

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

Held on the 24th day of April 2024

PRESENT Commissioner Mark C. Crocker, Chairman
Commissioner Don MacSwan, Vice-chairman
Commissioner Steve Broderick
Commissioner Jon MacSwan
Commissioner Sylvia Virtuoso

EXCUSED: Commissioner Joel M. Maerten
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, Attorney for District
Robert P. Lannon, GHD Consulting Services
Teresa Misiti, GHD Consulting Services

Chairman Crocker called the meeting to order at 4:01 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 Sylvia Virtuoso, it was resolved that the minutes of the March 27, 2024 meeting be approved as presented. This motion was carried.

Upon motion duly made by Steve Broderick and seconded by Jon MacSwan, it was resolved that the following vouchers be paid from their respective accounts:

FORWARDED

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Frontier	Mapleton Rd PS	60.65
National Fuel	Plant	3,823.40

National Grid	Plant	10,966.29
National Grid	Tonawanda Creek Rd PS	957.63
Niagara County Public Works	Elec Supply-Tonawanda Creek Rd PS - (February 2024)	404.13
Niagara County Public Works	Elec Supply - Mapleton PS (March 2024)	127.25
Niagara County Public Works	Elec Supply - East Canal PS (March 2024)	866.56
Niagara County Public Works	Elec Supply - Moyer Lift (March 2024)	50.84
Niagara County Public Works	Elec Supply - Shawnee Rd (March 2024)	74.59
Niagara County Public Works	Elec Supply - Townline Rd (March 2024)	609.40
Niagara County Public Works	Elec Supply - Plant (March 2024)	11,986.03
QLT	Tonawanda Creek Rd PS	14.42
U-DIG	Digging Notifications	110.60
Verizon	East Canal	35.96
Verizon	Moyer Lift PS	35.64
Verizon	Plant	182.57
Verizon	Rapids Rd PS	32.28
Verizon	Shawnee Rd PS	35.68
Verizon	Tonawanda Creek Rd PS	40.46
Verizon Wireless	Cellular Phones/Data	291.91
American Contracting & Environmental Services, Inc.	2022 O&M Project	40,375.00
BackFlow Supply	Maintenance Supplies	448.93
Cintas	Carpet Floor Protection	113.89
Core & Main	Maintenance Supplies	116.79
Corrpro	Water Tank Services	1,625.00
Evoqua	Laboratory Supplies	706.57
Fisher Scientific	Laboratory Supplies	4,746.03
Franusiak, Seth	2024 Clothing Allowance	400.00
GHD	2022 Sewer Wide I/I	14,329.78
GHD	Misc. Project Assistance & SCADA Support (Project #630191)	978.50
GHD	Monthly Retainer	750.00
GHD	2024 O&M Project	17,257.50
GHD	2023 SPDES Project #12629530	7,850.00

GP Jager, Inc.	Seal, Flushless	2,671.15
Greater Niagara Gazette	2024 O&M Project Advertising	331.60
Hach	Laboratory Supplies	274.51
Industrial Appraisal	Appraisal Services	965.00
JCI Jones Chemical	Sodium Hypochlorite	8,647.78
Joe Basil Chevrolet, Inc.	2024 Chevrolet Silverado	57,137.87
Lennox, David	2024 Clothing Allowance	400.00
Manning Environmental, Inc.	Maintenance and Electrical Supplies	1,675.22
Modern Corporation	Sludge/Dumpsters	32,291.47
Niagara Truck Equipment	Replacement Gearbox Shaft	46.11
NYWEA	2A Exam Fees for K. Ritchie & P. Hockwater	390.00
Office of Water Programs	Operation of Wastewater Treatment Plant Vol. 1 & 2	234.00
Outdoor Equipment Dist. (Piekos, V)	Maintenance Supplies	364.99
Pace Analytical Services	Laboratory Analyses	471.80
Power-Flo Technologies, Inc.	Freight Charge	17.56
RAM Industrial Services, LLC	Eurodrive Helical-worm gear unit with adapter	1,132.59
Rexel	Electrical Supplies	3,928.51
Sherwin Williams	Paint Supplies	322.11
Superior Lubricants	Grease/Oil	449.00
Tolls by Mail	Toll/Travel Expense for respirator fit testing	2.50
Town of Wheatfield	Fuel for County Vehicles - 1st Qtr. 2024	1,884.48
Town of Wheatfield Water	Mapleton Rd PS	18.90
Town of Wheatfield Water	Moyer Lift PS	18.90
Town of Wheatfield Water	Shawnee Rd PS	18.90
Town of Wheatfield Water	Townline Rd PS	220.00
USA Blue Book	Maintenance Supplies	697.14
WW Grainger	Maintenance Supplies	1,839.08
Wendt's Propane & Oil	Propane	69.50
Xylem	Maintenance Supplies	3,377.00
TOTAL		\$ 240,301.95

