00%		
5440	Staff Development	\$ 18,000	\$ 461	\$ 17,539	2.56%		
5450	Advertising	\$ 200	\$ -	\$ 200	0.00%		
5455	Insurance	\$ 144,000	\$ -	\$ 144,000	0.00%		
5475	Property Maintenance	\$ -	\$ -	\$ -	0.00%		
5476	Equipment Maintenance	\$ -	\$ -	\$ -	0.00%		
5477	Equipment Parts	\$ 105,000	\$ 11,874	\$ 93,126	11.31%		
5479	Vehicle Maintenance	\$ 2,000	\$ -	\$ 2,000	0.00%		
5480	Building Maintenance Supplies	\$ 22,000	\$ -	\$ 22,000	0.00%		
5494	Safety Materials & Supplies	\$ 6,000	\$ -	\$ 6,000	0.00%		
5495	Treatment Supplies	\$ 550,000	\$ 35,976	\$ 514,024	6.54%		
5496	Lab Supplies	\$ 84,000	\$ 6,164	\$ 77,836	7.34%		
5499	Sludge Disposal Fees	\$ 375,000	\$ 3,566	\$ 371,434	0.95%		
5700	Prior Year Encumbrances	\$ -	\$ -	\$ -	0.00%		
5720	Prior Year Equipment	\$ -	\$ -	\$ -	0.00%		
	Sub-Totals	\$ 3,153,724	\$ 137,201	\$ 3,016,523	4.35%		
<i>Benefits:</i>							
9010	State Retirement	\$ 118,320	\$ -	\$ 118,320	0.00%		
9030	Social Security	\$ 75,091	\$ 4,775	\$ 70,316	6.36%		
9040	Workers Compensation	\$ 23,000	\$ -	\$ 23,000	0.00%		
9050	Unemployment Insurance	\$ -	\$ -	\$ -	0.00%		
9060	Health Insurance	\$ 381,440	\$ 36,013	\$ 345,427	9.44%		
9070	Dental Insurance	\$ 3,200	\$ 590	\$ 2,610	18.44%		
9080	Day Care Assistance	\$ 200	\$ -	\$ 200	0.00%		
9089	Employee Tuition	\$ 1,000	\$ -	\$ 1,000	0.00%		
	Sub-Totals	\$ 602,251	\$ 41,378	\$ 560,873	6.87%		
<i>Debt Service</i>							
9710	Serial Bonds	\$ 554,821	\$ 74,233	\$ 480,588	13.38%		
9711	Interest on Serial Bonds	\$ 456,540	\$ 62,376	\$ 394,164	13.66%		
9730	BANS	\$ -	\$ -	\$ -	0.00%		
9731	Interest on BANS	\$ 134,525	\$ -	\$ 134,525	0.00%		
	Sub-Totals	\$ 1,145,886	\$ 136,609	\$ 1,009,277	11.92%		
<i>Interfund Transfers</i>							
9951	Transfer to Capital Reserves	\$ -	\$ -	\$ -	0.00%		
	Sub-Totals	\$ -	\$ -	\$ -	0.00%		
	Total All Expenditures as of 1/31/20	\$ 4,901,861	\$ 315,188	\$ 4,586,673	6.43%		

IAWWTF
 Approved Budget and Actual Activity
 As of January 31, 2020
 2/14/2020

	Surplus(deficit) as of 1/31/20		\$ (250,000)	\$ (315,188)		\$ (65,188)	
	*\$250,000 was appropriated from Fund Balance surplus for 2020						

