

**Griffiss Utility Services Corporation  
Board of Directors  
Meeting Notes**

**Meeting Date and Location:** February 12, 2014, 410 Phoenix Drive, Rome, NY 13441

**Members Present:** Doug Bartell, Bill Stevens, Mike Sheridan, Bob Skibitski, Tim Woods

**Members Absent:** Sandra Corney

**Others Present:** Dan Maneen, John Nash, Mike Davis

Chairman Doug Bartell brought the meeting to order at 3:38pm.

Chairman Doug Bartell stated that there were no Committee Reports this month.

**Acceptance of Minutes:**

The first order of business was the acceptance of minutes from Board meeting dated January 15, 2014.

**Motion to accept Minutes by Bill Stevens, seconded by Tim Woods, approved unanimously.**

**Financial Report:**

The next order of business was the Financial Report, which was presented by John Nash. In summary, there were no abnormal items to note on financial report.

**Motion to accept the financial report by Mike Sheridan, seconded by Bill Stevens, and approved unanimously.**

1. Acceptance of Fred Tillman's resignation due to his relocation Florida.

**Motion to approve by Mike Sheridan, seconded by Bill Stevens, and approved unanimously.**

**Motion to appoint John McNamara to Griffiss Utility Services Corporation's, Board of Directors.**

**Motion to approve by Bill Stevens, seconded by Bob Skibitski, and approved unanimously.**

2. Elected State of Officers for 2014

Chairman-Doug Bartell  
Vice Chair-Mike Sheridan  
Treasurer-Sandra Corney

Assistant Treasurer-John Nash  
 Secretary-John Nash

**Motion to approve by Bill Stevens, seconded by Tim Woods, and approved unanimously.**

**Operations Report**

There were no lost time or OSHA recordable accidents for the month of January 15, 2014.

The safety topics covered throughout the last month were as follows:

- Utility Mark Outs
- Proper Uses of Safety Harness
- Safety Around Forklifts
- Hydraulic System Safety
- Safe Lifting

**Monthly Degree Day & Steam Production**

		2010	2011	2012	2013	2014
<b>January</b>	Degree Days	1,293	1,396	1,145	1,208	1,404
	Steam (KLbs)	36,187	32,598	27,425	27,443	32,531
<b>February</b>	Degree Days	1,060	1,161	976	1,119	
	Steam (KLbs)	32,196	28,814	25,528	26,299	
<b>March</b>	Degree Days	760	1,007	630	985	
	Steam (KLbs)	26,565	28,823	19,974	26,507	
<b>April</b>	Degree Days	431	532	606	612	
	Steam (KLbs)	21,265	20,412	19,952	23,211	
<b>May</b>	Degree Days	-2	133	25	13	
	Steam (KLbs)	2,430	5,648	1,000	737	
<b>June-Sept</b>						
<b>October</b>	Degree Days	426	414	306	347	
	Steam (KLbs)	13,253	11,200	11,535	11,588	
<b>November</b>	Degree Days	780	603	809	873	
	Steam (KLbs)	23,652	18,487	22,488	22,123	
<b>December</b>	Degree Days	1,218	974	985	1,148	

**POWER DELIVERY**

*December 2013*

Allocated: 6,921,018 kWh

Purchased: 6,889,392 kWh

**Co-Gen Project Update... CHP PROJECT**

- Contractor is working on punch list items.

**At 4:31pm, upon a motion by Bob Skibitski, seconded by Bill Stevens, the board voted to enter executive session to discuss Contracts**

**At 4:36pm, upon a motion from Bob Skibitski, seconded by Tim Woods, the Board voted to exit executive session.**

**At 4:37pm, upon a motion by Tim Woods, seconded by Mike Sheridan, approved unanimously, the board voted to adjourn.**