TO BE PAID

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Buffalo Lift Trucks	Preventative Maintenance	261.72

Charter One Communications	Internet	769.59
Fisher Scientific	Laboratory Supplies	43.68
GHD	Miscellaneous Project Assistance	1,688.50
National Fuel	Shawnee Rd PS	88.69
National Fuel	Townline Rd PS	63.36
Hurtubise Tire, Inc.	Tires for John Deere	388.00
JCI Jones	Sodium Hypochlorite	8,779.19
Linde	Maintenance Supplies	222.23
NYSEG	Rapids Rd PS	491.89
NYWEA	Dan Flanders 4A Renewal License	205.00
Pace Analytical Services	Laboratory Analyses	93.40
Sampson	Cleaning Services (March 30, April 6, 13, 20)	280.00
Verizon	Townline Rd PS	35.72
Vona, P. Andrew	Legal Retainer	2,500.00
Water Environment Federation	Membership fees for E. Knaebe & A. Earsing	250.00
TOTAL		\$ 16,160.97

TOTAL FORWARDED	\$ 240,301.95
TOTAL APPROVED O&M	16,160.97
GRAND TOTAL APPROVED	\$ 256,462.92

This motion was carried.

Review of the March 2024 Financial Report showed an Operation and Maintenance balance of \$10,205,164.10.

Upon motion duly made by Steve Broderick and seconded by Don MacSwan, it was resolved that the Sewer District's March 2024 Financial Report be approved as presented. This motion was carried.

Communications:

Town of Lockport - Interceptor Project Infrastructure Transfer – Mr. Blodgett presented correspondence from Town of Lockport Attorney Thomas D. Seaman regarding the bond agreement the District entered with the Town of Lockport on November 5, 1998 for the Lockport Interceptor project,

indicating the bonds have been paid in full and the facilities that were constructed as part of that project are now legally transferred to and owned by the District.

Upon motion duly made by Sylvia Virtuoso and seconded by Don MacSwan, it was resolved that the Sewer District acknowledges the Bonds relating to the Lockport Interceptor Project have been fully paid and therefore the ownership of the facilities are hereby transferred to the District. This motion was carried.

Old Business:

There is nothing new to report this month.

Chief Operator's Report:

There is nothing new to report this month.

Administrative Director's Report:

a. NYSDOT Correspondence – Property Claim & Release for Owasco River Railway – Mr. Blodgett stated the District was notified by the NYSDOT that a portion of the executed closing paperwork the District recently submitted was incorrectly completed. Mr. Vona stated Owasco River Railway retained certain rights to the property and the claim and release paperwork needs to be completed by said corporation in order for the acquisition to be processed; however, additional research is needed to determine if Owasco River Railway, Inc. remains the correct entity to contact. Mr. Blodgett requested Board approval to authorize the Mr. Vona to research and communicate with the proper entities to sign off on the Right-of-Way Assignment of Claim and Release paperwork requested by the NYSDOT.

