

Pursuant to Executive Order No. 202.1, signed by Governor Cuomo on March 12, 2020, and additional advisories issued by Federal, State, and Local Officials related to the COVID-19 virus, the Niagara County Sewer District No. 1 Board will convene its regular meetings remotely via teleconference.

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

Held on the 26th day of August 2020

PRESENT:	Commissioner Wright H. Ellis, Chairman Commissioner Mark C. Crocker, Vice Chairman Commissioner Steve Broderick Commissioner Don MacSwan Commissioner Joel M. Maerten
EXCUSED:	Commissioner Lee Wallace
ALSO PRESENT:	Thomas W. Blodgett, Administrative Director, NCSD #1 Donna Cody, NCSD #1 Aaron Earsing, Chief Operator, NCSD #1 Jason Lang, Maintenance Supervisor, NCSD #1 Joanne M. Teixeira, NCSD #1 P. Andrew Vona, NCSD #1 Attorney Robert P. Lannon, GHD Consulting Services Teresa Misiti, GHD Consulting Services Anthony J. Nemi, Liaison, Niagara County Legislature

Chairman Ellis called the meeting to order at 4:00 p.m.

Roll call was taken by Donna Cody.

Upon motion duly made by Mark C. Crocker and seconded by Don MacSwan, it was resolved that the minutes of the July 22, 2020 meeting be approved as presented. This motion was carried.

Upon motion duly made by Mark C. Crocker and seconded by Steve Broderick, it was resolved that the following vouchers be paid from their respective accounts:

FORWARDED

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Dig Safely	Digging Notifications	158.68
Frontier	Mapleton Rd PS	58.69
National Fuel	Plant	54.33
National Fuel	Shawnee Rd PS	42.35
National Fuel	Townline Rd PS	37.80
National Grid	East Canal	3,249.15
National Grid	Mapleton Rd PS	317.17
National Grid	Moyer Lift PS	96.35
National Grid	Plant	9,779.71
National Grid	Shawnee Rd PS	174.41
National Grid	Tonawanda Creek Rd PS	866.48
National Grid	Townline Rd PS	1,175.10
Niagara County Public Works	Elec Supply - Ton Creek Road (June 2020)	215.04
Niagara County Public Works	Elec Supply - Mapleton PS (July 2020)	84.57
Niagara County Public Works	Elec Supply - East Canal PS (July 2020)	818.03
Niagara County Public Works	Elec Supply - Moyer Lift (July 2020)	19.33
Niagara County Public Works	Elec Supply - Shawnee Rd (July 2020)	62.15
Niagara County Public Works	Elec Supply - Townline Rd (July 2020)	377.42
Niagara County Public Works	Elec Supply - Plant (July 2020)	13,678.53
NYSDEC	Annual Air Pollution Control Fee	160.00
NYSEG	Rapids Rd PS	472.76
QLT	Townline Rd PS	13.35
Time Warner	Internet Service (2 months)	1,530.90
Town of Pendleton	East Canal PS	28.80
Town of Pendleton	Tonawanda Creek Rd PS	15.00
Verizon	East Canal	29.30
Verizon	Moyer Lift PS	28.67
Verizon	Plant	152.12
Verizon	Rapids Rd PS	27.47
Verizon	Shawnee Rd PS	28.67
Verizon	Tonawanda Creek Rd PS	33.73
Verizon	Townline Rd PS	57.72
Verizon Wireless	Cell & Data	291.68
WNY Occupational Medicine	Seasonal Employee Physical/Drug Screen	97.00
TOTAL		\$ 34,232.46

TO BE PAID

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
AAI	Maintenance Supplies	636.09
Alfa Laval	Parts for Centrifuge	199.39
Alpha Analytical	Lab Analysis	1,338.70
Bison Laboratories	Sodium Hypochlorite	3,184.57
Buffalo Road Marking, Inc.	Crack Fill & Seal Parking Lot at Plant & Pump Stations	13,350.00
Chemetrics	Laboratory Supplies	113.34
Cintas	Mats	97.22
CIR Electrical Construction	2019 O&M Project #11190922	13,530.25
Chudy Paper Co	Toilet Tissue/Towels	347.37
Cummins Sales & Service	Replace Battery Charger & Air filter at East Canal Pump Station. Exercise Clock Upgrade at Shawnee PS. Air filter replacement at Ton. Creek Rd PS	2,051.21
Dival Safety & Supplies	Maintenance Supplies	107.70
Evoqua	Lab Grade Water	428.68
Falls Auto Spring	Vac Truck Inspection	20.00
Fisher Scientific	Laboratory Supplies	5,256.51
GHD	Monthly Retainer	750.00
GHD	Misc. Project Assistance & SCADA support Project #630191	48,552.88
GHD	2019 O&M Project #11190922	435.00
GHD	2020 O&M Project #11205045	410.00
Global-Pak	Screenings Bags	3,209.01
Gui's Lumber	Maintenance Supplies	346.26
Irr Supply Center	Maintenance Supplies	16.36
IWT/Cargo Guard	Filter Bags - Open Top Monofilament	2,405.00
JP Industrial	Maintenance Supplies	3,494.27
Kemira	Ferrous Chloride	10,266.27
Koester	Maintenance Supplies	2,025.40
Lockport City Supply	Maintenance Supplies	2,102.08
Lubrication Engineers	Almaplex Industrial Lubricant	368.32
Maple Systems, Inc.	Replacement HMI & Cable for Centrifuge	562.14
Martech	On-site Calibration Service	350.00
Modern Corporation	Sludge/Dumpsters	21,018.80
Musial, Gene (Ryan's Exterminating Co)	Spray Filter Building - August	160.00

