

**Pursuant to Legislation (S.50001/A.40001) signed by Governor Hochul, 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 17th day of November 2021

**PRESENT:** Commissioner Wright H. Ellis, Chairman  
Commissioner Mark C. Crocker, Vice Chairman  
Commissioner Joel M. Maerten  
Commissioner Lee Wallace

**EXCUSED:** Commissioner Steve Broderick  
Commissioner Don MacSwan

**ALSO PRESENT:** Thomas W. Blodgett, Administrative Director, NCSD #1  
Aaron Earsing, Chief Operator, NCSD #1  
Joanne M. Teixeira, NCSD #1  
Anthony J. Nemi, Liaison, Niagara County Legislature  
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 4:01 p.m.

Roll call was taken by Joanne Teixeira.

Upon motion duly made by Mark C. Crocker and seconded by Joel M. Maerten, it was resolved that the minutes of the October 27, 2021 meeting be approved as presented. This motion was carried.

Upon motion duly made by Lee Wallace and seconded by Joel M. Maerten, 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	150.70
Frontier	Mapleton Rd PS	59.63

National Fuel	Plant	411.74
National Grid	Plant	11,098.77
National Grid	Tonawanda Creek Rd PS	846.59
Niagara County Public Works	Elec Supply - Tonawanda Creek Rd PS (Aug & Sept 2021)	548.97
Niagara County Public Works	Elec Supply - Mapleton PS (Sept & Oct 2021)	212.67
Niagara County Public Works	Elec Supply - East Canal PS (Sept & Oct 2021)	1,791.33
Niagara County Public Works	Elec Supply - Moyer Lift (Sept & Oct 2021)	56.49
Niagara County Public Works	Elec Supply - Shawnee Rd (Sept & Oct 2021)	162.77
Niagara County Public Works	Elec Supply - Townline Rd (Sept & Oct 2021)	1,227.64
Niagara County Public Works	Elec Supply - Plant (Sept & Oct 2021)	37,740.54
Niagara County Public Works	Elec Supply - Rapids Rd PS (Sept & Oct 2021)	414.15
Town of Pendleton Water	East Canal Rd PS	16.40
Town of Pendleton Water	Tonawanda Creek Rd PS	15.00
Verizon	East Canal	33.65
Verizon	Plant	171.55
Verizon	Tonawanda Creek Rd PS	38.08
Alpha Analytic, Inc.	Lab Analysis	50.00
Becken, Bradley	DOT Physical Reimbursement	60.00
Bison Laboratories	Sodium Hypochlorite	3,204.91
Cintas	Floor Protection	97.22
GHD	2020 O&M Project #11205045	2,455.00
GHD	Misc. Project Assistance & SCADA Support (Project #630191)	8,558.72
Gui's Lumber	Maintenance Supplies	103.96
LandPro Equipment	Maintenance Supplies	194.98
Linde Gas & Equipment	Maintenance Supplies	134.90
Modern Corporation	Sludge/Dumpsters	23,273.38
Musial, Eugene (Ryan's Exterminating)	Spray Filter Building	160.00
Napa Auto Parts	Maintenance Supplies	116.88
NSI Lab Solutions	Laboratory Supplies	421.00
Rochester Midland	Sanor Restroom Services (11/1/21-10/31/2022)	864.00
Sharp Labels & Printing	Post Cards for Mailing	70.00
STC Construction	2020 O&M Project #11205045 - Clarifier Replacement	121,315.00
Superior Lubricants	Grease/Oil	837.77

**TOTAL**

**\$ 216,914.39**

**TO BE PAID**

<b><u>VENDOR</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>AMOUNT</u></b>
Alpha Analytical	Lab Analysis	200.00

Cummins Sales & Service	Generator Repair at Tonawanda Creek PS	739.23
Evoqua	Lab Grade Water	450.93
Fisher Scientific	Laboratory Supplies	988.29
Noco	Fuel for Plant Generator	1,030.53
North Central Laboratories	Laboratory Supplies	153.68
NYSEG	Rapids Rd PS	118.61
Sampson Cleaning	October 30, November 6, 13	210.00
Staples	Office Supplies	86.82
TECsmith, Inc.	Flow Meter Repair	500.00
Verizon	Moyer Lift PS	33.74
Verizon	Rapids Rd PS	31.81
Verizon	Shawnee Rd PS	33.75
Vona, P. Andrew	Legal Retainer - October 2021	2,500.00
WW Grainger	Maintenance Supplies	131.58
<b>TOTAL</b>		<b>\$ 7,208.97</b>

<b>TOTAL FORWARDED</b>	<b>\$ 216,914.39</b>
<b>TOTAL APPROVED O&amp;M</b>	<b>\$ 7,208.97</b>
<b>GRAND TOTAL APPROVED</b>	<b>\$ 224,123.36</b>

This motion was carried.

