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**Regular Session of the  
Niagara Falls Water Board  
November 26, 2018 5:00 PM at  
Michael C. O’Laughlin Municipal Water Plant**

**1. Attendance and Preliminary Matters**

- a. Forster \_\_\_Kimble \_\_\_ Larkin\_\_\_ Leffler\_\_\_ O’Callaghan\_\_\_
- b. Letters and Communications
- c. Public Comment (All speakers must register with the Chairperson prior to roll call and are limited to three minutes per person – total time for all speakers may not exceed one hour)
- d. Approval of Minutes from October 29, 2018

**2. Executive Director**

**3. Director of Operations**

**4. Superintendent**

- a. Third Meter Data Collector

**5. Engineering**

- a. WWTP FEMA Project Funding Update

**6. Personnel Items/Director of Administrative Services**

**a. Staff Requested:**

**Motion to Approve Personnel Actions and Report.**

**7. Information Technology (IT) Dept.**

**8. Financial Reports – Director of Financial Services**

**a. Draft Leadership Recommended 2019 Budget**

**b. Draft Leadership Recommended 2019 Rates, Fees, and Other Charges**

**9. Reports**

**a. Questions Regarding O&M Report for October (if any)**

**b. Safety**

**10. General Counsel and Secretary**

**11. From the Chairman**

**12. Resolutions**

**2018-11-001 – AWARDING BID FOR CHEMICALS FOR WATER AND WASTEWATER TREATMENT PLANTS**

**a. November 5, 2018 Memorandum and Bid Tally**

**2018-11-002 – AUTHORIZING SETTLEMENT OF LITIGATION WITH NATIONAL GRID OVER DAMAGE TO SWITCHGEAR LOCATED NEAR 300 – 3RD STREET**

**2018-11-003 – REPAIRS TO CHEMICAL STORAGE TANK 216**

**a. An-Cor DKG Quote No. 180489, November 12, 2018**

**2018-11-004 – REPAIR OF WASTEWATER TREATMENT PLANT  
18 INCH WET WELL VALVE**

- a. Mollenberg-Betz Quote No. HJ2018-140, October 31, 2018

**2018-10-005 – ADDING ADDITIONAL LIFT STATION SCADA  
FUNCTIONALITY**

- a. Zeller AC&E Proposal No. 181338, November 6, 2018

**2018-11-006 – 2019 MEETINGS**

- a. Working Session and Regular Meeting Schedule

**2018-10-007 – AWARDING BID FOR GRANULATED ACTIVE CARBON  
SUPPLY AND REMOVAL**

- b. November 16, 2018 Memorandum and Bid Tally

**2018-11-008 -- ACCEPTING \$2,760,000 NYS WATER INFRASTRUCTURE  
IMPROVEMENT ACT GRANT**

- a. Grant Acknowledgement and Acceptance Letter

**2018-11-009 – AUTHORIZING CONTRACTUAL ASSISTANCE –  
GRADE 4 LICENSE**

**2018-11-010 -- AUTHORIZING PROCUREMENT OF MOBILE  
METER DATA COLLECTOR APPARATUS**

- a. Equipment and Installation Quotes

**2018-11-011 – 2019 COMMUNICATIONS SERVICES**

**2018-11-012 – AUTHORIZING SETTLEMENT AGREEMENT WITH  
RONALD CUNNINGHAM**

**2018-11-013 -- AUTHORIZING SETTLEMENT AGREEMENT WITH  
JABRIL SHAREEF**

**2018-11-014 -- AUTHORIZING SETTLEMENT AGREEMENT WITH  
TAMAR SKRLIN**

**2018-11-015 – AWARD BID FOR PICKUP, HAULING, AND DISPOSAL  
OF ALUMINUM-BASED RESIDUALS FROM WATER TREATMENT  
PLANT**

- a. November 21, 2018 Award Recommendation Letter and Bid Tally

**2018-11-016 -- VEHICLE MARKING AND GPS TRACKING**

**2018-11-017 -- MOTOR VEHICLE USE POLICY**

- a. Draft of Board Adopted Motor Vehicle Use Policy

**13. Unfinished Business**

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

**15. Executive Session**

**16. Adjournment of Meeting**



**Regular Session of the  
Niagara Falls Water Board  
October 29, 2018 5:00 PM at  
Michael C. O’Laughlin Municipal Water Plant**

**1. Attendance and Preliminary Matters**

*The meeting was called to order at 5:02 p.m.*

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

**b. Letters and Communications**

*A letter received from the Niagara County Department of Health, Environmental Health Division, regarding the inspection that took place at the NFWB on September 26, 2018. The letter indicated that there were no SPDES related violations noted at the time of the inspection and that the NFWB is in substantial compliance with the terms and conditions of its SPDES permit.*

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

*Ellen Shareef spoke regarding her high water bill at her rental property, located at 411 Hyde Park Blvd. Niagara Falls, NY. Ms. Shareef stated that over the course of March and April 2018, her water bill was \$11,793.00. She stated she contacted the NFWB in May and was advised to present her discrepancy at the next board meeting; in the meantime, her meter was read by the NFWB on May 1<sup>st</sup> and a break in her water line was identified but there was not any water damage; she had turned the water off at her property to try and avoid any further charges on May 2<sup>nd</sup>. Ms. Shareef states that her bill does not outline the usage or if the meter has been read, it simply states the cost. Ms. Shareef is looking for consideration with her water bill, explaining she is would like to rent the property but can also not afford to pay her water bill. Ms. Walker explains that Ms. Shareef should disregard any correspondence since her last appearance in front of the board. The Board directed Mr. Costello to further investigate this matter and be in contact with Ms. Shareef.*

*Tamar Skrlin is seeking assistance with her high water bill from her rental property located at 1317 Michigan Ave. Niagara Falls, NY. Ms. Skrlin states she has*

*accumulated a \$917.00. She states she completed the required paperwork but her request was denied. The Board directed Mr. Costello to further investigate this matter and be in contact with Ms. Skrlin.*

*Ronald Cunningham is seeking assistance with his high water bill from his commercial rental property located at 1616 15<sup>th</sup> St. Niagara Falls, NY. Mr. Cunningham states that his commercial rental property has been vacant since he purchased the property, yet has accumulated a water bill that is over \$3,000.00. The Board directed Mr. Costello to further investigate this matter and be in contact with Mr. Cunningham.*

**d. Approval of Minutes from September 24, 2018**

*Motion by Ms. Kimble and seconded by Ms. Larkin to approve  
Forster \_\_Y\_\_ Kimble \_\_Y\_\_ Larkin \_\_Y\_\_ Leffler \_\_Y\_\_ O'Callaghan \_\_abstain\_\_  
Motion was carried 4-0*

**2. Executive Director**

*There was nothing new to discuss from the Executive Director at this time.*

**3. Director of Operations**  
**a. Projects at WWTP**  
**b. RFP Resolutions**

*There was nothing new to discuss from the Director of Operations at this time.*

**4. Superintendent**

*Mr. Wright states the NFWB currently has 159 private fire hydrants and 172 fire loops. Mr. Forster states this is useful information in order to determine a possible fee increase for these services.*

**5. Engineering**

**a. Update regarding Niagara Air Reserve Station water main project**

**6. Personnel Items/Director of Administrative Services**

**a. Staff Requested:**

**Motion to Approve Personnel Actions and Report dated  
October 22, 2018.**

*Motion to approve Section II, Item 1 of the personnel actions report by Ms. Leffler and  
seconded by Ms. Larkin*

*Forster \_\_Y\_\_ Kimble \_\_Y\_\_ Larkin \_\_Y\_\_ Leffler \_\_Y\_\_ O'Callaghan \_\_Y\_\_*

*Motion was carried 5-0*

**b. Invoice/Bill Management System**

**7. Information Technology (IT) Dept.**

**8. Financial Reports – Director of Financial Services**

**a. 2019 Budget Update**

*Discussion regarding status of 2019 Budget, draft budget to be presented to Board for  
November 2018 work session. Anticipated that hearing on rates, fees, and other  
charges will be scheduled at November 2018 regular meeting and conducted on night  
of December 2018 work session.*

**9. Reports**

**a. Questions Regarding O&M Report for September (if any)**

**b. Safety**

**10. General Counsel and Secretary**

*There was nothing new to discuss from General Counsel at this time.*

**11. From the Chairman**

*There was nothing new to discuss from the Chairman at this time.*

## 12. Resolutions

### **2018-10-001 – VEHICLE ASSET ADMINISTRATION**

*Motion to table by Ms. Kimble and seconded by Ms. Larkin  
Forster \_\_Y\_\_ Kimble \_\_Y\_\_ Larkin \_\_Y\_\_ Leffler \_\_Y\_\_ O'Callaghan \_\_Y\_\_  
Motion was tabled 5-0*

### **2018-10-002 – CERTAIN EMPLOYEES TO USE TIME MANAGEMENT SYSTEM EFFECTIVE IMMEDIATELY**

*Motion to table by Ms. Kimble and seconded by Mr. Forster  
Forster \_\_Y\_\_ Kimble \_\_Y\_\_ Larkin \_\_Y\_\_ Leffler \_\_Y\_\_ O'Callaghan \_\_N\_\_  
Motion was tabled 4-1*

### **2018-10-003 – AUTHORIZING FUNDS FOR AECOM TO PERFORM WORK REQUIRED BY CONSENT ORDER**

#### **1. October 12, 2018 Proposal**

*Motion to table by Mr. Forster and seconded by Ms. Kimble  
Forster \_\_Y\_\_ Kimble \_\_Y\_\_ Larkin \_\_Y\_\_ Leffler \_\_Y\_\_ O'Callaghan \_\_Y\_\_  
Motion was tabled 5-0*

### **2018-10-004 – APPROVING 2019 HOLIDAY SCHEDULE**

#### **1. Schedule of 2019 Holidays**

*Motion to approve by Mr. Forster and seconded by Ms. Larkin  
Forster \_\_Y\_\_ Kimble \_\_Y\_\_ Larkin \_\_Y\_\_ Leffler \_\_Y\_\_ O'Callaghan \_\_Y\_\_  
Motion was approved 5-0*