Ortronics	Maintenance Supplies	18.98
Praxair	Maintenance Supplies	118.88
Ronco Communications	Quarterly Maintenance	367.50
Safety Kleen Systems	Parts/Washer Service	269.88
Sampson Cleaning Services	July 26, August 2, 9, 16, 23	350.00
Share Corporation	Maintenance Supplies	168.28
Sherwin-Williams	Paint Supplies	781.03
Staples	Office Supplies	26.19
STC Construction	2019 O&M Project #11190922	15,587.88
Superior Lubricants	Lubricant	804.60
Town of Lewiston	2019 I&I Reimbursement	18,663.70
Vona, P. Andrew	Legal Retainer - June	2,500.00
Weldall, Inc.	Repair broken bar screen	600.00
WW Grainger	Maintenance Supplies	1,677.33
Xylem	Maintenance Supplies	3,465.90
Zep Inc.	Maintenance Supplies	97.64
TOTAL		\$ 182,630.61

TOTAL FORWARDED	\$ 34,232.46
TOTAL APPROVED O&M	\$ <u>182,630.61</u>
GRAND TOTAL APPROVED	\$ 216,863.07

This motion was carried.

Review of the July 2020 Financial Report showed an Operation and Maintenance balance of \$9,441,725.63. Mr. Crocker noted the Aavid violations revenue listed on the report and inquired about whether Aavid was showing improvement with their compliance issues. Mr. Earsing stated Aavid's one year short term permit recently expired and due to excessive recurring violations they were issued a nine month permit. He also stated Aavid has hired a new consultant and seem to be making progress toward becoming compliant.

Upon motion duly made by Steve Broderick and seconded by Mark C. Crocker, it was resolved that the Sewer District's July 2020 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. RS3 Auger Bearing and Shaft Replacement - Mr. Earsing said he attempted to obtain five bids for the RS3 auger bearing and shaft replacement project. The only company willing to quote the project was Moley Magnetics for \$11,493.56. Mr. Vona expressed concerns about violating the District guidelines regarding the procurement of goods and services. Mr. Blodgett stated he already reviewed the guidelines and with written documentation of the attempts to receive more than three quotes, we are in compliance. Mr. Earsing requested Board authorization to accept the quote from Moley Magnetics to replace the RS3 auger bearing and shaft for \$11,493.56.

Upon motion duly made by Joel M. Maerten and seconded by Mark C. Crocker, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby gives approval to Mr. Earsing to accept the quote from Moley Magnetics to replace the RS3 auger bearing and shaft for \$11,493.56. This motion was carried.

b. B1 Transformer Repair (Gaskets and Bushings) - Mr. Earsing reported that during a quarterly inspection it was noted the gaskets on the B1 transformer were beginning to leak. He presented three quotes and requested permission to accept the Ferguson Electric quote of \$6,065.00 to replace the gaskets and bushings on the B1 Transformer.

Upon motion duly made by Don MacSwan and seconded by Mark C. Crocker, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby gives approval to Mr. Earsing to accept the Ferguson Electric quote of \$6,065.00 to replace the gaskets and bushings on the B1 Transformer. This motion was carried.

c. Townline Road Pump Station Wetwell Improvements - Mr. Earsing stated the Townline Road Pump Station was built without an access hatch over the exterior portion of the wetwell. The access hatch and ancillary bypass equipment is necessary for quick access in an emergency pumping situation.

He presented three quotes to install an access hatch and ancillary bypass equipment at the Townline Road Pump Station. Mr. Earsing requested permission to accept the lowest bid of N.F.P. & Sons, Inc. of \$17,500.00 to install an access hatch at the Townline Road Pump Station.

