



**Regular Session of the  
Niagara Falls Water Board  
May 21, 2018 5:00 PM at  
Michael C. O’Laughlin Municipal Water Plant**

**1. Call to Order & Pledge of Allegiance**

- 1. Roll Call:** *Meeting was called to order when a quorum was reached at 5:15 p.m. by vice chairperson, Ms. Kimble due to Mr. O’Callaghan’s absence.*

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

**2. (a) Letters and Communications**

**Present for the meeting were:**

- **Rob Rowe – Chief Operator - WTP**
- **Bob Dunn – Chief Operator - WWTP**
- **Joe Argona – Supervisor of Maintenance**

*Operations are thriving at both the WTP and the WWTP, and the Board thanked these individuals for their hard work.*

**(b) Public Comment (All speakers must register with the Chairman prior to roll call and are limited to three minutes per person – total time for all speakers may not exceed one hour)**

*Joni Cimino – Resides at 1414-16 Main St. (4 unit complex) and is seeking a reversal on late fees she on her past water bills. She previously was advised by Lora Daniels that she would assist in*

*the reversal of the late fees. In August 2016, former Director of Finance Mary Jean Buddenhagen noted on Ms. Cimino's account that her bill needed to be current in order for any further adjustments to be made regarding late fees. The Board of Directors denied adjustment in August 2016.*

*James Perry read from a letter from John Belardi, a previous NFWB employee who resides at 2722 Niagara St. Mr. Belardi was experiencing water leaking out of the back door of his property from what he believes was a frozen valve that was not completely closed. His fee reduction application was denied, due to the fact that his property is a commercial property that is used primarily for storage.*

### **3. Approval of Minutes from April 30, 2018**

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

*Forster\_Y\_Kimble\_Y\_Larkin\_Y\_Leffler\_A\_O'Callaghan\_A\_*

*Motion was carried 3-0*

### **4. Executive Director**

*Brief discussion regarding various ongoing projects, including the draft Capital Improvement Plan.*

### **5. Director of Operations**

*A brief status update was given, including on WWTP lighting improvements.*

## 6. Superintendent

*A plan has been developed to shut off water to condemned properties in an expeditious manner.*

## 7. Engineering

### 1. Generator Project

*A resolution is before the Board for a change order to add automation for a recent emergency generator project.*

## 7. Personnel Items

### 1. Review of Org Chart

### 2. Personnel Actions and Reports

*Motion by Mr. Forster and seconded by Ms. Kimble to amend the Personnel Action Sheet to permit the hiring of 2 WWTP outside crew members, instead of 4 WWTP outside crew members as stated on the Personnel Action Sheet.*

*Forster\_Y\_Kimble\_Y\_Larkin\_Y\_Leffler\_A\_O'Callaghan\_A\_*

*Motion by Mr. Forster and seconded by Ms. Kimble to approve the Personnel Action Sheet as amended.*

*Forster\_Y\_Kimble\_Y\_Larkin\_Y\_Leffler\_A\_O'Callaghan\_A\_*

*Motion was carried 3-0*

## 8. Information Technology (IT) Dept.

*Ongoing IT initiatives include improving internet capacity with fiber optic cable.*

## **9. Financial Reports**

### **1. Budget Performance Report**

*Reports were provided to the Board. The Credit Card Policy also has been updated and amended to include modest increases in card limits to reflect operational realities.*

## **10. Reports**

### **1. O&M Report**

### **2. Safety**

*These reports were received. There were no substantive questions.*

## **11. Attorney/Legal**

*No substantive report.*

## **12. From the Chairman**

*No new items.*

**13. Resolutions**

**RESOLUTION 2018-05-001 – WWTP Exterior Lights and Fixtures**

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

*Forster\_Y\_Kimble\_Y\_Larkin\_Y\_Leffler\_A\_O'Callaghan\_A\_*

*Motion was carried 3-0*

**RESOLUTION 2018-05-002 – Authorizing NYS Water Infrastructure Improvement Act and Consolidation Funding Grant Applications**

