

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

Held on the 8th day of September 2021 at the Water Pollution Control Center

PRESENT: Commissioner Wright H. Ellis, Chairman
Commissioner Mark C. Crocker, Vice Chairman
Commissioner Steve Broderick
Commissioner Don MacSwan
Commissioner Lee Wallace

EXCUSED: Commissioner Joel M. Maerten
Jason Lang, Maintenance Supervisor, NCSD #1
Anthony J. Nemi, Liaison, Niagara County Legislature

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
Teresa Misiti, GHD Consulting Services

Chairman Ellis called the meeting to order at 3:59 p.m.

Roll call was taken by Donna Cody.

The pledge of allegiance was recited.

Upon motion duly made by Steve Broderick and seconded by Lee Wallace, it was resolved that the minutes of the July 28, 2021 meeting be approved as presented. This motion was carried.

Upon motion duly made by Steve Broderick and seconded by Mark C. Crocker, 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	77.00
Frontier	Mapleton Rd PS	59.89
National Fuel	Plant	55.86

National Grid	Plant	15,255.63
National Grid	Tonawanda Creek Rd PS	1,672.30
Niagara County Public Works	Elec Supply - Tonawanda Creek Rd PS (June 2021)	213.44
Niagara County Public Works	Elec Supply - Mapleton PS (July 2021)	172.21
Niagara County Public Works	Elec Supply - East Canal PS (July 2021)	1,440.47
Niagara County Public Works	Elec Supply - Moyer Lift (July 2021)	42.49
Niagara County Public Works	Elec Supply - Shawnee Rd (July 2021)	88.31
Niagara County Public Works	Elec Supply - Townline Rd (July 2021)	915.52
Niagara County Public Works	Elec Supply - Plant (July 2021)	20,777.81
Verizon	East Canal	33.84
Verizon	Moyer Lift	33.96
Verizon	Plant	171.42
Verizon	Rapids Rd PS	31.96
Verizon	Shawnee Rd PS	33.90
Verizon	Tonawanda Creek Rd PS	38.16
Verizon Wireless	Cellular Phone/Data	291.90
Alpha Analytic, Inc.	Lab Analysis	2,136.00
Bison Laboratories	Sodium Hypochlorite	3,251.69
Cintas	Floor Protection	97.22
Cummins Sales & Service	Generator repair at Shawnee Rd. PS	3,263.60
Dival	Testing of Electrical Glove	113.10
Evoqua	Laboratory Supplies/Lab Grade Water	424.94
Falls Auto Spring	Vac Truck Inspection	20.00
Fisher Scientific	Laboratory Supplies	2,064.89
JP Industrial	Maintenance Supplies	1,735.20
Kemira	Ferrous Chloride	8,239.35
Lennox, David	Clothing Allowance	400.00
Modern Corporation	Sludge/Dumpsters	52,599.45
Moley Magnetics	Aeration Blower #1 Repair/Maintenance	15,134.55
Morrisville State College	Basic Operations, Activated Sludge & Basic Laboratory classes for Albert Whitehead & Shane Ford. Grade 3 One Day Technical Module for Christopher Carrigan	2,800.00
Musial, Eugene (Ryan's Exterminating)	Spray Filter Building	160.00
National Fuel	Shawnee Rd PS	3.77
National Fuel	Townline Rd PS	18.90
New York State Dept. of Health	Annual ELAP Fees	804.50
NSI Lab Solutions	Laboratory Supplies	343.00
QLT	Townline Rd PS	13.35
Praxair	Maintenance Supplies	134.90

Sampson Cleaning	July 31, August 7, 14, 21	280.00
Southworth Milton Inc.	Semi-Annual Maintenance on Emergency Generators at Plant & Mapleton Rd PS	6,064.32
The NELAC Institute	Laboratory Standard Volume	290.00
Verizon	Townline Rd PS	33.03
Vona, P. Andrew	Legal Retainer - July 2021	2,500.00
WW Grainger	Maintenance Supplies	688.00
TOTAL FORWARDED		\$ 145,019.83

This motion was carried.

Review of the July 2021 Financial Report showed an Operation and Maintenance balance of \$9,949,890.21.

Upon motion duly made by Lee Wallace and seconded by Steve Broderick, it was resolved that the Sewer District's July 2021 Financial Report be approved as presented. This motion was carried.

Communications:

Mr. Blodgett stated due to the rescheduling of the August meeting to September 8th, the next regularly scheduled meeting would be just two weeks away. He suggested rescheduling the September meeting to the 5th Wednesday in September, September 29th, then resume the regular schedule of meeting on the 4th Wednesday in October.

