

**REGULAR MEETING OF THE ADMINISTRATIVE BOARD
OF
NIAGARA COUNTY SEWER DISTRICT #1**

Held on the 22nd day of October 2025

PRESENT: Commissioner Mark C. Crocker, Chairman
Commissioner Don MacSwan, Vice Chairman
Commissioner Steve Broderick
Commissioner Matthew Foe
Commissioner Joel M. Maerten
Commissioner Sylvia Virtuoso

EXCUSED:

ALSO PRESENT: Thomas W. Blodgett, Administrative Director, NCSD #1
Donna Cody, NCSD #1
Aaron Earsing, Chief Operator, NCSD #1
Joanne M. Teixeira, NCSD #1
P. Andrew Vona, NCSD #1 Attorney
Robert P. Lannon, GHD Consulting Services
Katelyn Reepmeyer, GHD Consulting Services
Anthony J. Nemi, Liaison, Niagara County Legislature

Pending the anticipated arrival of Chairman Crocker, Vice Chairman MacSwan called the meeting to order at 4:07 p.m.

Roll call was taken by Donna Cody.

The pledge of allegiance was recited.

Upon motion duly made by Joel M. Maerten and seconded by Steve Broderick, it was resolved that the minutes of the September 24, 2025 meeting be approved as presented. This motion was carried.

Upon motion duly made by Joel M. Maerten and seconded by Sylvia Virtuoso, it was resolved that the following vouchers be paid from their respective accounts:

FORWARDED

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Frontier	Mapleton Rd PS	62.83
National Fuel	Plant	113.54

National Grid	East Canal Rd PS	528.36
National Grid	Mapleton Rd PS	177.51
National Grid	Moyer Lift PS	55.25
National Grid	Plant	9,358.29
National Grid	Shawnee Rd PS	119.76
National Grid	Tonawanda Creek Rd PS	917.18
National Grid	Townline Rd PS	517.36
Niagara County Public Works	Elec Supply - Tonawanda Creek Rd (August 2025)	280.93
Niagara County Public Works	Elec Supply - Mapleton PS (September 2025)	94.49
Niagara County Public Works	Elec Supply - East Canal PS (September 2025)	480.49
Niagara County Public Works	Elec Supply - Moyer Lift (September 2025)	21.84
Niagara County Public Works	Elec Supply - Shawnee Rd (September 2025)	60.93
Niagara County Public Works	Elec Supply - Townline Rd (September 2025)	404.50
Niagara County Public Works	Elec Supply - Plant (September 2025)	16,702.22
Niagara County Public Works	Elec Supply - Rapids Rd PS (September 2025)	142.51
NYSEG	Rapids Rd PS	228.01
QLT	Tonawanda Creek Rd PS	14.42
Town of Wheatfield Water	Mapleton Rd PS	20.30
Town of Wheatfield Water	Moyer Lift PS	20.30
Town of Wheatfield Water	Shawnee Rd PS	20.30
Town of Wheatfield Water	Townline Rd PS	111.70
UDIG-NY	Digging Notifications	148.04
Verizon	East Canal	38.91
Verizon	Moyer Lift PS	40.48
Verizon	Plant	202.74
Verizon	Shawnee Rd PS	40.52
Verizon	Tonawanda Creek Rd PS	43.39
Advanced Rehabilitation Tech	Lining of 3 manholes	25,841.57
Chudy Paper	Towels & Toilet Paper	378.57
Elwood Safety Company	Electrical Glove Testing	54.00
Evoqua	Lab Grade Water & lab supplies	1,197.01
Fisher Scientific	Laboratory Supplies	2,596.78
GHD	Misc. Project Assistance & SCADA Support (Project #12640903)	13,694.75
GHD	2025 O&M Project #12660951	5,536.00
GHD	Monthly Retainer	750.00
Greater Niagara Mechanical	HVAC Repair - Admin & Semi-Annual Prev. Maint.	1,252.75
Herc Rentals	Equipment Rental	799.75
Home Depot	Cleaning Supply	70.97

K & H Industries, Inc.	Electrical Supplies	1,598.81
Kemira	Ferrous Chloride	7,400.99
Koester	Maintenance Supplies	2,061.70
KNW Sales LLC (Pertech)	Clamp on ultrasonic flow meter	3,547.00
Masterman's	Laboratory Supplies	764.22
Modern Corporation	Sludge/Dumpsters	69,868.16
NAPA Auto Parts	Vehicle Supplies	415.90
North Central Laboratories	Laboratory Supplies	198.50
Outdoor Equipment Dist (Piekos, Vicki)	Maintenance Supplies	30.98
Pace Analytical Services	Laboratory Analyses	6,193.30
Power-Flo Technologies, Inc.	Field Service - Centrifuge Repair	350.00
Rexel	Electrical Supplies	1,401.31
Solenis	Polymer	43,968.00
Staples	Office Supplies	32.54
Superior Lubricants	Grease/Oil	138.00
Town of Wheatfield	Fuel for County Vehicles - 3rd Qtr. 2025	2,311.15
WB Mason	Water	47.96
WW Grainger	Maintenance Supplies	815.31
Wendt's Propane & Oil	Propane	69.50

