

CITY OF OGDENSBURG, NEW YORK

CITY HALL • 330 FORD STREET • OGDENSBURG, NY 13669 • (315) 393-6100



Office of the City Manager

MEMO TO: City Council
FROM: Sarah Purdy, City Manager
DATE: September 27, 2018
SUBJECT: Update 18/36

150TH CELEBRATION EVENTS- the City of Ogdensburg is selling **commemorative glasses** to celebrate the 150th anniversary of the city's incorporation. The glasses are \$5.00 each and can be purchased at the following places:

- Dobisky Visitors' Center, 100 Riverside Avenue
- City Clerk's office at City Hall, 330 Ford Street
- Frederic Remington Museum, 303 Washington Street
- Greater Ogdensburg Chamber of Commerce, 1 Bridge Approach

The next events slated for the 150th are as follows:

- Final Event on November 3 – Rock –n–Skate at the Lockwood Arena, 6 pm to 9 pm.

PARKS AND RECREATION UPDATE – Please find attached a memo from Matt Curatolo regarding the ash trees in Groulx Park.

PLANNING UPDATE – Please find attached an update from Andrea Smith regarding the Landbank.

PUBLIC WORKS UPDATE-

Overtime –

RC = Required or Contractual

	9/20 to 9/26
Sewer Beepers (RC)	8
On-Call Supervisors (RC)	4
Waste Water Treatment (RC)	8
Comp Off Books	6.67
L/F Saturday	9
Street Sign	4
Paterson St. Boat Launch	4
TOTAL HOURS	40.67
RC	20
Other	23.67

Personnel

- WWTP – Last Operator in Training is close to being able to take their 1A licensing test. Based on testing dates scheduled, it will be after the first of the year.
- New part-time janitor started on September 27th.

Waste Water Treatment Plant Update

- Please find attached the August 2018 monthly status report from Robert Henninger, Water Quality Supervisor, DANC.

Water Filtration Plant Update

- We are working on lighting upgrades. Fixtures were purchased and are being installed by staff.
- One of four filters are being cleaned every two weeks. A filter was cleaned on 9/14. Our next filter cleaning is scheduled for 9/28.

Building & Grounds Maintenance

- Energy audits and efficiency upgrades – NORESO:
 - National Grid has been provided with the Audit Reconciliation Report. We are hoping to have back in a couple of weeks.
 - Design of street lighting final Quality Control review has been received by the City and will be returned with explanation of exceptions by Friday.
 - Bid documentation is close to release. Will be used to establish final pricing. According to NORESO there is some interest in financing terms of 10 years or less.
 - Contract reviewed by staff and returned for update. Once returned to us it will be shared with City Attorney for review and comment.

Equipment

- Large Truck Mounted Snow Blower – impeller and rear engine seal will be addressed over the next several weeks. Loader mounted blower was not put in this year's budget due to other critical needs.
- We are having significant engine issues with Unit 7 (step van), obtaining estimates.
- Vector was down on September 26th but a loose wire was identified and corrected.
- Started work preparing for winter. Trucks are being set up for plowing, with the sands to be set near the end of October.

Road Cuts / Pot Holes

- Road cut and pothole work continues to go well. We are hoping to have it completed before the blacktop plants close.

Sidewalks

- Sidewalk work continues at a demanding pace. Work is progressing nicely.
- The NYS DOT signal and sidewalk work has started and is moving along.

Water / Sewer

- City staff met earlier in the week with the Department of Health (DOH) to discuss recent water line breaks. The conversation was very positive and DOH had nothing but kind words to say about our team's professionalism and the manner in which we ensure the safety of the drinking public. During the conversation it was determined that there will be situations moving forward, while making repairs, where the City will need to issue boil water notices when directed by the DOH to do so. While this will be a new process to many in the City, the DOH was quick to share that they are extremely confident that no one has or will be exposed to any risk based upon our established internal protocols related to line repairs. Internally we have instituted a new process

to ensure that line repairs requiring replacement of pipe are communicated with the DOH, and based upon their direction we will issue boil water notices if deemed necessary by DOH.

