

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

Held on the 27th day of April 2022

PRESENT

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

EXCUSED:

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, Attorney for District
Robert P. Lannon, GHD Consulting Services (remote)
Teresa Misiti, GHD Consulting Services
Anthony J. Nemi, Liaison, Niagara County Legislature

Chairman Crocker called the meeting to order at 3:58 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 Steve Broderick, it was resolved that the minutes of the March 23, 2022 meeting be approved as presented. This motion was carried.

Upon motion duly made by Wright H. Ellis 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>
Charter Communications	Internet Service	765.87
Frontier	Mapleton Rd PS	59.27

National Fuel	Plant	1,705.70
National Fuel	Shawnee Rd PS	110.39
National Fuel	Townline Rd PS	352.31
National Grid	Plant	10,592.28
National Grid	Tonawanda Creek Rd PS	845.41
Niagara County Public Works	Elec Supply - Tonawanda Creek Rd PS (Feb 2022)	1,064.43
Niagara County Public Works	Elec Supply - Mapleton PS (March 2022)	261.30
Niagara County Public Works	Elec Supply - East Canal PS (March 2022)	2,084.77
Niagara County Public Works	Elec Supply - Moyer Lift (March 2022)	108.27
Niagara County Public Works	Elec Supply - Shawnee Rd (March 2022)	182.06
Niagara County Public Works	Elec Supply - Townline Rd (March 2022)	1,206.10
Niagara County Public Works	Elec Supply - Plant (March 2022)	19,330.42
NYSEG	Rapids Rd PS	108.81
QLT	Townline Rd PS	13.35
Town of Wheatfield Water	Mapleton Rd PS	16.45
Town of Wheatfield Water	Moyer Lift PS	16.45
Town of Wheatfield Water	Shawnee Rd PS	16.45
Town of Wheatfield Water	Townline Rd PS	209.60
U-DIG	Digging Notifications	110.28
Verizon	East Canal	34.09
Verizon	Moyer Lift PS	34.11
Verizon	Plant	172.33
Verizon	Shawnee Rd PS	34.09
Verizon	Tonawanda Creek Rd PS	38.55
Verizon Wireless	Cellular Phone/Data	291.47
AAI	Maintenance Supplies	1,192.36
Alpha Analytic, Inc.	Lab Analysis	348.00
Bison Laboratories, Inc.	Sodium Hypochlorite	7,087.93
Cintas	Floor Protection	97.22
Cummins Sales & Service	Semi-Annual Maintenance of the emergency generators at East Canal, Rapids & Shawnee PS	895.00
Dival	Electrical Glove Testing	21.70
Evoqua	Laboratory Supplies	861.12
Fisher Scientific	Laboratory Supplies	1,752.57
Gui's Lumber	Maintenance Supplies	81.87
Hampton Inn Hotels	Basic Laboratory classes at Morrisville State College for A. Whitehead	384.00
Home Depot	Maintenance Supplies	68.86
John's Motor & Transmission Shop	2005 Chevy Vehicle Maintenance & Trailer Inspection	271.17
Kemira	Ferrous Chloride	4,806.23

Linde Gas & Equipment	Maintenance Supplies	132.26
Lock City Supply	Maintenance Supplies	66.82
Metal Supermarkets	Maintenance Supplies	732.16
Modern Corporation	Sludge/Dumpsters	46,333.09
Moley Magnetics	Electrical Repair at Plant	1,537.50
Musial, Eugene (Ryan's Exterminating)	Spray Filter Building	160.00
North Central Laboratories	Laboratory Supplies	68.74
Polydyne, Inc.	Polymer	21,528.00
Taylor Technologies	Laboratory Supplies	198.70
Tolls by Mail	Toll/Travel Expense for classes at Morrisville State College	42.86
Town of Cambria	2022 I/I Reimbursement	20,000.00
Town of Wheatfield	Fuel for County Vehicles - 1st Qtr. 2022	1,987.89
Velodyne (Velocity Dynamics)	Maintenance Supplies	261.43
WW Grainger	Maintenance Supplies	762.61
Whitehead, Albert	Travel Expenses for Basic Laboratory Class @ Morrisville State College / Activated Sludge Book	242.00
TOTAL		\$ 151,686.70