### **2018-10-005 – SEXUAL HARASSMENT POLICY**

- 1. Policy**
- 2. Complaint Form**

*Motion to approve by Ms. Kimble and seconded by Ms. Larkin  
Forster \_\_Y\_\_ Kimble \_\_Y\_\_ Larkin \_\_Y\_\_ Leffler \_\_Y\_\_ O'Callaghan \_\_Y\_\_  
Motion was approved 5-0*

### **2018-10-006 – AUTHORIZING SETTLEMENT OF ANGELA ZITTO CLAIM FOR PROPERTY DAMAGE AT 2647 PIERCE AVENUE**

#### **1. Notice of Claim**

*Motion to approve by Mr. Forster and seconded by Ms. Kimble  
Forster \_\_Y\_\_ Kimble \_\_Y\_\_ Larkin \_\_Y\_\_ Leffler \_\_Y\_\_ O'Callaghan \_\_Y\_\_  
Motion was approved 5-0*

**2018-10-007 – AUTHORIZING FUNDS FOR 18” DIAMETER  
INFLUENT PIPING REPAIR**

1. **Mollenberg-Betz Quote No. HJ2018-133**
2. **Photograph of Pipe**

*Motion to approve by Mr. Forster and seconded by Ms. Larkin  
Forster \_\_Y\_\_ Kimble \_\_Y\_\_ Larkin \_\_Y\_\_ Leffler \_\_Y\_\_ O’Callaghan \_\_Y\_\_  
Motion was approved 5-0*

**2018-10-008 – AUTHORIZING FUNDS TO REPLACE WET WELL  
VALVE PLATFORMS**

1. **Mollenberg-Betz Quote No. HJ2018-136**

*Motion to table by Mr. Forster and seconded by Ms. Kimble  
Forster \_\_Y\_\_ Kimble \_\_Y\_\_ Larkin \_\_Y\_\_ Leffler \_\_Y\_\_ O’Callaghan \_\_Y\_\_  
Motion was tabled 5-0*

**2018-10-009 – REPLACEMENT OF DEFECTIVE 115,000 VOLT SWITCH**

1. **Ferguson Electric Invoice No. 132406**

*Motion to approve by Mr. Forster and seconded by Ms. Kimble  
Forster \_\_Y\_\_ Kimble \_\_Y\_\_ Larkin \_\_Y\_\_ Leffler \_\_Y\_\_ O’Callaghan \_\_Y\_\_  
Motion was approved 5-0*

**2018-10-010 – PERSONNEL WHO MAY DISCUSS WATER BOARD  
ACCOUNTS WITH FINANCIAL INSTITUTIONS**

*Motion to table by Mr. Forster and seconded by Mr. O’Callaghan  
Forster \_\_Y\_\_ Kimble \_\_Y\_\_ Larkin \_\_N\_\_ Leffler \_\_N\_\_ O’Callaghan \_\_Y\_\_  
Motion was tabled 5-0*

**2018-10-011 – ANNUAL REVIEW OF PROCUREMENT POLICY  
AND ADOPTION OF REVISED POLICY**

1. **Procurement Policy Dated October 29, 2018**

*Motion to table by Mr. Forster and seconded by Mr. O’Callaghan  
Forster \_\_Y\_\_ Kimble \_\_N\_\_ Larkin \_\_N\_\_ Leffler \_\_N\_\_ O’Callaghan \_\_Y\_\_  
Motion was not approved*

*Motion to approve by Ms. Larkin and seconded by Ms. Leffler  
Forster \_\_N\_\_ Kimble \_\_Y\_\_ Larkin \_\_Y\_\_ Leffler \_\_Y\_\_ O’Callaghan \_\_N\_\_  
Motion was approved 3-2*

*At Mr. Costello’s request, the Board discussed approval of procurements over \$10,000 pursuant to pre-bid, indefinite quantity, indefinite delivery contracts. The Board wants to approve these.*

**2018-10-012 – AUTHORIZING ENGINEERING SERVICES  
AGREEMENT FOR SCUM PUMP, FINE SCREEN TRAVELING  
BRIDGE, AND ISOLATION PLATE GUIDE IMPROVEMENTS AT  
WASTEWATER TREATMENT PLANT (PROJECT NO. 1)**

*Motion to approve by Mr. Forster and seconded by Ms. Kimble  
Forster \_\_Y\_\_ Kimble \_\_Y\_\_ Larkin \_\_Y\_\_ Leffler \_\_Y\_\_ O'Callaghan \_\_Y\_\_  
Motion was approved 5-0*

**2018-10-013 – AUTHORIZING ENGINEERING SERVICES  
AGREEMENT FOR GORGE PUMPING STATION REHABILITATION  
PROJECT (PROJECT NO. 2)**

*Motion to approve by Mr. Forster and seconded by Ms. Larkin  
Forster \_\_Y\_\_ Kimble \_\_Y\_\_ Larkin \_\_Y\_\_ Leffler \_\_Y\_\_ O'Callaghan \_\_Y\_\_  
Motion was approved 5-0*

**2018-10-014 – AUTHORIZING ENGINEERING SERVICES  
AGREEMENT FOR IMPROVEMENTS TO SCREENINGS AND GRIT  
TRANSPORT EQUIPMENT, POLYMER EQUIPMENT, AND  
DEWATERING CONTROLS AT WASTEWATER TREATMENT PLANT  
(PROJECT NO. 3)**

*Motion to approve by Mr. Forster and seconded by Ms. Kimble  
Forster \_\_Y\_\_ Kimble \_\_Y\_\_ Larkin \_\_Y\_\_ Leffler \_\_Y\_\_ O'Callaghan \_\_Y\_\_  
Motion was approved 5-0*

**2018-10-015 – AUTHORIZING ENGINEERING SERVICES  
AGREEMENT FOR GRANULATED ACTIVATED CARBON AND  
CARBON FILTER SUPPORT GRAVEL REPLACEMENT AT  
WASTEWATER TREATMENT PLANT (PROJECT NO. 4)**

*Motion to approve by Mr. Forster and seconded by Ms. Larkin  
Forster \_\_Y\_\_ Kimble \_\_Y\_\_ Larkin \_\_Y\_\_ Leffler \_\_Y\_\_ O'Callaghan \_\_Y\_\_  
Motion was approved 5-0*

**2018-10-016 – AUTHORIZING ENGINEERING SERVICES  
AGREEMENT FOR ELECTRICAL SYSTEM AND LIGHTING  
IMPROVEMENTS AT WASTEWATER TREATMENT PLANT  
(PROJECT NO. 5)**

*Motion to approve by Ms. Kimble and seconded by Mr. Forster  
Forster \_\_Y\_\_ Kimble \_\_Y\_\_ Larkin \_\_Y\_\_ Leffler \_\_Y\_\_ O'Callaghan \_\_N\_\_  
Motion was approved 4-1*

**2018-10-017 – AUTHORIZING ENGINEERING SERVICES  
AGREEMENT FOR CRITICAL HEATING AND VENTILATION  
IMPROVEMENTS AT WASTEWATER TREATMENT PLANT  
(PROJECT NO. 7)**

*Motion to approve by Mr. Forster and seconded by Ms. Kimble  
Forster \_\_Y\_\_ Kimble \_\_Y\_\_ Larkin \_\_Y\_\_ Leffler \_\_Y\_\_ O'Callaghan \_\_N\_\_  
Motion was approved 4-1*

**2018-10-018 – AUTHORIZING ENGINEERING SERVICES  
AGREEMENT FOR REPLACEMENT OF PLANT WATERLINE,  
PROCESS WATERLINE, AND INTERIOR PROCESS PIPING  
AT WASTEWATER TREATMENT PLANT (PROJECT NO. 9)**

*Motion to approve by Mr. Forster and seconded by Ms. Kimble  
Forster \_\_Y\_\_ Kimble \_\_Y\_\_ Larkin \_\_Y\_\_ Leffler \_\_Y\_\_ O'Callaghan \_\_Y\_\_  
Motion was approved 5-0*

**2018-10-019 – DIRECTING CLARK PATTERSON LEE TO SERVE AS  
WATER BOARD'S REPRESENTATIVE FOR DESIGN AND BIDDING  
OF CAPITAL PROJECTS AT WASTEWATER TREATMENT PLANT**

*Motion to approve by Mr. Forster and seconded by Ms. Kimble to approve  
Forster \_\_Y\_\_ Kimble \_\_Y\_\_ Larkin \_\_Y\_\_ Leffler \_\_Y\_\_ O'Callaghan \_\_Y\_\_  
Motion was approved 5-0*

**Walk-on Resolution 2018-10-020  
Approving Memorandum of Understanding with United Steel Workers**

*Motion to walk-on by Mr. Forster and seconded by Ms. Larkin  
Forster \_\_Y\_\_ Kimble \_\_Y\_\_ Larkin \_\_Y\_\_ Leffler \_\_Y\_\_ O'Callaghan \_\_Y\_\_  
Motion was approved 5-0*

*Motion to approve by Mr. Forster and seconded by Ms. Larkin  
Forster \_\_Y\_\_ Kimble \_\_Y\_\_ Larkin \_\_Y\_\_ Leffler \_\_Y\_\_ O'Callaghan \_\_Y\_\_  
Motion was approved 5-0*

**13. Unfinished Business**

*Mr. Forster questions the winter tires on the NFWB fleet; would like clarification if the winter tires were included under our contract with Enterprise.*

*Mr. Drury confirms that the winter tires were included under our contract with Enterprise.*

*Mr. Forster would like the cost breakdown of the lease program along with fuel consumption to be provided at the next board meeting.*

#### **14. New Business & Additional Items for Discussion**

*There was no new business or additional items to be discussed at this time.*

#### **15. Executive Session**

*Motion by Ms. Larkin and seconded by Ms. Leffler to enter into executive session for the following at 7:30 p.m.: (1) discuss matters related to collective bargaining negotiations; (2) discuss the employment history of a particular person; (3) discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person.*

