

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

Held on the 25th day of February 2026

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

EXCUSED:

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

The meeting was called to order by Chairman Mark C. Crocker, at 4:04 p.m.

Roll call was taken by Donna Cody.

The Pledge of Allegiance was recited.

Upon motion duly made by Matthew Foe and seconded by Steve Broderick, it was resolved that the minutes of the January 28, 2026 meeting be approved as presented. This motion was carried.

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

**FORWARDED**

<b><u>VENDOR</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>AMOUNT</u></b>
Irth Solutions LLC	Digging Notifications	1,487.34
National Fuel	Plant	6,146.27
National Grid	East Canal Rd PS	2,576.30
National Grid	Mapleton Rd PS	252.27
National Grid	Moyer Lift PS	180.17

National Grid	Plant	10,725.92
National Grid	Shawnee Rd PS	200.73
National Grid	Townline Rd PS	1,477.49
Niagara County Public Works	Elec Supply - Mapleton PS (January 2026)	426.42
Niagara County Public Works	Elec Supply - East Canal PS (January 2026)	2,888.52
Niagara County Public Works	Elec Supply - Moyer Lift (January 2026)	153.45
Niagara County Public Works	Elec Supply - Shawnee Rd (January 2026)	219.93
Niagara County Public Works	Elec Supply - Townline Rd (January 2026)	2,192.72
Niagara County Public Works	Elec Supply - Plant (January 2026)	61,362.37
Niagara County Public Works	Elec Supply - Rapids Rd PS (January 2026)	599.53
NYSEG	Rapids Rd PS	1,144.61
UDIG-NY	Digging Notifications	88.50
Verizon	East Canal	40.37
Verizon	Moyer Lift PS	40.24
Verizon	Plant	212.06
Verizon	Rapids Rd PS	40.30
Verizon	Shawnee Rd PS	40.27
Verizon	Tonawanda Creek Rd PS	44.82
Cintas	Carpet Floor Protection	119.89
Dival	Tyvek coveralls / calibration gas	1,007.50
Fisher Scientific	Laboratory Supplies	355.27
Fox Fence, Inc.	Tonawanda Creek Rd PS Fence Repair	1,889.35
GHD	2025 O&M Project #12660951	6,800.00
Gui's Lumber	Maintenance Supplies	280.51
Haskell, Jacob	Travel Expenses reimbursement - Basic Op Classes @ Buffalo State University	256.22
Hazman Inc	Bulb & Chemical Recycle	1,540.00
Home Depot	Maintenance Supplies	114.00
Kemira	Ferrous Chloride	3,159.65
Land Pro Equipment	Oil Filter	65.28
Lyons, Eric	2026 Clothing Allowance	400.00
Masterman's	Laboratory Supplies	169.21
Modern Corporation	Sludge/Dumpsters	63,720.55
Napa Auto Parts	Vehicle Supplies	60.45
N.F.P. & Sons, Inc.	Road Plate Rental	500.00
Pace Analytical Services	Laboratory Analyses	1,334.80
RAM Industrial Services, LLC	Shaft Gearmotor Flange & HP Motor Pinion	4,035.63
Rexel	Electrical Supplies	11,165.22
R.M. Headlee	Maintenance Supplies	321.85

Service Lighting & Electrical Supplies (d/b/a/ 1000Bulbs.com)	Lighting Supplies	2,117.57
Volland Electric	Baldor Motor	380.00
Vona, P. Andrew	Legal Retainer - January 2026	3,333.33
Water Environment Federation	Membership Renewal for T. Blodgett	243.00
WW Grainger	Maintenance Supplies	2,064.31
<b>TOTAL</b>		<b>\$ 197,974.19</b>

**TO BE PAID**

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
CDW-Government	Conference Room Training T.V.	684.00
Charter Communications	Maintenance Supplies	773.25
Evoqua	Lab Grade Water	937.14
Fisher Scientific	Laboratory Supplies	1,317.99
GHD	January 2026 Retainer	1,000.00
Haskell, Jacob	Travel Expenses for Activated Sludge Class	85.31
Linde	Maintenance Supplies	260.64
Moley Industries	Annual Crane & Hoist Inspection	2,125.00
National Fuel	Shawnee Rd PS	191.48
National Fuel	Townline Rd PS	172.18
North Central Laboratories	Laboratory Supplies	586.50
NYSEG	Rapids Rd Electric/Natural Gas	798.72
Pace Analytical Services	Laboratory Analyses	216.00
QLT	Townline Rd PS	15.92
Sunrise Door & Woodworks, Inc.	Chain Hoist Door Repair	130.00
Verizon	Townline Rd PS	40.32
Verizon Wireless	Cellular/Data Charges	332.11
Vona, Andrew P	Legal Retainer - February 2026	3,333.33
WW Grainger	Maintenance Supplies	4,293.00
<b>TOTAL</b>		<b>\$ 17,292.89</b>

<b>TOTAL FORWARDED</b>	<b>\$ 197,974.19</b>
<b>TOTAL APPROVED O&amp;M</b>	<b>17,292.89</b>
<b>GRAND TOTAL APPROVED</b>	<b>\$ 215,267.08</b>

This motion was carried.

