

RECEIVED

By Darlene Brady at 12:16 pm, Jan 13, 2022



Kent Sewer Commission
Special Meeting

January 11, 2022
4:00 P.M. via Zoom

Members: Elissa Potts, Barry Enis, Peter Gadiel, John Grant, Cathe Mazza, Stephen Robey.

Alternates: Rick Osborne and Vince Roberti.

Also, present: Barbara Herbst and Lyle Sommers.

Call to order:

Ms. Potts called the meeting to order at 4:00 p.m.

Approve agenda:

Cathe Mazza made a motion to approve the agenda, as submitted. Stephen Robey seconded the motion and the motion carried.

Approval of the Minutes:

Cathe Mazza made a motion to approve the minutes of the December 14, 2021 Regular Sewer Commission meeting, as submitted. Peter Gadiel seconded the motion and the motion carried.

Plant Aeration System Blowers:

Plant Superintendent Lyle Sommers obtained a quote for the plant aeration system blowers as blower #2 has an increased bearing noise. He added they have not been serviced by an outside service company for efficiency, wear, vibration and alignment in a considerable amount of time. Regular greasing, coupling changes and filter maintenance is performed but they are overdue for a factory trained representative to evaluate them and determine if the bearing needs to be replaced. Peter Gadiel made a motion to approve the preventative maintenance service agreement with Excelsior, attached, not to exceed \$1775.00. Stephen Robey seconded the motion and the motion carried.

Report of Chairman:

Elissa Potts:

- Club Getaway nothing new to report.
- 227 N Main Street project – nothing new to report.
- Birch Hill – nothing to report.

Report of Superintendent:

Lyle Sommers provided a written report, attached.

Report of Treasurer:

Barbara Herbst provided the following reports:

- Balance Sheet December 2021
- Income and Expense Actual vs. Budget as of December 31, 2021
- Operating Account Ledger for December 2021

Peter Gadiel made a motion to approve the December 2021 Operating Account Ledgers, as submitted. Cathe Mazza seconded the motion and the motion carried.

Report of Collector:

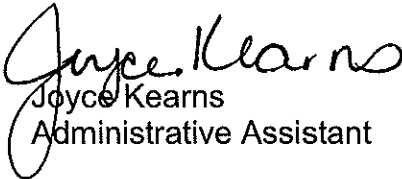
Debbie Devaux did not attend the meeting and did not provide a report.

Report of Consulting Engineer:

Bart Clark did not attend the meeting and did not provide a report.

Adjourn:

Elissa Potts made a motion to adjourn the meeting at 4:21 p.m.


Joyce Kearns
Administrative Assistant

These are draft minutes and the Sewer Commission at the subsequent meeting may make corrections. Please refer to subsequent meeting minutes for possible corrections and approval of these minutes.



KENT SEWER COMMISSION AGENDA

Regular Meeting
January 11, 2022
4:00 P.M.

Zoom: <https://us02web.zoom.us/j/89067863206>

Meeting ID: 890 6786 3206

One tap mobile: +16465588656,,89067863206# US (New York)

Supporting documentation for this meeting:

https://drive.google.com/drive/folders/1C09NGCPRBI_ntHTU11DB9dCH_T1Ce1G1

1. Call to order
2. Approve agenda
3. Approval of Minutes
December 14, 2021
4. New Business
 - a. Plant aeration system blowers
5. Old business
6. Report of Chairman
7. Report of Superintendent
8. Report of Treasurer
9. Report of Collector
10. Report of Consulting Engineer
11. Adjourn

"An equal opportunity employer and service provider"



Joyce Kearns <jkearns@kentsewer.org>

FW: Gardner Denver Blowers

1 message

Lyle Sommers <lsommers@kentsewer.org>

Tue, Jan 4, 2022 at 11:23 AM

To: Joyce Kearns <jkearns@kentsewer.org>

FYI

Lyle Sommers
Superintendent
Kent WPCA

Sent from [Mail](#) for Windows 10

From: [Lyle Sommers](#)
Sent: Tuesday, January 4, 2022 11:17 AM
To: [Elissa Potts](#)
Cc: [Bart Clark](#)
Subject: FW: Gardner Denver Blowers

Elissa,

Attached is a quote to have the plant aeration system blowers serviced for discussion at the next meeting. Blower #2 in particular has increased bearing noise. They have not been serviced by an outside service company for efficiency, wear, vibration and alignment in a considerable amount of time. Regular greasing, coupling changes and filter maintenance is performed but they are overdue for a factory trained evaluation and bearing replacement if necessary.