#### **16. Adjournment of Meeting**

*Motion by Ms. Kimble and seconded by Ms. Larkin to adjourn at 8:18 p.m.*

Niagara Falls Water Board  
Personnel Actions and Report  
Monday, November October, 22, 2018

Recommended Moves by the Director of Administrative Services

I. PERSONNEL ACTIONS RECOMMEND TO HIRE				
Line Item Number	Position	Department/Location	Pay Rate or Grade	ADDITIONAL INFORMATION

II. RECOMMENDED PROMOTION / MOVE / APPOINTMENT				
Line Item Number	Position	Type of labor move	Change in pay rate or grade	ADDITIONAL INFORMATION
1	Provisional Operator Trainee	Inter Department Transfer	Current Grade 1.1.0 (Unit 01) to Grade 9.1.0 (Unit 02)	Decrease in base wages

IV. BOARD NOTIFICATION OF OTHER MOVEMENT (CBA BID, MCSB APPOINTMENT, LEGAL STATUS CHANGE)				
Name	Position & type of labor move	Department/Location	Pay Rate or Grade	ADDITIONAL INFORMATION / AUTHORITY

V. OTHER ACTIVITY OTHER PERSONNEL ACTIVITY FOR BOARD NOTIFICATION				
Dennis Kirkland	Operator (SOS)	WWTP / Operations	SOS	Returning to work (with restrictions)
Bill Wright	Superintendent	Outside Operations	Salary	Returned to work

*NIAGARA FALLS WATER BOARD RESOLUTION # 2018-11-001*

**AWARDING BID FOR CHEMICALS  
FOR WATER AND WASTEWATER TREATMENT PLANTS**

**WHEREAS**, the Niagara Falls Water Board (“Water Board”) was assisted by the City of Niagara Falls Purchasing Department in soliciting bids for chemicals necessary for the operation of the Water Board’s Water and Wastewater Treatment Plants, with said procurement in cooperation with the Niagara County Water District, the Cities of Lockport and North Tonawanda, and the Towns of Grand Island, Lewiston, and Newfane; and

**WHEREAS**, City of Niagara Falls Purchasing has tabulated the results and highlighted the lowest responsible bidder meeting the specifications for each of the necessary chemicals, as described in the attached memorandum dated November 5, 2018;

**NOW THEREFORE BE IT**

**RESOLVED**, that the Niagara Falls Water Board hereby awards its bids for chemicals to each of the companies, and at the prices, indicated on the attached memorandum dated November 5, 2018, the contents of which expressly are incorporated into this Resolution.

*Water Board Personnel Responsible for Implementation of this Resolution:*  
Executive Director

*Water Board Budget Line or Capital Plan Item with Funds for this Resolution:*

On November 26, 2018, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Board Member Forster	[    ]	[    ]	[    ]	[    ]
Board Member Kimble	[    ]	[    ]	[    ]	[    ]
Board Member Larkin	[    ]	[    ]	[    ]	[    ]
Board Member Leffler	[    ]	[    ]	[    ]	[    ]
Chairman O’Callaghan	[    ]	[    ]	[    ]	[    ]

Signed By:

Vote Witnessed By:

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Daniel T. O’Callaghan, Chairperson

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Sean W. Costello, Secretary to Board



**TO:** The Board

**FROM:** Rolfe Porter  
Executive Director

**DATE:** November 5, 2018

**SUBJECT:** Bid #W2018-05 Chemicals for Water and Wastewater Treatment Facilities  
(Cooperative)

We respectfully request you award the above referenced bid as follows:

**TO: Jones Chemical, Incorporated (JCI)**  
100 Sunny Sol Boulevard.  
Caledonia, NY 14423

**FOR: Item #1:** Chlorine, one-ton cylinders (approximately 416 Cylinders) \$ 790.00/Ton  
(Niagara Falls estimated usage – 80 Cylinders)

**Item #2:** Chlorine, 150# cylinders (approximately 154 Cylinders) \$ 300.00/Cylinder

**TO: PVS Technologies, Incorporated**  
10900 Harper Avenue  
Detroit, Michigan 48213

**FOR: Item #3:** Ferric Chloride in tank trucks (approx. 2,228 tons) \$ 588.00/Dry Ton  
(Niagara Falls estimated usage – 2000 tons)

Continued

**TO: Solvay Fluorides, LLC**  
 Attn: Cherie Ruffino  
 3737 Buffalo Speedway, Suite 800  
Houston, Texas 77098

**FOR: Item #4:** Hydrofluorosilicic Acid minimum 23% solution \$ 364.00/Ton  
 (Approximately 156 tons)  
 (Niagara Falls estimated usage – 100 tons)

**Item #5:** Purified Fluorosilicic Acid minimum 25% solution \$ 364.00/Ton  
 (Approximately 156 tons)  
 (Niagara Falls estimated usage – 100 tons)

**TO: Olin Chlor Alkali Products & Vinyls**  
 1001 31<sup>st</sup> Street, Suite 200  
Downers Grove, IL 60515

**FOR: Item #6:** Sodium Hypochlorite in tank trucks  
 (Approximately 2,550,600 Gallons)  
 (Niagara Falls estimated. usage – 2,500,000 Gallons) \$ 0.477/Gallon

**TO: USP Technologies/US Peroxide, LLC**  
 1375 Peachtree Street NE, Suite 300N  
Atlanta, Georgia 30309

**FOR: Item #7:** Hydrogen Peroxide (H<sub>2</sub>O<sub>2</sub>) in tank trucks  
 (Approximately 1,600 tons) \$ 425.90/Ton  
 (Niagara Falls estimated usage – 1,600 tons)

**TO: Carmeuse Lime & Stone, Incorporated**  
 Attn: Felicia Reid  
 11 Stanwix Street, 21<sup>st</sup> Floor  
Pittsburgh, Pennsylvania 15222

**FOR: Item #8:** Quicklime in hopper trucks (approximately 1000 tons) \$ 147.83/Ton  
 (Niagara Falls estimated usage – 1000 tons)

Continued

**TO: Carus Chemical Corporation**  
315 Fifth Street/P.O. Box 599  
Peru, Illinois 61354-0599

**FOR: Item #9:** Poly-Orthophosphate (approximately 20 tons) \$ 830.00/Ton  
(Niagara Falls estimated usage – 20 tons)

**TO: USALCO, LLC**  
2601 Cannery Avenue  
Baltimore, Maryland 21226

**FOR: Item #10:** Polyaluminum Chloride 50% in tank trucks \$ 238.00/Wet Ton  
(Approximately 854 tons)  
(Niagara Falls estimated usage – 650 tons)

The Purchasing Agent certifies that all bids were solicited in accordance with Section 103 of the General Municipal Law.

Notice that bids were to be received was advertised in the Niagara Gazette and bid requests were sent to Twenty-nine (29) companies. Seventeen (17) bids and three (3) "No Bid" were received. The above referenced companies submitted the lowest bid prices for each respective item.

This bid was solicited by the Board not only for our water and wastewater plants, but also for the Niagara County Water District, the Cities of Lockport and North Tonawanda, and the Towns of Grand Island, Lewiston and Newfane. The Board will be awarding this bid on behalf of all seven public entities.

Funds for this expenditure are budgeted in the following codes: FA.8330.0100.0419.009, GA.8130.0100.0419.014, GA.8130.0100.0419.018, GA.8130.0100.0419.024 and GA.8130.0100.0419.028.

Respectfully submitted,

\_\_\_\_\_  
Rolfe Porter  
Executive Director

  
\_\_\_\_\_  
Douglas A. Janese, Jr.  
Purchasing Agent

DAJ: lkh  
Enc.

**FORSTER** \_\_\_\_\_ **KIMBLE** \_\_\_\_\_ **LARKIN** \_\_\_\_\_ **LEFFLER** \_\_\_\_\_ **O'CALLAGHAN** \_\_\_\_\_

5815 Buffalo Avenue • Niagara Falls, New York 14304 • 716 283-9770 • FAX 716 283-9748

[www.nfwb.org](http://www.nfwb.org)

# OFFICIAL TALLY SHEET

BID #W2018-05 2019 COOPERATIVE PURCHASE OF CHEMICALS FOR WATER TREATMENT AND WASTE WATER  
TREATMENT FACILITIES  
BID OPENING: OCTOBER 24, 2018 11:00 AM  
PAGE 1 OF 2  
SET 1 OF 5

TEN (10) ITEMS	VENDORS	Graymont 194 Match Factory Place Bellefonte, PA 16823	Shannon Chemical Corporation P.O. Box 376 Malvern, PA 19355	Bison Laboratories, Incorporated 100 Leslie Street Buffalo, NY 14211	GEO Specialty Chemicals Attn: Brenda Owens 9213 Arch Street Pike Little Rock, AR 72206	Kuehne Chemical Company, Inc. 86 North Hackensack Ave. South Kearney, NJ 07032-4673
1. 416 cylinders, more or less, of CHLORINE in one ton cylinders:		NO BID	NO BID	NO BID	NO BID	\$2000.00/ton
2. 154 cylinders, more or less, of CHLORINE in 150# cylinders:		NO BID	NO BID	NO BID	NO BID	NO BID
3. 2,228 tons, more or less, of FERRIC CHLORIDE:		NO BID	NO BID	NO BID	NO BID	NO BID
4. 156 tons, more or less, of HYDROFLUOROSILICIC ACID:		NO BID	NO BID	NO BID	NO BID	NO BID
5. 156 tons, more or less, of PURIFIED FLUOROSILICIC ACID:		NO BID	NO BID	NO BID	NO BID	NO BID
6. 2,550,600 gallons, more or less, of SODIUM HYPOCHLORITE:		NO BID	NO BID	\$0.537/gallon	NO BID	\$2.00/gallon