Upon motion duly made by Steve Broderick and seconded by Lee Wallace, it was resolved that the September meeting be rescheduled to September 29th, then resume the regular schedule of meeting on the 4th Wednesday in October. This motion was carried.

Old Business:

There is nothing new to report this month.

Chief Operator's Report:

Mr. Earsing reported the NYSDEC performed a petroleum and chemical bulk storage inspection at the plant today, Wednesday September 8th, and there were no violations found.

Administrative Directors Report:

a. 2022 Draft Budget - Mr. Blodgett explained the most recently distributed copy of the tentative 2022 Budget includes the tentative Teamsters agreement figures and represented an increase from the 2021 budget figures of 0.72%. He stated some industrial users had significant changes in their EDU's and this will have an impact on the final tax computation numbers. The preliminary tax computation spreadsheet will be sent out to the commissioners soon. Mr. Blodgett requested Board authorization to submit the Niagara County Sewer District #1 2022 Tentative Budget to the County Budget Office for approval by the September 15, 2021 deadline at a 0.72% increase.

Upon motion duly made by Don MacSwan and seconded by Lee Wallace 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 2022 Tentative Budget to the County Budget Office for approval by the September 15, 2021 deadline at a 0.72% increase. This motion was carried.

b. Teamsters Union Negotiations - Mr. Blodgett stated the Teamsters Union members voted to accept a tentative agreement and he expected the Niagara County Legislature to ratify the contract at their September 21, 2021 meeting.

c. Lockport Road/Nash Road Interceptor Collapse - Mr. Blodgett stated Millherst did a great job repairing the Lockport Road/Nash Road interceptor collapse. He reported there was approximately 16-feet of the collapsed asbestos cement pipe replaced and the remaining reach of the sewer was lined with a cured-in-place (CIP) liner from manhole to manhole at the site. Mr. Blodgett also reported that based on preliminary estimates on the cost for the repair, we should be able to cover the total cost under the repairs and maintenance line within the existing 2021 budget.

d. Sodium Hypochlorite Bid - Mr. Blodgett reported that the current contract for Sodium Hypochlorite Solution with Bison Laboratories expires on December 1, 2021. Mr. Blodgett requested Board authorization to advertise for bids for a new contract.

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 advertise for bids for a new Sodium Hypochlorite Solution contract. This motion was carried.

e. Sanitary Chemist Resignation – Mr. Blodgett presented a letter of resignation from Elizabeth Lesold indicating she was resigning her position at the District to pursue other employment opportunities to advance her career. He stated this position is extremely critical to the lab operation and pretreatment programs at the District. He stated there is an existing civil service list available for Sanitary Chemist with only one person remaining and will be scheduling an interview to review her qualifications for the position. He stated he has also been in discussion with existing NCSD staff and GHD regarding possible options to maintain lab certification in the interim.

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 accepts with regret the resignation of Elizabeth Lesold, Sanitary Chemist. This motion was carried.

Upon motion duly made by Steve Broderick and seconded by Lee Wallace, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby authorizes Mr. Blodgett to canvass off the Civil Service Sanitary Chemist list to potentially fill the Sanitary Chemist position. This motion was carried.

Mr. Blodgett stated in the event he is unable to fill the position with the eligible candidate from the Civil Service list, he is requesting permission to advertise and provisionally fill the Sanitary Chemist position.

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 advertise and provisionally fill the Sanitary Chemist position. 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.
 - Lockport 14-inch force main H₂S – working with the Town towards a solution
 - Pendleton Trail/Canal Corp/Wetland Restoration – Project on hold. Canal Corp investigating alternative solutions.
 - Wheatfield Crossing – working on DSCA
 - Lockport & Nash Emergency Repair – Spot repair successful; CIPP lining of 18-inch diameter ACP gravity sewer tentatively scheduled for August 27
2. CIP Phase 1 Map and Plan and Financial Analysis (GHD Project No. 11110253)
 - Draft Map and Plan to be finalized in 2021.
 - BOARD ACTION REQUESTED – None
3. 2020/2021 O&M Project - Clarifier Rehabilitation (GHD Project No. 11205045)
 - 2020 Project - construction substantially complete, punch list items to be completed during 2021 project.
 - 2021 Project - fabrication phase
 - BOARD ACTION REQUESTED – None
4. 2021 District Wide I/I Project (GHD Project No. 630191)
 - Project to be reconsidered to investigate force main discharges into NCSD ACP gravity sewers
 - BOARD ACTION REQUESTED – None

Attorney's Report:

There is nothing new to report this month.

New Business:

There is nothing new to report this month.

Adjournment:

Upon motion duly made by Mark C. Crocker and seconded by Lee Wallace, the meeting adjourned at 4:31 p.m.