

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

Held on the 27th day of May, 2015  
at the Water Pollution Control Center

PRESENT: Commissioner Marc R. Smith, Chairman  
Commissioner James Riestler, Vice-Chairman  
Commissioner Dennis Brochey  
Commissioner Robert B. Cliffe  
Commissioner Wright H. Ellis  
Commissioner Lee Wallace

ALSO PRESENT: Thomas Blodgett, Administrative Director, NCSD #1  
John T. Timkey, Chief Operator, NCSD #1  
P. Andrew Vona, Attorney for District  
Robert P. Lannon, CRA Infrastructure & Engineering  
Teresa Misiti, CRA Infrastructure & Engineering  
Anthony J. Nemi, Liaison, Niagara County Legislature  
Suzanne-Marie C. Fulle, NCSD #1  
Joanne M. Teixeira, NCSD #1

Chairman Smith called the meeting to order at 3:30 p.m.

Roll call was taken by Suzanne-Marie C. Fulle.

Upon motion duly made by Wright H. Ellis and seconded by Robert B. Cliffe, it was resolved that the minutes of the April 22, 2015 meeting be approved as presented. This motion was carried.

Upon motion duly made by Robert B. Cliffe and seconded by Dennis Brochey, it was resolved that the following vouchers be paid from their respective accounts:

**FORWARDED**

<b><u>VENDOR</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>AMOUNT</u></b>
Bytronics	Digging Notifications	24.10
Dig Safely	Digging Notifications	60.50
Frontier	Mapleton Rd PS	48.07
National Fuel	Plant	2,425.27
National Fuel	Shawnee Rd PS	128.17
National Fuel	Townline Road PS	474.78
National Grid	Elec Dist - East Canal PS	1,124.02

National Grid	Elec Dist. - Mapleton Rd	368.22
National Grid	Elec Dist - Moyer Lift	97.98
National Grid	Plant	8,797.35
National Grid	Elec Dist - Shawnee Road	202.11
National Grid	Elec Dist. - Tonawanda Creek Road	468.38
National Grid	Elec Dist. - Townline Road	755.07
National Grid	2044 Niagara Falls Blvd (meter)	21.44
National Grid	2059 Niagara Falls Blvd (meter)	20.70
NYSDEC	Annual Permit Fee Vac Truck	500.00
NYSEG	Rapids Road PS (Electric & Gas)	572.35
QLT	Townline Road PS	13.35
Time Warner	Internet Service	758.14
Verizon	East Canal	25.09
Verizon	Tonawanda Creek	29.47
Verizon	Plant	132.29
Verizon	Moyer Lift	25.06
Verizon	Rapids Road PS	25.38
Verizon	Shawnee Road PS	24.71
Verizon	Townline Road PS	50.14
Verizon Wireless	Cellular Phone	32.24
WNY Occupational Medicine	Physical & Drug Testing	97.00

TOTAL

\$ 17,301.38

TO BE PAID

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Allied Waste Services #111	Recycling Service	38.13
Allied Waste Services #111	Sludge Disposal	21,680.32
Applied Sciences Group, Inc.	Survey drives at Townline, Tonawanda Rd, East Canal Rd, Shawnee Rd, & Rapids Rd PS	3,487.60
Aurora Environmental LLC	2015 Roof Project Asbestos Inspection	3,936.00
Bison Laboratories, Inc.	Sodium Hypochlorite	2,466.31
Blodgett, Thomas	Travel Mileage	101.20
Buffalo Courier Services	Delivery Service to Rochester (April 7,8,14 & 15)	552.00
CRA	April Monthly Retainer	750.00
CRA	Misc. Project Assistance (Project #630191)	6,002.50
CRA	NCSD Mapleton Rd. P.S. Rehab Project #631047	6,240.83
CRA	2015 Roof Replacement (Project #631123)	7,750.00
CRA	Flow Study Implementation (Project #631132)	5,470.00
CRA	Screen Room Ventilation Project (Project #631139)	16,750.00
Corrpro	Annual Inspection Water Tanks	1,440.00
Dival	Calibration for Gas Detector & monitor	917.00
Drake Lawn & Garden, Inc.	Filter Element/Oil Filter	87.32