Lyle Sommers
Superintendent
Kent WPCA

Sent from [Mail](#) for Windows 10

From: [Dan Fulton](#)
Sent: Tuesday, January 4, 2022 7:33 AM
To: lsommers@kentsewer.org

Cc: [Marcus Magnaye](#)

Subject: Re: Gardner Denver Blowers

Hi Lyle,

Please find the attached quote per your request. Assuming we do standard PM service per attached with reports and provide recommendations based on the onsite findings. Let me know if you need this scheduled.

Any questions, don't hesitate.

Regards,

Dan Fulton

Excelsior Blower Systems, Inc.

[331 June Avenue](#)

[Blandon, PA 19510](#)

[Ph: 610-921-9558 x 121](#)

Fax: 888-317-2461

Cell: 610-755-7066

www.excelsiorblower.com

Terms and Conditions of Sale 1.2 apply

Available at www.excelsiorblower.com/terms-conditions/

From: Dan Fulton

Sent: Monday, January 3, 2022 12:00 PM

To: lsommers@kentsewer.org <lsommers@kentsewer.org>

Subject: Gardner Denver Blowers

Hi Lyle,

Please forward the photos. Attached is our line card.

Thank you,

Dan Fulton

Excelsior Blower Systems, Inc.

331 June Avenue

Blandon, PA 19510

Ph: 610-921-9558 x 121

Fax: 888-317-2461

Cell: 610-755-7066

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4 attachments

9DBAD67452F24E2EA328F7ABF1073D25.png
1K

 Authorized Service Center - Hoffman - Lamson - Gardner Denver.pdf
1352K

 CF Preventive Maintenance.pdf
64K

 KENT, CT WPCF 84862 (PM SERVICE, EVALUATION).pdf
281K

AUTHORIZED Service Center

FOR CENTRIFUGAL BLOWER PARTS, SERVICE & REPAIR

Restore performance and efficiency, maintain reliability and lower total cost of ownership with OEM quality parts, factory trained technicians, and over a century of engineering, design and manufacturing expertise that you can only get from HOFFMAN® & LAMSON®.

We offer an extensive network of HOFFMAN & LAMSON Authorized Service Centers and regionally located field service technicians who provide services for installation, start up, preventative maintenance, repairs, rebuilds and troubleshooting of your centrifugal blowers and systems. Our team of skilled, experienced technicians are factory trained and work with current OEM drawings and authentic OEM parts to repair your blower to original factory specifications.

For the quality, reliability, and performance you expect and your operation demands, you need HOFFMAN & LAMSON.

EXCELSIOR BLOWER SYSTEMS, INC.
BLANDON, PENNSYLVANIA

Ph: 610 921 9558 | www.excelsiorblower.com

CERTIFIED SERVICE & SUPPORT FOR:

HOFFMAN & LAMSON MULTISTAGE CENTRIFUGAL BLOWERS

SPECIALIZED EQUIPMENT & SERVICES:

- On-site Removal & Installation
- On-site Repair
- In-shop Overhaul
- 35,000 ft² Service & Manufacturing Facility
- Factory Trained and Certified Technicians



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EXCELSIOR BLOWER SYSTEMS, INC.
BLANDON, PENNSYLVANIA

331 June Avenue | Blandon, PA 19510

Ph: 610 921 9558

www.excelsiorblower.com



SERVICES & CAPABILITIES

- Preventative Maintenance Programs
- Vibration Analysis
- Laser Alignment
- Localized Inventory of All Common Parts
- On-site Repair
- Rotor Rebalancing
- Sandblasting

Demanding industrial processes require equipment that can stand up to the task, but even the most durable equipment requires routine maintenance and occasional service and repair to maintain reliable and efficient performance.