- We have been preparing for shutdowns in multiple locations to repair broken shutoff valves. (Lafayette/Hasbrouck, David/State & Jay/Rosseel)
- Performing water and sewer services as they arise.
- We are addressing sink holes.

Brush Pickup / Landfill Operations

- Saturday operations – the landfill was used 10 times on September 22.
- First day that brush can be put out for fall pick up is October 1st. This change was prompted by the wind storm last weekend and the quick change in weather.

Trees

- We are taking names and evaluating trees for the fall. Several large trees have been identified that will require contractor assistance.
- Stumps / Top Soil – work has been suspended due to lack of manpower. We will only address emergencies until fall.

Storm Drops / Cleaning Sewer Mains

- Fall flushing of sewer mains was started this week and we will be working on it as we have time.
- Vactor team is now back on cleaning drops when they are not working on other crews.

Mowing / Trimming

- Weed ordinances, mowing, property maintenance, etc. are being completed, but impacts our ability to work on critical construction issues.

City of Ogdensburg
Parks & Recreation Department
Director: Matthew J. Curatolo
100 Riverside Ave.
Ogdensburg, N.Y., 13669



MEMORANDUM

TO: Sarah Purdy, City Manager
FROM: Director
CC: Coralee Barrett, Secretary
DATE: 8/26/2018
SUBJECT: Groulx Park Ash Trees

On Friday, Sept. 21, the Ogdensburg Tree Commission met and discussed Emerald Ash Borer and a plan for the seven Ash trees at Groulx Park, also called Veterans' Park, at the end of Champlain Street.

Attending the commission meeting was Ryan Burkum, owner of Burkum Tree Care who is also a certified arborist and a member of the St. Lawrence County EAB Task Force. Mr. Burkum told the commission that if they wanted to try and save several healthy Ash trees at Groulx Park that he would donate his time to treat the trees and the city could pay for the treatment, which was estimated to be several hundred dollars.

The tree commission, along with Mr. Burkum, went to Groulx Park and inspected the seven trees. Four of them were found to be in declining health and are in need to be cut down. The other three were healthy and would be treated.

Mr. Burkum said that the optimum time for the treatment is in the spring (May to early July) when the sap is flowing at a steady rate and would take the EAB treatment throughout the tree system. The EAB treatment would last for approximately two years and would have to be performed again.

The other four Ash trees have been marked for removal and added to the DPW tree removal list for this fall. Tree commission members discussed planting new trees at Groulx Park in the spring as part of its Arbor Day ceremony. They will discuss tree species and numbers at a later meeting.

MEMORANDUM

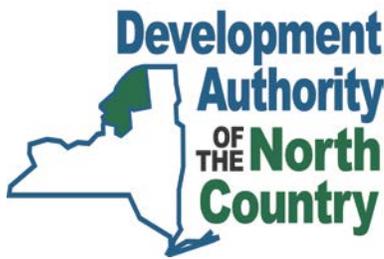
TO: Sarah Purdy, City Manager
CC: Coralee Barrett
FROM: Andrea Smith, AICP
Director of Planning and Development
DATE: September 26, 2018
SUBJECT: **Planning Department Update**

VACANT, ABANDONED PROPERTY – We have received the final report from Center for Community Progress (CCP), the culmination of observations and recommendations from the two-member team that met with elected officials, senior leadership of the City, as well as key community stakeholder organizations in late July. CCP was retained by the City to (1) conduct a preliminary assessment of key systems related to vacancy, and abandonment in conjunction with our Zombie Property initiative, and (2) lead a half-day training with newly appointed Land Bank board members.

The memo, available through the Planning and Development website, is intended to serve as a framework for the City to initiate dialogue with community stakeholders and implement strategic change as it pertains to vacant and abandon property and the property tax foreclosure process.

One of the critical factors in determining what the next best steps will be is contingent upon the pending application for funds (\$1,825,000) that was submitted to Enterprise by the Ogdensburg Land Bank Corporation earlier this month. The announcement of funding is anticipated in October 2018. In the interim, City Departments will have the opportunity to review the memo and prepare a strategy for advancing the recommendations.