SET 1 OF 5

# OFFICIAL TALLY SHEET

BID #W2018-05    2019 COOPERATIVE PURCHASE OF CHEMICALS FOR WATER TREATMENT AND WASTE WATER  
 TREATMENT FACILITIES    PAGE 2 OF 2  
 BID OPENING:    OCTOBER 24, 2018    11:00 AM    SET 1 OF 5

TEN (10) ITEMS	VENDORS	Graymont	Shannon Chemical	Bison Laboratories	GEO Specialty Chemicals	Kuehne Chemical Company
7. 1600 tons, more or less, of HYDROGEN PEROXIDE (H <sub>2</sub> O <sub>2</sub> ):		NO BID	NO BID	NO BID	NO BID	NO BID
8. 1000 tons, more or less, of HIGH CALCIUM, HIGH REACTIVITY ROTARY KILN QUICKLIME - size 0 x 1/4":		\$156.20/ton	NO BID	NO BID	NO BID	NO BID
9. 20 tons, more or less, of POLY-ORTHOPHOSPHATE:		NO BID	\$1717.00/ton	NO BID	NO BID	NO BID
10. 854 tons, more or less, of POLYALUMINUM CHLORIDE:		NO BID	NO BID	NO BID	NO BID	NO BID

NOTES:

# OFFICIAL TALLY SHEET

BID #W2018-05

2019 COOPERATIVE PURCHASE OF CHEMICALS FOR WATER TREATMENT AND WASTE WATER TREATMENT FACILITIES

BID OPENING: OCTOBER 24, 2018 11:00 AM

PAGE 1 OF 2  
SET 2 OF 5

TEN (10) ITEMS	VENDORS	ControlChem Canada, LTD 4460 Harvester Rd Burlington, Ontario CANADA L7L 4X2	Carmeuse Lime & Stone, Inc. 11 Stanwix St 21 <sup>st</sup> Floor Pittsburgh, PA 15222 Attn: Felicia Reid	Holland Company 153 Howland Ave Adams, MA 01220-1199	Kemira Water Solutions, Inc. 4321 W. 6 <sup>th</sup> Street Lawrence, KS 66049-3692	PVS Technologies, Inc. 10900 Harper Ave Detroit, MI 48213
1. 416 cylinders, more or less, of <b>CHLORINE in one ton cylinders:</b>		NO BID	NO BID	NO BID	NO BID	NO BID
2. 154 cylinders, more or less, of <b>CHLORINE in 150# cylinders:</b>		NO BID	NO BID	NO BID	NO BID	NO BID
3. 2228 tons, more or less, of <b>FERRIC CHLORIDE</b> - minimum 28%, maximum 38% solution:		NO BID	NO BID	NO BID	Kemira P14-311 \$622.00/Dry Ton	\$588.00/Dry Ton
4. 156 tons, more or less, of <b>HYDROFLUOSILICIC ACID</b> - minimum 23% solution:		NO BID	NO BID	NO BID	NO BID	NO BID
5. 156 tons, more or less, of <b>PURIFIED FLUOSILICIC ACID</b> – minimum 25% solution:		NFWB \$571.00/short ton Lockport \$631.00/short ton GI \$812.60/short ton NT \$631.00/short ton	NO BID	NO BID	NO BID	NO BID
6. 2,550,600 gallons, more or less, of <b>SODIUM HYPOCHLORITE</b> solution - commercial grade containing 12% - 16% available chlorine:		NO BID	NO BID	NO BID	NO BID	NO BID

SET 2 OF 5

# OFFICIAL TALLY SHEET

BID #W2018-05 2019 COOPERATIVE PURCHASE OF CHEMICALS FOR WATER TREATMENT AND WASTE WATER  
TREATMENT FACILITIES  
BID OPENING: OCTOBER 24, 2018 11:00 AM  
PAGE 2 OF 2  
SET 2 OF 5

TEN (10) ITEMS	VENDORS	ControlChem Canada, LTD	Carmeuse Lime & Stone, Inc.	Holland Company	Kemira Water Solutions, Inc.	PVS Technologies, Inc.
7. 1600 tons, more or less, of HYDROGEN PEROXIDE (H <sub>2</sub> O <sub>2</sub> ):		NO BID	NO BID	NO BID	NO BID	NO BID
8. 1000 tons, more or less, of HIGH CALCIUM, HIGH REACTIVITY ROTARY KILN QUICKLIME - size 0 x 1/4":		NO BID	\$147.83/ton	NO BID	NO BID	NO BID
9. 20 tons, more or less, of POLY- ORTHOPHOSPHATE:		NO BID	NO BID	NO BID	NO BID	NO BID
10. 854 tons, more or less, of POLYALUMINUM CHLORIDE:		NO BID	NO BID	\$407.00/Wet Ton	Kemira Stern PAC \$310.00/Wet Ton	NO BID

NOTES:

# OFFICIAL TALLY SHEET

BID #W2018-05 2019 COOPERATIVE PURCHASE OF CHEMICALS FOR WATER TREATMENT AND WASTE WATER  
TREATMENT FACILITIES  
BID OPENING: OCTOBER 24, 2018 11:00 AM  
PAGE 1 OF 2  
SET 3 OF 5

TEN (10) ITEMS	VENDORS	SAL Chemical Company 3036 Birch Drive Weirton, WV 26062	Slack Chemical Co., Inc. PO Box 30 465 So Clinton St Carthage, NY 13619	USALCO, LLC 2601 Cannery Ave Baltimore, MD 21226	Carus Chemical Corporation PO Box 599 315 5 <sup>th</sup> Street Peru, IL 61354-0599	Evoqua Water Technologies, LLC 2650 Tallevast Rd Sarasota, FL 34243-3912
1. 416 cylinders, more or less, of <b>CHLORINE in one ton cylinders:</b>		NO BID	NO BID	NO BID	NO BID	NO BID
2. 154 cylinders, more or less, of <b>CHLORINE in 150# cylinders:</b>		NO BID	NO BID	NO BID	NO BID	NO BID
3. 2228 tons, more or less, of <b>FERRIC CHLORIDE</b> - minimum 28%, maximum 38% solution:		NO BID	NO BID	NO BID	NO BID	NO BID
4. 156 tons, more or less, of <b>HYDROFLUOSILICIC ACID</b> - minimum 23% solution:		NO BID	\$1098.00/ton	NO BID	NO BID	NO BID
5. 156 tons, more or less, of <b>PURIFIED FLUOSILICIC ACID</b> – minimum 25% solution:		NO BID	NO BID	NO BID	NO BID	NO BID
6. 2,550,600 gallons, more or less, of <b>SODIUM HYPOCHLORITE</b> solution - commercial grade containing 12% - 16% available chlorine:		NO BID	\$0.998/gallon	NO BID	NO BID	NO BID

# OFFICIAL TALLY SHEET

BID #W2018-05 2019 COOPERATIVE PURCHASE OF CHEMICALS FOR WATER TREATMENT AND WASTE WATER  
TREATMENT FACILITIES  
BID OPENING: OCTOBER 24, 2018 11:00 AM  
PAGE 2 OF 2  
SET 3 OF 5

TEN (10) ITEMS	VENDORS	SAL Chemical Company	Slack Chemical Co., Inc.	USALCO, LLC	Carus Chemical Corporation	Evoqua Water Technologies, LLC
7. 1600 tons, more or less, of <b>HYDROGEN PEROXIDE (H<sub>2</sub>O<sub>2</sub>)</b> :		NO BID	NO BID	NO BID	NO BID	\$429.60/ton
8. 1000 tons, more or less, of <b>HIGH CALCIUM, HIGH REACTIVITY ROTARY KILN QUICKLIME</b> - size 0 x 1/4":		NO BID	NO BID	NO BID	NO BID	NO BID
9. 20 tons, more or less, of <b>POLY-ORTHOPHOSPHATE</b> :		\$990.00/ton	NO BID	NO BID	\$830.00/ton	NO BID
10. 854 tons, more or less, of <b>POLYALUMINUM CHLORIDE</b> :		NO BID	NO BID	\$238.00/Wet Ton Delivered	NO BID	NO BID

NOTES:

# OFFICIAL TALLY SHEET

BID #W2018-05 2019 COOPERATIVE PURCHASE OF CHEMICALS FOR WATER TREATMENT AND WASTE WATER  
TREATMENT FACILITIES  
BID OPENING: OCTOBER 24, 2018 11:00 AM  
PAGE 1 OF 2  
SET 4 OF 5

TEN (10) ITEMS	VENDORS	Gulbrandsen Technologies PO Box 5523 2 Main Street Clinton, NJ 08809	*** JCI – Jones Chemical, Inc. 100 Sunny Sol Blvd Caledonia, NY 14423	UNIVAR USA, Inc. 200 Dean Sievers Place Morrisville, PA 19067 Attn: Michael Crea	Coyne Chemical 3015 State Road Croydon, PA 19021-6997	*** Olin Chlor Alkali Products & Vinyls 1001 31 <sup>st</sup> Street Suite 200 Downers Grove, IL 60515
1. 416 cylinders, more or less, of <b>CHLORINE in one ton cylinders:</b>		NO BID	<b>\$790.00/ton<sup>1</sup></b>	NO BID	NO BID	NO BID
2. 154 cylinders, more or less, of <b>CHLORINE in 150# cylinders:</b>		NO BID	<b>\$300.00/cylinder<sup>1</sup></b>	NO BID	NO BID	NO BID
3. 2228 tons, more or less, of <b>FERRIC CHLORIDE</b> - minimum 28%, maximum 38% solution:		NO BID	NO BID	NO BID	NO BID	NO BID
4. 156 tons, more or less, of <b>HYDROFLUOSILICIC ACID</b> - minimum 23% solution:		NO BID	NO BID	\$495.00/ton	NO BID	NO BID
5. 156 tons, more or less, of <b>PURIFIED FLUOSILICIC ACID</b> – minimum 25% solution:		NO BID	NO BID	\$495.00/ton	NO BID	NO BID
6. 2,550,600 gallons, more or less, of <b>SODIUM HYPOCHLORITE</b> solution - commercial grade containing 12% - 16% available chlorine:		NO BID	\$0.49/gallon <sup>2</sup>	NO BID	NO BID	<b>\$0.477/gallon<sup>3</sup></b> Delivered

