

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

Held on the 22nd day of March 2023

PRESENT Commissioner Mark C. Crocker, Chairman
Commissioner Steve Broderick
Commissioner Wright H. Ellis
Commissioner Joel M. Maerten
Commissioner Lee Wallace

EXCUSED: Commissioner Don MacSwan, Vice-Chairman

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

Chairman Crocker called the meeting to order at 3:56 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 February 22, 2023 meeting be approved as presented. This motion was carried.

Upon motion duly made by Joel M. Maerten and seconded by Steve Broderick, it was resolved that the following February vouchers be ratified and paid from their respective accounts:

FORWARDED

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Frontier	Mapleton Rd PS	60.47
National Fuel	Plant	7,162.06
National Fuel	Shawnee Rd PS	123.21
National Fuel	Townline Rd PS	186.98
National Grid	East Canal	1,754.62

National Grid	Mapleton Rd PS	257.77
National Grid	Moyer Lift PS	112.28
National Grid	Plant	10,145.86
National Grid	Shawnee Rd PS	152.37
National Grid	Tonawanda Creek Rd PS	915.23
National Grid	Townline Rd PS	869.92
NYSEG	Rapids Rd PS	1,454.58
QLT	Townline Rd PS	13.35
U-DIG	Digging Notifications	40.74
Verizon	East Canal	34.30
Verizon	Moyer Lift PS	34.20
Verizon	Plant	173.44
Verizon	Shawnee Rd PS	34.23
Verizon	Tonawanda Creek Rd PS	38.74
Town of Wheatfield Water	Plant	1,316.35
AC & DC Power Technologies	Maintenance Supplies	374.51
Allied Electronics	Electrical Supplies	869.35
Alpha Analytic, Inc.	Lab Analysis	2,637.42
Cardio Partners	Replacement CPR Pads & Responder Pack AED/CPR	221.95
Cintas	Carpet Floor Protection (2 Months)	102.47
Evoqua	Lab Grade Water	595.77
Ferguson Electric	Installation of temporary generator	1,205.80
Fisher Scientific	Laboratory Supplies	728.60
Flanders, Daniel	2023 Clothing Allowance	400.00
GHD	2022 O&M Project	4,927.50
GHD	Sewer Wide I/I	6,000.00
GHD	SCADA Upgrade - Project #12576479	3,870.00
GHD	Misc. Project Assistance - Project #630191	2,377.25
GHD	Monthly Retainer	750.00
Gui's Lumber	Maintenance Supplies	33.95
Hach	Laboratory Supplies	65.58
Harbor Freight	Maintenance Supplies	106.89
Herc Rentals	Equipment Rental	1,369.96
JCI Jones Chemical	Sodium Hypochlorite	10,288.43
Kemira	Ferrous Chloride	5,496.76
Koester Associates	Maintenance Supplies	1,639.69
Linde Gas & Equipment	Maintenance Supplies	166.28
Metal Supermarkets	Maintenance Supplies	906.02
Modern Corporation	Sludge/Dumpsters	51,128.02
Motion Ai	Electrical Supplies	575.90

Musial, Eugene (Ryan's Exterminating)	Spray Filter Building	160.00
Napa Auto Parts	Vehicle Supplies/Maintenance	14.98
North Central Laboratories	Laboratory Supplies	71.90
NSI Laboratories	Laboratory Supplies	451.00
O'Connell Electric	13.2KV Switchgear Line 1 & 2, Install. Of batteries in tie breaker line 1 & 2 panels	11,374.10
Rexel	Electrical Supplies	573.21
TEC Smith	Flow Meter Calibrations	1,800.00
WNY Occupational Medicine	Pre-employment physical for new hires	214.00
WW Grainger	Maintenance Supplies	2,352.83
Xylem	Laboratory Supplies	217.57
TOTAL		\$ 138,948.39

TO BE PAID

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Alpha Analytic, Inc.	Lab Analysis	892.50
Blair Supply	Maintenance Supplies	177.29
Charter Communications	Internet Service	760.38
Cummins Sales & Service	Semi-Annual Maintenance of the emergency generators at E. Canal, Rapids Rd, Shawnee & Ton. Creek Rd PS. Generator Repair at Shawnee Rd PS / Rental generator for Ton. Creek PS	3,539.50
LaTona, Richard	Reimbursement for Microbiology Class	1,891.11
Niagara Fire Extinguisher Service	Fire Extinguisher	75.00
Sampson	February 26, March 5, 12, 19	280.00
Sentrimax	Centrifuge repair	45,955.22
Staples	Office Supplies	29.12
Verizon	Rapids Rd PS	32.31
Verizon	Townline Rd PS	34.50
Verizon Wireless	Cellular Phone/Data	291.95
Vona, P. Andrew	Legal Retainer	2,500.00
WW Grainger	Maintenance Supplies	496.52
TOTAL		\$ 56,955.40

TOTAL FORWARDED	\$ 138,948.39
TOTAL APPROVED O&M	56,955.40
GRAND TOTAL APPROVED	\$ 195,903.79

This motion was carried.

Review of the November 2022 through February 2023 Financial Report showed an Operation and Maintenance balance of \$8,523,575.50.

Upon motion duly made by Wright H. Ellis and seconded by Joel M. Maerten, it was resolved that the Sewer District's November 2022 through February 2023 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. Rebuild of Westfalia GEA Centrifuge Bowl and Scroll – Mr. Earsing presented three quotes for the Westfalia centrifuge repair from Sentrimax, Centrifuge World and GEA Mechanical Equipment Us, Inc. Mr. Earsing explained the Westfalia centrifuge is the less efficient of the plant's two centrifuges, and is considered the backup centrifuge. He stated the recently repaired Alfa Laval centrifuge was repaired by Sentrimax and they were great to work with and resolved all the issues quickly. Mr. Earsing requested Board approval to accept the lowest bid from Sentrimax to repair the Westfalia centrifuge for \$56,133.60.

