

Andes Sewer District #1

P.O. Box 85, Andes, NY

1-845-676-3990

TDD -1-800-662-1220

**2015 Annual Report
Wastewater Treatment Plant
SPDES NY0262854**

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1. Introduction

In December 2003, the Village of Andes dissolved as a result of a public referendum in 2002. At that time the New York City Department of Environmental Protection was funding the construction of a new Wastewater Treatment Facility on the Tremperkill Road/County Route 1, south west of the Village. The public services provided by the Village reverted to the Town of Andes on January 1, 2004. The Town of Andes played no role in the dissolution action and was forced to assume the legal obligations of the Village including the completion of the construction and start up of the WWTP.

As part of the transition from the Village to the Town, a Sewer District was created to allow the Town to administer the operations of the WWTP. After the Town completed negotiations with the City of New York providing for funding for such operation, an additional district was created as the Gladstone Hollow Extension and construction of a variable grade sewer was completed with funding from the Catskill Watershed Corporation connecting an additional 15 properties to the Andes Sewer District #1. A Septage Management District for the Gladstone Hollow customers was created in 2006 to allow the District to regulate the management of the septic tanks in that area. In 2011, as part of a consent order, the Town purchased a "sludge judge" and is now doing annual assessments of all of the tanks and has instituted an annual pumping rotation of 1/3 of the properties each of three years.

2. Administrative Milestones - 2015

General Status:

The Town of Andes has designated the Town Clerk as District Clerk. She manages the annual sewer rent billing, the records management function for the District, legal documents (operational, compliance and environmental documents are managed by Delaware Operations, Inc. and by the Town Attorney), and the general contact with the public. The Town Bookkeeper has been named District Bookkeeper and she functions as the fiscal officer of the plant. The Town Supervisor is the Administrator of the plant, with the assistance of the Town Board acting as the District Board. The Town also utilizes the services of Margery Merzig of the Town Attorney's office for day-to-day administration and consulting.

The development of the District Annual Budget is by Margery Merzig in the office of the Town Attorney. Sewer rents are collected in July and the collection rate in 2015 has increased to 80%. The uncollected amount is levied on the Town Taxes in January. Delaware County guarantees payment of all Town taxes, including re-levied sewer rents and so 100% of the sewer rents are collected each year, although the delay from collection by August 1st and the County payment in the following March has some implications for cash flow. In addition it has become the practice of NYCDEP to be approximately 60 days late in the payment of 3rd quarter O&M. The NYCDEP staff has been very helpful in recognizing this and assisting the Town in timely payments.

A new multi-year year contract was negotiated and approved for Delaware Operations, Inc. in 2013 to reflect the reduction in staff made possible by the remediation project. In order to facilitate and encourage the district properties to connect to the system, a low-interest loan was obtained through the Catskill Watershed Corporation and NYSEFC to subsidize lateral connections. The annual debt service cost is currently \$50 per customer. Debt service for this loan is collected outside the NYCDEP subsidized O&M Budget.

3. Administrative Concerns

None.

The 2016 Budget for the district is attached.

4. O&M Budget Reconciliation

The 2014 Budget reconciliation was accepted on March 19, 2014 and the Remediation Project expenditures were accepted on January 30, 2014. Copies of the acceptance sheets are attached, pages 5 and 6.

5. Operations Milestones

General Status:

The firm of Delaware Operations, Inc. was retained in March of 2004 to operate the WWTP on behalf of the sewer district.

Delaware Operations continues to do an outstanding job keeping the plant running and has been outstanding in the transition to the MBR process. The Town has authorized additional services for the monitoring of septage in the Gladstone Hollow district, as part of the consent order. In addition, the staff of Delaware Operations provides engineering oversight for the district. The attached 2016 budget recognizes this service under "Purchased Services - code .464". Additional Engineering oversight is covered under the code .463.

Specific data:

The average effluent flow from the WWTP was 34,457 gallons, with the highest daily average at 60,900 gpd and the lowest at 18,000 gpd. Preventive Maintenance agreements were approved for generator service, plus load bank test with Cummins Northeast in March. One EQ pump was repaired in December, a new lawnmower was purchased in July; and two new UV sensors were purchased in December due to failure and lack of back-up in November.

