

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

Held on the 23rd day of June 2021

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

Vice Chairman Crocker called the meeting to order at 4:02 p.m.

Roll call was taken by Donna Cody.

The pledge of allegiance was recited.

Upon motion duly made by Don MacSwan and seconded by Lee Wallace, it was resolved that the minutes of the May 26, 2021 meeting be approved as presented. This motion was carried.

Upon motion duly made by Lee Wallace and seconded by Don MacSwan 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	87.82
Frontier	Mapleton Rd PS	59.63
National Fuel	Plant	782.21
National Grid	Plant	10,830.65
National Grid	Tonawanda Creek Rd PS	775.76
Niagara County Public Works	Elec Supply - Tonawanda Creek Rd PS (April 2021)	152.96
Niagara County Public Works	Elec Supply - Mapleton PS (May2021)	63.08
Niagara County Public Works	Elec Supply - East Canal PS (May 2021)	666.26
Niagara County Public Works	Elec Supply - Moyer Lift (May 2021)	40.90
Niagara County Public Works	Elec Supply - Shawnee Rd (May 2021)	52.50
Niagara County Public Works	Elec Supply - Townline Rd (May 2021)	340.95
Niagara County Public Works	Elec Supply - Plant (May 2021)	9,576.53
NYSEG	Rapids Rd PS	58.19
Town of Wheatfield Water	Plant	2,040.00
Verizon	East Canal	34.16
Verizon	Moyer Lift	34.15
Verizon	Plant	174.76
Verizon	Rapids Rd PS	31.78
Verizon	Shawnee Rd PS	34.15
Verizon	Tonawanda Creek Rd PS	38.62
Advanced Rehabilitation Technology	Manhole Lining - 1-40 w/traffic control	5,750.00
Alpha Analytic, Inc.	Lab Analysis	809.00
Becken, Bradley	Reimbursement for CDL License Tanker Cert.	22.50
Bison Laboratories	Sodium Hypochlorite	3,156.77
Dival Safety & Supplies	Electrical & Safety Supplies	1,188.86
Draeger Inc.	Oxygen Sensor, Electrical Supplies	1,545.45
Evoqua	Laboratory Supplies/Lab Grade Water	409.94
Ferguson Electric	(2) 480V Electrical Breakers	14,826.00
Fisher Scientific	Laboratory Supplies	2,220.82
Global-Pak	Screenings Bag	3,469.50
Greater Niagara Mechanical	HVAC Preventative Maint.	699.00
Gui's Lumber	Maintenance Supplies	2.30
John's Motor & Transmission Shop	2015 Ford F-250 Vehicle Inspection	21.00
Kemira	Ferrous Chloride	2,422.49
Land Pro Equipment	Lawnmower supplies	216.62
M&T Bank	Administrative Bond Fees	862.00
Martech	Gas Detectors (3) Calibration Service	350.00

Modern Corporation	Sludge/Dumpsters	46,824.05
Musial, Eugene (Ryan's Exterminating)	Spray Filter Building	160.00
Napa Auto Parts	Maintenance Supplies	58.66
North Central Laboratories	Laboratory Supplies	202.75
NYSDEC	Annual Air pollution Control Regulatory Fee	160.00
Pollardwater	Sludge Interface	1,098.95
Praxair	Maintenance Supplies	134.90
Rexel	Electrical Supplies	310.26
Safety Kleen	Parts/Washer Service	330.15
Share Corporation	Maintenance Supplies	534.83
VWR International	Laboratory Supplies	98.48
Water Environment Federation	Elizabeth Lesold Membership Renewal	125.00
WW Grainger	Maintenance Supplies	498.72
TOTAL		\$ 114,384.06