When you need service you need it fast – and you need it to last. Don't risk it with generic parts, inexperienced repair shops, and untrained technicians.

Our certified team of factory trained technicians, certified service centers, and available inventory of OEM parts deliver quality, long lasting repairs lowering your total cost of ownership and returning unit to service as quickly as possible.

Some companies claim to offer service for our products, but only we certify it. Protect your investment. Insist on OEM parts and CERTIFIED service for your HOFFMAN & LAMSON equipment.

Our level of service is unparalleled. Our pricing is competitive. And performance is GUARANTEED.

Gardner Denver Nash, LLC

www.HoffmanandLamson.com

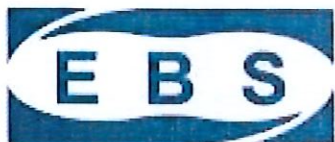
**Gardner
Denver**



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AM-ASC-EB-1213 1st Ed. 10/19



Please recycle after use



Excelsior Blower Systems, Inc.

Phone: 610.921.9558 • Fax: 610.921.9727
www.excelsiorblower.com

Preventive Maintenance Quote Sheet

To: _____
From: Dan Fulton x 121
Reference: Preventive Maintenance Quotation

Excelsior Blower Systems offers a service program to help our customers enjoy enhanced reliability from their **Hoffman / Lamson / Gardner Denver multistage centrifugal blowers** and prevent costly down time.

This program reflects the desire of Excelsior Blower Systems Personnel to prevent equipment failure and to solve root cause blower problems. Blower problems are often the result of operational, system, installation, or other peripheral causes that are easily determined by personnel trained and certified by Gardner Denver.

You will receive the attention of our Gardner Denver factory trained service technicians at least once a year, at which time the following will be performed:

1. Bearing replacements as needed/requested for PM**
2. Inspection and evaluation of shaft seals
3. Inspection and evaluation of bearing housing, reservoir, retainers, bearing hardware, gaskets, shims, spacers and associated hardware
4. Lubrication change with factory recommended lubricants and oiler inspection, if applicable
5. Coupling inspection and evaluation
6. Laser Check of Coupling/Shaft Alignment. Alignment correction, if needed, may or may not require additional time and/or trip.
7. Motor evaluation, amp check
8. Blower operational check; vibration readings, bearing temperature readings, surge check and recommendation for correction, if needed
9. Installation inspection for pipe misalignment, foundation deficiencies with recommendations
10. Valve inspection for proper operation
11. Controls inspection and operational adjustments
12. Filter inspection and recommendations (Customer to clean filter but must keep a record)

At the conclusion of the service detailed above, the customer will be provided a comprehensive report complete with vibration report and recommendations.



Quote

Page: 1

Excelsior Blower Systems, Inc.
331 June Ave
Blandon, PA 19510
(610) 921-9558

Order Number: 0084862

Order Date: 1/4/2022

Salesperson: WW02

Customer Number: WEB0001

Sold To:

KENT WATER POLLUTION CONTROL FACILITY
125 SCHAGHTICOKE ROAD
KENT, CT 06757

Confirm To:

LYLE SOMMERS - 860-309-7535 CELL

Ship To:

KENT WATER POLLUTION CONTROL FACILITY
125 SCHAGHTICOKE ROAD
KENT, CT 06757

Customer P.O.	Ship VIA	Shipping Payment Terms	F.O.B.	Terms
	EBS DELIVERY	PP & ALLOW	BLANDON, PA	NET 30 DAYS

Item Code	Unit	Ordered	Shipped	Back Order	Price	Amount
-----------	------	---------	---------	------------	-------	--------

/MS007						1,775.00
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PREVENTIVE MAINTENANCE SERVICE

TWO (2) GARDNER DENVER 518 MULTISTAGE CENTRIFUGAL BLOWERS, WITH REPORTS
PER ATTACHED FACTORY AUTHORIZED SERVICE CENTER SCOPE

dfulton

Net Order:	1,775.00
Less Discount:	0.00
Freight:	0.00
Sales Tax:	0.00
Order Total:	\$ 1,775.00

Terms and Conditions of Sale 1.2 apply.
Available at www.excelsiorblower.com/terms-conditions.