Upon motion duly made by Don MacSwan and seconded by Jon MacSwan, it was resolved that the Sewer District approves Mr. Blodgett's request to authorize the Mr. Vona to research and communicate with the proper entities to sign off on the Right-of-Way Assignment of Claim and Release paperwork. This motion was carried.

b. Electronics Technician Position Update – Mr. Blodgett stated the District had reposted the Electronics Technician position on the County website and so far three candidates have submitted

applications for the position. He stated the posting is online thru May 1st and he will update the Board next month regarding the search results.

c. Sludge Hauling & Disposal Contract – Mr. Blodgett stated Modern Disposal declined the District’s request for another extension to the existing contract. The invitation for bids has been published and bid opening is scheduled for May 16, 2024. He stated he anticipated requesting approval to award the contract at the May meeting, and reminded Commissioners that in 2020 the District experienced a substantial increase of the price per ton for the contract.

d. Town I/I Projects – Mr. Blodgett reminded Commissioners that now is the time to begin planning their 2024 I/I projects for timely submission to the District for reimbursement. Mr. Blodgett encouraged Commissioners or their appropriate Town personnel to contact Mr. Lannon or himself for any assistance or to discuss any potential I/I projects.

Engineering Report:

1. General Retainer (GHD Project No. 630191)
 - Miscellaneous requests/reviews/assistance ongoing under Phase 40 and SCADA support services. Assisting with influent pump S5. Performing a DSCA for Niagara flow from NFWB
 - BOARD ACTION REQUESTED – None

2. CIP Phase 1 Map and Plan and Financial Analysis (GHD Project No. 11110253)
 - Finalizing list of projects.
 - BOARD ACTION REQUESTED – None

3. 2022 O&M Project (GHD Project No. 630191)
 - Construction is ongoing.
 - BOARD ACTION REQUESTED – None

4. Plant SCADA Hardware and Software Update (GHD Project No. 12574679)
 - Developing backup/contingency plan.
 - BOARD ACTION REQUESTED – None

5. Interceptor Lining Project (GHD Project No. 630191)
 - Project ongoing. Awaiting pricing for lining Pump Stations
 - BOARD ACTION REQUESTED – None

6. 2024 O&M Project (GHD Project No. 12629537)
 - Bids opened on April 17
 - BOARD ACTION REQUESTED – Consider award of contracts per April 18 letters of recommendation.

Mr. Lannon presented the bid tabulations and recommendation for the 2024 O&M Project of gate improvement at the main plant. After reviewing the qualifications and experience of the lowest bidder, he recommended awarding the Contract No. 1 – General, to American Contracting & Environmental Services, Inc., in the total bid amount of \$505,000.00, contingent upon availability of project funding and review by the District’s legal counsel.

Upon motion duly made by Jon MacSwan and seconded by Steve Broderick, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby authorizes awarding the Contract No. 1 – General, to American Contracting & Environmental Services, Inc., in the total bid amount of \$505,000.00, contingent upon availability of project funding and review by the District’s legal counsel. This motion was carried.

Mr. Lannon presented the sole bid received for the electrical portion of the project. He stated after reviewing the qualifications and experience of the sole bidder, he recommended awarding the Contract No. 1E – Electrical, to CIR Electrical Construction Corporation in the total bid amount of \$47,100.00, contingent upon availability of project funding and review by the District’s legal counsel.

Upon motion duly made by Sylvia Virtuoso and seconded by Steve Broderick, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby authorizes awarding the Contract No. 1E – Electrical, to CIR Electrical Construction Corporation in the total

bid amount of \$47,100.00, contingent upon availability of project funding and review by the District's legal counsel. This motion was carried.

7. 2024 Infiltration & Inflow Project (GHD Project No. TBD)
 - Project underway.
 - BOARD ACTION REQUESTED – None

Attorney's Report:

There is nothing new to report this month.

New Business:

Commissioner Don MacSwan shared that recent meetings with Town Supervisors and the State regarding local flooding issues was very informative and he is planning to host a follow up meeting and encouraged Commissioners to bring their Town engineers or qualified representatives to discuss proposals/projects and potential funding opportunities that may be available in each of their Towns. Chairman Crocker suggested inviting all local political representatives as well. Commissioner Don MacSwan stated he would extend invitations to area State Legislators as well as Niagara County Legislators.

Adjournment:

Upon motion duly made by Jon MacSwan and seconded by Sylvia Virtuoso, the meeting adjourned at 4:25 p.m.