Evoqua	Lab Grade Water	390.43
Federal Express	Overnight (2) water sample	587.93
Fisher Scientific	Lab Supplies	957.68
Gui's Lumber	Maintenance Supplies	280.84
GZA Geo Environmental	Aquatic Toxicity Testing	787.00
Isle Chem	Lab Analysis	2,495.50
Koester Associates	Pump Repair at Moyer Rd PS	210.00
Lock City Supply, Inc.	Maintenance Supplies	2,158.86
Lozier	Lab Services (April 1, 2, 8, 9, 2015)	140.00
Microbac	Lab Grade Water	429.00
Modern Corporation	Dumpsters	175.27
Musial, Gene (Ryan's Exterminating Co)	Spray Filter Building	155.00
Napa Auto Parts	Oil, Oil Filters	77.59
N.F.P. & Sons, Inc.	Frame and grate repairs at plant	3,500.00
O'Connell Electric Co.	Removal & replacement of 2-250 hp soft starters	8,498.00
Praxair	Maintenance Supplies	209.69
PVS Technologies	Ferrous Chloride Solution	3,920.59
Rexel	Explosion proof light fixtures (Townline Rd PS), Heat Shrink Tubing, Cobalt Drill Bits, Fuses	2,084.03
Sampson Cleaning Services	Cleaning for May 2, 9, 16 24, 2015	280.00
Safety Kleen	Parts, Washer Service	218.17
Service Bearing & Transmission, Inc.	Maintenance Supplies	1,730.94
Shatzel, Christopher (Matador)	Carpet Floor Protection	119.00
Staples	Office Supplies	51.82
Teixeira, Charles	Travel Mileage & Meals for activated sludge training classes	114.70
Teixeira, Joanne	Travel Mileage	21.39
TestAmerica Laboratories, Inc.	Lab Sample Testing	30.00
Toski & Co. P.C.	2014 General Audit Costs	4,300.00
Town of Lewiston	2014 I/I Reimbursement	18,570.29
Town of Lockport	Bond Reimbursement	136,040.60
Van Bortel Ford, Inc.	2015 Ford F-250 w/plow	33,821.98
Vona, P. Andrew	Monthly Retainer-April 2015	2,500.00
Water Environment Federation	D. Kummer & J. Timkey Renewal Dues	216.00
Watson-Marlow, Inc.	Hose & Hose Lube	1,176.13
WW Grainger	Bulk 4 inch suction hose, maintenance supplies, telescope pole, Bird Repeller, thermostat, 12V battery for Pump Stations, solenoid valve, telescoping fish net, industrial fire hosesnozzle, 6" springs, batteries, replacement red flag	3,663.27

**TOTAL**

**\$ 307,580.91**

**TOTAL FORWARDED**

**\$ 17,301.38**

**TOTAL APPROVED O&M**  
**GRAND TOTAL APPROVED**

**307,580.91**  
**\$324,882.29**

This motion was carried.

Review of the April 2015 Financial Report showed an Operation and Maintenance balance of \$9,364,588.93.

Upon motion duly made by Wright H. Ellis and seconded by Lee Wallace, it was resolved that the Sewer District's April 2015 Financial Report be approved as presented. This motion was carried.