Superintendents report for January 2022

Good afternoon,

1.9 million gallons total
63k gallons per day average
824k gallons came from Kent school
Average BOD removal rate 92%
Average TSS removal rate 85%
Average influent PH 7.7

The plant process continues to recover from the upset.

New employee Peter Crockett is working out well.

The Godwin pump we use for the septage repair was completed and returned.

One effluent bed is drying, one is cleaned and ready and two are currently in use.

I found a new vendor, Surpass Chemical, that delivers smaller quantities of hydrated lime that we use in the sludge pressing process. Previously we would have to drive to 2 ½ hours each way for a pallet.

Respectfully,

Lyle Sommers
Superintendent
Kent WPCA

Kent Sewer Commission

Income and Expense

Actual vs. Budget

	<u>7/1 - 12/31</u>	<u>Budget</u>	<u>% of Budget</u>
Income			
Septage Fees	99,046	98,500	100.6%
Sewer User Charges	<u>141,064</u>	<u>126,200</u>	<u>111.8%</u>
Total Income	240,110	224,700	106.9%
Expense			
General & Admin Expenses			
Accounting/Bookkeeping Services	3,571	3,571	100.0%
Audit	-	-	0.0%
Bank Service Charges			
Office Supplies	65	400	16.2%
Outside services-Admin	1,026	300	341.9%
Printing & Advertising	-	-	0.0%
Software/Licensing Fees	<u>2,338</u>	<u>2,350</u>	<u>99.5%</u>
Total General & Admin Expenses	6,999	6,621	105.7%
Operating Expenses			
Continuing Education	-	500	0.0%
Depreciation			0.0%
Electricity	13,748	18,000	76.4%
Fuel	1,391	1,400	99.3%
Insurance			
Dental Insurance	336	329	102.0%
Liab Auto Prop Insura	794	600	132.3%
Life Insurance	33	65	49.9%
Medical	8,023	12,862	62.4%
Workman's Comp	<u>2,600</u>	<u>2,200</u>	<u>118.2%</u>
Total Insurance	11,784	16,056	73.4%
Internet	163	240	67.9%
Lab exams	8,772	7,200	121.8%
Materials and supplies	1,714	30,741	5.6%
Miscellaneous	130	-	100.0%
Outside Services-Operating	6,348	5,400	117.6%
Parts & Repairs	14,824	3,700	400.7%
Payroll Expenses	62,764	62,911	99.8%
Payroll taxes	4,735	4,813	98.4%
Pension	2,763	4,050	68.2%
Permit fees	2,011	2,400	83.8%
Postage	2,857	2,990	95.6%
Professional fees			
Engineering fees	1,380	10,200	13.5%
Legal fees	<u>2,090</u>	<u>2,500</u>	<u>83.6%</u>
Total Professional fees	3,470	12,700	27.3%

Kent Sewer Commission

Income and Expense

Actual vs. Budget

	<u>7/1 - 12/31</u>	<u>Budget</u>	<u>% of Budget</u>
Telephone	880	1,252	70.3%
Uniforms	1,165	1,252	93.1%
Total Operating Expenses	<u>139,520</u>	<u>175,605</u>	<u>79.5%</u>
Total Expense	<u>146,519</u>	<u>182,226</u>	<u>80.4%</u>
Investment income	191	222	85.9%
Transfers In	<u>38,906</u>	<u>38,906</u>	
Other Expense			
Capital Reserve	12,005	11,235	106.9%
Short Term Asset Reserve	3,602	3,369	106.9%
Maple Street Extension			
100% of Connection Fees	-	-	
80% of User Fees Collected	-	-	
Total Maple Street Extension	<u>-</u>	<u>-</u>	0.0%
USDA Loan Interest (92-06) (92-04) (92-08)	<u>26,603</u>	<u>26,990</u>	
Net Income and Expense	<u><u>90,478</u></u>	<u><u>40,008</u></u>	<u><u>226.1%</u></u>

Budget is YTD

Transfers to Capital and ST Asset Reserve of 15,607

are only posted to show amounts sequestered.