Capital Activity:		Status	Current Cash Balance	Current Auth Balance	Original Authorization	Expended To date	Expended This Period	Funded Amount	Comment
Account #	Capital Reserves:								
J1	Capital Reserve Balance		\$ 250,623.00						
Capital Projects:									
409J	Phosphorus Removal Improvements	To close	\$ 191,657.79	\$ (3,271.80)	\$ 4,975,000	\$ 4,978,271.80	\$ -	\$ 4,975,000.00	Authorized, funded by each entity
410J	Primary Settling Tanks Rehab I & II	Closed	\$ -	\$ 13,423.83	\$ 360,000	\$ 346,576.17	\$ -	\$ 150,000.00	Project complete, funding needed phase II
411J	Admin Building & Thickner Roof Addition Design	Closed	\$ -	\$ 10,000.00	\$ 10,000	\$ -	\$ -	\$ -	Authorized, funding from each entity
412J	Energy Reduction Upgrades	Closed	\$ -	\$ 31,369.44	\$ 60,000	\$ 28,630.56	\$ -	\$ -	Authorized, funding from each entity
413J	Boiler Replacement	Closed	\$ -	\$ 100,000.00	\$ 100,000	\$ -	\$ -	\$ -	Authorized, funding from each entity
414J	Flow Meter Stations Rehabilitation	Active	\$ (319.92)	\$ (319.92)	\$ 102,927	\$ 103,246.92	\$ -	\$ 102,927.00	Authorized, funding from each entity
415J	Facility Concrete Restoration	Closed	\$ -	\$ 118,279.28	\$ 135,000	\$ 16,720.72	\$ -	\$ -	Authorized, funding from each entity
416J	Misc Plant Improvements	Active	\$ (4,859.19)	\$ (4,859.19)	\$ 1,504,950	\$ 1,509,809.19	\$ -	\$ 1,430,950.00	Authorized, funding from each entity
417J	IWWTF Energy Improvements	Active	\$ 202,567.15	\$ 202,567.39	\$ 8,026,398	\$ 8,247,921.61	\$ -	\$ 8,026,398.00	Authorized, funding from each entity, NYSERDA Grant \$406,179
418J	Septage Receiving Facility Improvements	Active	\$ 143,282.38	\$ 143,282.38	\$ 3,077,475	\$ 2,934,192.62	\$ -	\$ 3,077,475.00	Authorized, funding from each entity
419J	Influent Building & Dewatering System Imp	Active	\$ 13,487.51	\$ 62,487.51	\$ 3,953,563	\$ 3,891,075.49	\$ -	\$ 3,879,563.00	Authorized, funding from each entity
420J	Enhanced Primary Treatment Feasibility Study	Active	\$ 39,227.84	\$ 39,227.84	\$ 287,650	\$ 248,422.16	\$ -	\$ 287,650.00	Authorized, capital reserve funding
421J	IWWTF Microgrid Electric Power Feasibility	Closed	\$ -	\$ -	\$ 148,960	\$ 148,960.00	\$ -	\$ 148,960.00	Authorized, funded from NYSERDA Grant
422J	IWWTF Design for Various Improvements to Plant	Active	\$ 7,169,301.67	\$ 11,086,976.67	\$ 11,541,850	\$ 454,873.30	\$ 11,490.00	\$ 7,624,175.00	Authorized, capital reserve funding/Bonds
Total Capital Projects			\$ 7,754,345.23	\$ 11,799,163.43	\$ 34,283,773.00	\$ 22,908,700.54	\$ 11,490.00	\$ 29,703,098.00	
Fund Balance:									
			Amount						
12/31/2015	Capital Reserves		\$ 714,520						
	Assigned		\$ 160,665						
	Unassigned		\$ 1,234,482						
	Total Fund Balance		\$ 2,109,667						
12/31/2016	Restricted for Capital		\$ 427,684	Capital reserves					
	Nonspendable		\$ 27,231	Prepaid expenses					
	Assigned		\$ 276,960	Encumbrances, next year budget					
	Unassigned		\$ 1,276,218						
	Total Fund Balance		\$ 2,008,093						
12/31/2017	Restricted for Capital		\$ 253,257	Capital reserves					
	Nonspendable		\$ 27,317	Prepaid expenses					
	Assigned		\$ 406,847	Encumbrances, next year budget					
	Unassigned		\$ 1,227,808						
	Total Fund Balance		\$ 1,915,229						
12/31/2018	Restricted for Capital		\$ 253,549	Capital reserves					
	Nonspendable		\$ 26,450	Prepaid expenses					
	Assigned		\$ 461,887	Encumbrances, next year budget					
	Unassigned		\$ 1,117,258						
	Total Fund Balance		\$ 1,859,144						

