



**Regular Session of the
Niagara Falls Water Board
October 23, 2017 5:00 PM at
Michael C. O’Laughlin Municipal Water Plant**

1. Call to Order & Pledge of Allegiance

1. Roll Call:

Larkin P Leffler P Kimble P Forster P O’Callaghan P

2. Public Speakers, Presentations, Letters and Communications

1. Public Speakers (Public speakers are limited to 5 minutes each. All speakers must sign in before the meeting is called to order)

Carlos Ferguson presented concerns regarding a \$3,500 water bill that he feels he is not responsible to pay due to a faulty water meter that he was unaware of. Judge Caruso dismissed the case after a 25% high bill adjustment was put into place (approximately \$875 bill adjustment). Mr. Forster asked that general counsel look into this matter further and report any findings at the November board meeting.

2. Keller Group

3. Support for Niagara Falls Water Board Resolution Adopting Special 2017 Water and Sewer Bill Bad Debt Recovery Program

Mr. Forster states this is an opportunity for the Niagara Falls Water Board to forego late payments and to receive an influx of money instead of the late payments being posted to the rate payer’s taxes. Ms. Larkin suggested that the program not be exclusive to residential users and not limited to one property.

4. 2018 Budget Presentation – Forster & Walker

Mr. Forster explains that the Niagara Falls Water Board is still crunching numbers regarding the 2018 Budget. Also, waiting on projections to come in and suggests holding a special meeting to adopt the 2018 budget, if the chairman and the remaining board members find this necessary. A Ms. Walker states there are still some unanswered questions from the comptroller’s report, and is waiting on a response. More clarity is needed before moving forward. Mr. Forster and Ms. Walker mention this is the first time the Niagara Falls Water Board has ever had a safety budget; also in the process of reviewing security cost at the water treatment plant as well as the wastewater treatment plant.

3. Approval of Minutes from September 25, 2017

Motion by Ms. Forster to approve and seconded by Ms. Kimble

Forster_Y_Kimble_Y_Larkin_Y_Leffler_Y_O'Callaghan_Y_

Motion was carried 5-0

4. Reports/Updates From the Executive Director

- 1. Unit Leader Board Presentation**
- 2. IT projects – request for funding**
 - 1. Applied Sciences Group – proposal**
 - 2. AutomaTech - quote**
- 3. Vanguard**
- 4. Discussion of City Projects - Paperwork**
 - 1. IDIQ**
 - 2. 10th and Lockport**
 - 3. Virginia Ave**
 - 4. 24 inch main**
 - 5. Bollier Ave- grant**
- 5. CPL**
- 6. Elevator**
- 7. WWTP gate**

Mr. Porter states that the Wastewater Treatment Plant is running the best it can. 347 dry tons of sludge has been removed from the plant in the month of October. Porter also explains that he is constantly looking at ways to improve water pressure throughout the plant. Mr. Porter mentions RFP/RFQ from CPL to fix ventilation to address H2S levels.

5. Personnel Items

- 1. Summary of Personnel Actions**
- 2. Organizational Chart**
- 3. Insurance**
- 4. WBE MBE**

6. Financial Reports

a.) 2018 Budget

- 1. Budget Transfers**
- 2. Billing Adjustments**
- 3. Bank Transfers**
- 4. Cash Disbursements**
- 5. Schedule of Investments**
- 6. Cash summary**
- 7. Capital Construction Activity**
- 8. Final Audit**
- 9. Continuous disclosure**

7. Reports

- 1. O&M Report**
- 2. Safety**

8. Attorney/Legal

1. Joint session with City Council

2. For executive session: Legal advice and presentation regarding pending matters that is subject to attorney-client privilege.

9. From the Chairman

Nothing new from the Chairman at this time

10. Resolutions

17-10-001 – Special 2017 Water and Sewer Bill Bad Debt Recovery Program

Motion by Mr. Forster and seconded by Ms. Kimble to approve

Forster _ Y _ Kimble _ Y _ Larkin _ Y _ Leffler _ Y _ O'Callaghan _ Y _

Motion was carried 5-0

17-10-002 – Wastewater Treatment Plant Gate Repairs

Withdrawn Pending Receipt of Bids

17-10-003 – Wastewater Treatment Plant Elevator Rehabilitation and Modernization

Motion by Mr. Forster and seconded by Ms. Kimble to approve

Forster _ Y _ Kimble _ Y _ Larkin _ Y _ Leffler _ Y _ O'Callaghan _ Y _

Motion was carried 5-0

17-10-004 – Policy for Agendas, Resolutions, and Associated Supporting Materials

Ms. Larkin states she would like a revision to this resolution; whereas it is stated that it is up to the discretion of the chairman, Ms. Larkin would like it to state that it is up to the discretion of the board.