Review of the January 2026 Financial Report showed an Operation and Maintenance balance of \$13,171,514.45.

Upon motion duly made by Sylvia Virtuoso and seconded by Joel Maerten, it was resolved that the Sewer District's January 2026 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:**

a. OEM Purchase 4" Model C Wemco Pump – Mr. Earsing stated the approved 2026 budget included plans to replace the 4" Model C Wemco Pump. He stated Siewert Equipment was the only authorized distributor in our area. He requested authorization to accept the quote from Siewert Equipment to replace the 4" Model C Wemco Pump for the quoted price of \$23,384.00.

Upon motion duly made by Sylvia Virtuoso and seconded by Matthew Foe, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby approves Mr. Earsing's request to accept the OEM quote from Siewert Equipment to replace the 4" Model C Wemco Pump for the quoted price of \$23,384.00. This motion was carried.

b. Truck Purchase – State Bid & Request Approval to Declare Surplus of 2013 Ford F350 – Mr. Earsing stated the District's 2026 budget included plans to purchase a new vehicle to replace the 2013 Ford F350. Mr. Earsing requested authorization to purchase a 2026 Chevrolet Silverado 3500 HD double cab, long bed, WT, from Barnard Chevrolet for State Contract Bid Price of \$50,182.93.

Upon motion duly made by Don MacSwan and seconded by Steve Broderick, it was resolved to authorize Mr. Earsing to purchase a 2026 Chevrolet Silverado 3500 HD double cab, long bed, WT, from Barnard Chevrolet for State Contract Bid Price of \$50,182.93. This motion was carried.

Mr. Earsing requested Board authorization to declare the 2013 Ford F350 with 149,900 miles, as surplus equipment for the purpose of placing it on Auctions International once the new truck purchase has been completed.

Upon motion duly made by Don MacSwan and seconded by Sylvia Virtuoso, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby approves Mr. Earsing's request to declare the 2013 Ford F350 with 149,900 miles, as surplus equipment for the purpose of placing it on Auctions International once the new truck purchase has been completed. This motion carried.

**Administrative Director's Report:**

a. 2026 Town I/I Projects – Mr. Blodgett reminded the Commissioners to submit their individual 2026 Town I/I Projects to the District as soon as possible for approval. He encouraged Commissioners to work with their town sewer departments or engineers to develop and submit projects.

b. 2026 Direct Billed Rates – Mr. Blodgett reviewed a memo to the Board dated February 20, 2026 that contained four options in which to establish rates to be used for 2026 direct billed customers. The District uses these rates to bill significant users on a monthly, quarterly, or annual basis. These rates are for industrial and/or commercial businesses that are direct-billed based on flow readings (customers not billed based on water usage or typical Equivalent Dwelling Units (EDU's). Mr. Blodgett recommended that the 2026 rate be increased by 2.4% so that it is consistent with the increase in the overall District operating budget. Mr. Blodgett requested Board approval to establish rates to be used for 2026 direct billed customers at an increase to the current rate consistent with the 2026 District Budget @ 2.4% = \$5.23/thousand gallons.

Upon motion duly made by Steve Broderick and seconded by Don MacSwan, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby approves Mr. Blodgett's request to establish rates to be used for 2026 direct billed customers at an increase to the current rate consistent with the 2026 District Budget @ 2.4% = \$5.23/thousand gallons. This motion was carried.

c. 2026-2027 Engineering Retainer Agreement – Authorize Chairman to Execute — Mr. Blodgett presented the updated Professional Services Agreement from GHD effective January 28, 2026 and effective until the District's re-organizational meeting in January 2028 and requested Board authorization for the Chairman to execute said agreement.

