

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

Held on the 25th day of March 2026

PRESENT Commissioner Mark C. Crocker, Chairman
Commissioner Don MacSwan, Vice-Chairman
Commissioner Matthew Foe
Commissioner Joel M. Maerten
Commissioner Sylvia Virtuoso

EXCUSED: Commissioner Steve Broderick

ALSO PRESENT: Thomas W. Blodgett, Administrative Director, NCSD #1
Donna Cody, NCSD #1
Aaron Earsing, Chief Operator, NCSD #1
Joanne M. Teixeira, NCSD #1
Andrew Vona, Attorney for District
Robert P. Lannon, GHD Consulting Services
Katelyn Reepmeyer, GHD Consulting Services
Anthony J. Nemi, Liaison, Niagara County Legislature

Chairman Crocker called the meeting to order at 4:00 p.m.

Roll call was taken by Donna Cody.

The pledge of allegiance was recited.

Upon motion duly made by Joel M. Maerten and seconded by Don MacSwan, it was resolved that the minutes of the February 25, 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 February vouchers be paid from their respective accounts:

FORWARDED

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Frontier	Mapleton Rd PS (2 months)	126.93
National Fuel	Plant	6,131.04
National Grid	East Canal Rd PS	1,899.22
National Grid	Mapleton Rd PS	270.76
National Grid	Moyer Lift PS	159.91

National Grid	Plant	12,356.22
National Grid	Shawnee Rd PS	192.41
National Grid	Townline Rd PS	1,593.22
NYSDEC	2025 SPDES Permit Fee	15,500.00
Town of Pendleton Water	East Canal Rd PS	27.90
Town of Pendleton Water	Tonawanda Creek Rd PS	24.00
Town of Wheatfield Water	Plant	1,901.90
UDIG-NY	Digging Notifications	85.32
Verizon	East Canal	40.38
Verizon	Moyer Lift PS	40.24
Verizon	Plant	203.08
Verizon	Rapids Rd PS	40.30
Verizon	Shawnee Rd PS	40.28
Verizon	Tonawanda Creek Rd PS	44.84
Verizon Wireless	Cellular Phone / Data	332.17
Acopian Technical Company	Electrical Supplies	343.98
American Contracting & Environmental Services Inc.	2024 O&M Project #12629537	26,541.15
Bailey Electric	Motor Repair	1,796.84
Bearing Distributors Inc. (BDI)	Maintenance Supplies	153.55
Buffalo Lift Trucks (MHG Acquisition)	Maintenance Supplies	48.34
Dival	Maintenance Supplies	221.00
Draeger Inc.	O2 Sensors	1,894.12
Evoqua	Lab Grade Water	867.19
Federal Express	Return	48.60
Fisher Scientific	Laboratory Supplies	489.86
GHD	2025 O&M Project #12660951	5,000.00
GHD	2026 SPDES Project #12686989	5,010.00
GHD	Misc. Project Assistance & SCADA Support (Project #12640903)	20,827.70
GHD	Monthly Retainer - February 2026	1,000.00
Greater Niagara Gazette (CNHI)	Pollution Violations Public Notice	122.80
Gui's Lumber	Maintenance Supplies	17.18
Haskell, Jacob	Travel Expenses reimbursement - Grade 3 Supervision classes @ Buffalo State University	88.55
Harbor Freight	Maintenance Supplies	225.92
Home Depot	Maintenance Supplies	119.77
JCI Jones Chemicals	Sodium Hypochlorite	15,098.64
John's Motor & Transmission Shop	2016 Ford Explorer Tires	994.60
Kemira	Ferrous Chloride	3,448.61