Gladstone Hollow Septic Management:

10 of the 15 septic tanks in Gladstone Hollow were evaluated and pumped in November. A new schedule of pumping 5 a year will begin in 2017. There are three that may be included every year due to historical data. The others can be scheduled less often due to usage.

6. Operation Issues

Plant

The problems of operation of the WWTP have been resolved by the new MBR process. Thank you to our operators, Delaware Operations, Inc. and to the NYCDEP Kingston staff for assisting the Town in the remediation.

Collection System

As a corrective step to answer the NYSDEC consent order, the Town has repaired several main connectors, resulting in a significant reduction of flow to the WWTP for an average of 25,000 gpd. Additional investigatory work has resulted in the discovery of other leaks, primarily on Depot Street and along State Route 28. Cross connection were discovered on Main Street and at the corner of High Street and these were repaired.

Two sewer laterals and the mains froze during the winter of 2015, causing additional costs to operation budget. The Town Board is looking into the purchase of a heating blanket to make it easier to thaw the mains.

7. Items of concern

Metering

NYSDEP has requested that the Sewer District introduce metering for the commercial properties and has agreed that the cost to purchase and install meters is an eligible O&M expense under the O&M agreement between the City and the Town. The Town has contacted a vendor, has met with business owners and will make final plans with NYSDEP in 2016.

Court House construction

The Town has set up a cost offset for deducting the court utility expenses from the overall O&M cost for the District. This offset is reflected in the attached budget, page 3.

Frozen Main:

The District experienced two locations of frozen mains during the extremely cold stretch of winter in 2015. The Town is contemplating the purchase of a heat blanket to insure against this occurrence in the future.

Computer monitoring

No issues are noted.

No other issues are noted.

8. ANDES SEWER DISTRICT #1 Budget

ANDES SEWER DISTRICT #1
Operation and Maintenance Budget 2016

Code	Expenditure Type	2014 Adopted	2015 Adopted	2015 Expended To 8/15	2016 Proposed
.100	Personal Services	\$10,548.00	\$11,000.00	\$11,000.00	\$11,330.00
.200	Asset Management Qualified purchases	\$10,000.00	\$5,000.00	\$14,794.86	\$5,000.00
.401	Lab Testing Supplies	\$8,000.00	\$5,000.00	\$ 309.09	\$3,000.00
.403	Chemical Supplies - primary	\$9,000.00	\$6,000.00	\$5,840.80	\$12,000.00
.403	Chemical Supplies - secondary	\$5,000.00	\$6,600.00	\$2,364.85	\$5,000.00
.407	Office Supplies	\$1,000.00	\$1,000.00	\$1,024.62	\$1,500.00
.409	Working Supplies	\$6,000.00	\$7,500.00	\$2,772.70	\$6,000.00
.410	Postage/Delivery Fees	\$650.00	\$700.00	\$ 0	\$750.00
.420	Telephone/Internet	\$3,000.00	\$3,000.00	\$1,376.83	\$3,000.00
.421	Utilities – demand	\$7,000.00	\$8,500.00	\$5,905.11	\$10,000.00
.421	Utilities – supply	\$20,000.00	\$36,000.00	\$12,714.38	\$26,000.00
.422	Utilities Fuel Supplies	\$29,200.00	\$17,578.00	\$6,037.52	\$15,000.00
.430	Lease/Rental Agrmnts	\$0	\$0	\$ 0	\$0
.431	Maintenance Contractual	\$13,100.00	\$13,850.00	\$6,595.53	\$15,350.00
.440	Maint./Rep. Bldg/Grnds	\$6,000.00	\$3,000.00	\$11,477.43	\$5,000.00
.441	Maint/Rep Equipment	\$3,250.00	\$3,250.00	\$ 0	\$3,250.00
.442	Maint./Rep Collection sys	\$10,000.00	\$10,000.00	\$6,017.58	\$15,000.00
.451	Fees/Dues	\$4,135.00	\$4,645.00	\$1,219.51	\$3,230.00
.452	Insurance	\$9,635.00	\$12,200.00	\$ 0	\$13,000.00
.460	Admin Serv Legal	\$6,500.00	\$8,500.00	\$5,987.50	\$8,500.00
.463	Professional Services	\$16,000.00	\$10,000.00	\$10,247.50	\$15,000.00
.464	Purchased Services	\$247,500.00	\$259,600.00	\$131,989.60	\$266,154.00
.465	Liquid Sludge Handling	\$15,000.00	\$16,100.00	\$5,914.00	\$13,000.00
.467	Septage management	\$4,000.00	\$4,000.00	\$500.00	\$4,000.00
.480	Contingency	\$0	\$0	\$0	\$0
.481	MBR Cap Acct	\$3,000.00	\$3,000.00	\$0	\$3,000.00
	Soc. Security/Medicare	\$1,000.00	\$1,000.00	\$ 0	\$1,000.00
Total NYCDEP shared cost		\$448,518.00	\$457,023.00	\$244,089.41	\$464,064.00
	Debt Service – Principal	\$ 9,067.00	\$ 9,067.00	\$9,067.00	\$9,067.00
		\$2,538.68	\$2,683.00	\$2,683.00	\$4,024.00
TOTAL		\$460,123.68	\$468,773.00	\$255,839.41	\$476,800.00