# OFFICIAL TALLY SHEET

BID #W2018-05

2019 COOPERATIVE PURCHASE OF CHEMICALS FOR WATER TREATMENT AND WASTE WATER TREATMENT FACILITIES

PAGE 2 OF 2  
SET 4 OF 5

BID OPENING: OCTOBER 24, 2018 11:00 AM

TEN (10) ITEMS	VENDORS	Gulbrandsen Technologies	***JCI – Jones Chemical, Inc.	UNIVAR USA, Inc.	Coyne Chemical	***Olin Chlor Alkali Products & Vinyls
7. 1600 tons, more or less, of HYDROGEN PEROXIDE (H <sub>2</sub> O <sub>2</sub> ):		NO BID	NO BID	NO BID	NO BID	NO BID
8. 1000 tons, more or less, of HIGH CALCIUM, HIGH REACTIVITY ROTARY KILN QUICKLIME - size 0 x 1/4":		NO BID	NO BID	\$221.05/ton	NO BID	NO BID
9. 20 tons, more or less, of POLY-ORTHOPHOSPHATE:		NO BID	NO BID	NO BID	NO BID	NO BID
10. 854 tons, more or less, of POLYALUMINUM CHLORIDE:		\$460.00/ton	NO BID	NO BID	NO BID	NO BID

## \*\*\*NOTES:

<sup>1</sup>Chlorine: 3 to 4 days ARO

<sup>2</sup>Sodium Hypochlorite: 1 to 3 days ARO

<sup>3</sup>Payment Terms: Net 30 days; Lead Time: 1 to 2 days after receipt of order or date requested; Sodium Hypochlorite delivered in bulk tank trucks.

# OFFICIAL TALLY SHEET

BID #W2018-05 2019 COOPERATIVE PURCHASE OF CHEMICALS FOR WATER TREATMENT AND WASTE WATER  
TREATMENT FACILITIES  
BID OPENING: OCTOBER 24, 2018 11:00 AM  
PAGE 1 OF 2  
SET 5 OF 5

TEN (10) ITEMS	VENDORS	US Peroxide, LLC (USP Technologies) 1375 Peachtree Street NE Suite 300N Atlanta, GA 30309	***Solvay Fluorides, LLC 3737 Buffalo Speedway Suite 800 Houston, TX 77098	XXX	XXX	XXX
1. 416 cylinders, more or less, of <b>CHLORINE in one ton cylinders:</b>		NO BID	NO BID			
2. 154 cylinders, more or less, of <b>CHLORINE in 150# cylinders:</b>		NO BID	NO BID			
3. 2,228 tons, more or less, of <b>FERRIC CHLORIDE:</b>		NO BID	NO BID			
4. 156 tons, more or less, of <b>HYDROFLUOROSILICIC ACID:</b>		NO BID	\$364.00/ton <sup>4</sup>			
5. 156 tons, more or less, of <b>PURIFIED FLUOROSILICIC ACID:</b>		NO BID	\$364.00/ton <sup>4</sup>			
6. 2,550,600 gallons, more or less, of <b>SODIUM HYPOCHLORITE:</b>		NO BID	NO BID			

SET 5 OF 5

# OFFICIAL TALLY SHEET

BID #W2018-05 2019 COOPERATIVE PURCHASE OF CHEMICALS FOR WATER TREATMENT AND WASTE WATER  
TREATMENT FACILITIES  
BID OPENING: OCTOBER 24, 2018 11:00 AM  
PAGE 2 OF 2  
SET 5 OF 5

TEN (10) ITEMS	VENDORS	US Peroxide, LLC (USP Technologies)	***Solvay Fluorides, LLC	XXX	XXX	XXX
7. 1600 tons, more or less, of HYDROGEN PEROXIDE (H <sub>2</sub> O <sub>2</sub> ):		\$425.90/ton	NO BID			
8. 1000 tons, more or less, of HIGH CALCIUM, HIGH REACTIVITY ROTARY KILN QUICKLIME - size 0 x 1/4":		NO BID	NO BID			
9. 20 tons, more or less, of POLY-ORTHOPHOSPHATE:		NO BID	NO BID			
10. 854 tons, more or less, of POLYALUMINUM CHLORIDE:		NO BID	NO BID			

## \*\*\*NOTES:

<sup>4</sup>Invoice amount will be made with prices adjusted to actual assay. Payment Terms are Net 30 Days.

NIAGARA FALLS WATER BOARD RESOLUTION # 2018-11-002

**AUTHORIZING SETTLEMENT OF LITIGATION WITH NATIONAL GRID  
OVER DAMAGE TO SWITCHGEAR LOCATED NEAR 300 – 3RD STREET**

**WHEREAS**, Niagara Mohawk Power Corporation d/b/a National Grid (“National Grid”) filed a notice of claim against the Niagara Falls Water Board (“Water Board”) on June 9, 2015, and commenced litigation in Niagara County Supreme Court by filing a summons and complaint under index No. E158802/2016 on June 1, 2016, to recover for damages to an electrical switchgear located near 300 – 3rd Street which allegedly resulted from a water main break on March 21, 2015; and

**WHEREAS**, the Water Board denies any fault or negligence in connection with the underlying incident, but further litigation will require a substantial investment of Water Board resources and the Water Board’s best interests therefore are served by compromising National Grid’s claim to avoid the further cost of litigation;

**NOW THEREFORE BE IT**

**RESOLVED**, that the Niagara Falls Water Board be and is hereby authorized to pay the sum of \$3,250 to Niagara Mohawk Power Corporation d/b/a National Grid as settlement in full of the case *Niagara Mohawk Power Corporation d/b/a National Grid vs. Niagara Falls Public Water Board*, Niagara County Supreme Court Index No. E158802/2016, on the condition that National Grid executes a general release acknowledging that no party admits fault for the underlying incident.

*Water Board Personnel Responsible for Implementation of this Resolution:*  
General Counsel

*Water Board Budget Line or Capital Plan Item with Funds for this Resolution:*

On November 26, 2018, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Board Member Forster	[    ]	[    ]	[    ]	[    ]
Board Member Kimble	[    ]	[    ]	[    ]	[    ]
Board Member Larkin	[    ]	[    ]	[    ]	[    ]
Board Member Leffler	[    ]	[    ]	[    ]	[    ]
Chairman O’Callaghan	[    ]	[    ]	[    ]	[    ]

Signed By:

Vote Witnessed By:

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Daniel T. O’Callaghan, Chairperson

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Sean W. Costello, Secretary to the Board

*NIAGARA FALLS WATER BOARD RESOLUTION # 2018-11-003*

**REPAIRS TO CHEMICAL STORAGE TANK 216**

**WHEREAS**, chemical storage tank No. 216 at the wastewater treatment plant requires certain repairs to remain in serviceable condition; and

**WHEREAS**, Niagara Falls Water Board staff have obtained a quote from An-Cor DKG dated November 12, 2018 to perform the necessary repairs for a price of \$12,131;

**NOW THEREFORE BE IT**

**RESOLVED**, that the Niagara Falls Water Board be and is hereby authorized to pay to An-Cor DKG up to \$12,131 to complete necessary repairs to chemical storage tank No. 216.

*Water Board Personnel Responsible for Implementation of this Resolution:*  
Executive Director

*Water Board Budget Line or Capital Plan Item with Funds for this Resolution:*

On November 26, 2018, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Board Member Forster	[    ]	[    ]	[    ]	[    ]
Board Member Kimble	[    ]	[    ]	[    ]	[    ]
Board Member Larkin	[    ]	[    ]	[    ]	[    ]
Board Member Leffler	[    ]	[    ]	[    ]	[    ]
Chairman O'Callaghan	[    ]	[    ]	[    ]	[    ]

Signed By:

Vote Witnessed By:

---

Daniel T. O'Callaghan, Chairperson

---

Sean W. Costello, Secretary to the Board

**An-Cor DKG**  
900 Niagara Falls Boulevard  
North Tonawanda, NY 14120  
Ph. 716 - 695 - 3141  
Fax 716- - 695 - 0465

## QUOTATION

An-Cor # 180489  
November 12, 2018

CUSTOMER: Niagara Falls Wastewater Treatment Plant  
ATTENTION: Robert Dunn 716-525-4746 rdunn@NFWB.org  
SITE: Niagara Falls WWTP, 1200 Buffalo Ave, Niagara Falls NY  
SUBJECT: Repairs to TK 216

Provide labor, parts, transportation, and equipment to:

1. Perform (3) bond tests on inside of subject tank.
  - a. Tests will include using (2) different priming agents, and (1) test without any priming agent.
  - b. Tests will be allowed to cure overnight prior to pulling them.
2. Remove existing 3" Ø Feed Pipe and (4) internal pipe supports.
3. Replace Feed Pipe and Brackets with new components.
  - a. New Feed pipe will be bonded to existing nozzle neck stub approximately 6" from the inside surface of the upper head.
  - b. Replacement pipe supports will be located at the same locations as original supports.
4. Overlay existing wear pad on tank bottom with .25" of new reinforcement material.
5. Overlay delaminated ladder clip attachment bond.

Notes:

- Materials of construction for new FRP components and all bonding procedures will be identical to originally manufactured tank.
- Shop manufactured parts will be post-cured in An-Cor's computer controlled oven, per resin manufactures recommendations.
- All internal bonds will be spot post-cured using hand held heating devices.
- Tank will be locked out, emptied, cleaned, ventilated, and dried prior to An-Cor arriving on site.
- Customer will provide access (scaffolding) to all interior work locations.
- Customer will provide suitable 110 electric power within 50' of work space.
- Customer to provide rescue services for Confined Space activities.
- An-Cor technicians are ASME-RTP1 Certified Laminators and Secondary Bonders.