CC: FILE



Water and Wastewater Facilities

Warneck Pump Station
23557 NYS Route 37
Watertown, New York 13601

Telephone (315) 661-3210
Telefax (315) 661-3211
Emergency Telephone (315) 786-4000

Open Access Telecom Network

Dulles State Office Building
317 Washington Street, Suite 406
Watertown, New York 13601

Telephone (315) 661-3200
Telefax (315) 661-3201
Emergency Telephone (866) 669-3262

Solid Waste Management Facility

23400 NYS Route 177
Rodman, New York 13682

Telephone (315) 661-3230
Telefax (315) 661-3231

September 24, 2018

RE: City of Ogdensburg
Water Pollution Control Facilities & Water Treatment Plant Management Services
August 2018 Monthly Status Report
SPDES Permit No. NY-0029831

Dear Ms. Purdy:

Services performed for the month are detailed below for your review. I hope that you find the information useful and welcome suggestions to make this report more useful for the City going forward.

1) **MANAGEMENT SERVICES:**

a) General

- Continued to work setting up NexGen preventative maintenance (PM) work orders (WOs). To date 85 PM plans have been developed for the WPCF/WTP. A total of 35 WPCF and 11 WTP WOs were completed this period. Three new PMs were created for the WPCF during this period: 1) Weekly mechanical mixing of the Secondary Digester, 2) Weekly lubrication of all clarifier flight drives and 3) Quarterly servicing of the roll up overhead garage doors.
- Authority personnel are developing Standard Operating Procedures (SOP's) for the safe entry of all open tanks within the plant. These SOP's will be designed to ensure employee safety when entering or departing those structures while performing maintenance or repairs. Completion expected in October.
- The Authority has scheduled the annual SIU inspections for the Ansen Corporation and St. Lawrence County Solid Waste. These inspections ensure compliance with the industrial user's permit, allows time to discuss any proposed changes with the industry and safeguards the plant treatment processes. Expected completion by October 21st.
- The NYSDEC completed its Annual Plant Inspection and a rating of unsatisfactory was given due to the Consent Order and violations that have occurred as a result of equipment that requires replacement and is awaiting the plant upgrade.

- The Authority provided a facility tour to USDA Rural Development representative, Renee Hotte, in an effort to help familiarize staff with the plant upgrade and future funding needs.
- b) Water Pollution Control Facility (WPCF)
- Continued to work with the City and EDR on the WPCF Capital Improvement Project to finalize design and determine funding strategy. The City has expended \$2,233,322.73 in funds to date.
- c) Water Treatment Plant (WTP)
- The Authority has continued to create an inventory of assets at the WTP using the Nexgen Computerized Management System. During this reporting period 18 assets were added to the inventory. The asset inventory includes name, location, photos of the equipment, and other pertinent information such as make model and serial number where available.

2) **WASTEWATER FLOWS / SIU COMPLIANCE:**

During this period the WPCF had one SPDES permit violations and 9 CSOs were active.

Details follow:

- The noted violation of the effluent Chlorine Residual permit limit of 3.0 mg/l was exceeded by 0.4 mg/l with a 3.4 result. The capital improvement project will address this issue by replacing the entire chlorination system with an Ultra Violet (UV) short wave light equipment to meet the State disinfection standards.

There are 16 CSO points in the collection system inspected monthly and 2 CSOs located at the WPCF that are metered and monitored daily. For the month of August 12 CSOs in the collection system exhibited noticeable overflows. The 2 CSOs at the WPCF recorded 5 events for this month.

On August 5, 7, 9, 22, and 30th CSO overflow notifications was submitted to the New York Alert (NYALERT) warning system. These alerts are designed to notify and protect users down stream of these partially treated with disinfection releases of municipal wastewater into the St. Lawrence River.

Sewer Industrial User (SIU) Compliance

Permitted SIUs discharging to the Ogdensburg WPCF are:

1. Ansen Corporation completed its June semi-annual testing requirements with no noted exceedances. Permit Expiration December 31, 2018.

Ms. Purdy
September 24, 2018

2. St. Lawrence County Solid Waste Department re-submitted their semi-annual test results with no documented exceedances. Permit Expiration December 31, 2018

Both industries have indicated the intent to reapply for permit renewal for 2019.