Upon motion duly made by Steve Broderick and seconded by Matthew Foe, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby approves Mr. Blodgett's request for the Chairman to execute the updated Professional Services Agreement from GHD effective January 28, 2026 and effective until the District's re-organizational meeting in January 2028. This motion was carried.

d. Teamsters contract Negotiations Update - Mr. Blodgett reported there were no updates regarding the status of the Teamsters Contract Negotiations. Mr. Nemi confirmed the County submitted a proposal, as well as additional information that was requested and the Teamsters Union has not yet responded. Mr. Blodgett stated he would continue to update the Board as negotiations continued.

e. Staffing/Personnel – Maintenance Position – Mr. Blodgett distributed a resignation letter from Andrew Carl a Wastewater Maintenance Person who had been out on temporary leave and subsequently resigned. Mr. Blodgett requested Board authorization to accept the resignation of Andrew Carl.

Upon motion duly made by Sylvia Virtuoso and seconded by Don MacSwan, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby approves Mr. Blodgett's request to accept the resignation of Andrew Carl. This motion was carried.

Mr. Blodgett requested authorization to advertise and fill the vacant Wastewater Maintenance Person position.

Upon motion duly made by Matthew Foe and seconded by Sylvia Virtuoso, the Board authorized Mr. Blodgett to advertise and fill the vacant Wastewater Maintenance Person position. This motion was carried.

**Engineering 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 for Director review in March 2026.
    - Board Action Requested: None
  3. **2022 O&M Project (GHD Project No. 630191)**
    - Record drawings due to NCSD.
    - Board Action Requested: None
  4. **2024 O&M Project GHD Project No. 12629537)**
    - GC owes O&M manuals and record drawings from original project scope and Screw Pump No. 3 repairs.
    - Board Action Requested: None
  5. **SWMM Update (GHD Project No. 12656907)**
    - Final report to be submitted end of February 2026.
    - Board Action Requested: None
  6. **2025 O&M Project (GHD Project No. 12660951)**
    - Contractor submittals in progress.
    - GC to mobilize May 4, 2026.
    - Board Action Requested: None.
  7. **Future Biosolids Handling Evaluation (GHD Project No. 12671983)**
    - Pilot report from BCR anticipated. No date provided.
    - Board Action Requested: None
  8. **2025 SPDES Annual Compliance Updates (GHD Project No. 12686989)**
    - Management Operations and Maintenance (MOM) Plan Annual Report to be submitted to NYSDEC on February 27, 2026.
    - Mercury Minimization Plan (MMP) Annual Reports draft to NCSD anticipated March 2026. Final to NYSDEC before April 1, 2026.
    - Board Action Requested: None.

**9. 2026 District I/I Project (GHD Project No. 12689237)**

- Western system flow monitoring model calibration (completion from the Eastern system done last year as part of the SWMM Update (GHD Project No. 12656907).
- 8 meters to be installed with ADS (same subcontractor as previous project).
- Proposal submitted to NCSD for consideration.
- **Board Action Requested: Discuss/consider authorization of proposal.**

Ms. Reepmeyer presented a proposal from GHD and requested Board approval for GHD to complete and oversee the 2026 project consisting of updating the District’s Storm Water Management Model (SWMM) which was originally developed in 2013. Mr. Blodgett stated the SWMM project is crucial to the downstream capacity studies the District completes to determine if proposed developments will adversely affect the District’s ability to handle the additional flow. Mr. Blodgett explained the SWMM update is being completed in two phases. The eastern half of the District update was completed in 2025 and the western half is proposed for 2026. Mr. Blodgett requested Board authorization to approve the 2026 SWMM Model Update project as proposed for a total fee of \$123,500.00, to be designated as and paid from the 2026 Districtwide I/I budget (\$100,000), and the remaining out of the engineering line.

Upon motion duly made by Steve Broderick and seconded by Sylvia Virtuoso, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby approves Mr. Blodgett's request for GHD to complete and oversee the 2026 SWMM Model Update project as proposed for a total fee of \$123,500.00, to be designates as and paid from the 2026 Districtwide I/I budget (\$100,000), and the remaining out of the engineering line. This motion was carried.

**10. 2026 Annual NCSD O&M Projects (GHD Project No. 12690181)**

- Proposal to be submitted for consideration at March 2026 Board Meeting.
- **Board Action Requested: None.**

**Attorney’s Report:**

There is nothing new to report this month.

**New Business:**

Chairman Crocker requested the Board adjourn for a brief executive session to consult with the District’s attorney.

Upon motion duly made by Matthew Foe and seconded by Steve Broderick, it was resolved that the Board adjourn to executive session to consult with the District's attorney. This motion was carried.

Upon motion duly made by Steve Broderick and seconded by Don MacSwan, 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 Steve Broderick and seconded by Matthew Foe, the meeting adjourned at 4:35 p.m.