IAWWTF
 Summary of CP 422J
 2/14/2020

IAWWTF Design for Various Improvements to Plant 422J										
Authorizations:										
					Amount	Source		Allocation per SJS Budget:		
12/6/2017	Regular CC meeting	City of Ithaca	\$ 248,088		\$ 434,175.00	Reserve/Bonds	\$ 434,175	2/15/2018	BANS	\$ -
		Town of Ithaca	\$ 177,491		\$ -					\$ -
		Town of Dryden	\$ 8,596				\$ -			\$ -
			\$ 434,175				\$ -			\$ -
12/5/2018	Regular CC meeting	City of Ithaca	\$ 4,108,366		\$ 7,190,000.00	Bonds	\$ 7,190,000	2/19/2019		
		Town of Ithaca	\$ 2,939,272							
		Town of Dryden	\$ 142,362							
			\$ 7,190,000							
1/8/2020	Regular CC meeting	City of Ithaca	\$ 2,238,559		\$ 3,917,675.00	Bonds				
		Town of Ithaca	\$ 1,601,546							
		Town of Dryden	\$ 77,570							
			\$ 3,917,675							
					\$ -					
Total Authorization					\$ 11,541,850.00		\$ 7,624,175			
Expenditures:										
Date	Payee			PO	Voucher	Amount	Comment			
5/8/2018	GHD Consulting Services Inc				1290	\$ 41,962.00	inv 66144, 66722 engineering services			
	Fiscal Advisors				1284	\$ 220.19	Bonding cost			
	Premier Printing				1285	\$ 69.44	Bonding cost			
	Orrick				1286	\$ 160.02	Bonding cost			
6/13/2018	GHD Consulting Services Inc				1292	\$ 24,198.00	inv 67191 engineering services to 5/19/18			
7/9/2018	GHD Consulting Services Inc				1294	\$ 49,620.00	inv 67712 engineering services to 6/23/18			
8/21/2018	GHD Consulting Services Inc				1296	\$ 70,295.00	inv 68181 engineering services to 7/21/18			
10/15/2018	GHD Consulting Services Inc				1302	\$ 82,700.00	inv 945516 engineering services to 8/18/18			
10/23/2018	GHD Consulting Services Inc				1304	\$ 82,700.00	inv 69129 engineering services to 9/29/18			
11/14/2018	GHD Consulting Services Inc				1305	\$ 20,675.00	inv 69625 engineering services to 10/20/18			
12/13/2018	GHD Consulting Services Inc				1307	\$ 22,000.00	inv 70180 engineering services to 11/17/18			
12/31/2018	GHD Consulting Services Inc		\$ 405,599.65		1308	\$ 11,000.00	inv 70617 engineering services to 12/15/18			
3/15/2019	GHD Consulting Services Inc				1319	\$ 5,000.00	inv 71222 engineering services to 1/19/19			
	SourceMedia	Bonds			1309	\$ 29.03	Bonding cost			
	Moody's				1311	\$ 611.24	Bonding cost			
	Premier Printing				1316	\$ 86.13	Bonding cost			
	Fiscal Advisors				1313	\$ 527.89	Bonding cost			
	Orrick				1314	\$ 407.03	Bonding cost			
	Orrick	BANS			1315	\$ 2,789.75	Bonding cost			
	Fiscal Advisors				1317	\$ 3,838.69	Bonding cost			
	Premier Printing		\$ 7,802.36		1318	\$ 1,173.92	Bonding cost			
4/4/2019	GHD Consulting Services Inc				1321	\$ 3,350.00	inv 71812 engineering services to 2/19/19			
4/30/2019	GHD Consulting Services Inc				1323	\$ 17,000.00	inv 72375 engineering services to 3/26/19			
12/16/2019	GHD Consulting Services Inc				1332	\$ 2,970.00	inv 75450 engineering services to 9/21/19			
1/21/2020	GHD Consulting Services Inc		ap19		1333	\$ 11,490.00	inv 76426 engineering services to 11/23/19			
Expended to date						\$ 454,873.33				
Balance of Authorization						\$ 11,086,976.67				

