

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

Held on the 26th day of August 2026

PRESENT: Commissioner Mark C. Crocker, Chairman
Commissioner Steve Broderick
Commissioner Matthew Foe
Commissioner Joel M. Maerten
Commissioner Sylvia Virtuoso

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, NCSD #1 Attorney
Robert P. Lannon, GHD Consulting Services
Katelyn Reepmeyer, GHD Consulting Services

Chairman Mark C. Crocker called the meeting to order at 4:03 p.m.

Roll call was taken by Donna Cody.

The pledge of allegiance was recited.

Upon motion duly made by Matthew Foe and seconded by Steve Broderick, it was resolved that the minutes of the July 22, 2026 meeting be approved as presented. This motion was carried.

Upon motion duly made by Joel M. Maerten and seconded by Sylvia Virtuoso, 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	63.09
National Fuel	Plant	62.81
National Fuel	Shawnee Rd PS	29.17
National Fuel	Townline Rd PS	23.46
National Grid	East Canal Rd PS	3,349.99

National Grid	Mapleton Rd PS	302.98
National Grid	Moyer Lift PS	111.93
National Grid	Plant	13,760.36
National Grid	Shawnee Rd PS	223.55
National Grid	Townline Rd PS	1,892.02
Niagara County Public Works	Elec Supply - Mapleton PS (July 2026)	170.51
Niagara County Public Works	Elec Supply - East Canal PS (July 2026)	1,319.95
Niagara County Public Works	Elec Supply - Moyer Lift (July 2026)	62.94
Niagara County Public Works	Elec Supply - Shawnee Rd (July 2026)	111.67
Niagara County Public Works	Elec Supply - Townline Rd (July 2026)	1,041.06
Niagara County Public Works	Elec Supply - Plant (July 2026)	28,655.78
Niagara County Public Works	Elec Supply - Rapids Rd PS (July 2026)	388.65
Niagara County Public Works	Magnetic Sewer District Door Seals (8)	180.24
NYSDEC	Air Facility Registration Permit	160.00
NYSDEC	Hazardous Substance Bulk Storage Application	125.00
NYSEG	Rapids Rd PS (Electrical & Natural Gas)	981.01
UDIG-NY	Digging Notifications	162.04
Verizon	East Canal	40.31
Verizon	Plant	205.91
Verizon	Moyer Lift PS (2 months)	80.54
Verizon	Rapids Rd PS	40.35
Verizon	Shawnee Rd PS	40.31
Verizon	Tonawanda Creek Rd PS	44.77
Verizon	Townline Rd PS	40.28
Verizon Wireless	Cellular Phone / Data	376.64
Advanced Technical Solutions	Maintenance Supplies	803.50
Amazon	Magnetic Wireless Beacon	28.98
American Contracting & Environmental Services Inc.	2025 O&M Project #12660951	156,750.00
Cintas	Carpet Floor Protection	119.89
Dana Roetzer's Executive Landscap.	Weed control at plant & all pump stations	6,737.50
Dival	Calibration Gas	245.00
Elwood Safety Company	Electrical Glove Testing	105.00
Empire Scale Corporation	Inspection, cleaning & calibration of weights	552.00
Evoqua	Lab Grade Water	959.24
Falls Auto Spring, Inc.	VAC Truck Inspection	20.00
Fisher Scientific	Laboratory Supplies	2,984.91
GHD	2026 I/I Project #12689237	5,979.66
GHD	Misc. Project Assistance & SCADA Support (Project #12640903)	7,026.60