Upon motion duly made by Mark C. Crocker and seconded by Steve Broderick, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby approves Mr. Earsing's request accept the lowest bid of N.F.P. & Sons, Inc. of \$17,500.00 to install an access hatch and ancillary bypass equipment at the Townline Road Pump Station. This motion was carried.

Administrative Directors Report:

a. Sludge Hauling and Disposal Bid - Mr. Blodgett informed the Board that the bids for the District's Sludge Hauling and Disposal bid were recently opened. He stated the District only received one bid and he expected the cost to raise to about \$60 to \$75 per ton; however, noted that the actual cost more than doubled what the District currently pays from the same provider. This places the District's costs to \$99.99 per ton for a new 3-year contract. Mr. Blodgett stated he has been working with Mr. Lannon and other wastewater facilities in the area to discuss more financially sustainable options that may be available. Mr. Lannon stated this is becoming an industry-wide problem as landfills are becoming more reluctant to accept sewage sludge due to odor and additional handling issues. Mr. Lannon discussed a few options the District may be able to pursue. Mr. Blodgett requested the Sludge Hauling and Disposal Bid decision be tabled until the September meeting.

Upon motion duly made by Mark C. Crocker and seconded by Steve Broderick, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby approves Mr. Blodgett's request to table the Sludge Hauling and Disposal Bid decision until the September meeting. This motion was carried.

b. 2021 Draft Budget - Mr. Blodgett explained the most recently distributed copy of the tentative 2021 Budget was based on the worst case scenario of the outcome of the Sludge Hauling & Disposal increase. He stated several planned maintenance and improvement projects were removed from

the budget to account for the sludge increase, and the revised tentative budget contains a 0.71% increase in appropriations from the approved 2020 budget. Mr. Crocker stated his concerns that the District's budget seems to have room for an additional increase from the currently proposed 0.71%. Mr. Blodgett stated at this time there are several unknowns to be considered including the current Teamster's union contract negotiations as well as the indirect impact Covid-19 and the corresponding economic shutdown could have on District EDU's/revenues. Mr. Blodgett stated that because of these unknowns, it is in the best interest of the District to be a bit more conservative with the 2021 Budget at this point. Mr. Blodgett requested Board authorization to submit the Niagara County Sewer District #1 2021 Tentative Budget to the County Budget Office for approval by the September 16, 2020 deadline at a 0.71% increase..

Upon motion duly made by Mark C. Crocker and seconded by Steve Broderick, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby approves Mr. Blodgett's request to submit the Niagara County Sewer District #1 2021 Tentative Budget to the County Budget Office for approval by the September 16, 2020 deadline at a 0.71% increase. This motion was carried.

Engineers Report:

1. General Retainer (GHD Project No. 630191)
 - Miscellaneous requests/reviews/assistance ongoing under Phase 40 and SCADA support services.
 - Continuing to monitor storm sewer system for diesel fuel. Plan submitted to NYSDEC – soil boring completed.
 - Pendleton Trail/Canal Corp/Wetland Restoration – Project on hold. Canal Corp investigating alternative solutions.
2. CIP Phase 1 Map and Plan and Financial Analysis (GHD Project No. 11110253)
 - Draft Map and Plan to be finalized in 2020
 - BOARD ACTION REQUESTED – None
3. 2019 O&M Project (GHD Project No. 11188625)
 - Project underway. Punchlist items remain.
 - BOARD ACTION REQUESTED – None

4. 2020 O&M Project - Clarifier Rehabilitation (GHD Project No. 11205045)
 - Project underway. Construction to start in September.
 - BOARD ACTION REQUESTED – None
5. Enforcement Response Plan Update and Compliance Fee Structure Assistance (GHD Project No. 630191)
 - Project underway.
 - BOARD ACTION REQUESTED – None
6. I&I Project (GHD Project No. 630191)
 - Project underway.
 - BOARD ACTION REQUESTED – None

Attorney's Report:

There is nothing new to report this month.

New Business:

a. Town of Wheatfield I/I Request – Commissioner MacSwan proposed the Town of Wheatfield's 2020 I/I project. Mr. Blodgett stated he and Aaron Earsing had discussed the Town of Wheatfield's 2020 I/I project with Richard Donner of the Town of Wheatfield Sewer Department over the past month. The Town of Wheatfield is requesting reimbursement for the repair/lining of 8 sewer manholes in the amount of \$20,000.00, and total cost for the project is \$21,660.00.

Upon motion duly made by Joel M. Maerten and seconded by Steve Broderick, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby approves the manhole lining project for the Town of Wheatfield in the amount of \$20,000.00 for the 2020 I/I project. This motion carried.

Adjournment:

Upon motion duly made by Mark C. Crocker and seconded by Steve Broderick, the meeting adjourned at 4:45 p.m.