

**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 23rd day of September 2020 at the Water Pollution Control Center

PRESENT:	Commissioner Wright H. Ellis, Chairman Commissioner Mark C. Crocker, Vice Chairman Commissioner Steve Broderick Commissioner Lee Wallace
EXCUSED:	Commissioner Don MacSwan Commissioner Joel M. Maerten
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 4:07 p.m.

Roll call was taken by Donna Cody.

Upon motion duly made by Lee Wallace and seconded by Mark C. Crocker, it was resolved that the minutes of the August 26, 2020 meeting be approved as presented. This motion was carried.

Upon motion duly made by Mark C. Crocker and seconded by Lee Wallace, 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>
Dig Safely	Digging Notifications	155.50
Frontier	Mapleton Rd PS	58.69
National Fuel	Plant	49.02
National Grid	Plant	9,456.17
National Grid	Tonawanda Creek Rd PS	758.42
Niagara County Public Works	Elec Supply -Ton Creek Road (July 2020)	258.07
Niagara County Public Works	Elec Supply - Mapleton PS (August 2020)	70.14
Niagara County Public Works	Elec Supply - East Canal PS (August 2020)	666.50
Niagara County Public Works	Elec Supply - Moyer Lift (August 2020)	15.15
Niagara County Public Works	Elec Supply - Shawnee Rd (August 2020)	46.43
Niagara County Public Works	Elec Supply - Townline Rd (August 2020)	289.39
Niagara County Public Works	Elec Supply - Plant (August 2020)	10,744.33
Niagara County Public Works	Elec Supply - Rapids Rd PS (July & August 2020)	351.58
Town of Wheatfield Water	Plant	1,956.40
Verizon	East Canal PS	28.70
Verizon	Plant	151.04
Verizon	Shawnee Rd PS	28.59
Verizon	Tonawanda Creek Rd PS	33.07
<b>TOTAL</b>		<b>\$ 25,117.19</b>

**TO BE PAID**

<b><u>VENDOR</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>AMOUNT</u></b>
AAI	Maintenance Supplies	381.30
Alfa Laval Inc.	Maintenance Supplies	562.49
Alpha Analytical	Lab Analysis	793.00
Barnes, Braidy	Clothing Allowance	400.00
Cintas	Mats	97.22
Dana Roetzer's Executive Landscaping	Weed Maintenance at Plant	1,332.00
Evoqua	Lab Grade Water	398.00
Fisher Scientific	Laboratory Supplies	262.09
Fox Fence, Inc.	Repair of front fence at plant	3,540.00
GHD	Monthly Retainer	750.00
GHD	Misc. Project Assistance & SCADA support Project #630191	28,322.15
GHD	2019 O&M Project #11190922	427.50
GHD	2020 O&M Project #11205045	765.00
Gui's Lumber	Maintenance Supplies	27.01
Idexx Laboratories	Laboratory Supplies	692.05

JP Industrial Supply	Maintenance Supplies	273.25
Kemira	Ferrous Chloride	5,084.18
Lock City Supply	Maintenance Supplies	2,327.86
Modern Corporation	Sludge/Dumpsters	19,451.25
Musial, Gene (Ryan's Exterminating Co)	Spray Filter Building - August	160.00
Napa Auto Parts	Maintenance Supplies	25.00
National Fuel	Shawnee Rd PS	22.44
National Fuel	Townline Rd PS	18.90
New Pig Corporation	Maintenance Supplies	757.22
North Central Laboratories	Laboratory Supplies	123.61
NSI Lab Solutions	Laboratory Supplies	3,222.50
O'Connell Electric Co., Inc.	Aeration Building Breaker Retrofit	3,497.00
Praxair	Maintenance Supplies	122.84
Sampson Cleaning Services	August 29, September 5, 12, 19	280.00
Staples	Office Supplies	44.90
STC Construction	2019 O&M Project #11190922	3,252.61
Sunrise Door & Woodworks, Inc.	Repair Wet Well Door	125.00
Thermo Fisher Scientific	Maintenance Supplies	370.00
U&S Services, Inc.	Repair & Maintenance on PA System	254.00
Verizon	Moyer Lift PS	28.60
Verizon	Rapids Rd PS	27.48
Verizon	Townline Rd PS	28.59
Verizon Wireless	Cellular Phone/Data	291.96
Vona, P. Andrew	Legal Retainer - August	2,500.00
WW Grainger	Maintenance Supplies	832.16
Zep Inc.	Maintenance Supplies	252.19

**TOTAL** **\$ 82,123.35**

<b>TOTAL FORWARDED</b>	<b>\$</b>	<b>25,117.19</b>
<b>TOTAL APPROVED O&amp;M</b>	<b>\$</b>	<b><u>82,123.35</u></b>
<b>GRAND TOTAL APPROVED</b>	<b>\$</b>	<b>107,240.54</b>

This motion was carried.

Review of the August 2020 Financial Report showed an Operation and Maintenance balance of \$8,899,920.74.

Upon motion duly made by Lee Wallace and seconded by Steve Broderick, it was resolved that the Sewer District's August 2020 Financial Report be approved as presented. This motion was carried.

**Communications:**

Mr. Blodgett reported he was informed negotiations are scheduled to begin either October 19<sup>th</sup> or 26<sup>th</sup> between County officials and Teamster Union representatives for the contract expiring at the end of this year. He stated he would continue to update the Board as the negotiations progress.