GHD	Monthly Retainer - July 2026	1,000.00
GHD	2025 SPDES Project #12686989	11,690.00
GHD	2025 O&M Project #12660951	14,560.00
GHD	2026 O&M Project #12690181	76,000.00
Irr Supply Centers	Maintenance Supplies	21.58
Jani-King	August Office Cleaning Service	537.96
JCI Jones Chemicals	Sodium Hypochlorite	7,883.22
Jim Barnard Chevrolet, Inc.	2026 Chevrolet Silverado	50,182.93
Koester	Maintenance Supplies	118.66
Masterman's	Laboratory Supplies	1,019.94
McMaster-Carr	Maintenance Supplies	83.32
Modern Corporation	Sludge/Dumpsters	68,000.72
Napa Auto Parts	Vehicle Supplies	72.49
New York Water Environment Assoc.	3A Wastewater Cert. Exam Fee for Jacob Haskell	195.00
North Central Laboratories	Laboratory Supplies	60.71
Pace Analytical Services	Laboratory Analyses	938.60
Rexel	ControlLogix Module & Point Controller	4,139.41
Sentrimax	Feed Tube, Tensioner Rod Part, Liquid dam plated	4,968.26
Share Corporation	Maintenance Supplies	225.97
Staples	Office Supplies	93.44
VAG USA, LLC	Maintenance Supplies	2,499.16
WB Mason	Water	32.96
WW Grainger	Maintenance Supplies	876.79

TOTAL

\$ 481,560.72

TO BE PAID

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Charter Communications	Internet	772.14
Cintas	Carpet Floor Protection	119.89
Cummins Sales & Service	Battery Charger Replacement at Rapids Rd PS	929.87
Fisher Scientific	Laboratory Supplies	472.11
Linde Gas & Equipment	Maintenance Supplies	260.64
National Fuel	Shawnee Rd PS	32.49
National Fuel	Townline Rd PS	23.46
Pace Analytical	Laboratory Analyses	1,807.20
QLT	Townline Rd PS	15.92
Rexel	Reversing Contactor	1,215.14
Verizon	Townline Rd PS	40.37
Vona, Andrew P	Legal Retainer - August 2026	3,333.33

WW Grainger	Maintenance Supplies	218.94
Xylem	Maintenance Supplies	1,852.56
TOTAL		\$ 11,094.06

TOTAL FORWARDED	\$ 481,560.72
TOTAL APPROVED O&M	\$ 11,094.06
GRAND TOTAL APPROVED	\$ 492,654.78

This motion was carried.

Review of the July 2026 Financial Report showed an Operation and Maintenance balance of \$16,930,983.19.

Upon motion duly made by Matthew Foe and seconded by Sylvia Virtuoso, it was resolved that the Sewer District's July 2026 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 Directors Report:

a. 2027 Draft Budget – Mr. Blodgett distributed a copy of the tentative 2027 Budget to the Board for review and discussion. He stated that the tentative budget currently contains a 2.55% increase in appropriations from the 2026 budget. Mr. Blodgett explained final numbers for budgeting are still being updated from the County as well as ongoing negotiations with the Teamsters Union, which may require some minor adjustments, but would still keep the overall increase percentage at 3% or less. He also stated he recommends and requests abolishing an open Wastewater Operator Trainee position and creating a Senior Wastewater Maintenance position as part of the budget process. Mr. Blodgett requested

Board authorization to submit the Niagara County Sewer District #1 2027 Tentative Budget to the County Budget Office for approval.

Upon motion duly made by Sylvia Virtuoso and seconded by Matthew Foe, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby approves Mr. Blodgett's request to submit the Niagara County Sewer District #1 2027 Tentative Budget to the County Budget Office for approval at a not to exceed increase of 3%. This motion was carried.

Upon motion duly made by Steve Broderick and seconded by Sylvia Virtuoso, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby approves Mr. Blodgett's request to abolish an open Wastewater Operator Trainee position and create a Senior Wastewater Maintenance Person position as a part of the 2027 budget request. This motion was carried.

b. NYSEFC 2026 Cybersecurity SECURE Assessment Grant – Mr. Blodgett thanked GHD for spearheading the application process and securing a grant not to exceed \$50,000.00 from New York State Environmental Facilities Corporation under the NYS Strengthening Essential Cybersecurity for Utilities and Resiliency Enhancement (SECURE) Assessment program. Mr. Blodgett requested acceptance of the NYSEFC SECURE grant and for authorization to initiate the Wastewater Infrastructure Cybersecurity Assessment project and request reimbursement under the SECURE program.

