

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

Held on the 28th day of May 2025

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

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, NCSD #1 Attorney
Robert P. Lannon, GHD Consulting Services
Anthony J. Nemi, Liaison, Niagara County Legislature

Chairman Crocker called the meeting to order at 4:05 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 Sylvia Virtuoso, it was resolved that the minutes of the April 23, 2025 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	63.88
National Fuel	Plant	3,190.33
National Fuel	Shawnee Rd PS	87.10
National Fuel	Townline Rd PS	83.60
National Grid	East Canal Rd PS	2,880.31

National Grid	Mapleton Rd PS	269.45
National Grid	Moyer Lift PS	162.79
National Grid	Plant	12,486.75
National Grid	Shawnee Rd PS	179.88
National Grid	Tonawanda Creek Rd PS	1,252.59
National Grid	Townline Rd PS	1,591.18
Niagara County Public Works	Elec Supply - Tonawanda Creek Rd (March 2025)	493.02
Niagara County Public Works	Elec Supply - Mapleton PS (April 2025)	209.27
Niagara County Public Works	Elec Supply - East Canal PS (April 2025)	1,368.58
Niagara County Public Works	Elec Supply - Moyer Lift (April 2025)	80.58
Niagara County Public Works	Elec Supply - Shawnee Rd (April 2025)	108.44
Niagara County Public Works	Elec Supply - Townline Rd (April 2025)	1,028.60
Niagara County Public Works	Elec Supply - Plant (April 2025)	18,508.18
Niagara County Public Works	Elec Supply - Rapids Rd PS (March & April 2025)	673.12
NYSEG	Rapids Rd PS	2,166.10
QLT	Townline Rd PS	14.42
UDIG-NY	Digging Notifications	136.38
Verizon	East Canal	33.34
Verizon	Plant	198.11
Verizon	Rapids Rd PS	35.41
Verizon	Shawnee Rd PS	39.29
Verizon	Tonawanda Creek Rd PS	37.79
Verizon	Townline Rd PS	39.31
Verizon Wireless	Cellular Phones/Data	292.09
Amazon	Maintenance Supplies	58.96
American Contracting & Environmental Services, Inc.	2024 O&M Project #12629537	85,619.53
Buffalo Lift Trucks	Coolant Reservoir	56.49
Chudy Paper	Towels & Toilet Paper	480.53
Cintas	Carpet Floor Protection	116.73
CIR Electrical Construction	2024 O&M Project #12629537	30,328.75
Core & Main	Maintenance Supplies	291.20
Cummins Sales & Service	East Canal Rd PS Generator Repairs	7,981.56
Drescher & Malecki	Audit Payment	1,000.00
Evoqua	Lab Grade Water	1,060.37
Ferguson Electric	Switching Main Electrical Feeds to Plant	374.15
Fisher Scientific	Laboratory Supplies	1,324.75
FN at Ballston Spa	Seal Guard II	1,064.99
GHD	2024 O&M Project #12629537	13,997.10
GHD	Monthly Retainer	750.00

GHD	Misc. Project Assistance & SCADA Support (Project #12640903)	9,032.77
Greater Niagara Gazette	Notice of Violation Ad	133.60
Greater Niagara Mechanical	Semi-Annual Preventative Maintenance HVAC	799.00
Gui's Lumber	Maintenance Supplies	36.38
Home Depot	Maintenance Supplies	160.50
John's Motor & Transmission Shop	2015 Ford F-250 Repairs	1,039.09
Kemira	Ferrous Chloride	3,578.92
Lakes Pipe Supply Corp	Maintenance Supplies	739.08
Linde Gas & Equipment	Maintenance Supplies	240.48
Modern Corporation	Sludge/Dumpsters	61,787.43
Napa Auto Parts	Vehicle Supplies	117.36
NYWEA	2A Wastewater Exam Application Fee - J. Young	195.00
Occustar Workplace Compliance	AHA First Aid/CPR/AED Training	792.00
Pace Analytical Services	Laboratory Analyses	1,146.30
Service Lighting & Electrical Supplies (d/b/a 1000Bulbs.com)	Maintenance Supplies	142.22
Solenis	Polymer	36,640.00
Southworth Milton Inc.	Generator Repair/Mapleton Rd Generator Maint.	3,110.65
Staples	Office Supplies	55.92
Superior Lubricants	Grease/Oil	180.00
WW Grainger	Maintenance Supplies	3,993.10
TOTAL		\$ 316,134.80