TO BE PAID

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Alpha Analytic, Inc.	Lab Analysis	548.40
Cintas	Floor Protection	97.22
Dana Roetzer's Executive Landscaping	Weed application	2,613.00
GHD	Misc. Project Assistance & Scada Support (Project #630191)	9,093.23
GHD	May Monthly Retainer	750.00
GHD	Solids Handling System Evaluation	2,970.00
Greater Niagara Mechanical	New Hot Water Tank in Operations/HVAC Repair	3,684.00
Gui's Lumber	Maintenance Supplies	65.91
John's Motor & Transmission Shop	2016 Ford Explorer Inspection/Oil Change	69.40
Kemira	Ferrous Chloride	2,619.34
Lock City Supply Inc.	Maintenance Supplies	218.43
Microbiologics	Laboratory Supplies	1,042.14
Modern Corporation	Wet Well Cleaning Services	9,933.00
Sampson Cleaning	May 30, June 6, 13, 20	280.00
Verizon	Townline Rd PS	34.15
Verizon Wireless	Cell/Data	291.95
Vona, P. Andrew	Legal Retainer - May 2021	2,500.00
WNY Occupational Medicine	New hire physical & drug screen (3 new hires)	291.00
TOTAL		\$ 36,455.55

TOTAL FORWARDED	\$ 114,384.06
TOTAL APPROVED O&M	\$ <u>36,455.55</u>
GRAND TOTAL APPROVED	\$ 150,839.61

This motion was carried.

Review of the May 2021 Financial Report showed an Operation and Maintenance balance of \$10,834,396.24.

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

Communications:

Mr. Blodgett stated the Executive Orders and emergency mandate powers granted to Governor Cuomo during the Covid-19 Pandemic expire June 24th. Mr. Blodgett suggested resuming normal meetings at the District starting in July and moving forward, and the Commissioners agreed.

Old Business:

There is nothing new to report this month.

Chief Operator's Report:

a. Federal Pacific 480V Breaker Removal, Repair and Reinstallation – Mr. Earsing stated that during routine preventative maintenance there was a noticeable delay with one of the districts Federal Pacific 480 volt breaker when manually tripped. Mr. Earsing presented three bids and requested Board authorization to accept the low bid from O'Connell Electric of \$5,557.00 to repair the breaker.

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. Earsing's request to accept the low bid from O'Connell Electric of \$5,557.00 to repair the Federal Pacific 480V Breaker. This motion was carried.

Administrative Directors Report:

a. 2020 Audit Schedule- Drescher & Malecki – Mr. Blodgett reported representatives from Drescher & Malecki will be available at the July Administrative Board Meeting to address the annual

audit report. A draft of the report and presentation highlights will be forwarded to the Board prior to the July meeting.

b. Teamsters Union Negotiations – Mr. Blodgett stated talks are ongoing. The County is still waiting to hear from the Union to schedule the next meeting.

c. 2022 Budget – Mr. Blodgett stated he has met with District staff and Mr. Lannon from GHD to discuss ideas and future projects for 2022 budget planning. He said the tentative 2022 budget will be presented to the Board at the July meeting for review and discussion. Mr. Blodgett said he would need to request authorization to approve the Tentative Budget at the August meeting in order to present the proposed departmental 2022 Budget to the County Budget Office in early September.

Engineers Report:

1. General Retainer (GHD Project No. 630191)
 - Miscellaneous requests/reviews/assistance ongoing under Phase 40 and SCADA support services.
 - Lockport 14-inch forcemain H₂S – working with the Town towards a solution
 - Electrical training 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 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. Solids Handling System Evaluation (GHD Project No. 630191/76)
 - Final report submitted to District.
 - BOARD ACTION REQUESTED – None

Attorney's Report:

There is nothing new to report this month.

New Business:

Town of Cambria I/I Project – Mr. Blodgett presented a request from the Town of Cambria for their 2021 I/I project to purchase a Model 184 Trailer Mounted High Pressure Sewer Cleaner which is necessary for sewer maintenance for a total cost of \$54,402.76. The Town of Cambria is requesting reimbursement of \$20,000.00 toward the purchase of the sewer cleaner.

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 the Town of Cambria's request for reimbursement of \$20,000.00 for their 2021 I/I project to purchase a Model 184 Trailer Mounted High Pressure Sewer Cleaner necessary for sewer maintenance for a total cost of \$54,402.76. This motion was carried.

Adjournment:

Upon motion duly made Don MacSwan and seconded by Lee Wallace, the meeting adjourned at 4:13 p.m.