**Communications:**

a. FOIL Request - Mr. Blodgett reported that the District received a FOIL request from Jacqueline Ebner who is a PhD student at the Rochester Institute of Technology. Ms. Ebner is requesting certain data with regard to high strength wastewater discharges such as those incurring a surcharge for TSS or BOD/COD. Mr. Blodgett stated that he reviewed said request with P. Andrew Vona in accordance with FOIL procedures, and the District will make the specific records available for her to view here onsite, and if requested provide copies at a charge of \$0.25 per copy.

b. Cell Tower - Mr. Blodgett reported that he received a letter from Unison Site Management, L.L.C. regarding a one-time lump sum offer of \$174,000 to purchase the easement of our cell tower site. Mr. Blodgett stated that he also received a letter from Linda Doherty, Sr. Government Site Specialist at Crown Castle, who hold our current lease agreement. The current lease is set to expire in 2022. Crown Castle is offering a new lease which would have four additional five year renewal terms with a final lease expiration date of February 5, 2042. The new lease agreement would also include an additional one-time \$5,000 signing bonus and a one-time rent increase of \$200/month at the commencement of the new lease term in 2022. The 20% escalation each renewal term would remain the same. Crown Castle is looking to extend the lease for a longer term so as to attract additional subtenants on the tower. The District would receive additional percentages of revenue from each future subtenant on the tower. Chairman Smith suggested that the Administrative Board give Thomas Blodgett, the Administrative Director authorization

to continue to discuss a new contract with Crown Castle which would produce a better long-term outcome for the District than their original proposal dated May 26, 2015.

Upon motion duly made by Dennis Brochey and seconded by Wright H. Ellis, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby authorizes the Administrative Director to continue discussions to negotiate a new contract with Crown Castle which would produce a better long-term outcome for the District than their original proposal dated May 26, 2015. Mr. Blodgett will present any new proposals received to the Board for future consideration. This motion was carried.

c. Roy Haseley Retirement - Mr. Blodgett reported that this is Roy Haseley's final week at the District and that he has been an extremely dedicated employee for 28+ years, and will be greatly missed. Mr. Blodgett stated that Mr. Haseley decided to stay until the end of May to enable him to assist the District through transition and training for pump station and interceptor maintenance activities. Mr. Ellis stated that he would like to recommend a resolution for the Board to acknowledge and honor Mr. Haseley's many years of dedicated service to the District.

Upon motion duly made by Dennis Brochey and seconded by Wright H. Ellis, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby approves Mr. Ellis's request to give our thanks to Mr. Roy Haseley with a resolution for his hard work and dedication for over 28 years to the Niagara County Sewer District #1. The motion was carried.

d. Seasonal Maintenance Positions - Mr. Blodgett reported that all five positions budgeted for this year had been filled and that we are already well on our way with summer maintenance activities.

**Old Business:**

There is nothing new to report this month.

**Chief Operator's Report:**

1. Radiator for Generator at Rapids Road Pump Station - Mr. Timkey reported that the radiator for the generator at the station needs to be replaced. Mr. Timkey stated that the generator was originally

installed in August of 2001 and that the radiator is an OEM replacement. Mr. Timkey requests Board authorization for the purchase and installation of the replacement radiator from Cummins Northeast which includes parts and labor at the total cost of \$4,080.87.

Upon motion duly made by Wright H. Ellis and seconded by Dennis Brochey, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby approves Mr. Timkey's request for the OEM purchase and installation of the replacement radiator from Cummins Northeast which includes parts and labor at the total cost of \$4,080.87. This motion was carried.

2. Centrifuge Update - Mr. Timkey reported that an Alfa Laval field service engineer came to the District at the end of April for the reassembly of the centrifuge and determined that the gearbox damage was the result of an error by the ABB engineer during start up. Mr. Timkey stated that the District will be refunded a check in the amount of approximately \$24,000 as well as not be invoiced \$5,500.00 for the cost of the services for the Alfa Laval field engineer. Mr. Timkey stated that the professional services of the centrifuge consultant, will not be needed for the start-up of the re-assembled Alfa Laval centrifuge which will also save the District an anticipated \$5,000.00.

3. Phenol Pump - Mr. Timkey reported that as part of the re-negotiation for Niacet's agreement with the District, Niacet agreed to purchase a precision dosing pump for this wastestream. The pump has now been installed and is in service. This new pump offers much greater precision in the dosing of the phenol which is helpful for the tighter restrictions in our new SPDES permit.