TO BE PAID

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
ABC Supply	Access Door Hatch to metering pit	2,197.56
Charter Communications	Internet	771.73
Cintas	Carpet Floor Protection	116.73
Fisher Scientific	Laboratory Supplies	400.49
GHD	SWMM Project #12656907	57,115.00
GHD	2024 O&M Project #12629537	12,471.25
Harbor Freight	Maintenance Supplies	121.98
National Fuel	Shawnee Rd PS	50.72
National Fuel	Townline Rd PS	35.40
NYSEG	Rapids Rd (Natural Gas)	75.88
Pace Analytical Services	Laboratory Analyses	667.60
Sampson Cleaning	April 26, May 3, 10, 17, 24, 2025	350.00
Service Lighting & Electrical Supplies (d/b/a 1000Bulbs.com)	Maintenance Supplies	453.53

Southworth Milton CAT	Plant (2) & Townline Rd PS Generator Maintenance	9,422.76
Vona, P. Andrew	Legal Retainer - May 2025	2,500.00
WW Grainger	Maintenance Supplies	225.02
TOTAL		\$ 86,975.65

TOTAL FORWARDED	\$ 316,134.80
TOTAL APPROVED O&M	\$ <u>86,975.65</u>
GRAND TOTAL APPROVED	\$ <u>403,110.45</u>

This motion was carried.

Review of the April 2025 Financial Report showed an Operation and Maintenance balance of \$13,398,755.02.

Upon motion duly made by Don MacSwan and seconded by Steve Broderick, it was resolved that the Sewer District's April 2025 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:

There is nothing new to report this month.

Administrative Director's Report:

a. Ferrous Chloride Bid Update – Mr. Blodgett stated the current Ferrous Chloride contract expires June 30, 2026, therefore the District will not be advertising for bids as was requested at the April Administrative Board meeting.

b. Potential Centrifuge Opportunity Project Update – Mr. Blodgett stated Sentrimax presented the District with a formal proposal regarding the purchase of the used centrifuge that was briefly discussed at the April meeting. He stated the initial purchase price quote was \$75,000.00 with additional proposals for installation and testing, shipping charges as well as sending out the coffin for

rebuilding. Mr. Blodgett requested Board approval to purchase the centrifuge and necessary ancillary items at a cost not to exceed \$150,000.00.

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 Mr. Blodgett to purchase the rebuilt centrifuge as proposed by Sentrimax, and necessary ancillary items at a cost not to exceed \$150,000.00. This motion was carried.

c. 2026 Budget Schedule – Mr. Blodgett reported that the 2026 Budget process begins in June and that a tentative budget will be presented to the Commissioners in July, and then the final tentative budget for Board approval in August for presentation to the Niagara County Budget Office in September.

d. Staffing:

Electronics Technician Position Update – Mr. Blodgett stated the County received significant response from advertising on Indeed and 4 applicants were approved by the County. He stated interviews would begin soon.

Teamsters Contract Negotiations – Mr. Blodgett stated the Teamsters contract expires at the end of 2025 and negotiations would begin within the next few months.

Personnel – Mr. Blodgett requested the Board adjourn to executive session to discuss staffing/personnel matters.

Upon motion duly made by Jon MacSwan and seconded by Don MacSwan, it was resolved that the Board adjourn to executive session to discuss staffing/personnel matters. This motion was carried.

Upon motion duly made by Don MacSwan and seconded by Steve Broderick, it was resolved that the Board adjourn from executive session and re-open the regular meeting. This motion was carried.

Engineers Report:

1. General Retainer (GHD Project No. 12640903)
 - Miscellaneous requests/reviews/assistance ongoing under Phase 40 and SCADA support services. Meeting scheduled for May 30 to review DSCA for Niagara flow from NFWB. Meeting scheduled for May 27 to discuss solids handling.
 - BOARD ACTION REQUESTED – None
2. CIP Phase 1 Map and Plan and Financial Analysis (GHD Project No. 11110253)
 - Finalizing list of projects. Need to schedule a meeting with NCSD
 - BOARD ACTION REQUESTED – None
3. 2022 O&M Project (GHD Project No. 630191)
 - Construction contract being closed out; record drawings and O&M manuals to be provided
 - BOARD ACTION REQUESTED – None
4. 2024 O&M Project (GHD Project No. 12629537)
 - Construction is ongoing. Last 2 remaining gates to be installed and must be coordinated with WWTP operations. Minor punch list items remain.
 - BOARD ACTION REQUESTED – None
5. SWMM Update (GHD Project No. 12656907)
 - Project underway.
 - BOARD ACTION REQUESTED – None
6. 2025 O&M Project (GHD Project No. 12660951)
 - Project underway
 - BOARD ACTION REQUESTED – None

Attorney's Report:

There is nothing new to report this month.

New Business:

There is nothing new to report this month.

Adjournment:

Upon motion duly made by Don MacSwan and seconded by Sylvia Virtuoso, the meeting adjourned at 4:34 p.m.