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Alpha Analytical	Lab Analysis	52.00
Bison Laboratories, Inc.	Sodium Hypochlorite	6,694.57
Carrigan, Christopher	2022 Clothing Allowance	400.00
Charter Communications	Internet Services	764.48
Fisher Scientific	Laboratory Supplies	98.94
GHD	January, February & March Monthly Retainers	2,250.00
GHD	2021 SPDES Annual Compliance Updates	15,700.00
GHD	Misc. Project Assistance & Scada Support (Project #630191)	12,796.50
GHD	2020 O&M Project #11205045	1,965.00
GHD	2022 O&M Project	3,225.00
National Grid	East Canal Rd PS	1,318.04
National Grid	Mapleton Rd PS	230.27
National Grid	Moyer Lift PS	122.74
National Grid	Shawnee Rd PS	147.66
National Grid	Townline Rd PS	874.96
National Fuel	Townline Rd PS	127.02
National Fuel	Shawnee Rd PS	167.09
Sampson	March 26, April 1, 8, 15, 22	350.00

Staples	Office Supplies	24.47
Verizon	Townline Rd PS	34.09
Vona, P. Andrew	Legal Retainer	2,500.00
Xylem	Bypass Pump for Pump Stations	52,933.00
TOTAL		\$ 102,775.83

TOTAL FORWARDED	\$ 151,686.70
TOTAL APPROVED O&M	102,775.83
GRAND TOTAL APPROVED	\$ 254,462.53

This motion was carried.

Review of the March 2022 Financial Report showed an Operation and Maintenance balance of \$8,923,585.01.

Upon motion duly made by Steve Broderick and seconded by Don MacSwan, it was resolved that the Sewer District's March 2022 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. #2 Return Activated Sludge Pump Repair – Mr. Earsing provided a photo of the 60” diameter, 21.5’ long spiral screw pump #2 located in the plant’s return activated sludge building and stated he attempted to obtain 3 quotes for onsite repair service. Due to the specific nature of the work required for the repairs, the only company willing to provide a quote was Moley Magnetics. Mr. Earsing requested authorization to accept the quote from Moley Magnetics for \$13,937.75 to perform onsite service to repair the #2 return activated sludge pump, not including the cost of machining if deemed necessary, to not exceed an additional \$3,000.00.

Upon motion duly made by Steve Broderick and seconded by Don MacSwan, it was resolved to authorize Mr. Earsing to accept the quote from Moley Magnetics for \$13,937.75 to perform

onsite service to repair the #2 return activated sludge pump, not including the cost of machining if deemed necessary, to not exceed an additional \$3,000.00. This motion was carried.

b. Lawn Cutting Quotes – Mr. Earsing stated at the last Board meeting Commissioners discussed the difficulty of filling the summer help positions, and at the suggestion of Commissioner Wallace, he contacted lawn services to obtain quotes for lawn service at the plant which would allow our Maintenance personnel to concentrate on vital projects during the summer months. Mr. Earsing presented an aerial photo outlining the area requiring mowing, which is about 19 acres. Mr. Earsing stated the three quotes he obtained ranged between \$900.00 per mow to \$2,250.00 per mow with a 26-week contract. Mr. Blodgett stated the District needs to explore other long-term options. He indicated the District cannot enter a contract for mowing this year due to budgeting constraints, but now is the time to begin planning decisions for next year's budget. The Board and staff discussed several possibilities in detail including wages, budget for mowing services or eliminating seasonal positions and increasing permanent staff in the maintenance budget. After lengthy discussion, it was decided the best option for moving into the future would be to add one additional full time Maintenance I position to the 2023 budget.

Upon motion duly made by Don MacSwan and seconded by Wright H. Ellis, it was resolved to authorize the addition of one full time Maintenance I position to the 2023 budget. This motion was carried.