A total of 10,000 gals of Leachate was received during the month of August. The next industrial user SIU testing is scheduled to be conducted in December and reports will be due by January 31, 2019.

3) **PERSONNEL**

- Total City WPCF personnel for the month of August included 3 Certified Plant Operators and 1 Trainee. On 8/31/18 one Operator successfully passed the NYSDEC required Wastewater Basic Laboratory class and has been scheduled to attend the Wastewater Activated Sludge class October 9th. Completion will make him eligible to take the required State examination for his 1A certification.
- A total of 28 hours of OT occurred for WPCF staff for the month. These hours include Required and Contractual (RC) overtime.

4) **OPERATIONS**

a) **SLUDGE PROCESSING:**

A total of 35 wet tons was hauled to Casella Organics Facility in Chateauguay with the average monthly tested solids concentration of 32%. A total of 1.31 estimated tons of grit and rags were sent to the DANC Materials Management Facility.

b) **MAINTENANCE:**

Maintenance activities completed this period are presented below. Unless otherwise noted, the maintenance tasks were completed by WPCF staff.

Completed Work Orders:

- Plant personnel have made necessary repairs to the digester pumping equipment mechanical seal water lubrication system. These repairs are necessary to ensure the proper operation of these sludge pumps until replacements can be made in the capital improvement upgrade project.
- Plant and DPW personnel completed repairs and servicing of the plant main garage rollup doors. The replacement of this equipment is scheduled for the upgrade project.

- Plant personnel completed maintenance and repairs of the secondary aeration system walkway lighting system. This system has been placed in an on/off operational mode versus the use of the existing timer system. This change eliminates the unnecessary cost of illuminating the area after scheduled workhours.
- Plant personnel completed repairs to the south secondary clarifier sludge collection flight system which had experienced another drive chain failure. Completing repairs ensures the settled sludge is directed into the Return Activated Sludge (RAS) and Waste Activated Sludge (WAS) pumping systems which direct these flows to the proper treatment processes.
- Plant personnel completed servicing the oxygen sensor system in the secondary aeration system. Accomplishment of this task ensures the proper levels of oxygen are maintained to support aerobic conditions though out the secondary treatment process.
- WPCF personnel performed mowing and trimming duties at the WPCF and 6 Lift Stations.
- Weekly and monthly pump/lift station rounds.
- Monthly CSO inspections.
- Weekly maintenance of WPCF.
- Weekly plant eyewash checks.
- Monthly collection system degreaser added to 7 separate areas within the collection system.
- Performed weekly, monthly, and quarterly required sampling in accordance with SPDES permit.
- Monthly lift station high level alarm testing.
- Monthly fire extinguisher inspections.
- Monthly Chlorine Gas Monitoring System inspection and test.
- Monthly lift station generator exercising.
- Monthly DMR completed.

Open Work Orders

Ms. Purdy
September 24, 2018

- Plant personnel began clearing the vegetative overgrowth around all CSO outfalls public notification signs located on the riverbanks of the St Lawrence and Oswegatchie. NYSDEC requires a clear line of sight from both land and water to notify the public of these outfall locations. Expected completion by late October.
- Second round quarterly results of the “Whole Effluent Toxicity (WET) Testing” of the plant’s effluent were completed 7/25/18. Results were well below the DEC established action levels. This NYSDEC directed testing determines the level of toxicity to aquatic life within the effluent wastewater. Third round testing is scheduled for October with results expected by November 30th.

Open Work Orders Awaiting Capital Project

- There have been no new issues identified this period related to the capital project.

c) **OPERATIONS:**

During the month of August Authority personnel operated the secondary treatment process in the conventional plug flow or step feed mode depending on weather conditions and incoming flow levels into the plant. Authority and WPCF personnel closely monitor this process to ensure compliance with the City’s permit limits.