Lake Pipe & Supply Corp	Maintenance Supplies	569.60
Masterman's	Laboratory Supplies	856.05
Modern Corporation	Sludge/Dumpsters	59,998.96
Napa Auto Parts	Vehicle Supplies	26.44
Niagara Frontier Equipment Sales	Maintenance Supplies	226.54
North Central Laboratories	Laboratory Supplies	73.62
NYWEA	2A Wastewater Exam Fee - Jacob Haskell	195.00
NYWEA - Western Chapter	GBEC Registration for E. Knaebe	95.00
Occustar Workplace Compliance	First Aid/AED/CPR Training	1,760.00
Pace Analytical Services	Laboratory Analyses	1,775.40
Rexel	Electrical Supplies	7,575.00
ROC Industrial	Breaker Repair	1,619.57
Service Lighting & Electrical Supplies (d/b/a/ 1000Bulbs.com)	Lighting Supplies	3,021.75
Share Corporation	Maintenance Supplies	819.95
Sharp Labels & Printing	Sewer District Envelopes	105.00
Solenis	Polymer	43,968.00
Staples	Office Supplies	32.14
Town of Niagara	2025 I/I Reimbursement	25,000.00
Water Environment Federation	Membership Renewal for Matthew Scive	174.00
WB Mason	Water / Office Supplies	38.54
Wendt's Propane & Oil	Propane	69.50
Wolf Creek Portable Piping Prod.	Maintenance Supplies	193.74
WW Grainger	Maintenance Supplies	2,246.71

TOTAL

\$ 275,809.03

TO BE PAID

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Amazon	Chairs for Chief Operator Office / Maint. Supplies	402.98
BDI (Bearing Distributors Inc)	Maintenance Supplies	193.82
Charter Communications	Internet	773.25
Empire Scale Corporation	Laboratory Supplies	265.86
Fisher Scientific	Laboratory Supplies	462.94
John's Motor & Transmission Shop	2024 Chevy Silverado Inspection	26.00
Kemira	Ferrous Chloride	3,364.36
Linde	Maintenance Supplies	239.47
NYSDEC	SPDES MSGP Fees	110.00
Pace Analytical Services	Laboratory Analyses	151.40
Siewert Equipment	Maintenance Supplies	183.34

Sherwin Williams	Paint Supplies	503.26
Staples	Office Supplies	86.11
Verizon	Townline Rd PS	40.32
Vona, Andrew P	Legal Retainer - March 2026	3,333.33
WB Mason	Water	23.96
WW Grainger	Maintenance Supplies	55.75
TOTAL		\$ 10,216.15

TOTAL FORWARDED	\$ 275,809.03
TOTAL APPROVED O&M	10,216.15
GRAND TOTAL APPROVED	\$ 286,025.18

This motion was carried.

Review of the February 2026 Financial Report showed an Operation and Maintenance balance of \$13,592,842.81.

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

Communications:

NYSDEC Correspondence – New Cybersecurity Compliance Requirements – Mr. Blodgett presented correspondence from the NYSDEC explaining the DEC's newly adopted regulations regarding wastewater cybersecurity incident reporting and required training for certified wastewater operators. Mr. Blodgett stated the District is already mostly in compliance due to our SCADA system operating separately from the overall County information technology (IT) service. He stated GHD will review and oversee that the District is fully in compliance by the required deadlines.

Old Business:

There is nothing new to report this month.

Chief Operator's Report:

Mr. Earsing stated there is nothing new to report this month. Mr. Blodgett pointed out that the last time the District had any reportable violations was January 2024. He praised Mr. Earsing and the District staff for their outstanding effort and dedication.

Administrative Director's Report:

a. National Grid Trees at Outfall Property -York Road – Mr. Blodgett stated that upon reviewing the National Grid documents and physically visiting the site in question, the District has determined the trees slated for removal were not actually on District property. It was determined all three trees were within the York Road right-of-way. Mr. Blodgett notified National Grid and the matter was noted by Commissioner Don MacSwan.

b. Ferrous Chloride Bid – Mr. Blodgett stated the current Ferrous Chloride Contract was a two-year contract which expires on June 30, 2026 and requested authorization to advertise for bids.