Motion by Ms. Larkin to amend this resolution and seconded by Ms. Leffler

Forster _ N _ Kimble _ N _ Larkin _ Y _ Leffler _ Y _ O’Callaghan _ N _

Motion was not carried

Motion by Ms. Kimble and seconded by Mr. Forster to approve

Forster _ Y _ Kimble _ Y _ Larkin _ N _ Leffler _ N _ O’Callaghan _ Y _

Motion was carried 3-2

17-10-005 – Agreement for Communications Professional Services

- 1.) NFWB Monthly PR Services Proposal**
- 2.) NFWB Awareness Campaign Proposal**

Resolution was tabled per the Executive Director

17-10-006 – 2017 Municipal Cooperation Agreement for Sidewalk Repair

Motion by Mr. Forster and seconded by Ms. Larkin to approve

Forster _ Y _ Kimble _ Y _ Larkin _ Y _ Leffler _ Y _ O’Callaghan _ Y _

Motion was carried 5-0

17-10-007 – Defense and Indemnification of Officers and Employees

Motion by Mr. Forster and seconded by Ms. Kimble to approve

Forster _ Y _ Kimble _ Y _ Larkin _ Y _ Leffler _ Y _ O’Callaghan _ Y _

Motion was carried 5-0

17-10-008 – Employment Contract with Brian Majchrowicz

Motion by Mr. Forster and seconded by Ms. Leffler to approve

Forster_ Y _ Kimble_ Y _ Larkin_ Y _ Leffler_ Y _ O'Callaghan_ Y _

Motion was carried 5-0

17-10-009 – Employment Contract with Erika Schroeder

Motion by Ms. Kimble and seconded by Ms. Larkin to approve

Forster_ abstain _ Kimble_ Y _ Larkin_ Y _ Leffler_ Y _ O'Callaghan_ Y _

Motion was carried 4-1

17-10-010 – Authorizing Purchase of One New Backhoe Loader with Necessary Equipment and One Additional Implement

Motion by Mr. Forster and seconded by Ms. Kimble to approve

Forster_ Y _ Kimble_ Y _ Larkin_ Y _ Leffler_ Y _ O'Callaghan_ Y _

Motion was carried 5-0

17-10-011 – Authorizing Purchase of Three Turbidimeters

Motion by Mr. Forster and seconded by Ms. Larkin to approve

Forster_ Y _ Kimble_ Y _ Larkin_ Y _ Leffler_ Y _ O'Callaghan_ Y _

Motion was carried 5-0

17-10-012 – Agreement for Communications Professional Services – Public Relations Management and Planning

Tabled per the Executive Director

17-10-013 – Agreement for Purchase of Fire Alarm Upgrades

Motion by Mr. Forster and seconded by Ms. Larkin to approve

Forster_ Y _ Kimble_ Y _ Larkin_ Y _ Leffler_ Y _ O'Callaghan_ Y _

Motion was carried 5-0

17-10-014 – Authorizing Payment for Disposal of Historical Fill Material

Motion by Mrs. Kimble and seconded by Ms. Larkin to approve

Forster_ Y _ Kimble_ Y _ Larkin_ Y _ Leffler_ Y _ O'Callaghan_ Y _

Motion was carried 5-0

17-10-015 – Sedimentation Basin 4 Repairs

Motion by Mrs. Kimble and seconded by Ms. Larkin to approve

Forster_ Y _ Kimble_ Y _ Larkin_ Y _ Leffler_ Y _ O'Callaghan_ Y _

Motion was carried 5-0

17-10-016 – Accepting Bollier Ave. Grant and Approving Revised Capital Improvement Plan

Motion by Ms. Kimble and seconded by Mr. Forster to approve

Forster_ Y _ Kimble_ Y _ Larkin_ Y _ Leffler_ Y _ O'Callaghan_ Y _

Motion was carried 5-0

17-10-016-A – Accepting Bollier Ave. Grant and Approving Revised Capital Improvement Plan

Mr. Forster proposed the amended resolution, which adds additional funds for CPL to pursue grants.

Motion by Ms. Larkin and seconded by Ms. Leffler to table the amended resolution

Forster_N_Kimble_N_Larkin_Y_Leffler_Y_O'Callaghan_N_

Motion to table the amended resolution was not carried

Motion by Ms. Kimble and seconded by Mr. Forster to approve the amended resolution, not to exceed \$32,400

Forster_Y_Kimble_Y_Larkin_N_Leffler_N_O'Callaghan_Y_

Motion was carried 3-2

11. Unfinished Business

Ms. Leffler mentions investigating all city owned properties further to ensure they all have functioning meters. Mr. Forster states he spoke with Bobby Reid regarding this issue and Bobby confirmed that all city owned properties do in fact have functioning meters.

Mr. O'Callaghan questions the 3D/4D imaging process and asks if the images have been shared with the city of Niagara Falls. Mr. Porter confirms that the city engineers do have access to the images. Also, Mr. Porter states he will be sure to inform Goodyear that they built over the Niagara Falls Water Board's water main.

Mr. Forster states employee leave without pay is leaving holes in the budget. He questions the policy regarding this issue. Mr. Perry states there is currently a 6% absentee rate; he will have the policy in place by the end of the week.

12. Executive Session

13. Adjournment of Meeting

Motion to adjourn the meeting by Ms. Kimble and seconded by Mr. Forster

Forster_Y_Kimble_Y_Larkin_Y_Leffler_Y_O'Callaghan_Y_

Motion was carried 5-0