Price.....\$12,131

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Fighting Corrosion Since 1960

SOUTHEAST OFFICE: ph: 704-996-0603 [www.an-cor.com](http://www.an-cor.com)

**Packet Page 31**

*NIAGARA FALLS WATER BOARD RESOLUTION # 2018-11-004*

**REPAIR OF WASTEWATER TREATMENT PLANT 18 INCH WET WELL VALVE**

**WHEREAS**, an 18 inch wet well valve at the wastewater treatment plant is in poor condition and must be repaired or replaced; and

**WHEREAS**, Mollenberg-Betz, Inc., has presented a quote dated October 31, 2018 in the amount of \$10,600 to erect scaffolding to gain access to the valve and to repair it, if upon closer inspection replacement is not required;

**NOW THEREFORE BE IT**

**RESOLVED**, that the Niagara Falls Water Board be and is hereby authorized to pay to Mollenberg-Betz, Inc., up to \$10,600 for the erection of scaffolding to access the 18-inch wet well valve at the wastewater treatment plant, and to complete repairs if feasible.

*Water Board Personnel Responsible for Implementation of this Resolution:*

Executive Director

*Water Board Budget Line or Capital Plan Item with Funds for this Resolution:*

On November 26, 2018, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Board Member Forster	[    ]	[    ]	[    ]	[    ]
Board Member Kimble	[    ]	[    ]	[    ]	[    ]
Board Member Larkin	[    ]	[    ]	[    ]	[    ]
Board Member Leffler	[    ]	[    ]	[    ]	[    ]
Chairman O'Callaghan	[    ]	[    ]	[    ]	[    ]

Signed By:

Vote Witnessed By:

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Daniel T. O'Callaghan, Chairperson

---

Sean W. Costello, Secretary to the Board



# MOLLENBERG-BETZ<sup>US</sup>

JOE HIGGINS  
SERVICE PROJECT MANAGER  
300 SCOTT STREET  
BUFFALO, NY 14204  
jhiggins@mollenbergbetz.com



P: (716) 614-7450 x 212  
F: (716) 614-7467  
www.mollenbergbetz.com

To:	Niagara Falls Water Board	Fax:	
Attn:	Jay Meyers	Date:	October 31, 2018
From:	Joe Higgins	Pages:	1
Re:	18" wet well valve repair budget	Quote #:	HJ2018-140

☐ Urgent    
 ☒ For Review    
 ☐ Please Comment    
 ☐ Please Reply    
 ☐ Please Recycle

Dear Joe:

Mollenberg-Betz, Inc. is pleased to submit the following proposal for the above referenced project per the Scope of Work, Pricing, and the following Notes and Exceptions. This work shall be completed on a time and material basis and invoiced as per the in plant mechanical maintenance contract. This is for budget purposes. The scope of our proposal is detailed below:

## Repair Valve budget price

### Scope of Work

- ▶ Provide scaffolding to access valve
- ▶ Disassemble valve
- ▶ Replace valve with parts from previously purchased valve
- ▶ Reassemble valve and place in service
- ▶ Disassemble scaffolding

### Budget pricing for repair

Labor .....	\$4,555.00
Scaffolding Rental .....	\$5,500.00
Material .....	\$545.00
Total.....	\$10,600.00

If the valve cannot be repaired and must be replaced NFWB will be notified prior to replacing the valve. Until the valve is disassembled we cannot tell the cause of the failure or if it can be rebuilt.

### Notes and Exceptions

1. Sales or use taxes are not included in our pricing. If applicable they will be added to the quoted price. If the project is treated as a capital improvement, the quoted price will increase by the cost of the use tax incurred by Mollenberg-Betz. This price is firm for 30-days.
2. This quote is for scope as described. Any additional parts or materials which may be required beyond this scope would be billed extra. We would discuss any additions with you before proceeding.
3. Scaffolding is budgetary. The NFWB will only be invoiced for the cost of the rental plus markup per the contract.

Sincerely,

**MOLLENBERG-BETZ, INC.**

Joe Higgins  
Service Project Manager

*NIAGARA FALLS WATER BOARD RESOLUTION # 2018-11-005*

**ADDING ADDITIONAL LIFT STATION SCADA FUNCTIONALITY**

**WHEREAS**, the Niagara Falls Water Board (“Water Board”) has seven lift stations that currently are manually activated; and

**WHEREAS**, adding supervisory control and data acquisition (“SCADA”) control to those lift stations will allow them to be activated more rapidly when needed, and will reduce certain labor expenses; and

**WHEREAS**, pursuant to Resolution No. 2018-07-016, the Water Board authorized work by Ferguson Electric Service Co., Inc., to add SCADA functionality to the lift stations; and

**WHEREAS**, since the lift station SCADA work was approved, Water Board staff identified improvements to the planned work, which will come at an additional cost; and

**WHEREAS**, this additional work includes adding to the lift stations: (1) resettable run meters; (2) variable frequency drives on the pumps at lift stations 1, 4, and 6 for eliminating check valve slamming and bursting of pipe fittings, which ruin the check valve ball; (3) ultrasonic level meters for accurate level sensing and variable frequency drive control; and (4) additional programming and control for by-pass pumps; and

**WHEREAS**, some of this work will be performed by Zeller AC&E as a subcontractor to Ferguson Electric, and the total estimated additional cost of the work is \$37,300; and

**WHEREAS**, this additional work will avoid future maintenance expenses, help reduce labor costs associated with lift station control, and allow more precise use of the lift stations to minimize problems including basement flooding and combined sewer overflows;

\* CONTINUED ON NEXT PAGE \*

**NOW THEREFORE BE IT**

**RESOLVED**, that the Niagara Falls Water Board hereby authorizes the Executive Director to spend up to an additional \$37,300 on lift station SCADA improvements, in addition to the funds previously authorized in Resolution No. 2018-07-016.

*Water Board Personnel Responsible for Implementation of this Resolution:*  
Executive Director

*Water Board Budget Line or Capital Plan Item with Funds for this Resolution:*

On November 26, 2018, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Board Member Forster	[    ]	[    ]	[    ]	[    ]
Board Member Kimble	[    ]	[    ]	[    ]	[    ]
Board Member Larkin	[    ]	[    ]	[    ]	[    ]
Board Member Leffler	[    ]	[    ]	[    ]	[    ]
Chairman O'Callaghan	[    ]	[    ]	[    ]	[    ]

Signed By:

Vote Witnessed By:

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Daniel T. O'Callaghan, Chairperson

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Sean W. Costello, Secretary to the Board

Zeller AC&amp;E Proposal 181338

November 6, 2018

Subject: Niagara Falls Pump Stations

Ferguson Electric

Dan Schultz

Dan:

We are submitting the following Zeller AC&E proposal #181338 for the Niagara Falls Pump Station project. Our proposal addresses specific elements of the following specifications:

- a. Xylem Meeting with Niagara Falls.
- b. Lift station drawing provided by CPL.
- c. There are no formal specifications for this project and are based upon typical Xylem control panels.

The following Work Scope identifies deliverables associated with the above listed specifications.

**Work Scope**

Engineering Submittal will be provided covering the following:

1. Pump Control Panel for Lift stations(1,2,3,4,6,7 and 8)
  - a. Engineering Submittal for this Section will consist of the following:
    - i. Pump Control Panel  
Wall mount carbon steel enclosure (sized to meet application needs), NEMA 12  
Carbon steel, equipped with the following:
      - o Qty. (1) Square D Main Circuit Breaker
      - o Qty. (2) Square D Motor Circuit Breaker
      - o Qty. (1) Square D Control Transformer
      - o Qty. (2) Square D 230VAC IEC Motor Starters
      - o Qty. (2) Mini Cas Pump Monitoring Relay
      - o Qty. (1) MultiSmart Pump Controller
      - o Qty. (1) Pumpview Cloud gate SCADA System
      - o Square D 22mm Selector Switches
      - o Square D 22mm Pilot Lights
      - o Qty. (2) Elapsed Time Meter
      - o Qty. (1) 230VAC Surge Suppressor
      - o Qty. (1) Fan and filter
      - o Qty. (1) Heater with Thermostat
      - o Qty. (2) Phoenix Contact Intrinsically Safe Relay

3. In the event that the Panel is not immediately installed, it is understood that they will be safely stored in a clean, dry and temperature controlled facility.
4. Interconnecting conduit, junction boxes, wire and other miscellaneous wiring materials are to be supplied by others.
5. This proposal includes a 1 year service package for the Pumpview. After the first year of service it is the owner's (end users) responsibility to pay for the service.

### Pricing Summary

- Schedule of Values (SOV)

Item	Description	Qty.	Price Ea.	Ext. Price
1	Proposal Price 5 HP Duplex(PS 2)	1	\$20,500.00	\$20,500.00
2	Proposal Price 7.5 Duplex (PS 3)	1	\$20,500.00	\$20,500.00

Item	Description	Qty.	Price Ea.	Ext. Price
3	Proposal Price(2) 7.5HP (1)15HP (PS4) 4)	1	\$31,850.00	\$31,850.00
4	Proposal Price 3 HP Triplex (PS7) 230V	1	\$21,750.00	\$21,750.00

Item	Description	Qty.	Price Ea.	Ext. Price
5	Proposal Price 20 HP Duplex (PS 1 and 6)	2	\$29,850.00	\$59,700.00
6	Proposal Price 7.5 Triplex (PS8 )208	1	\$21,750.00	\$21,750.00

- **Start Up for Each Station is \$1,000.00 x (7)**
- **Stations 1, 4 and 6 have external variable frequency drives and Ultrasonic level sensors.**

183,050  
 -145,750  
 -----  
 37,300<sup>00</sup>

### Terms & Conditions

- Full Terms and Conditions of Sale listed in Appendix A.
- Shipping: FOB KIT Zeller AC&E, Rochester, NY 14607
- Freight: Pre-Pay and Add
- Invoicing: Net. 30 days
  - Invoicing to follow an agreed Schedule Of Values determined at time of Purchase Order
- Delivery:
  - Engineering Submittal: 4 - 6 weeks after receipt and acceptance of purchase order
  - Control Panels: 6 - 8 weeks after approved Engineering Submittal
- Purchase order acceptance is expressly based upon Zeller AC&E. standard terms and conditions
- Cancellation Policy:
  - Please note that the products and services listed in this proposal are custom, made to order items, and cannot be returned. In the event this order is cancelled or modified for any reason, the Contractor is obligated for cost and expenses incurred by Zeller AC&E as a result of the cancellation, modification, returns, progress being stopped or other changes from proposed quantities and conditions specified herein.

