

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

Held on the 22nd day of July 2026

PRESENT: Commissioner Mark C. Crocker, Chairman
Commissioner Don MacSwan, Vice Chairman
Commissioner Steve Broderick
Commissioner Matthew Foe
Commissioner Sylvia Virtuoso

EXCUSED: Commissioner Joel Maerten

ALSO PRESENT: Thomas W. Blodgett, Administrative Director, 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 M. Reepmeyer, GHD Consulting Services
Carl A. Widmer, CPA, Drescher & Malecki

Chairman Crocker called the meeting to order at 4:02 p.m.

Roll call was taken by Joanne M. Teixeira.

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 May 27, 2026 meeting be approved as presented. This motion was carried.

Upon motion duly made by Don MacSwan and seconded by Steve Broderick, it was resolved that the following June 2026 vouchers be paid from their respective accounts:

FORWARDED

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Amazon	LED Tube Lights & Latches	172.33
American Contracting & Environmental Services Inc.	2024 O&M Project #12629537	33,645.96

American Contracting & Environmental Services Inc.	2025 O&M Project #12660951	28,975.00
Bearing Distributors Inc. (BDI)	Maintenance Supplies	1,362.25
Charter Communications	Internet	771.95
Cintas	Carpet Floor Protection	119.89
Empire Scale Corporation	Calibration of Chart Recorder	170.00
Evoqua	Lab Grade Water	815.39
Evoqua Water Technologies	Lab Grade Water	988.61
Ferguson Enterprises	SludgePro Sludge Samplers	733.68
Fisher Scientific	Laboratory Supplies	716.42
Fisher Scientific	Laboratory Supplies	683.31
Forbest Products	Replacement Sewer Camera Cable Reel	574.00
Frontier	Mapleton Rd PS	62.94
GHD	2025 O&M Project #12660951	9,140.00
GHD	Misc. Project Assistance & SCADA Support (Project #12640903)	23,326.84
GHD	Monthly Retainer - May 2026	1,000.00
Gui's Lumber	Maintenance Supplies	111.61
Home Depot	Dehumidifier/Paint Supplies	322.96
Hurtubise Tire	Vac Truck - 2 new tires	953.80
JCI Jones Chemicals	Sodium Hypochlorite	7,935.69
Kemira	Ferrous Chloride	6,687.66
Koester	Maintenance Supplies	1,176.65
Koester	Maintenance Supplies	2,248.53
Lennox, David	2026 Clothing Allowance	400.00
Linde Gas & Equipment	Maintenance Supplies	260.64
Manning Environmental	Maintenance Supplies	26.69
Mastermans	Laboratory Supplies	995.82
McMaster-Carr	Maintenance Supplies	17.38
McMaster-Carr	Maintenance Supplies	55.45
Modern Corporation	Sludge/Dumpsters	68,922.48
Motion Industries	Maintenance Supplies	513.02
National Fuel	Plant	1,220.06
National Fuel	Shawnee Rd PS	37.65
National Fuel	Townline Rd PS	24.02
National Grid	Plant	13,484.73
National Grid	East Canal Rd PS	3,120.55
National Grid	Mapleton Rd PS	267.37
National Grid	Moyer Lift PS	88.20
National Grid	Shawnee Rd PS	255.46

National Grid	Townline Rd PS	1,774.03
Niagara County Public Works	Elec Supply - Mapleton PS (May 2026)	163.21
Niagara County Public Works	Elec Supply - East Canal PS (May 2026)	1,316.04
Niagara County Public Works	Elec Supply - Moyer Lift (May 2026)	40.00
Niagara County Public Works	Elec Supply - Shawnee Rd (May 2026)	111.53
Niagara County Public Works	Elec Supply - Townline Rd (May 2026)	1,025.16
Niagara County Public Works	Elec Supply - Plant (May 2026)	19,209.17
Niagara County Public Works	Elec Supply - Rapids Rd PS (May 2026)	349.70
Niagara Lock & Key Service	Keys	42.04
North Central Laboratories	Laboratory Supplies	76.29
Pace Analytical	Laboratory Analyses	151.80
Pace Analytical Services	Laboratory Analyses	4,814.00
Power-Flo Technologies, Inc.	Galvanized Conduit	615.97
R.M. Headlee	Seal Kit	505.45
Smith & Loveless Inc.	Maintenance Supplies	322.21
Southworth Milton Inc.	Generator Maintenance & Repair	1,513.85
Staples	Office Supplies	62.63
Town of Wheatfield Water	Plant	2,158.75
UDIG-NY	Digging Notifications	92.82
Verizon	East Canal	40.24
Verizon	Moyer Lift PS	40.16
Verizon	Plant	205.51
Verizon	Rapids Rd PS	40.24
Verizon	Shawnee Rd PS	40.22
Verizon	Tonawanda Creek Rd PS	44.74
Verizon	Townline Rd PS	40.26
Verizon Wireless	Cellular Phone / Data	332.04
Vona, Andrew P	Legal Retainer - June 2026	3,333.33
VWR International	Laboratory Supplies	338.90
WB Mason	Water	29.96
WellNow	New Hire Physical/Drug Testing	155.00
Wendt's Propane & Oil	Propane	69.50
WW Grainger	Maintenance Supplies	2,152.30
WW Grainger	Maintenance Supplies	87.48

TOTAL

\$ 253,679.52

TOTAL FORWARDED:

\$ 253,679.52

This motion was carried.