Upon motion duly made by Joel M. Maerten and seconded by Sylvia Virtuoso, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby accepts the NYSEFC SECURE grant and authorizes Mr. Blodgett to initiate the Wastewater Infrastructure Cybersecurity Assessment project and request reimbursement not to exceed \$50,000.00 under the SECURE program. This motion was carried.

c. Staffing Update – Open Maintenance I Position – Mr. Blodgett stated the open Maintenance I position was currently being posted on Indeed through September 22nd. He stated he would update the Board at the September Administrative Board meeting.

d. Teamsters Contract Negotiations – Mr. Blodgett said the next scheduled meeting was at the end of September and he would continue to update the Board as negotiations progressed.

e. August 2-3, 2026 Storm/Flooding Event Impacts – Mr. Blodgett stated in the past five to six (5-6) years the region has experienced four (4) major storm events resulting in excessive flooding and high flows to the District; notably July 2021, February 2022, January 2024 and the most recent event in August 2026. He reported that the State has presented major obstacles toward allowing Towns to clean up and address known problem areas in creeks and ditches to reestablish the conveyance capacities of these waterways is causing significant stormwater impacts that are largely contributing to the flooding concerns. The issue is becoming a regular occurrence that directly causes extreme flow conditions from direct stormwater inflow from the area flooding. Mr. Blodgett stated he has been in conversation with Jonathan Schultz of the County’s Emergency Management office and as a result is recommending both the District and individual Towns should focus their I/I projects on reducing direct inflow to the District caused by flooding. Chairman Crocker requested the Board adjourn to executive session for consultation with the District’s attorney and engineer.

Upon motion duly made by Mark C. Crocker and seconded by Matthew Foe, it was resolved that the Board adjourn to executive session. This motion was carried.

Upon motion duly made by Joel M. Maerten and seconded by Matthew Foe, it was resolved that the Board adjourn from executive session and re-open the regular meeting. This motion was carried and the following action was taken coming out of the executive session.

**RESOLUTION ESTABLISHING A TEMPORARY MORATORIUM ON THE APPROVAL OF
DOWNSTREAM CAPACITY ANALYSES (DSCA'S) WITHIN THE SEWER DISTRICT**

WHEREAS, the current flooding situation and stormwater infrastructure, including creeks and ditches, will be continuously monitored, reevaluated, and updated over the next six (6) months based on meetings

and progress with our member towns, their engineers, and county and state officials, as well as additional storm events that will potentially occur during this time; and

WHEREAS, this moratorium will not impact any proposed projects or developments that have already obtained a DSCA approval from the Sewer District prior to the effective date of this resolution; and

WHEREAS, this moratorium will not impact any development, projects, or individual connections to the sanitary sewer systems that fall below the NYSDEC regulated sanitary sewer extension flow limit of 2,500 gallons per day (gpd), as those projects do not require a DSCA approval from the Sewer District (noting that a DSCA approval is required from the Sewer District as part of the NYS State Environmental Quality Review (SEQR) process only when projected sanitary flows from a development or subdivision exceed that state regulatory threshold of 2,500 gpd); and

WHEREAS, this moratorium resolution is being recommended to the Board of Commissioners after Sewer District management staff briefed Director Blodgett on the impacts and severity of the most recent flooding event on August 2 and 3, 2026 (as well as other recent events that have occurred over the past several years), during which the County Sewer District's wastewater facilities were overwhelmed by stormwater flooding; and

WHEREAS, the District's facilities are designed for sanitary sewer flow only, and once the town sanitary sewer systems are submerged by stormwater from flooded creeks and ditches, the District no longer has the capacity for normal sanitary flows as the significant flooding and runoff from the storm event inundates the County Sewer District's infrastructure; and

WHEREAS, the August 2 and 3, 2026 storm event caused widespread creek and subdivision flooding throughout the entire Sewer District service area;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners hereby enacts a temporary six-month moratorium, effective immediately, on the review and approval of any new Downstream Capacity Analyses (DSCAs) for projects exceeding the 2,500 gpd threshold; and

BE IT FURTHER RESOLVED, that Sewer District management and staff, alongside the District's Engineers, are authorized and directed to take all necessary steps to implement this temporary moratorium, continue infrastructure monitoring and stakeholder evaluations, and report back to the Board upon the conclusion of the six-month period.