These amounts are not technically an expense and

are included as part of the net income on the Balance Sheet.

Belt Press and Altoz XP610HDI 61" Aero Deck 28 0 enter as a -

by including these items

the net income is actually 106,085

Kent Sewer Commission

Balance Sheet Dec 2021

	12/31/21	12/31/20	\$ Change
Checking/Savings			
1 USB	52,658	49,783	2,875
2 USB Septage MMA #8052	141,731	157,516	-15,785
3 USB Capital #3880	597,899	569,641	28,258
5 Brookwoods	33,037	33,037	0
6 Kent Affordable Housing	24,297	24,297	0
7 Saddle Ridge Estates	164,115	164,115	0
Total Checking/Savings	1,013,737	998,389	15,349
Accounts Receivable	1,568	1,680	-113
Due from General Fund	38,906	0	38,906
Total Current Assets	1,054,211	1,000,069	54,142
Fixed Assets			
Accumulated Depreciation	-1,819,840	-1,693,891	-125,949
Property and equipment	5,330,037	5,290,499	39,538
Total Fixed Assets	3,510,196	3,596,607	-86,411
TOTAL ASSETS	4,564,407	4,596,676	-32,269
LIABILITIES & EQUITY			
Accounts Payable	417	60,207	-59,790
Due To Brookwoods	33,037	33,037	0
Due To Kent Affordable Housing	24,297	24,297	0
Due to Saddle Ridge Estates	164,115	164,115	0
Federal Taxes Payable	3,181	3,505	-324
State Taxes Payable	169	544	-375
Due to GF (Town of Kent)	240,459	239,760	699
USDA Loan 92-04	444,011	451,856	-7,845
USDA Loan 92-06	781,290	793,593	-12,303
USDA Loan 92-08	72,570	74,028	-1,458
Total Liabilities	1,763,546	1,844,943	-81,397
Equity			
*Retained Earnings	2,274,489	2,246,888	27,601
Opening Bal Equity	420,287	420,287	0
Net Income	106,085	84,558	21,527
Total Equity	2,800,862	2,751,733	49,128
TOTAL LIABILITIES & EQUITY	4,564,407	4,596,676	-32,269