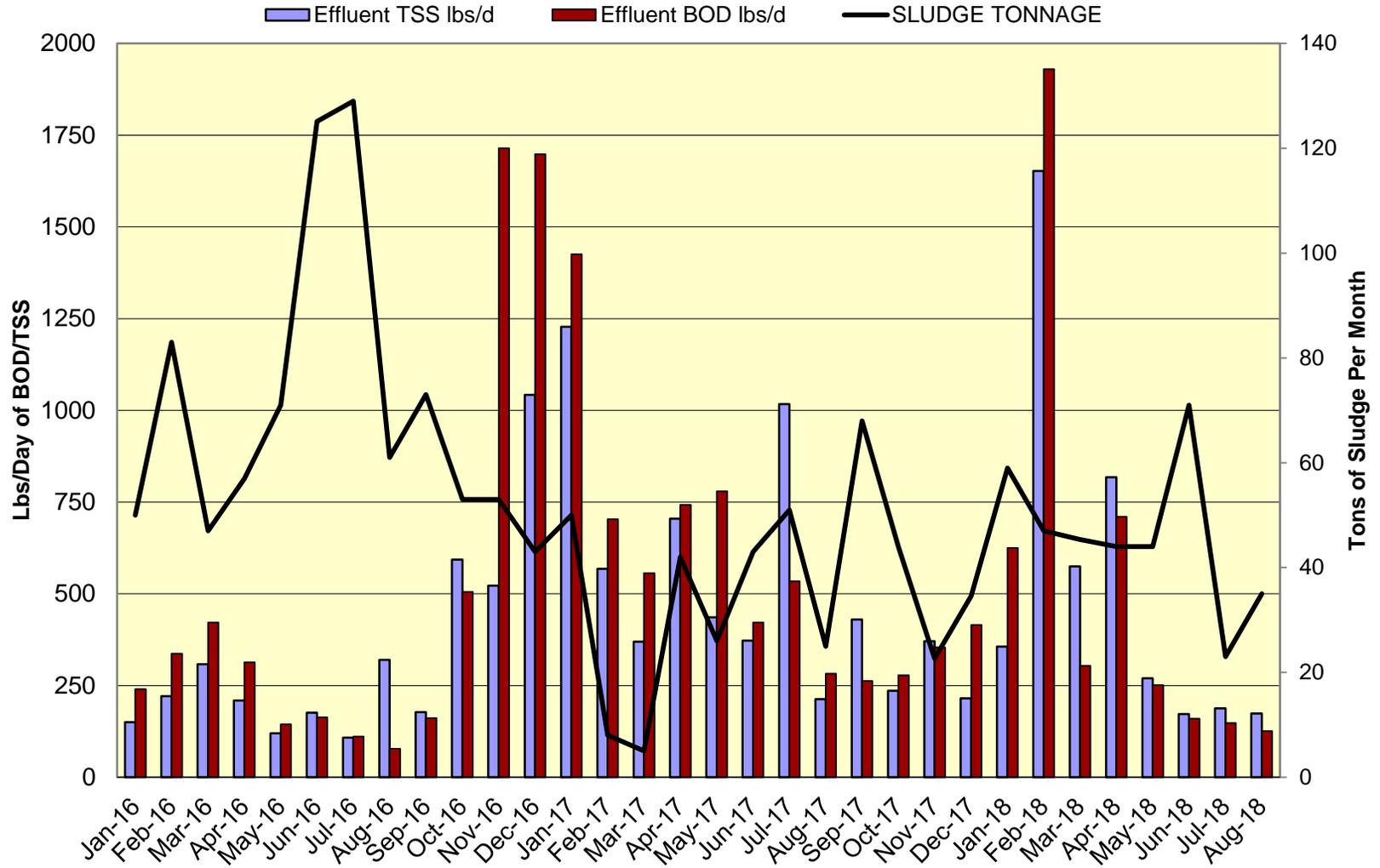
Should you have any questions regarding this report, please don’t hesitate to contact me at (315) 661-3259.