Upon motion duly made by Matthew Foe and seconded by Don MacSwan, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby authorizes Mr. Blodgett to advertise for bids for ferrous chloride. This motion was carried.

c. County IDA Project – Chairman Crocker stated he wished to consult with the District's attorney in executive session regarding this matter.

d. Routine Manhole Inspections – Flooding – Mr. Blodgett stated the District's maintenance staff frequently inspects manholes during wet weather events to identify potential issues. He stated it is not uncommon for sanitary sewers to act as storm drains due to deep standing water causing direct infiltration to our system. Mr. Earsing suggested that we notify Town sewer departments to examine their manholes to troubleshoot potential issues as well during significant wet weather and flooding events. He stated the District would be willing to draft a letter to town sewer departments requesting them to make periodic inspections with information regarding what to look for. This would be an extremely positive item to note for our annual MOM Plan update to the NYSDEC.

e. Electronics Technician Position – Resignation and Permission to Fill – Mr. Blodgett presented a letter of resignation from Jeffrey Godlewski stating he was resigning his position as an Electronics Technician. Mr. Blodgett requested board authorization to accept his resignation and requested permission to advertise and fill the vacant position.

Upon motion duly made by Joel M. Maerten and seconded by Matthew Foe, it was resolved to approve Mr. Blodgett's request to accept the resignation of Jeffrey Godlewski and authorized him to advertise and fill the vacant position. This motion was carried.

f. Teamsters Contract Negotiations – Mr. Blodgett stated he wished to address this item in executive session.

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

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

Engineering Report:

1. General Retainer (GHD Project No. 12640903)

- Miscellaneous requests/reviews/assistance continues under Phase 40.
- SCADA support services.
- Board Action Requested: None

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

- Map, Plan and Report to be submitted for Director review in March 2026.
- Board Action Requested: None

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

- Record drawings due to NCSD.
- Board Action Requested: None

4. 2024 O&M Project GHD Project No. 12629537)

- GC owes O&M manuals and record drawings.
- Board Action Requested: None

5. SWMM Update (GHD Project No. 12656907)

- Final report submitted.
- Board Action Requested: None

6. 2025 O&M Project (GHD Project No. 12660951)

- Contractors' submittals in progress.
- GC to mobilize May 4, 2026.
- Board Action Requested: None.

7. Future Biosolids Handling Evaluation (GHD Project No. 12671983)

- Pilot report from BCR received.
- Board Action Requested: None

8. 2025 SPDES Annual Compliance Updates (GHD Project No. 12686989)

- Management Operations and Maintenance (MOM) Plan Annual Report submitted to NYSDEC.
- Mercury Minimization Plan (MMP) Annual Status Report draft submitted to Director for review.
- MMP submittal to NYSDEC due April 1, 2026.
- Board Action Requested: None.

9. 2026 District I/I Project (GHD Project No. 12689237)

- Meters to be installed in the next few weeks.
- Board Action Requested: None.

10. 2026 Annual NCSD O&M Projects (GHD Project No. 12690181)

- Scope of work includes equipment replacements, upgrades, minor process improvements, and structural concrete repair at the Water Pollution Control Center (WPCC), Townline Road Pump Station, and East Canal Road Pump Station.
- Work includes Design, Bid, Construction Administration, and Resident Inspection.
- Board Action Requested: **Discuss/consider authorization of proposal**

Ms. Reepmeyer presented a proposal from GHD to provide professional engineering services for the District's 2026 Operations and Maintenance Projects. She stated the proposal included improvements at the main plant as well as two of the pump stations. Mr. Blodgett stated the proposed work was budgeted for in the 2026 budget and the scope of the proposed projects were recommended by Mr. Earsing and Mr. Becken through our annual plant assessments. Mr. Blodgett requested Board approval for GHD to provide professional engineering services not to exceed \$245,700.00 for the 2026 Operations and Maintenance Projects.

Upon motion duly made by Sylvia Virtuoso and seconded by Don MacSwan, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby approves GHD's proposal to provide professional engineering services not to exceed \$245,700.00 for the 2026 Operations and Maintenance Projects. 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 Don MacSwan and seconded by Sylvia Virtuoso, the meeting adjourned at 5:01 p.m.