Review of the October 2021 Financial Report showed an Operation and Maintenance balance of \$7,833,718.73.

Upon motion duly made by Mark C. Crocker and seconded by Lee Wallace, it was resolved that the Sewer District's October 2021 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 Report:**

There is nothing new to report this month.

**Administrative Directors Report:**

a. 2022 Budget and 2022 Final Tax Computation Schedule - Mr. Blodgett reported that the County Legislature will have the final 2022 Budget vote on Tuesday, December 14, 2021.

Mr. Blodgett also reported that he received a phone call this afternoon from John Shoemaker at Real Property letting us know that one of the member towns had some discrepancies in the numbers they originally provided. They are currently working through correcting those numbers and this will likely change the final allocations. As soon as we receive the updated numbers from John, we will send out a revised Tax Computation Schedule to all the commissioners.

b. Public Hearing Regarding Sewer District Assessment - Mr. Blodgett reported that the public hearing regarding the Budget and Sewer District Assessment for 2022 will be held at the Niagara County Legislature meeting on December 7, 2021.

c. 2021 SPDES Regulatory Reporting Compliance Request – Mr. Blodgett presented a Proposal from GHD dated November 17, 2021 requesting Board approval for GHD to prepare the District's Management, Operation, and Maintenance (MOM) Plan and Mercury Minimization Plan (MMP) updates for annual compliance required by NYSDEC for our SPDES Permit for the lump sum fee of \$15,700.00, same scope and fee as in previous years.

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 approves the Proposal from GHD for the 2021 SPDES Regulatory Reporting Compliance Updates with a lump sum fee in the amount of \$15,700.00. This motion was carried.

d. December Meeting – Mr. Blodgett reminded the Administrative Board that due to the Christmas holiday, the next board meeting will be held on December 15, 2021.

## **Engineers Report:**

**Emergency Repair Contracts** - Mr. Lannon reported that he has solicited Emergency Repair Contracts from Catco, Kandey Company, Mark Cerrone, Inc. and Milherst Construction and have asked for their responses back by December 3, 2021. All the companies have indicated that they can comply with the request. Mr. Lannon will follow up with the Administrative Board at the December meeting.

1. General Retainer (GHD Project No. 630191)
  - Miscellaneous requests/reviews/assistance ongoing under Phase 40 and SCADA support services.
  - Lockport 14-inch force main H<sub>2</sub>S – working with the Town towards a solution
  - Wheatfield Crossing – agreement reached with developer
2. CIP Phase 1 Map and Plan and Financial Analysis (GHD Project No. 11110253)
  - Project update meeting held in early November. Project ongoing.
  - BOARD ACTION REQUESTED – None
3. 2020/2021 O&M Project - Clarifier Rehabilitation (GHD Project No. 11205045)
  - 2021 Project - construction ongoing
  - 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. Meeting held to review/discuss project; plan is under development
  - BOARD ACTION REQUESTED – None
5. 2021 SPDES Annual Compliance (GHD Project No. 12568338)
  - Proposal for Professional Engineering Services
  - **BOARD ACTION REQUESTED – Discuss/consider authorization for proposal**

**Attorney's Report:**

There is nothing new to report this month.

**New Business:**

Town of Cambria Connection Request – Mr. Blodgett reported that the Town of Cambria requests Board approval to connect into the Niagara County Sewer District #1 manhole #23-50 in order to provide gravity sewer service for a single family home on Meahl Road in the Town of Cambria.

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 approves the Town of Cambria's request for connection into the Niagara County Sewer District #1 manhole #23-50 in order to provide gravity sewer service for a single family home on Meahl Road in the Town of Cambria. This motion was carried.

**Adjournment:**

Upon motion duly made by Mark C. Crocker and seconded by Joel M. Maerten, the meeting adjourned at 4:17 p.m.