Sincerely,

Robert M. Henninger,
Water Quality Supervisor

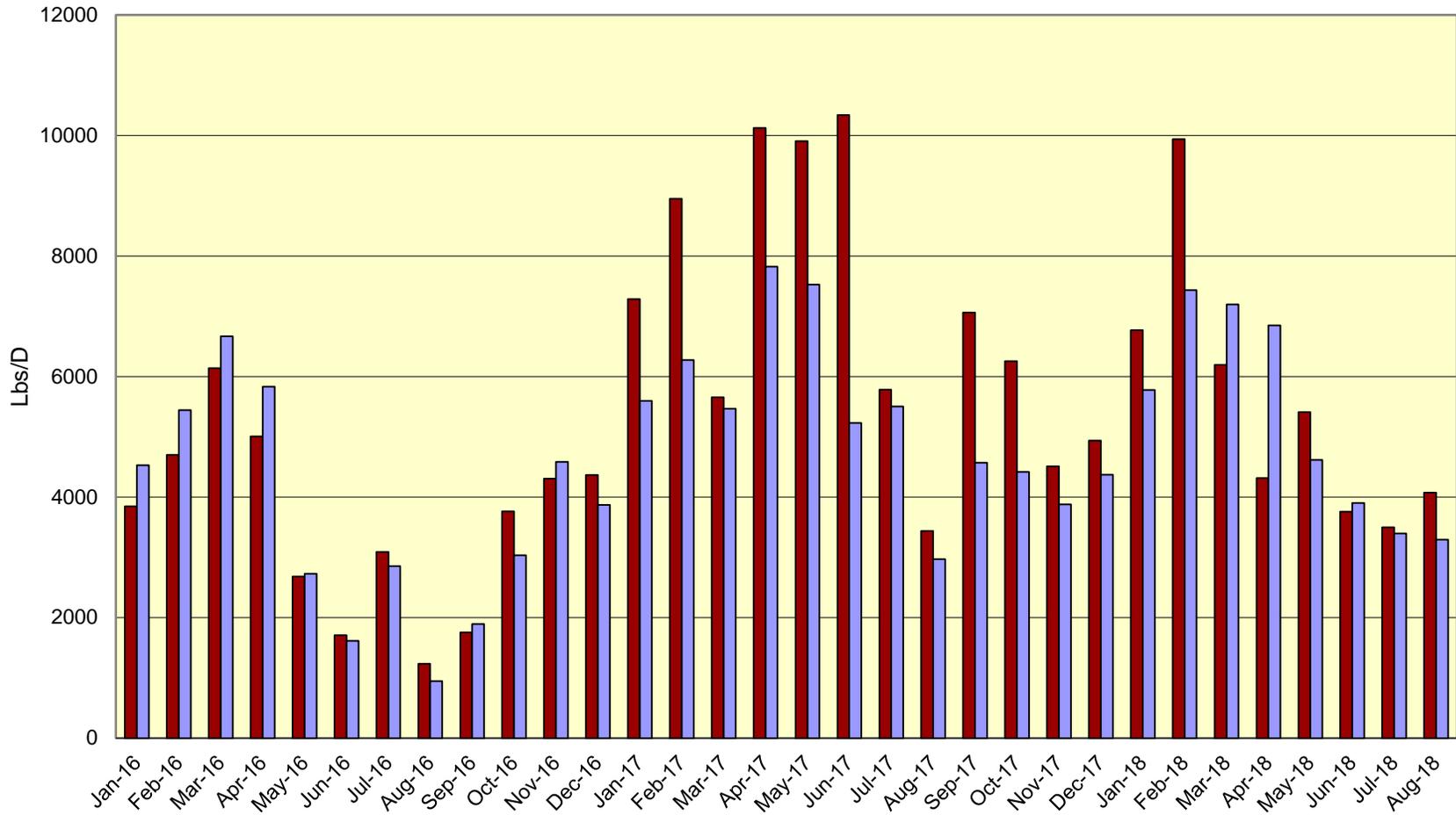
cc: David Rarick, PE, NYSDEC
Scott Thornhill, Ogdensburg Director of Public Works
Brian Nutting, DANC WQ Supervisor
Robert Henninger, DANC WQ Supervisor