Upon motion duly made by Lee Wallace and seconded by Wright H. Ellis, it was resolved to approve Mr. Earsing's request to accept the lowest bid from Sentrimax to repair the Westfalia centrifuge for \$56,133.60. This motion was carried.

b. OEM Purchase of Filter Control Modules and Terminals – Mr. Earsing presented a quote from Rexel for upgrading the SCADA system in the filter building. Mr. Earsing requested Board approval to purchase sole source SCADA system parts from Rexel for \$20,131.93.

Upon motion duly made by Steve Broderick and seconded by Joel M. Maerten, it was resolved to approve Mr. Earsing's request to purchase sole source SCADA system parts from Rexel for \$20,131.93. This motion was carried.

c. OEM Purchase of New Influent Pump Volute and Rotating Assembly – Mr. Earsing distributed pictures of the influent pump (S5) showing extensive rusting and pitting and explained the plant has noticed a significant reduction of flow from this pump indicating it needs repair. Mr. Earsing requested authorization to purchase a Patterson Pump Company model F16 pump with rotating assembly for \$114,330.00 from Pioneer Pump Systems.

Upon motion duly made by Wright H. Ellis and seconded by Lee Wallace, it was resolved to approve Mr. Earsing's request to purchase a Patterson Pump Company model F16 pump with rotating assembly for \$114,330.00 from Pioneer Pump Systems. This motion was carried.

d. OEM Purchase of 30" Check Valve Assembly Replacement – Mr. Earsing stated the plant's 45 year old #2 pump needs the 30" check valve assembly replaced, and #1 and #3 pumps would likely need to be addressed soon as well. He stated the #4 and #5 pumps were new in 2005. Mr. Earsing requested authorization to purchase a 30" check valve assembly from Blair Supply Corp. for \$9,884.35.

Upon motion duly made by Wright H. Ellis and seconded by Lee Wallace, it was resolved to approve Mr. Earsing's request to purchase a 30" check valve assembly from Blair Supply Corp. for \$9,884.35. This motion was carried.

Administrative Director's Report:

a. Sodium Hypochlorite 2Q 2023 Bids – Mr. Blodgett reminded commissioners the District was continuing to seek quarterly price requests instead of seeking an annual bid until the chemical market stabilizes. He presented the second quarter quotes from Bison Laboratories, Inc. and JCI Jones Chemicals, Inc. Mr. Blodgett requested Board authorization to contract with the lowest quote from JCI Jones Chemicals, Inc. to purchase sodium hypochlorite for \$2.16/gal plus delivery charge through 6/30/2023.

Upon motion duly made by Wright H. Ellis and seconded by Steve Broderick, it was resolved to approve Mr. Blodgett's request to contract with JCI Jones Chemicals, Inc. to purchase sodium hypochlorite for \$2.16/gal plus delivery charge through 6/30/2023. This motion was carried.

b. County IDA Project Discussion - DSCA – Mr. Lannon briefed Commissioners regarding the Niagara County Business Park, a proposed IDA development to be located on Junction Road in the Town of Cambria. He stated the Downstream Capacity Analysis has been completed and he would be meeting with the respective Town Engineers to discuss findings.

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)
 - Meeting held with the District in end of April. Cost estimates updated. Working with NCSD staff to finalize list of projects.
 - 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.
 - BOARD ACTION REQUESTED – None
4. 2022 O&M Project (GHD Project No. 630191)
 - Working through submittals. Project ongoing.
 - BOARD ACTION REQUESTED – None

5. Plant SCADA Hardware and Software Update (GHD Project No. 12574679)
 - SCADA install completed. HMI screen development in progress. HMI hardware for filter building has been received. Site visit to be scheduled to finalize the SCADA Backup and Recovery Plan.
 - BOARD ACTION REQUESTED – None

6. Interceptor Lining Project (GHD Project No. 630191)
 - Design underway.
 - **BOARD ACTION REQUESTED – Request authorization to advertise for bids upon NCSD approval of plans**

Mr. Lannon requested authorization to seek bids for the District’s 2023 sewer lining project contingent upon the availability of project funding and review by the District and legal counsel.

Upon motion duly made by Wright H. Ellis and seconded by Steve Broderick, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby approves Mr. Lannon’s proposal to seek bids for the District’s 2023 sewer lining project contingent upon the availability of project funding and review by the District and legal counsel. This motion was carried.

7. 2022 SPDES Annual Compliance Updates (GHD Project No. 630191)
 - MOM Annual Update Report submitted to DEC. MMP Report complete.
 - BOARD ACTION REQUESTED – None

Attorney’s Report:

There is nothing new to report this month.

New Business:

- a. Town of Pendleton Connection - Fee Waiver – Chairman Crocker stated this item was briefly addressed last month. A letter from the Town of Pendleton regarding the Town’s previously approved request to connect to the District’s manhole #21-39 for the purposes of serving the expanding Town Park facilities located on Campbell Boulevard and requested the District waive the core/tap fee

which is normally charged to developers. Commissioner Maerten stated the Town of Pendleton would supervise the work. Mr. Blodgett stated the fee is typically about \$3,000.00 for a tap in of that size for the required reviews and approvals.

Upon motion duly made by Wright H. Ellis and seconded by Lee Wallace, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby approves authorization to waive the core/tap fee for the Town of Pendleton Town Park expansion project. This motion was carried with Commissioner Maerten recusing.

Adjournment:

Upon motion duly made by Joel M. Maerten and seconded by Wright H. Ellis, the meeting adjourned at 4:23 p.m.