**Administrative Directors Report:**

a. Plant Truck - Mr. Blodgett reported that we received our new plant maintenance truck and that the old truck which is a 1998 Chevrolet 2500 regular cab with Meyers plow and Fisher salt spreader can now be considered and declared a surplus inventory. Chairman Smith suggested that if any of the Member Towns are interested in the Districts old plant maintenance truck to contact Mr. Blodgett for further information, and to set a sealed bid date of end of business day on June 30, 2015. Mr. Blodgett

stated that if anyone had any questions, or would like to come and inspect the vehicle, to contact him directly at the District.

b. 2016 Budget Schedule - Mr. Blodgett reported that the 2016 budget schedule is already upon us and that he will have more information over the next several meetings as the process commences.

c. Capital Spending - Mr. Blodgett reported that it is time to revisit the work that the District and CRA did on the comprehensive facility assessment completed back in March 2014. Mr. Blodgett stated that over the next few months CRA and District staff will review the priorities listed in the assessment to verify, reprioritize, and restructure the next capital plan phases as deemed necessary.

d. Solar Development - Mr. Blodgett reported that he was contacted by Dawn Timm, Director of the Niagara County Refuse District regarding potential solar development in Niagara County. Mr. Blodgett stated that she will be issuing an RFP seeking vendors to receive remote net metering credits for solar development at possible County properties, and was gauging the District's interest in being included. The vendor would submit a proposal to develop a detailed plan and potential County sites for consideration. Mr. Blodgett stated that he will work with Ms. Timm regarding the specifics for the District's interest and report back at the June meeting.

### **Engineering Report:**

1. General Retainer (CRA Project No. 630191)
  - Miscellaneous requests/reviews/assistance ongoing under Phase 40 and SCADA support services. I&I investigation plan discussed.
  - BOARD ACTION REQUESTED – None
2. Development of New 10-Year Capital Improvement Plan (CRA Project No. 631024)
  - Next steps, implementation of priority projects, O&M projects, and schedule for approved plan
  - BOARD ACTION REQUESTED – None
3. Mapleton Road Pump Station Improvements (CRA Project No. 631047)
  - Start-up complete. Outstanding work list generated. Punch list items remain.
  - BOARD ACTION REQUESTED – None
4. 2014 SPDES Permit Schedule of Compliance Action Items (CRA Project No. 631076)

- Baffle installation in Clarifiers has been completed and both tanks are back in operation. Mercury Minimization Program Final Report submitted. Flow Study Work Plan was simplified and resubmitted to DEC. Work Plan was approved.
  - BOARD ACTION REQUESTED – None
5. Flow Study Implementation Project (CRA Project No. 631132)
- BioWin modeling data requested. Project underway.
  - BOARD ACTION REQUESTED – None
6. WPCCR 2015 Roof Replacement Project (CRA Project No. 631123)
- Four bids received May 20, 2015.
  - **BOARD ACTION REQUESTED – Recommend Award of Contract.**

Mr. Lannon presented a letter dated May 21, 2015 to the Board stating that four bids were received for the 2015 Roof Replacement Project and the lowest bid received was from Progressive Roofing, Inc. in the total amount of \$327,535.00. Mr. Lannon recommended the Board award the bid of the 2015 Roof Replacement Project to Progressive Roofing, Inc., in the total amount of \$327,535.00.

Upon motion duly made by Robert B. Cliffe and seconded by James Riester, it was resolved that the Administrative Board of Niagara County Sewer District #1 hereby award the 2015 Roof Replacement Project to Progressive Roofing, Inc. in the total bid amount of \$327,535.00. This motion was carried.