**Environmental
Protection**

March 2, 2015

Emily Lloyd
Commissioner

Hon. Martin A. Donnelly
Andes Town Supervisor
Andes Sewer District #1
P.O. Box 85
Andes, NY 13731-0085

Paul V. Rush, P.E.
Deputy Commissioner
Bureau of Water Supply
prush@dep.nyc.gov

RE: Town of Andes
2014 WWTP O&M Budget Reconciliation

Dear Supervisor Donnelly:

71 Smith Avenue
Kingston, NY 12401
T: (845) 340-7800
F: (845) 334-7175

I am in receipt of the 2014 Town of Andes WWTP O&M Budget Reconciliation as submitted by Margery Merzig and subsequently amended in response to DEP comments/questions.

DEP accepts the proposed 2014 Town of Andes WWTP O&M Budget Reconciliation that shows O&M expenses of \$386,448.47 in 2014. The City Share of the 2014 O&M costs is \$360,997.30. The City provided \$419,794.00 to the Town for these costs. The Town ended 2014 with a balance of \$58,796.70 in City funds (\$419,794.00 minus \$360,997.30).

For your files please find attached a copy of the February 27, 2015 cost summary letter; the accepted Town of Andes 2014 Reconciliation Budget Allocation Calculation spreadsheet; and a copy of the accepted 2014 Andes Sewer Budget Reconciliation spreadsheet. These documents have been tagged "Accepted by DEP 3/2/15" and initialed by me (TS).

The 2014 Town of Andes Budget Reconciliation shows the Town with a balance of City O&M funds at the end of 2014 of \$58,796.70. This amount should be deducted from the next 2015 Town of Andes O&M invoice submitted to the City.

Sincerely,

Tom Stalter
Project Manager

c: Michael Meyer, NYCDEP
Margery Merzig, Town Attorney office

Town of Andes

Andes, NY 13731-0085

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P.O. Box 85, Andes, NY
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*Accepted
by DEP
3/2/15
TJ*

February 27, 2015

Mr. Tom Stalter
NYC DEP
71 Smith Avenue
Kingston, NY 12401

Dear Mr. Stalter,

Under the agreement between the City of New York and the Town of Andes for payment of certain operation and maintenance costs for the Town of Andes WWTP, the Town submitted documentation in January. You requested some clarification and additional documents necessary for budget reconciliation. Please accept this revised amount.

Under the Watershed Rules and Regulations agreement, the City has agreed to pay certain percentages of the O&M costs, listed in the budget under WRR. In addition the City has agreed to provide a subsidy for residential service to keep the costs of residential O&M at \$118.24 for 2014 as well as a \$10,000 good neighbor subsidy for non-residential customers.

Following is a breakdown of those costs from the 2014 budget as submitted:

Total O&M Budget covered by MOA	\$386,448.47
WRR	\$74,327.07
Residential Subsidy	\$276,670.23
Non-Residential Subsidy	\$10,000.00
	\$360,997.30
Total DEP Contribution in 2011	-\$419,794.00
Reconciliation	(\$58,796.70)

The Town recognizes that the O&M special contribution for the remediation project. That funding has been reconciled elsewhere. Thank you for your work.

Sincerely,

Margery K. Merzig
Town Attorney office

Cc: Town Supervisor
Town Board
Town Attorney