**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. Sludge Hauling & Disposal Bids - Mr. Blodgett referred Commissioners to the correspondence they were previously provided and asked Mr. Lannon to expand on it. Mr. Lannon stated that other facilities are currently paying prices in the \$75.00 to \$80.00 per ton range with their current contracts, but none over \$100.00 per ton. He stated he has started to look into several other options including bio-dryer technology which is not common in the United States but widely used in other countries. He stated these types of units dry the sludge to approximately 90% solids. Mr. Blodgett stated there several options to explore but time, bonding, design, purchase and overall cost effectiveness are all things that need to be considered. Due to all of these circumstances Mr. Blodgett recommends the District accept the three year Sludge Hauling and Disposal contract with Modern Disposal for \$99.99/ton. Additionally, he also recommended the Board authorize GHD to prepare a proposal for a detailed Sludge Processing & Disposal Study for the Board to consider at the October 2020 Administrative Board Meeting. This study should include a comprehensive evaluation of all long-term sludge drying, hauling & disposal options available, including a 20-year life-cycle cost analysis.

Upon motion duly made by Mark C. Crocker and seconded by Lee Wallace, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby authorizes Mr. Blodgett to accept

the three year Sludge Hauling and Disposal contract with Modern Disposal for \$99.99/ton. This motion was carried.

Upon motion duly made by Lee Wallace and seconded by Steve Broderick, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby authorizes GHD to prepare a proposal for a detailed Sludge Processing & Disposal Study for the Board to consider at the October 2020 Administrative Board Meeting. This motion was carried.

b. 2021 Budget - Mr. Blodgett reported that the Tentative 2021 Budget for the Sewer District was submitted to the County, and he and Joanne Teixeira would be meeting with the County Manager and Budget Office within the next few weeks to review the Tentative Budget, and the District's final budget will be presented to the Niagara County Legislature for approval in November.

c. 2021 Preliminary Tax Computation Schedule - Mr. Blodgett stated he previously forwarded Commissioners a spreadsheet containing each individual town's preliminary EDU numbers as provided to us by the Office of Real Property Tax Services. He stated he would coordinate with John Shoemaker at Real Property for the final tax roll EDU numbers, which are typically available in early November. A final Tax Computation Spreadsheet will be forwarded to the Board as soon as possible once the final numbers are available.

d. Public Hearing Notification regarding Sewer District Assessment - Mr. Blodgett reported that the District is responsible for notifying property owners subject to special assessments of the public hearing regarding the 2021 budget. In the past, postcards have been sent to property owners in the Towns of Pendleton, Lewiston, and Wheatfield with assessments of \$350,000 and above. Mr. Blodgett requested Board authorization to send out said notifications for this year.

Upon motion duly made by Mark C. Crocker and seconded by Lee Wallace, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby authorizes Mr. Blodgett to notify property owners, subject to special assessments with assessed values of \$350,000 and above in the Towns

of Lewiston, Pendleton, and Wheatfield, of the Public Hearing regarding the 2020 County Budget. This motion was carried.

e. 2020 Town I/I Requests - Mr. Blodgett reminded all of the supervisors who have I/I projects in the works to submit their paperwork prior to the end of the year in order to receive their individual Town's allocated I/I funds for this year.

f. Niacet Agreement – Mr. Blodgett stated Niacet currently has a contract to haul phenol waste to the District and their contract expires in November. Preliminary discussion has been initiated and he will present a final draft of an updated agreement to the Board at the October meeting for review and approval.

**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 – data validation ongoing
  - 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 October.
  - 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. November & December Administrative Board Meeting Dates - Due to the 4<sup>th</sup> Wednesday in November being the day before Thanksgiving, Mr. Blodgett requested the Board reschedule the November meeting to Wednesday, November 18, 2020.

Upon motion duly made by Lee Wallace and seconded by Mark C. Crocker, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby approves Mr. Blodgett's request to reschedule the November meeting to Wednesday, November 18, 2020. This motion was carried.

Due to the 4<sup>th</sup> Wednesday in December being so close to Christmas, Mr. Blodgett requested the Board reschedule the December meeting to Wednesday, December 16, 2020. If the Board is still recommended to conduct meetings remotely the time will remain 4:00 p.m.

Upon motion duly made by Lee Wallace 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 reschedule the December meeting to Wednesday, December 16, 2020. This motion was carried.

b. Town of Pendleton I/I Request - Mr. Blodgett presented a request from the Town of Pendleton for their 2020 I/I project of smoke testing 20,000 linear feet of sewers to investigate infiltration of stormwater into the sanitary sewer system and installation of liners in 4 manholes. The Town of Pendleton is requesting reimbursement of \$19,680.00 for the two projects.

Upon motion duly made by Lee Wallace and seconded by Mark C. Crocker, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby approves the Town of Pendleton's request for reimbursement of \$19,680.00 for their 2020 I/I project of smoke testing 20,000 linear feet of

sewers to investigate infiltration of stormwater into the sanitary sewer system and installation of liners in 4 manholes. This motion was carried.

**Adjournment:**

Upon motion duly made by Mark C. Crocker and seconded by Lee Wallace, the meeting adjourned at 4:36 p.m.