Kent Sewer Commission Operating Account ledger

01/09/22

December 2021

Date	Name	Memo	Amount	Balance
1 USB	Operating - 8044			82,265.71
12/01/2:	Sewer Customers			82,265.71
12/02/2:	QuickBooks Payroll Service	Direct Deposits for 12/3/21	1,030.20	83,295.91
12/03/2:	Kearns, Joyce	Direct Deposit	-1,907.62	81,388.29
12/03/2:	Sommers, Lyle R	Direct Deposit	0.00	81,388.29
12/10/2:	New Milford Septic Services, ...	11/3 and 11/4 5.5 hrs truck and man labor (clarifier draining)	0.00	81,388.29
12/10/2:	ABT	November Bookkeeping Support	-900.00	80,488.29
12/10/2:	Town of Kent	December Insurances & Qtrly WC and LAP insurance premium	-595.16	79,893.13
12/10/2:	Xylem Dewatering Solutions, ...	rental 11/12 - 12/9 CD100M 4" 3015D RGT 30G	-2,322.45	77,570.68
12/10/2:	Sewer Customers		-1,799.53	75,771.15
12/10/2:	Sewer Customers		1,577.68	77,348.83
12/13/2:	Sewer Customers		744.96	78,093.79
12/15/2:	CT Commissioner of Revenue...	CT payroll withholding November 2021	-301.52	77,792.27
12/15/2:	United States Treasury	payroll withholding and taxes November 2021	-1,854.66	75,937.61
12/16/2:	QuickBooks Payroll Service	Direct Deposit 12/17	-1,907.62	74,029.99
12/16/2:	QuickBooks Payroll Service	Direct Deposit 12/17	-1,096.54	72,933.45
12/17/2:	Kearns, Joyce	Direct Deposit	0.00	72,933.45
12/17/2:	Sommers, Lyle R	Direct Deposit	0.00	72,933.45
12/17/2:	Crockett, Peter W	Direct Deposit	0.00	72,933.45
12/29/2:	Sewer Customers	Direct Deposit	0.00	72,933.45
12/29/2:	ACE Hardware		2,275.31	75,208.76
12/29/2:	Allingham & Readyoff, LLC	wrench sets, gloves, gasket, wire, grease, ice melt, plastic bucket, sponges, ppr towels	-356.51	74,852.25
12/29/2:	Armark Uniform & Career (I...	legal services: 9/29/21 (227 N Main - N Main Kent, LLC) 1.6 hrs	-304.00	74,548.25
12/29/2:	Eversource	weekly uniform services: 12/10 - 12/15 - 12/17 - 12/24	-241.42	74,306.83
12/29/2:	FedEx	Plant: - 10/15 - 11/15 (31 days) & #50 Maple St - 11/12 - 12/14 (32 days) & Pump Station: 11/...	-3,287.36	71,019.47
12/29/2:	Frontier	Postage to Averill lab 11/29 - 12/6 - 12/13 - 12/20	-363.18	70,656.29
12/29/2:	Quality Data Service Inc.	Telephone and Internet service: 12/1/21 - 12/31/21	-98.53	70,557.76
12/29/2:	Superior Plus Energy	Final Posted ratebook, binding 2019 & 2020	-725.00	69,832.76
12/29/2:	Tunxis	212.1 gal heating fuel	-568.26	69,264.50
12/29/2:	Xylem Dewatering Solutions, ...	Lab Exams: 12/9 - 12/14 - 12/20 - 12/23	-1,224.00	68,040.50
12/30/2:	QuickBooks Payroll Service	Goodwin CD103 dewatering pump, R/R seal, ahjaft, bearings, valve	-8,984.25	59,056.25
12/30/2:	QuickBooks Payroll Service	Adjusted for voided paycheck(s)	-2,454.02	56,602.23
12/31/2:	Kearns, Joyce	Direct deposit 12/31	-2,006.57	54,595.66
12/31/2:	Sommers, Lyle R	Direct Deposit	0.00	54,595.66
12/31/2:	Devaux, Deborah J.	Direct Deposit	0.00	54,595.66
12/31/2:	Soule Jr., Milard L	VOID: Direct Deposit Payroll Service funds recovered	0.00	54,595.66
12/31/2:	Crockett, Peter W	Direct Deposit	0.00	54,595.66
12/31/2:	Soule Jr., Milard L	Includes 18 hrs for 11/23, 23 & 24 plus addtl hrs for 12/2 & 12/3	0.00	54,595.66
12/31/2:	Town of Kent	Sommers: Roth IRA Withholding December 2021	-392.40	54,203.26
12/31/2:	Aramark Uniform & Career (I...	4th Qtr 2021 - Pension Kent Sewer	-1,381.30	52,821.96
12/31/2:	D&S Auto Repair	weekly uniform service 12/31	-36.71	52,785.25
12/31/2:	M & H Equipment Service	R/R sensor for Chevy silverado	-40.95	52,744.30
12/31/2:	Oakwood Environmental Asso...	no detail provided	-229.48	52,514.82
12/31/2:	Sommers, Lyle - Reimburse...	Engineering: 6/19/20 - 10/15/20 (11.5 hrs) review plumbing plans, HR services assistant operat...	-1,380.00	51,134.82
12/31/2:	Tunxis	Telephone reimbursement - December 2021	-80.00	51,054.82
12/31/2:	Xylem Dewatering Solutions, ...	Lab Exams 12/30	-306.00	50,748.82
12/31/2:	Kent Sewer Commission	Balance on: Goodwin CD103 dewatering pump, R/R seal, ahjaft, bearings, valve (labor and mate...	-1,071.54	49,677.28
		Transfer Capital Reserve and ST Asset reserve accruals to date	-1,082.37	48,594.91
Total Operating - 8044			-33,670.80	48,594.91

Kent Sewer Commission
Operating Account ledger

01/09/22

December 2021

Date	Name	Memo	Amount	Balance
Total 1 USB			-33,670.80	48,594.91
TOTAL			-33,670.80	48,594.91