TOTAL **\$ 224,352.58**

TO BE PAID

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Charter Communications	Internet Service	771.73
Cintas	Floor Carpet Protection	116.73
JCI Jones	Sodium Hypochlorite	8,060.64
Linde Gas & Equipment	Maintenance Supplies	240.48
NYWEA	2A Wastewater Exam Fee - Devon Clark	195.00
Pace	Laboratory Analyses	292.00
Rexel	Electrical Supplies	638.77
Staples	Office Supplies	25.78
Verizon	Rapids Rd PS	40.99
Verizon	Townline Rd PS	40.80
Verizon Wireless	Cellular Phone/Data	292.13
Vona, P. Andrew	Legal Retainer - October 2025	2,500.00
WW Grainger	Maintenance Supplies	389.20

TOTAL **\$ 13,604.25**

TOTAL FORWARDED	\$ 224,352.58
TOTAL APPROVED O&M	\$ <u>13,604.25</u>
GRAND TOTAL APPROVED	\$ 237,956.83

This motion was carried.

Review of the September 2025 Financial Report showed an Operation and Maintenance balance of \$14,657,971.27.

Upon motion duly made by Matthew Foe and seconded by Steve Broderick, it was resolved that the Sewer District’s September 2025 Financial Report be approved as presented. This motion was carried.

Communications:

There is nothing new to report this month.

Old Business:

There is nothing new to report this month.

Chief Operator’s Report:

There is nothing new to report this month.

Administrative Directors Report:

a. 2026 Budget – Mr. Blodgett reported he and Joanne Teixeira met on Monday, October 20, 2025 with the County Manager and Budget Office to review the Tentative 2026 Budget, and the District's final budget will be presented to the Niagara County Legislature for final approval in December.

Chairman Crocker arrived and assumed presiding over the meeting.

b. 2026 Final Tax Computation Spreadsheet – Mr. Blodgett stated he will be in contact with Real Property for the final tax roll EDU and assessment numbers, which are typically available in early November. He stated a final Tax Computation Spreadsheet will be forwarded to the Board via email as soon as possible once the final numbers are available.

c. NFTA Agreement for Wastewater Services 2026-2028 - Execute – Mr. Blodgett distributed the NFTA agreement and requested Board authorization to approve and execute the three year agreement.

Upon motion duly made by Matthew Foe and seconded by Steve Broderick, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby approves Mr. Blodgett's request for Board approval to authorize Chairman Mark C. Crocker to execute the Wastewater Treatment Services Agreement between NFTA and the Niagara County Sewer District No. 1 (NCSD) contract on behalf of the District. This motion was carried.

d. Update Fee and Surcharge Rate Schedule – Mr. Blodgett presented the current NCSD #1 Fee and Surcharge Schedule and stated the District has not increased any of the fees or surcharges since 2020. He stated he will work with District staff and provide a proposed 2026 Fee and Surcharge Rate Schedule to the Board prior to the December meeting for review and approval.

e. 2025 Town I/I Update – Mr. Blodgett stated so far the District has received and approved project information from Lockport, Pendleton and Wheatfield, with Wheatfield already being reimbursed. He reminded the Commissioners from Cambria, Lewiston and the Town of Niagara that they need to submit proposals by the December meeting for approval. Commissioner Foe stated Cambria was planning to submit soon for additional funds to reimburse the town for a continuation of the approved project from last year.

f. Teamsters Contract Negotiations – Mr. Blodgett stated the County and Teamsters have met twice to kickoff negotiations. The next meeting is scheduled for Thursday, November 6. Mr. Blodgett stated he would continue to keep the Board updated as the negotiations process continues.

Engineer's Report:

1. General Retainer (GHD Project No. 12640903)

- Miscellaneous requests/reviews/assistance continues under Phase 40.
- SCADA support services.
- Board Action Requested: None

2. CIP Phase 1 Map and Plan and Financial Analysis (GHD Project No. 11110253)

- Map, Plan and Report to be submitted by December 2025.
- Board Action Requested: None

3. 2022 O&M Project (GHD Project No. 630191)

- General Contractor (GC) owes O&M manuals.
- Board Action Requested: None

4. 2024 O&M Project GHD Project No. 12629537)

- GC owes administrative closeout tasks and punch list.
- Board Action Requested: None

5. SWMM Update (GHD Project No. 12656907)

- Engineering report to be submitted by end of 2025.
- Board Action Requested: None

6. 2025 O&M Project (GHD Project No. 12660951)

- Contracts 1G and 1E submitted to low bidders for execution.
- Board Action Requested: None

7. Future Biosolids Handling Evaluation (GHD Project No. 12671983)

- Dryer pilot tentatively scheduled for first week of January.
- Board Action Requested: None

Attorney's Report:

There is nothing new to report this month.

New Business:

a. November and December Administrative Board Meeting Dates – Due to the Thanksgiving and Christmas holidays, the Board is rescheduling the November meeting to Wednesday, November 19, 2025 and the December meeting to Wednesday, December 17, 2025.

Chairman Crocker requested the Board adjourn to executive session.

Upon motion duly made by Sylvia Virtuoso and seconded by Steve Broderick, it was resolved that the Board adjourn to executive session. This motion was carried.

Upon motion duly made by Joel M. Maerten and seconded by Sylvia Virtuoso, it was resolved that the Board adjourn from executive session and re-open the regular meeting. This motion was carried.

Adjournment:

Upon motion duly made by Don MacSwan and seconded by Matthew Foe, the meeting adjourned at 4:29 p.m.