IAWWTF
 Summary of CP 422J
 2/14/2020

<u>IAWWTF Design for Various Improvements to Plant 422J</u>										
<u>Authorizations:</u>										
					Amount	Source			Allocation per SJS Budget:	
12/6/2017	Regular CC meeting	City of Ithaca	\$ 248,088		\$ 434,175.00	Reserve/Bonds	\$ 434,175	2/15/2018	BANS	\$ -
		Town of Ithaca	\$ 177,491		\$ -					\$ -
		Town of Dryden	\$ 8,596				\$ -			\$ -
			\$ 434,175				\$ -			\$ -
12/5/2018	Regular CC meeting	City of Ithaca	\$ 4,108,366		\$ 7,190,000.00	Bonds	\$ 7,190,000	2/19/2019		
		Town of Ithaca	\$ 2,939,272							
		Town of Dryden	\$ 142,362							
			\$ 7,190,000							
1/8/2020	Regular CC meeting	City of Ithaca	\$ 2,238,559		\$ 3,917,675.00	Bonds				
		Town of Ithaca	\$ 1,601,546							
		Town of Dryden	\$ 77,570							
			\$ 3,917,675							
					\$ -					
Total Authorization					\$ 11,541,850.00		\$ 7,624,175			
<u>Expenditures:</u>										
Date	Payee			PO	Voucher	Amount	Comment			
<u>Transfers from Capital Reserve/other funding sources:</u>										
						\$ -				
						\$ -				
Total Transfers/other funding sources					\$ -					
Cash Balance					\$ 7,169,301.67					
<u>Project Allocation:</u>										
Allocation per SJS Budget:	Amount	Expended	Available	Status						
<u>Contracts</u>										
GHD Consulting Service Inc	\$ 654,060	\$ 433,470	\$ 220,590	Prof Eng design services						
Totals	\$ 654,060	\$ 433,470	\$ 220,590							

DMR Copy of Record

Permit			
Permit #:	NY0026638	Permittee:	ITHACA (C) - (T) - DRYDEN (T)
Major:	Yes	Permittee Address:	525 THIRD STREET ITHACA, NY 14850
Permitted Feature:	001 External Outfall	Discharge:	001-M WWTP OUTFALL
Facility:		Facility Location:	ITHACA AREA WWTF 525 THIRD STREET ITHACA, NY 14850

Report Dates & Status			
Monitoring Period:	From 12/01/19 to 12/31/19	DMR Due Date:	01/28/20
Status:	NetDMR Validated		

Considerations for Form Completion

Principal Executive Officer			
First Name:	MICHAEL	Title:	SUPERINTENDANT OF PUBLIC WORKS
Last Name:	THORNE	Telephone:	607-274-6527