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

*Forster\_Y\_Kimble\_Y\_Larkin\_Y\_Leffler\_A\_O'Callaghan\_A\_*

*Motion was carried 3-0*

**RESOLUTION 2018-05-003 – AECOM Funds for Projects Discussed in EFC Agreement**

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

*Forster\_Y\_Kimble\_Y\_Larkin\_Y\_Leffler\_A\_O'Callaghan\_A\_*

*Motion was carried 3-0*

**RESOLUTION 2018-05-004 – GHD Funds for Projects Discussed in EFC Agreement**

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

*Forster\_Y\_Kimble\_Y\_Larkin\_Y\_Leffler\_A\_O'Callaghan\_A\_*

*Motion was carried 3-0*

**RESOLUTION 2018-05-005 – SEQR for Grant Projects**

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

*Forster\_Y\_Kimble\_Y\_Larkin\_Y\_Leffler\_A\_O'Callaghan\_A\_*

*Motion was carried 3-0*

**RESOLUTION 2018-05-006 – Authorizing Robert Moses Parkway Work**

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

*Forster\_Y\_Kimble\_Y\_Larkin\_Y\_Leffler\_A\_O'Callaghan\_A\_*

*Motion was carried 3-0*

**RESOLUTION 2018-05-007 – GPS Pump Rebuilds**

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

*Forster\_Y\_Kimble\_Y\_Larkin\_Y\_Leffler\_A\_O'Callaghan\_A\_*

*Motion was carried 3-0*

**RESOLUTION 2018-05-008 – CPL to provide RFP Management**

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

*Forster\_Y\_Kimble\_Y\_Larkin\_Y\_Leffler\_A\_O'Callaghan\_A\_*

*Motion was carried 3-0*

**RESOLUTION 2018-05-009 – Amend Credit Card Policy**

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

*Forster\_Y\_Kimble\_Y\_Larkin\_Y\_Leffler\_A\_O'Callaghan\_A\_*

*Motion was carried 3-0*

**RESOLUTION 2018-05-010 – Additional GHD Funds \*withdrawn\***

**RESOLUTION 2018-05-011 – Authorizing Employment Contract with Sean Costello**

*Ms. Larkin requested a cost comparison regarding resolution 2018-05-011 in order to verify that the contract makes financial sense for the Water Board.*

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

*Forster\_Y\_Kimble\_Y\_Larkin\_Y\_Leffler\_A\_O'Callaghan\_A\_*

*Motion was carried 3-0*

**RESOLUTION 2018-05-012 – Authorizing Change Order to add Automatic Transfer Switch to Generator Providing Backup Power to Main Pumps 1 and 2 at the WWTP**

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

*Forster\_Y\_Kimble\_Y\_Larkin\_Y\_Leffler\_A\_O'Callaghan\_A\_*

*Motion was carried 3-0*

**RESOLUTION 2018-05-013 – Calling for Local Law Requiring Testing and Marking of Private Fire Hydrants**

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

*Forster\_Y\_Kimble\_Y\_Larkin\_Y\_Leffler\_A\_O'Callaghan\_A\_*

*Motion was carried 3-0*

Walk-on Resolution

RESOLUTION 2018-05-014 – 2018 Municipal Cooperation Agreement for Sidewalk Repair

*Motion by Ms. Larkin and seconded by Mr. Forster to consider the walk-on resolution*

*Forster\_Y\_Kimble\_Y\_Larkin\_Y\_Leffler\_A\_O'Callaghan\_A\_*

*Motion was carried 3-0*

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

*Forster\_Y\_Kimble\_Y\_Larkin\_Y\_Leffler\_A\_O'Callaghan\_A\_*

*Motion was carried 3-0*

**14. Unfinished Business**

*None.*

**15. New Business & Additional Items for Discussion**

*None.*

**16. Executive Session**

*The board did not enter into executive session.*

**17. Adjournment of Meeting**

*Motion by Mr. Forster and seconded by Ms. Kimble to adjourn at 6:06 p.m.*

*Forster\_ Y \_ Kimble\_ Y \_ Larkin\_ Y \_ Leffler\_ A \_ O'Callaghan\_ A \_*

*Motion was carried 3-0*