Upon motion duly made by Don MacSwan and seconded by Steve Broderick, it was resolved that the following July 2026 vouchers be paid from their respective accounts:

FORWARDED

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Frontier	Mapleton Rd PS	62.94
National Fuel	Plant	134.77
National Grid	Plant	12,167.81
Niagara County Public Works	Elec Supply - Mapleton PS (May 2026)	137.36
Niagara County Public Works	Elec Supply - East Canal PS (May 2026)	1,176.20
Niagara County Public Works	Elec Supply - Moyer Lift (May 2026)	31.44
Niagara County Public Works	Elec Supply - Shawnee Rd (May 2026)	94.20
Niagara County Public Works	Elec Supply - Townline Rd (May 2026)	944.75
Niagara County Public Works	Elec Supply - Plant (May 2026)	19,869.37
Niagara County Public Works	Elec Supply - Rapids Rd PS (May 2026)	278.89
QLT	Tonawanda Creek Rd PS	15.92
Town of Wheatfield Water	Mapleton Rd PS	21.35
Town of Wheatfield Water	Moyer Lift PS	21.35
Town of Wheatfield Water	Shawnee Rd PS	21.35
Town of Wheatfield Water	Townline Rd PS	306.00
UDIG-NY	Digging Notifications	103.30
Verizon	East Canal	40.28
Verizon	Plant	205.41
Verizon	Shawnee Rd PS	40.30
Verizon	Tonawanda Creek Rd PS	44.76
Amazon	Chairs	512.44
Cintas	Carpet Floor Protection	119.89
Cooper Electric	Electrical Supplies	82.67
Federal Express	Part Return	14.75
Fisher Scientific	Laboratory Supplies	466.10
GHD	2026 I/I Project #12689237	21,846.00
GHD	Misc. Project Assistance & SCADA Support (Project #12640903)	936.50
GHD	Monthly Retainer - June 2026	1,000.00
GHD	NSCD SWMM Update (Project #12656907)	4,173.00
GHD	2025 O&M Project #12660951	13,396.08
GHD	2026 O&M Project #12690181	14,000.00
Jani-King	July Office Cleaning Service	537.96
JCI Jones Chemicals	Sodium Hypochlorite	7,857.78
John W. Danforth	Annual Fume Hood Certification	488.00

Kemira	Ferrous Chloride	3,668.38
McMaster-Carr	Maintenance Supplies	62.99
Modern Corporation	Sludge/Dumpsters	59,069.20
Pace Analytical Services	Laboratory Analyses	1,342.60
Service Lighting & Electrical Supplies	Lighting Supplies	2,288.40
Siewert Equipment	Wemco Pump	23,384.00
Town of Wheatfield	Fuel for County Vehicles - 2nd Qtr. 2026	2,714.59
Weldall, Inc.	Flex Auger Repair	1,200.00
WW Grainger	Maintenance Supplies	4,514.83

TOTAL

\$ 199,393.91

TO BE PAID

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
American Contracting & Environmental Services, Inc.	2025 O&M Project #12660951	134,999.22
Charter Communications	Internet	772.14
Evoqua	Lab Grade Water	889.63
Fisher Scientific	Laboratory Supplies	253.96
John's Motor & Transmission Shop	2016 Ford Explorer & 2013 Ford F-350 Inspections	47.00
Linde Gas & Equipment	Maintenance Supplies	253.58
North Central Laboratories	Laboratory Supplies	178.60
NYSEG	Electric & Natural Gas - Rapids Rd PS	759.32
Pace Analytical Services	Laboratory Analyses	960.00
Verizon	Rapid Rd PS	40.29
Verizon Wireless	Cell/Data Charges	332.12
Vona, Andrew P	Legal Retainer - July 2026	3,333.33
WB Mason	Water	29.96
WW Grainger	Maintenance Supplies	292.00

TOTAL

\$ 143,141.15

TOTAL FORWARDED
TOTAL APPROVED O&M
GRAND TOTAL APPROVED

\$ 199,393.91
\$ 143,141.15
\$ 342,535.06

This motion was carried.