Mr. Lannon also requested Board authorization for Marc Smith, the Chairman of the Niagara County Sewer District #1 to sign and execute the 2015 Roof Replacement Project contract with Progressive Roofing, Inc. in advance of next month's Administrative Board meeting subject to bonds and insurance and review by the Board's legal counsel.

Upon motion duly made by Wright H. Ellis and seconded by James Riester, it was resolved that the Administrative Board of Niagara County Sewer District #1 gives Mr. Marc Smith, Chairman of the Niagara County Sewer District #1 authorization to sign and execute the 2015 Roof Replacement Project contract with Progressive Roofing, Inc. in advance of next month's Administrative Board meeting subject to bonds and insurance and review by the Board's legal counsel. This motion was carried.

7. 2015 District I/I Project (CRA Project No. 631143)
- Sewer Re-lining and Manhole Rehabilitation Project bids received May 20, 2015.
  - **BOARD ACTION REQUESTED – Discuss/recommend Award of Contracts and path forward.**

Mr. Lannon reported that CRA solicited four bidders by invitation for the 2015 Manhole Rehabilitation project. He stated that they received two bids of which Spectrashield was the lowest at \$30,204.50. Mrs. Misiti stated that they also received a written decline from two of the other vendors solicited. The Board's legal counsel, P. Andrew Vona recommended acceptance of Spectrashield's bid based on the written decline from two of the four solicited. Mr. Lannon requested Board approval to accept Spectrashield's bid for the District's 2015 Manhole Rehabilitation project in the amount of \$30,204.50.

Upon motion duly made by James Riester and seconded by Lee Wallace, it was resolved that the Administrative Board of Niagara County Sewer District #1 approves Mr. Lannon's request to accept Spectrashield's bid for the District's 2015 Manhole Rehabilitation project in the amount of \$30,204.50. This motion was carried.

Mr. Lannon also reviewed the results from soliciting bids for the sewer lining for the Transit Road Interceptor crossing at Robinson Road. Due to the small project size, coupled with mobilization, bonding and insurance requirements, as well as a project location that creates the need for complex bypass pumping and significant traffic control, the bids came in well over what was anticipated. After detailed discussion, it was decided that a more cost-effective route should be pursued. Mr. Blodgett recommended we utilize the remaining 2015 District I/I funds on completing additional system-wide investigations in an effort to broaden the scope of work for a lining project. Mr. Blodgett requested Board approval to request CRA to submit a proposal for the July Administrative Board meeting to utilize the remaining District I/I funds allocated in the 2015 I/I budget for additional investigative activities throughout the District's interceptors.

Upon motion duly made by Wright H. Ellis and seconded by James Riester, it was resolved that the Administrative Board of Niagara County Sewer District #1 approves Mr. Blodgett's request for CRA

to submit a proposal for the July Administrative Board meeting to utilize the remaining 2015 District I/I funds for additional I/I investigative activities. This motion was carried.

8. Wet Well Ventilation Project (CRA Project No. 631139)
  - Draft design complete.
  - **BOARD ACTION REQUESTED – Request authorization to advertize following receipt of NCSD comments.**

Mr. Lannon reported that the draft Contract Documents were submitted to District staff for review and he requested Board approval for CRA to advertise for bids for the Wet Well Ventilation project contingent on approval of the Contract Documents by the Administrative Director.

Upon motion duly made by Wright H. Ellis and seconded by James Riester, it was resolved that the Administrative Board of Niagara County Sewer District #1 approves Mr. Lannon's request for CRA to advertise for bids for the Wet Well Ventilation project contingent on the approval of the Contract Documents by the Administrative Director. This motion was carried

**Attorney's Report:**

There is nothing new to report this month.

**New Business:**

Chairman Smith was pleased to report to the Board that the Town of Lockport will be receiving their I/I offset credits for their recent projects, and that as previously discussed he received confirmation from the NYSDEC that the credits are only good for a period of two years.

**Adjournment:**

Upon motion duly made by James Riester and seconded by Dennis Brochey the meeting adjourned at 4:12 p.m.