NIAGARA FALLS WATER BOARD RESOLUTION # 2018-11-006

2019 MEETINGS

**WHEREAS**, the Niagara Falls Water Board has, by past practice, approved the schedule for the work sessions and the regular meetings by resolution prior to the next year of operation; and

**WHEREAS**, the Water Board must schedule an annual meeting pursuant to Article V, Section 1 of its By-Laws;

**NOW THEREFORE BE IT**

**RESOLVED**, that the calendar of work sessions, business meetings, and the annual meeting that is attached hereto is hereby adopted by the Niagara Falls Water Board for 2019.

*Water Board Personnel Responsible for Implementation of this Resolution:*

Executive Director  
General Counsel and Secretary

*Water Board Budget Line or Capital Plan Item with Funds for this Resolution:*

No monetary impact

On November 26, 2018, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Board Member Forster	[    ]	[    ]	[    ]	[    ]
Board Member Kimble	[    ]	[    ]	[    ]	[    ]
Board Member Larkin	[    ]	[    ]	[    ]	[    ]
Board Member Leffler	[    ]	[    ]	[    ]	[    ]
Chairman O'Callaghan	[    ]	[    ]	[    ]	[    ]

Signed By:

Vote Witnessed By:

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Daniel T. O'Callaghan, Chairperson

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Sean W. Costello, Secretary to the Board



**TO:** All Interested Parties

**FROM:** Niagara Falls Water Board

**RE:** **Niagara Falls Water Board Work Session and  
Business Meeting Dates for the calendar year 2019**

The Niagara Falls Water Board ("Water Board") has scheduled the dates below for its 2019 work sessions and the regular business meetings. Meetings are held at the Water Board offices located at 5815 Buffalo Avenue, Niagara Falls, New York, and begin at 5:00 p.m. The regular meeting held March 25, 2019 shall be deemed the Annual Meeting pursuant to Article V, Section 1 of the Water Board's by-laws. Any changes to this schedule or special meetings shall be announced to the public pursuant to the Open Meetings Law.

**Work Sessions:**

**January 7, 2019**

**February 25, 2019\***

**March 18, 2019**

**April 15, 2019**

**May 13, 2019**

**June 17, 2019**

**July 15, 2019**

**August - recess**

**September 16, 2019**

**October 21, 2019**

**November 18, 2019**

**December 9, 2019**

**Business Meetings:**

**January 14, 2019**

**February 25, 2019\***

**March 25, 2019**

**April 22, 2019**

**May 20, 2019**

**June 24, 2019**

**July 22, 2019**

**August - recess**

**September 23, 2019**

**October 28, 2019**

**November 25, 2019**

**December 16, 2019**

**\* Working session followed immediately by business meeting.**

By: \_\_\_\_\_  
Daniel T. O'Callaghan, Chairperson

*NIAGARA FALLS WATER BOARD RESOLUTION # 2018-11-007*

**AWARDING BID FOR GRANULATED ACTIVE CARBON SUPPLY AND REMOVAL**

**WHEREAS**, the Niagara Falls Water Board (“Water Board”) was assisted by the City of Niagara Falls Purchasing Department in soliciting bids for granulated activated carbon supply and removal; and

**WHEREAS**, City of Niagara Falls Purchasing has tabulated the resulting bids and identified Carbon Activated Corporation USA as the low bidder, as described in the attached memorandum dated November 16, 2018;

**NOW THEREFORE BE IT**

**RESOLVED**, that the Niagara Falls Water Board hereby awards the bid for granulated activated carbon supply and removal to Carbon Activated Corporation USA at the prices indicated on the attached memorandum dated November 16, 2018, the contents of which expressly are incorporated into this Resolution.

*Water Board Personnel Responsible for Implementation of this Resolution:*  
Executive Director

*Water Board Budget Line or Capital Plan Item with Funds for this Resolution:*

On November 26, 2018, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Board Member Forster	[    ]	[    ]	[    ]	[    ]
Board Member Kimble	[    ]	[    ]	[    ]	[    ]
Board Member Larkin	[    ]	[    ]	[    ]	[    ]
Board Member Leffler	[    ]	[    ]	[    ]	[    ]
Chairman O’Callaghan	[    ]	[    ]	[    ]	[    ]

Signed By:

Vote Witnessed By:

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Daniel T. O’Callaghan, Chairperson

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Sean W. Costello, Secretary to Board



**TO:** The Niagara Falls Water Board  
**FROM:** Rolfe Porter  
Executive Director  
**DATE:** November 16, 2018  
**SUBJECT:** Bid #W2018-08 Granular Activated Carbon Supply and Removal

We respectfully request you award the above referenced bid per the enclosed tally sheet as follows:

**TO:** Carbon Activated Corporation USA  
3774 Hoover Road  
Blasdell, New York 14219  
**FOR:** Items #1 – 4, per the attached tally sheet


The Purchasing Agent certifies that all bids were solicited in accordance with Section 103 of the General Municipal Law.

Notice that bids were to be received was advertised in the Niagara Gazette and bid requests were sent to fourteen (14) companies. Two (2) bids were received. The above referenced company submitted the lowest overall bid which meets the specifications.

Funds for this expenditure are available in the Water Board budget code GA.8130.0100.0419.012.

Respectfully submitted,

\_\_\_\_\_  
Rolfe Porter  
Executive Director, NFWB

  
\_\_\_\_\_  
Douglas A. Janese, Jr.  
Purchasing Agent, CNF

DAJ: lkh  
Enc.

**FORSTER** \_\_\_\_ **KIMBLE** \_\_\_\_ **LARKIN** \_\_\_\_ **LEFFLER** \_\_\_\_ **O'CALLAGHAN** \_\_\_\_

5815 Buffalo Avenue • Niagara Falls, New York 14304 • 716 283-9770 • FAX 716 283-9748

[www.nfwb.org](http://www.nfwb.org)

# OFFICIAL TALLY SHEET

BID # W2018-08 GRANULAR ACTIVATED CARBON SUPPLY & REMOVAL  
 BID OPENING: NOVEMBER 14, 2018 11:00 AM

ITEM(S)	Calgon Carbon Corporation 3000 GSK Drive Moon Township, PA 15108	Carbon Activated Corporation, USA 3774 Hoover Road Blasdell, NY 14219	XXXX
Four (4) items:			
1. 40 tons, more or less, granular activated carbon (GAC), <b>Standard make-up grade</b> , per the attached specifications:	Filtrisorb 300 \$2360.00/ton	\$2600.00/ton	
2. 20 tons, more or less, granular activated carbon (GAC), <b>Inventory renewal grade</b> , per the attached specifications:	Filtrisorb 820 \$2560.00/ton	\$2650.00/ton	
3. 260 tons, more or less, granular activated carbon (GAC), <b>Recycled, reactivated grade</b> , per the attached specifications:	DSR-C 8x30 \$940.00/ton	\$1000.00/ton	
4. 300 tons, more or less, removal and disposal/reuse of <b>spent</b> granular activated carbon (GAC) currently in use at the Board's treatment facility, per the attached specifications:	\$200.00/ton	\$95.00/ton	
<b>TOTAL</b>	<b>\$450,000.00</b>	<b>\$445,500.00</b>	
NET COST ITEM #1	\$94,400.00	\$104,000.00	
NET COST ITEM #2	\$51,200.00	\$53,000.00	
NET COST ITEM #3	\$244,400.00	\$260,000.00	
NET COST ITEM #4	\$60,000.00	\$28,500.00	

NIAGARA FALLS WATER BOARD RESOLUTION # 2018-11-008

**ACCEPTING \$2,760,000  
NYS WATER INFRASTRUCTURE IMPROVEMENT ACT GRANT**

**WHEREAS**, the Niagara Falls Water Board (“Water Board”) has been notified by the NYS Environmental Facilities Corporation on behalf of Governor Andrew M. Cuomo that the Water Board has been awarded a NYS Water Infrastructure Improvement Act (“WIIA”) grant in the amount of \$2,760,000; and

**WHEREAS**, this WIIA grant will help support the Water Board’s replacement of outdated water mains and lead service connections at various locations within the City of Niagara Falls, a project that has been given Drinking Water State Revolving Fund Project No. 18588; and

**WHEREAS**, the estimated total project cost is \$5,495,000 and the Water Board is committed to funding the balance of the project not funded by the WIIA grant; and

**WHEREAS**, no later than December 7, 2018, the Water Board has been requested to acknowledge and accept the WIIA grant award and to confirm its intent to proceed with the project;

**NOW THEREFORE BE IT**

**RESOLVED**, that the Niagara Falls Water Board hereby authorizes its Executive Director to acknowledge and accept the \$2,760,000 NYS Water Infrastructure Improvement Act Grant Award, Drinking Water State Revolving Fund Project No. 18588, and to take the steps required to initiate the water main and lead service line replacement project.

