

**Auburn City Council  
Regular Meeting  
Thursday, June 27, 2019 5:00 P.M.  
City Council Chambers  
Memorial City Hall  
24 South St.  
Auburn, NY 13021**

**Minutes**

The meeting of the Auburn City Council was called to order at 5:00PM in the City Council Chambers 24 South St. Auburn NY by Mayor Quill.

**1. Roll Call** – The City Clerk called the roll. Mayor Quill and Councilors McCormick, Giannettino, Cuddy and Carabajal were all present.

**The following City Staff was present for the regular meeting:**

- Acting City Manager, Jennifer Haines
- Corporation Counsel, Stacy DeForrest
- City Clerk, Charles Mason
- Police Chief, Shawn Butler
- Deputy Director of Community Development, Steve Selvek
- Superintendent of Engineering, William Lupien
- Fire Chief, Joe Morabito

**2. Pledge of Allegiance to the Flag** – Mayor Quill led the Pledge of Allegiance.

**3. Moment of Silent Prayer or Reflection** – Mayor Quill asked for a moment of silent prayer.

**4. Public Announcements**

The City Clerk read the announcements.

**5. Ceremonial Presentations and Proclamations.**

**6. Public to be Heard** – Mayor Quill opened the Public to be Heard portion of the Council meeting and the Clerk read the Public to be Heard rules. No speakers.

**7. Approval of Meeting Minutes –**

June 6, 2019 Council Meeting Minutes

Motion to approve the June 6, 2019 minutes by Councilor Cuddy, seconded by Councilor Giannettino. Motion to approve carried 5-0.

**8. Reports of City Officials**

**A. City Manager's Report**

- The City Pool at Casey Park opened on Tuesday and hosted approximately 300 visitors on its first day.
- We are accepting bids for the construction of a new solid waste transfer station until Friday July 19. So far 8 contractors have requested information and 5 attended a pre-bid project meeting this week.
- We are again accepting bids for the reconstruction of William St and Lincoln St. We have heard from several potential interested bidders on this project. Bids are due July 1.
- We are accepting bids for the replacement of our Waste Water Treatment Plant UV Disinfection System. Bids are due on Monday July 1. More information on these projects can be found on the city web-page under the left hand tab labelled "Bids/RFPs".
- We are currently accepting applications for the entry level Police Officer exam. Applicants must sign up by August 14.
- We are also accepting applications for the Water/Waste Water Treatment Plant Operator Trainee exam. These applications are due by Sept. 14.
- This week staff met with the Cayuga Community College to discuss current projects like Falcon Park, in the NYS Shared Services Plan. We also discussed a variety of other potential future projects.
- Staff accompanied Mayor Quill and Councilor Giannettino to a meeting of Tech Park businesses to provide an update on planned improvements we're working on for Tech Park. We also have some interest from some new businesses to relocate to the park and some existing businesses that are planning upgrades.
- This week staff met with several local businesses that are working through the process of expanding or upgrading their facilities in Auburn.

**B. Reports from members of Council**

**9. Matters to Come Before Council**

**A. State Environmental Quality Review Act Resolutions (SEQR) - None**

**B. Ordinances – None**

**C. Local Laws – None**

**D. Resolutions - None**

**STAFF/VENDOR PRESENTATIONS**

**A. City of Auburn Backflow Prevention Presentation by Seth Jensen, Director of Municipal Utilities and Joe Sliwka, Water Meter Service Worker**

**B. Sludge Hauling Presentation - Seth Jensen, Director of Municipal Utilities**

What is backflow?

- Backflow: the undesirable reversal of flow in a potable water system.
- Cross Connection: a connection or a potential connection or structural arrangement between any part of a potable water system and any non-potable source or system through which backflow can occur.
- Cross Connection Control: The enforcement of an ordinance or program regulating cross connections and preventing backflow.
- Backflow Preventer: An assembly or means that prohibits the backflow of water into the potable water supply.

What causes backflow

- Backpressure: A pressure, higher than the supply pressure, caused by a pump, elevated tank, boiler, air/steam pressure, or any other means, which may cause backflow. (Pushing water in the unintended direction)
- Backsiphonage: Backflow caused by negative or reduced pressure in the supply piping. (Such a condition occurs during a water main break) (Pulling water in the unintended direction)

Why is it important

- The purpose of a cross connection control program is to protect the public water supply and the customer from the possibility of contamination.
- NYSDOH requires all water suppliers to have a backflow prevention program.

Who Needs Backflow Protection?

- The City of Auburn requires ALL commercial facilities, and residential facilities with 4 or more units, to install a testable black flow prevention device.
- Per City of Auburn Code Chapter 297 Water Service Article IV Cross-Connection Control and New York State Sanitary Code Part 5-1 Chapter 31

Degree of Hazard of Potential Contaminant

- Class 1 - Hazardous Facility: is one in which substances may be present which introduced into the public water system would or may endanger the health of the water customers.
  - Hospitals, WWTP's, Breweries, Automotive Garages, Mortuaries, Funeral Parlors
  - RPZ Required

- Class 2 – Aesthetically Objectionable
  - Private Mains, Fire Systems, etc.
  - RPZ or Double Check Valves Required
- Class 3 – Non-Hazardous
  - Residential Properties
  - No Backflow Required

#### Private Mains and Class 2 Facilities

- Per NYSDOH all private mains shall have a hot box with acceptable backflow prevention at the connection point with the City's distribution main
- Example: Strip malls, industry, large residential developments with private hydrants

#### Private Mains and Class 2 Facilities

- Compliance will be to Focus on upgrading facilities and new construction
- Example: Strip mall is doing upgrades where by new facilities retrofit require a plumbing permit. City will work with developer to install a hot box and meter at City connection at time of upgrade.

#### Current Status as of 6/20/2019

- 197 Commercial Properties on File.
- 90 Test Results for 2019.
- 15 Test Results current from 2018.
- 105 Total Current Properties on File.

#### What's Next

- Working on a current list of commercial properties from the assessors office.
- 792 commercial properties.
- 386 non for profit commercial properties.
- Classifying the degree of hazards.
- Class 1 - high hazard properties will be priority to comply with backflow protection.

- Any existing or new facility will be required to install RPZ backflow prevention devices.
- End result every commercial property having backflow prevention city wide.
- Class 2 – City will work to systematically upgrade facilities to comply through new development and upgrade permits with existing facilities.

**C. Update on the Doubledays** - Adam Winslow, General Manager Doubledays was not able to attend the meeting and City manager Jeff Dygert presented to the Council.

**D. Monthly Activity and Bar Graph Report for May 2019.** The City Manager reviewed with the Council.

**10. Other Business - None**

**Adjournment:** By unanimous vote the Council adjourned the meeting. The meeting was adjourned at 6:00 p.m.

Minutes submitted to the City Council on July 18, 2019 by:

Charles Mason  
City Clerk