Administrative Director's Report:

a. Summer Employment – Mr. Blodgett stated this topic was covered in detail during the Chief Operator's Report.

b. 2022 District I/I Project Scope – Mr. Blodgett stated Mr. Lannon and Ms. Misiti will address this topic during the Engineer's Report.

c. Tuscarora Nations Wastewater Feasibility Request – Mr. Blodgett reported the District was contacted by a consultant of the Tuscarora Nation regarding the feasibility of sending wastewater from the Tuscarora Nation to the County Sewer District. The initial questions regarded capacity and

infrastructure. The Commissioners agreed that the District would need much more information before determining whether something like this would be a feasible alternative. The Board expressed concern with the District having the ability to accommodate growth in the District member towns if an agreement with the Tuscarora Nation were to be enacted. Mr. Blodgett and Mr. Vona stated the Tuscarora Nation would be considered a satellite community and the District may be required to meet additional stipulations from the NYSDEC that comes with allowing satellite communities. Mr. Vona recommended continuing discussion between all parties to get more information before making any commitment regarding feasibility.

Engineering Report:

1. General Retainer (GHD Project No. 630191)
 - Miscellaneous requests/reviews/assistance ongoing under Phase 40 and SCADA support services.
 - BOARD ACTION REQUESTED – None
2. CIP Phase 1 Map and Plan and Financial Analysis (GHD Project No. 11110253)
 - Capital Plan Update meeting held with the District on April 20th.
 - BOARD ACTION REQUESTED – None
3. 2020/2021 O&M Project - Clarifier Rehabilitation (GHD Project No. 11205045)
 - 2021 Project - Minor punch list items to be addressed in May.
 - BOARD ACTION REQUESTED – None
4. 2022 District Wide I/I Project (GHD Project No. 630191)
 - Potential project to address submerged manholes during flooding/wet weather
 - BOARD ACTION REQUESTED – None

Ms. Misiti stated GHD has been developing a plan to address submerged manholes to decrease the rate of flow to the District of storm water during extreme wet weather events. Mr. Blodgett stated as part of the scope of this project, GHD would be reaching out to each Town's Sewer Department to

identify submerged manholes during major flooding events. Ms. Misiti stated this project would use the allocated Districtwide I/I funds and GHD will submit a proposal for the project scope for Board consideration at the May Administrative Board Meeting

5. 2022 O&M Project (GHD Project No. 630191)

- Project underway.
- BOARD ACTION REQUESTED – None

6. Plant SCADA Hardware and Software Update (GHD Project No. 12574679)

- Equipment ordered.
- BOARD ACTION REQUESTED – None

Attorney's Report:

There is nothing new to report this month.

New Business:

a. Town of Niagara 2022 I/I Request – Mr. Blodgett presented the Town of Niagara's I/I project consisting of relining of 6 manholes by United Survey, Inc. and manhole riser materials as well as a cleaning attachment for their sewer cleaning truck. Total costs for the project is \$19,968.12.

Upon motion duly made by Wright H. Ellis and seconded by Steve Broderick, it was resolved to authorize reimbursement to the Town Niagara in the amount of \$19,968.12 for their 2022 I/I project of relining 6 manholes by United Survey Inc. and the purchase of necessary supplies.

b. Town of Wheatfield Connection Request – Mr. Blodgett reported that the Town of Wheatfield requests Board approval to connect into the Niagara County Sewer District #1 Manhole between 7200 and 7204 Shawnee Road in order to provide gravity sewer service for a single family home at 7204 Shawnee Road in the Town of Wheatfield.

Upon motion duly made by Steve Broderick and seconded by Don MacSwan, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby approves the Town of Wheatfield's

request for connection into the Niagara County Sewer District #1 manhole between 7200 and 7204 Shawnee Road in order to provide gravity sewer service for a single family home at 7204 Shawnee Road in the Town of Wheatfield, contingent on the Sewer District's staff approval of the technical requirement of the connection. This motion was carried.

Adjournment:

Upon motion duly made by Steve Broderick and seconded by Don MacSwan, the meeting adjourned at 4:54 p.m.