City of Ogdensburg WPCF Effluent BOD/TSS & Sludge Processed



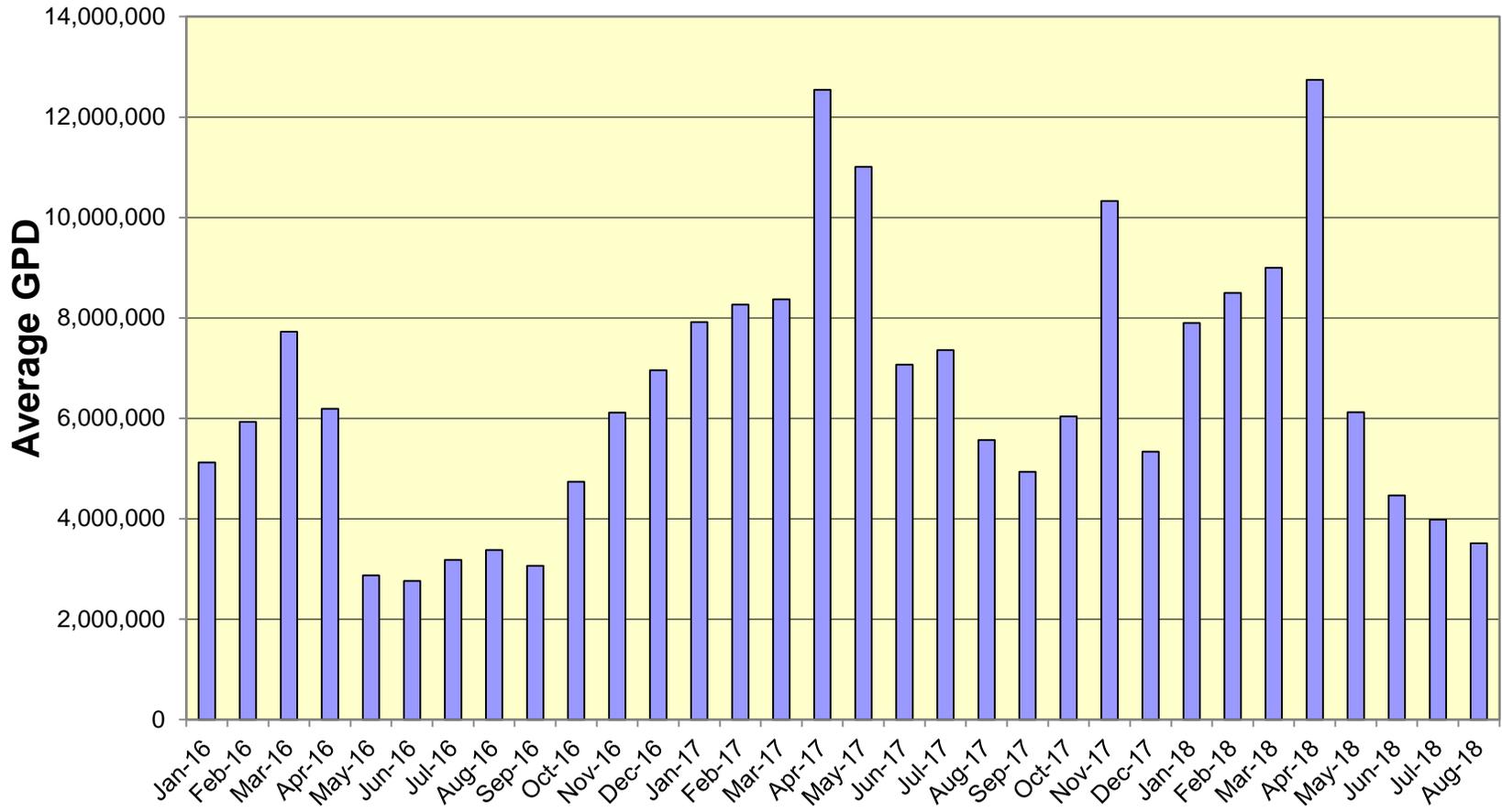
**City of Ogdensburg
WATER POLLUTION CONTROL FACILITY
INFLUENT 30-DAY AVERAGE LBS/DAY OF TOTAL SUSPENDED SOLIDS & BOD**