Upon motion duly made by Joel M. Maerten and seconded by Steve Broderick, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby authorizes imposing a six (6) month temporary moratorium on performing and approving Downstream Capacity Analyses (DSCA's) which are required on any development or project estimated to exceed 2,500 gallons per day discharge to the District. The moratorium shall take effect immediately and is set to expire on February 26, 2027, unless amended or extended by a subsequent resolution. Chairman Crocker requested a roll call vote. The results of the roll call vote were:

Chairman Crocker – no;

Commissioner Broderick – yes;

Commissioner Foe – yes;

Commissioner Maerten – yes;

Commissioner Virtuoso – yes.

The motion was carried 4-1.

Engineers Report:

1. General Retainer (*GHD Project No. 12640903*)

- Assisting in compliance with new NYS Cybersecurity Regulations for Wastewater Facilities.
 - Awarded the \$50,000 SECURE Cybersecurity Grant to help communities defend critical sewer utilities against cyber threats.
- Miscellaneous requests/reviews/assistance continues under Phase 40.

- SCADA support services.
 - Remote pump station integration and alarms

Board Action Requested: None

**2. Capital Improvement Plan (CIP) - Phase 1 Map, Plan and Financial Analysis
(GHD Project No. 13001684)**

- Visual assessment of existing WPCC electrical equipment performed on August 19.
- Map and plan in development for the three (3) separate tasks.

Board Action Requested: None

3. 2022 O&M Project (GHD Project No. 630191)

- Surge valves arrive on site for installation at East Canal Road Pump Station to alleviate the valve slamming problem. They will be installed as part of the contingency of the 2025 O&M work after the influent check valve work is completed at the WPCC (anticipated week of 8/24-8/28).

Board Action Requested: None

4. 2025 O&M Project (GHD Project No. 12660951)

- Tank replacement at East Canal Road Pump Station (ECRPS) is complete. Tank registration with NYSDEC is complete. Product was delivered.
- Tank replacement at Townline Road Pump Station to begin after completion of influent check valve repairs S4 and S5 at the WPCC.
- Generator docking station installation is in progress behind the influent pumping station at the WPCC.
- Electrical and automation work at Shawnee Road Pump Station to begin following equipment and construction/operation coordination finalization.

Board Action Requested: None.

5. Solids Handling Building Upgrades and Dryer Feasibility Study (GHD Project No. 13001686)

- GHD is developing a proposal for the study as follow-up to a previous proposal, pilot study, and the most recent site visit performed on June 30, 2026.

Board Action Requested: None

6. 2026 District I/I Project (GHD Project No. 12689237)

- The model calibration is complete.
- The report draft is undergoing internal review.
- Draft report delivery to NCSD anticipated early September.

Board Action Requested: None.

7. 2026 Annual NCSD O&M Projects (GHD Project No. 12690181)

- 90% Design Review meeting held 8/26.
- Bid documents to be published 9/3.
- Bid opening 9/23.

Board Action Requested: **Consider authorizing the advertisement of the project for bid.**

Ms. Reepmeyer requested authorization to advertise for bids for the District's 2026 O&M project contingent upon the availability of project funding and review by the District staff and legal counsel.

Upon motion duly made by Sylvia Virtuoso and seconded by Matthew Foe, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby approves Ms. Reepmeyer's request to advertise for bids for the District's 2026 O&M project contingent upon the availability of project funding and review by the District staff and legal counsel. This motion was carried.

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 Joel M. Maerten and seconded by Steve Broderick, the meeting adjourned at 5:26 p.m.