Review of the May 2026 Financial Report showed an Operation and Maintenance balance of \$17,839,983.37.

Upon motion duly made by Sylvia Virtuoso and seconded by Matthew Foe, it was resolved that the Sewer District's May 2026 Financial Reports be approved as presented. This motion was carried.

Review of the June 2026 Financial Report showed an Operation and Maintenance balance of \$17,402,410.80

Upon motion duly made by Steve Broderick and seconded by Don MacSwan, it was resolved that the Sewer District's June 2026 Financial Reports be approved as presented. This motion was carried.

Communications:

a. Financial Statement and Audit Report – Drescher & Malecki – Chairman Mark C. Crocker recognized Carl A. Widmer, CPA, from Drescher & Malecki who was present to provide an overview of the Sewer District No. 1 Fund Financial Statements and Audit Report for year ended December 31, 2025 to the Board. Mr. Widmer explained the Sewer District is a funded entity of the County and Drescher and Malecki are retained as a third party, independent entity to perform the County's Audits. He stated he was presenting the part of that audit that pertains to the Sewer District Fund. Mr. Widmer's review of the report reflects compliance with financial related legal requirements and the District's stable financial position, including an analysis of an appropriate fund balance given the type, age, and amount of infrastructure owned and operated by the District. Overall, the report reflected no reportable findings.

Old Business:

There is nothing new to report this month.

Chief Operator's Report:

a. Influent Pump S4 Rebuild – OEM Purchase – Mr. Earsing requested approval to accept the OEM quote from Patterson Pump Company to replace the rotating assembly and shaft couplings of Influent Pump S4 for the total cost of \$80,291.00, plus shipping of approximately \$975.00.

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 Mr. Earsing's OEM request to replace the rotating assembly and shaft couplings of Influent Pump S4 from Patterson Pump Company for the total cost of \$80,291.00, plus shipping of approximately \$975.00. This motion was carried.

b. NYSDEC Division of Air – Site Visit –Mr. Earsing reported that the NYSDEC Division of Air made an unannounced visit to tour the facility to rule out recent odor complaints in the area. The NYSDEC Division of Air determined that the odor was not emanating from the Niagara County Sewer District.

Administrative Directors Report:

a. 2026 I/I Projects – Mr. Blodgett reminded Commissioners to be sure to turn in documentation for 2026 I/I projects for the \$25,000.00 reimbursement from the District.

b. 2027 Budget Schedule – Mr. Blodgett stated he and Joanne Teixeira would continue to work on the 2027 Budget over the next few weeks and present a draft to the Board for review before the August Administrative Board Meeting and the final budget will need to be approved at the August meeting so that it can be submitted to the County Budget Office by September 17th

c. Electronics Technician Position Update – Mr. Blodgett stated the District has hired an Electronics Technician to fill the vacant position. The new Sewer District employee brings several years of PLC/instrumentation and controls experience to the District and will be a good fit to fill that gap.

d. Maintenance Person I Position – Mr. Blodgett reported that this position has yet to be filled and has been reposted on the Niagara County Job Openings Website as well as Indeed.

e. Teamsters Contract Negotiations – Mr. Blodgett reported there were no updates regarding the status of the Teamsters Contract Negotiations as we are waiting for the next meeting date to be scheduled. He stated he will update the Board as negotiations continue.

Engineers Report:

1. General Retainer (GHD Project No. 12640903)

- Assisting in compliance with new NYS Cybersecurity Regulations for Wastewater Facilities.
- Populated request for EPA's Water Sector Cybersecurity Evaluation Program's free cybersecurity evaluation. Response suggests a short turnaround time.
- Miscellaneous requests/reviews/assistance continues under Phase 40.
- SCADA support services.
 - Remote pump station integration and alarms

Board Action Requested: None

2. CIP Phase 1 Map and Plan and Financial Analysis (GHD Project No. 11110253)

- Additional walk-through with GHD electrical personnel to be scheduled.
- Map and plan in development.

Board Action Requested: None

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

- Established solution with valve manufacturer to install new surge valves and provide spare parts replacements.

Board Action Requested: None

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

- Electrical and automation work at Shawnee Road Pump Station to begin following equipment and construction/operation coordination finalization.
- Tank replacement at East Canal Road Pump Station (ECRPS) in progress.
- Tank replacement at Townline Road Pump Station to begin after confirmation of new tank registration at ECRPS by NYSDEC.
- Generator docking station installation at the WPCC to begin end of July.

Board Action Requested: None.

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

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

Board Action Requested: None

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

- Meters were pulled 7/13 and 7/14.
- Model calibration in progress.

Board Action Requested: None.

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

- 90% design drawings and specifications expected 7/23.

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 Steve Broderick and seconded by Don MacSwan, the meeting adjourned at 4:34 p.m.