■ Influent TSS Lbs/d ■ InfluentBOD lbs/d



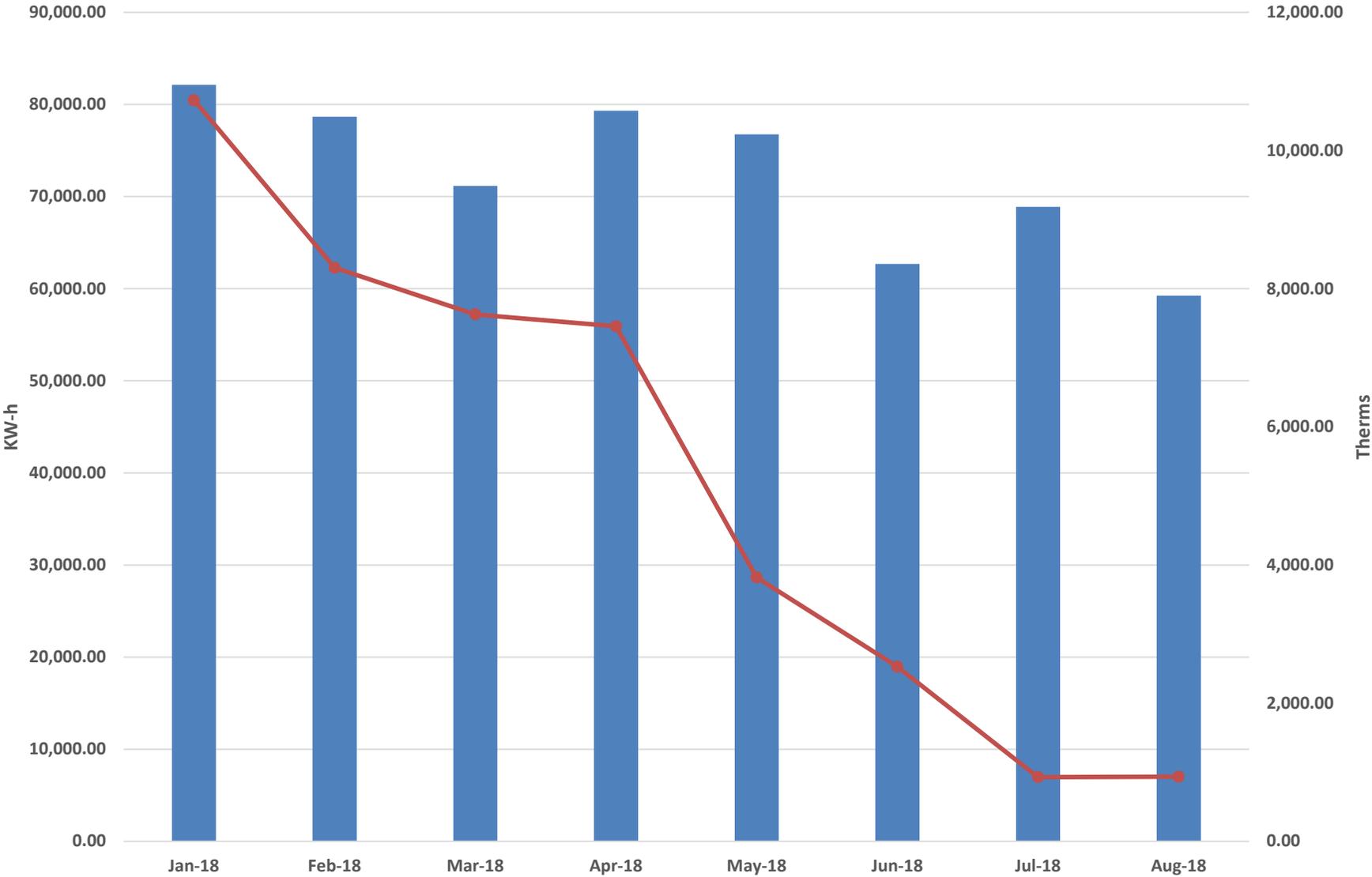
**City of Ogdensburg
WATER POLLUTION CONTROL FACILITY
AVERAGE DAILY FLOWS IN GALLONS PER DAY**

■ EFFLUENT GPD



City of Ogdensburg WPCF Utility Usage

Electric (KW-h) Natural Gas (therms)



Effluent Chlorine Residual