No Data Indicator (NODI)
Form NODI: --

Code	Parameter Name	Monitoring Location	Season #	Param. NODI	Quantity or Loading					Quality or Concentration					# of Ex.	Frequency of Analysis	Sample Type				
					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3				Value 3	Units		
00011	Temperature, water deg. fahrenheit	1 - Effluent Gross	0	--	Sample									=	59.0	15 - deg F	03/01 - Three Per Day	GR - GRAB			
					Permit Req.												<=	90.0 DAILY MX	15 - deg F	03/01 - Three Per Day	GR - GRAB
					Value NODI																
00011	Temperature, water deg. fahrenheit	G - Raw Sewage Influent	0	--	Sample									=	62.0	15 - deg F	03/01 - Three Per Day	GR - GRAB			
					Permit Req.																
					Value NODI																
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	--	Sample	=	598.0	=	838.0	26 - lb/d		=	10.0	=	12.0	19 - mg/L	02/07 - Twice Every Week	24 - COMP24			
					Permit Req.	<=	2502.0 30DA AVG	<=	3753.0 7 DA AVG	26 - lb/d		<=	30.0 30DA AVG	<=	45.0 7 DA AVG	19 - mg/L	02/07 - Twice Every Week	24 - COMP24			
					Value NODI																
00310	BOD, 5-day, 20 deg. C	G - Raw Sewage Influent	0	--	Sample							=	185.0			19 - mg/L	02/07 - Twice Every Week	24 - COMP24			
					Permit Req.																
					Value NODI																
00400	pH	1 - Effluent Gross	0	--	Sample					=	7.2			=	7.7	12 - SU	03/01 - Three Per Day	GR - GRAB			
					Permit Req.																
					Value NODI																
00400	pH	G - Raw Sewage Influent	0	--	Sample					=	7.4			=	8.0	12 - SU	03/01 - Three Per Day	GR - GRAB			
					Permit Req.																
					Value NODI																
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample	=	413.0	=	565.0	26 - lb/d		=	7.0	=	12.0	19 - mg/L	02/07 - Twice Every Week	24 - COMP24			
					Permit Req.	<=	2502.0 30DA AVG	<=	3753.0 7 DA AVG	26 - lb/d		<=	30.0 30DA AVG	<=	45.0 7 DA AVG	19 - mg/L	02/07 - Twice Every Week	24 - COMP24			
					Value NODI																
00530	Solids, total suspended	G - Raw Sewage Influent	0	--	Sample							=	169.0			19 - mg/L	02/07 - Twice Every Week	24 - COMP24			
					Permit Req.																
					Value NODI																
X 00545	Solids, settleable	1 - Effluent Gross	0	--	Sample									<	0.9	25 - mL/L	03/01 - Three Per Day	GR - GRAB			
					Permit Req.																
					Value NODI																
00545	Solids, settleable	G - Raw Sewage Influent	0	--	Sample									=	17.3	25 - mL/L	03/01 - Three Per Day	GR - GRAB			
					Permit Req.																
					Value NODI																
00625	Nitrogen, Kjeldahl, total [as N]	1 - Effluent Gross	0	--	Sample									=	10.0	19 - mg/L	01/30 - Monthly	24 - COMP24			
					Permit Req.																
					Value NODI																
00625	Nitrogen, Kjeldahl, total [as N]	G - Raw Sewage Influent	0	--	Sample									=	23.7	19 - mg/L	01/30 - Monthly	24 - COMP24			
					Permit Req.																
					Value NODI																
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample	=	20.8			26 - lb/d							02/07 - Twice Every Week	24 - COMP24			
					Permit Req.	<=	40.0 Agg Rol Av			26 - lb/d											
					Value NODI																
01027	Cadmium, total [as Cd]	1 - Effluent Gross	0	--	Sample	<	1.33	<	1.33	26 - lb/d							01/30 - Monthly	24 - COMP24			
					Permit Req.																
					Value NODI																
34475	Tetrachloroethylene	1 - Effluent Gross	0	--	Sample	<	0.06	<	0.06	26 - lb/d							01/30 - Monthly	GR - GRAB			
					Permit Req.	<=	1.0 DAILY AV	<=	1.3 DAILY MX	26 - lb/d											
					Value NODI																
34726	Nitrogen, ammonia, total [as NH3]	1 - Effluent Gross	0	--	Sample									=	24.5	19 - mg/L	01/30 - Monthly	24 - COMP24			
					Permit Req.																
					Value NODI																

Appendix B

SECTION 1



New York State Department of Environmental Conservation
Division of Water

Report of Noncompliance Event

To: DEC Water Contact Matt Russo DEC Region: 7

Report Type: 5 Day Permit Violation Order Violation Anticipated Noncompliance Bypass/Overflow Other

SECTION 2

SPDES #: NY- 0026638 Facility: Ithaca Area WWTF

Date of noncompliance: 12/23/2019 Location (Outfall, Treatment Unit, or Pump Station): Outfall 001

Description of noncompliance(s) and cause(s): Effluent settleable solids exceeded daily limit of 0.3 ml/L

Settleable solids for day was 0.9 ml/L (first two samples of the day were <0.1, final sample was 2.5 ml/L).

Polymer supply tube for ActiFlo tertiary treatment system collapsed due to low head when level of polymer was low; with no polymer flow, ferric coagulated particles did not properly flocculate and settle.

Has event ceased? (Yes) (No) If so, when? 12/23/19 Was event due to plant upset? (Yes) (No) SPDES limits violated? (Yes) (No)

Start date, time of event: 12/23/19, 12:22 (~~AM~~) (PM) End date, time of event: 12/23/19, 3:15 (~~AM~~) (PM)

Date, time oral notification made to DEC? 12/24/19, 12:20 (~~AM~~) (PM) DEC Official contacted: Matt Russo

Immediate corrective actions: Investigation revealed suction tubing on polymer tote collapsed due non-rigid tubing. Placed full fresh tote online. Resampling approximately an hour later showed <0.1 ml/L.

Preventive (long term) corrective actions: Suction tubing on polymer system has been replaced with rigid tubing.

SECTION 3

Complete this section if the event was a bypass

Bypass amount: _____ Was prior DEC authorization received for this event? (Yes) (No)

DEC Official contacted: _____ Date of DEC approval: 1/1/

Describe even in "Description of noncompliance and cause" are in Section 2. Detail the start and end dates and times in Section 2 also.

SECTION 4

Facility Representative: C.J. Kilgore Title: Chief Operator Date: 12/24/19

Phone #: (607) 273 - 8381 Fax #: (607) 273 - 8433

I Certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Signature of Principal Executive Officer or Authorized Agent

**Operator and Engineer's Report
SJC Meeting
19 FEBRUARY 2020**

1. Plant Maintenance & Operations

- a. Finalizing RFP for Chemical Bulk Storage Tanks.
- b. Received proposal from MRB for Boiler system evaluation. Want to begin capital project for boiler replacements.
- c. Requesting proposal from Koester Assoc. for sand pump replacement(s) and piping evaluation/replacement for Actiflo. Current pumps are maintenance intensive and fault prone, at end of useful service life, want to replace with more robust style pumps and more in line with original pumps. Essential to Actiflo/tertiary treatment, in need of reliable redundancy. Actiflo is proprietary system, Koester Assoc. are the sole rep. in this region. Plan to have repairs and regain redundancy in Ferric Chemical Feed system at the same time.

2. Facilities Maintenance & Operations

- a. Issued Notice of Award to bidders for Grit Removal Project, moving forward on contracts/agreements and Notice to Proceed.

3. Staff Management

4. Reporting

5. Business, Long Term Development

Equipment	Usage(ft ²) January	Usage(ft ²) December	Usage(ft ²) November	Usage(ft ²) October	Usage(ft ²) September	Usage(ft ²) August	Usage(ft ²) July	Usage(ft ²) June
Micro-turbines		3,118,000	3,248,000	3,322,000	3,143,000	2,298,000	2,452,000	2,628,000
Boilers		75,000	595,000	77,000	70,000	157,000	111,000	111,000
Waste Flare		0	142,000	9,000	80,000	150,000	31,000	68,000
Total Biogas Produced		3,193,000	3,985,000	3,408,000	3,293,000	2,605,000	2,594,000	2,807,000