*Water Board Personnel Responsible for Implementation of this Resolution:*

Executive Director

On November 26, 2018, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Board Member Forster	[    ]	[    ]	[    ]	[    ]
Board Member Kimble	[    ]	[    ]	[    ]	[    ]
Board Member Larkin	[    ]	[    ]	[    ]	[    ]
Board Member Leffler	[    ]	[    ]	[    ]	[    ]
Chairman O’Callaghan	[    ]	[    ]	[    ]	[    ]

Signed By:

Vote Witnessed By:

---

Daniel T. O’Callaghan, Chairperson

---

Sean W. Costello, Secretary to Board



## Environmental Facilities Corporation

ANDREW M. CUOMO

Governor

SABRINA M. TY

President and CEO

November 14, 2018

The Honorable Daniel O'Callaghan  
Chairman  
Niagara Falls Water Board  
5815 Buffalo Avenue  
Niagara Falls, NY 14302

Re: DWSRF Project No. 18588  
Watermain & Lead Service Line Replacement  
Niagara Falls Water Board  
Niagara County

Dear Chairman O'Callaghan:

On behalf of Governor Andrew M. Cuomo, I am pleased to inform you that your community has been awarded a NYS Water Infrastructure Improvement Act (WIIA) grant for the above referenced project.

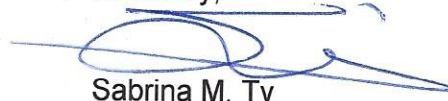
Your WIIA grant has been awarded in an amount not to exceed \$2,760,000, based on information provided in your application, including total estimated eligible project costs. The Environmental Facilities Corporation (EFC) will determine the actual amount of your grant when the project is complete and EFC confirms the final project costs. Your grant may be reduced if total project costs are less than anticipated or if your project receives grant from another source.

Please confirm your acceptance of the grant award and intent to proceed with this project by completing and signing the enclosed form and e-mailing it to [nyswatergrants@efc.ny.gov](mailto:nyswatergrants@efc.ny.gov) no later than **December 7, 2018**. Without your confirmation, we may bypass your project and award these grant funds to another community. If you choose to proceed with entering into a Drinking Water State Revolving Fund (DWSRF) finance agreement with EFC, unless otherwise notified by the Corporation, the Water Board must execute an agreement with EFC no later than May 1, 2020 or the grant award may be forfeited.

Upon receipt of your confirmation, members of our EFC and DOH team will contact you to guide you through the program requirements and financing process and to answer any of your questions.

We appreciate your interest in the WIIA program. We look forward to working with you on your water quality improvement project.

Sincerely,



Sabrina M. Ty  
President and CEO

Enclosure

cc.: Niagara Falls Water Board - Rolfe Porter  
Clark Patterson Lee - Steven Tanner, P.E.

## ACKNOWLEDGEMENT AND ACCEPTANCE OF WIIA GRANT AWARD

Please confirm your community's acceptance of the WIIA grant and intent to proceed with DWSRF Project No. 18588 by signing and providing the milestone information below. Please e-mail the completed form to [nyswatergrants@efc.ny.gov](mailto:nyswatergrants@efc.ny.gov) no later than **December 7, 2018**.

### ACKNOWLEDGED:

Niagara Falls Water Board  
Watermain & Lead Service Line Replacement  
DWSRF Project No. 18588

The Water Board intends to proceed with this project, based on the schedule below.

\_\_\_\_\_ (Signature of Authorized Representative)  
\_\_\_\_\_ (Print Name)  
\_\_\_\_\_ (Title) \_\_\_\_\_ (Date)

Project Milestones	Enter Date	Circle One
		A= Actual (Submitted) T= Tentative
Submit Project Plans & Specifications for Review & Approval	8/1/19	A / <input checked="" type="radio"/> T
Advertisement	12/1/19	A / <input checked="" type="radio"/> T
Construction Start	4/1/20	A / <input checked="" type="radio"/> T
Construction Completion	10/31/20	A / <input checked="" type="radio"/> T

*NIAGARA FALLS WATER BOARD RESOLUTION # 2018-11-009*

**AUTHORIZING CONTRACTUAL ASSISTANCE – GRADE 4 LICENSE**

**WHEREAS**, the Niagara Falls Water Board is required to contract with an individual or entity who possesses a New York State Department of Environmental Conservation (“NYSDEC”) Grade 4 Wastewater Operator Certification until such time as one of its employees secures a Grade 4 license; and

**WHEREAS**, the Water Board has agreed with NYSDEC to contract for the services of a Grade 4 Certification holder for a minimum of 20 hours per week; and

**WHEREAS**, Kenneth Maving, an employee of GHD, possesses such a Certification, is acceptable to the NYSDEC, and satisfactorily has been performing the duties required of a Grade 4 Certificate holder at a rate of \$140 per hour, which is billed by GHD; and

**WHEREAS**, the Water Board is providing training, tutoring, and other resources in order to facilitate the acquisition of a Grade 4 Certification by one of its employees as soon as possible; and

**WHEREAS**, it is not known precisely how long it will take for a Water Board employee to obtain a Grade 4 Certification, and in the meantime sufficient funds must be appropriated to pay for Mr. Maving’s services, separate and apart from the other professional engineering and consulting projects with which GHD is involved for the Water Board;

\* CONTINUED ON NEXT PAGE \*

**NOW THEREFORE BE IT**

**RESOLVED**, that on behalf of the Niagara Falls Water Board, the Executive Director is hereby authorized to continue the agreement with GHD for Kenneth Moving to act on a contractual basis as the Grade 4 licensee for a minimum of 20 hours per week, until such time as a Water Board employee secures New York State Department of Environmental Conservation Grade 4 Wastewater Operator Certification, and the expenditure of up to \$75,000 for this purpose hereby is authorized.

**AND BE IT FURTHER RESOLVED**, that if the funds authorized by this resolution are exhausted prior to a Water Board employee securing the required Grade 4 license, a request shall be made by the Executive Director for the Water Board to approve additional funds by further resolution.

*Water Board Personnel Responsible for Implementation of this Resolution:*  
Executive Director

On November 26, 2018, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Board Member Forster	[    ]	[    ]	[    ]	[    ]
Board Member Kimble	[    ]	[    ]	[    ]	[    ]
Board Member Larkin	[    ]	[    ]	[    ]	[    ]
Board Member Leffler	[    ]	[    ]	[    ]	[    ]
Chairman O'Callaghan	[    ]	[    ]	[    ]	[    ]

Signed By:

Vote Witnessed By:

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Daniel T. O'Callaghan, Chairperson

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Sean W. Costello, Secretary to Board

*NIAGARA FALLS WATER BOARD RESOLUTION # 2018-11-010*

**AUTHORIZING PROCUREMENT OF  
MOBILE METER DATA COLLECTOR APPARATUS**

**WHEREAS**, the Niagara Falls Water Board (“Water Board”) invested in modernizing water meters throughout its system and the majority of the meters now can be read remotely using a mobile data collector mounted in a Water Board vehicle; and

**WHEREAS**, the Water Board is exploring options for monthly meter reading and/or billing; and

**WHEREAS**, the Water Board’s service area is divided into three zones, but the Water Board has just two vehicles outfitted with the equipment necessary to perform mobile meter data collection; and

**WHEREAS**, having a third vehicle equipped with mobile meter data collector apparatus is necessary before monthly meter reading and/or billing would be possible, and it further is deemed appropriate to provide a backup meter data collection vehicle in the event one of the two existing meter data collection vehicles is out of service;

\* CONTINUED ON NEXT PAGE \*

**NOW THEREFORE BE IT**

**RESOLVED**, that the Niagara Falls Water Board hereby authorizes the following procurements which are required to equip an existing Water Board fleet vehicle to remotely collect water meter data:

1. Purchase of a mobile data collector with data logging and necessary software from Ti Sales, Inc., for an amount not to exceed \$9,833.18;
2. Purchase of necessary mounting equipment and wiring, plus installation, from Haleens Automotive for an amount not to exceed \$1,104.48;
3. Purchase of a laptop to be mounted in the vehicle which is necessary to interpret and store meter data from a pre-bid government contract for an amount not to exceed \$900; and
4. Purchase of a necessary in-vehicle mount for the laptop for an amount not to exceed \$250.

*Water Board Personnel Responsible for Implementation of this Resolution:*  
Director of Operations

On November 26, 2018, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Board Member Forster	[    ]	[    ]	[    ]	[    ]
Board Member Kimble	[    ]	[    ]	[    ]	[    ]
Board Member Larkin	[    ]	[    ]	[    ]	[    ]
Board Member Leffler	[    ]	[    ]	[    ]	[    ]
Chairman O'Callaghan	[    ]	[    ]	[    ]	[    ]

Signed By:

Vote Witnessed By:

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Daniel T. O'Callaghan, Chairperson

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Sean W. Costello, Secretary to Board




**WATER and WASTEWATER SUPPLIES**  
36 Hudson Road (Route 27) Sudbury, MA 01776-2039  
Phone: 978-443-2002 800-225-4616  
Fax: 978-443-7600 www.tisales.com

Quote	QTE0033564
Quoted To	Bob Reid
Date	11/20/2018

**Sold To:** Niagara Falls Water Board  
5815 Buffalo Ave.  
Niagara Falls NY 14304-3832

**Ship To:** Niagara Falls Water Board  
5815 Buffalo Ave.  
Niagara Falls NY 14304

Customer Number	Telephone	Fax	Job Location	Job Name	Territory Manager	
NIAG7	(716) 286-4371	(716) 283-9748			Marcus Anten	
Expires	Estimated Delivery	Freight		Terms	Master Number	
01/19/2019	Direct	Allowed		NET 30	286556	
Item Number	Description			Quantity	Price	Extension
MRX920V4	Neptune MRX920 Mobile Data Collector V4 With RF Data Logging Feature			1	\$9,166.30	\$9,166.30
12699-100	Neptune Mapping & Mobility Module - 1 Year Subscription Shipping direct from vendor			1	\$666.88	\$666.88
Quoted By:		Joe Dana				
 <i>Visit our website @ tisales.com</i>				Merchandise		\$9,833.18
				Other Charges		\$0.00
				Tax		\$0.00
				Total Due		\$9,833.18

*If you are in agreement with this quote and wish to order, please sign, date, and fax back to 978-443-7600 or email us at orders@tisales.com*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**HALLEENS AUTOMOTIVE**  
3201 MILITARY RD  
NIAGARA FALLS, NY 14304  
(716)297-5101  
(716)297-4312 FAX

## Quote

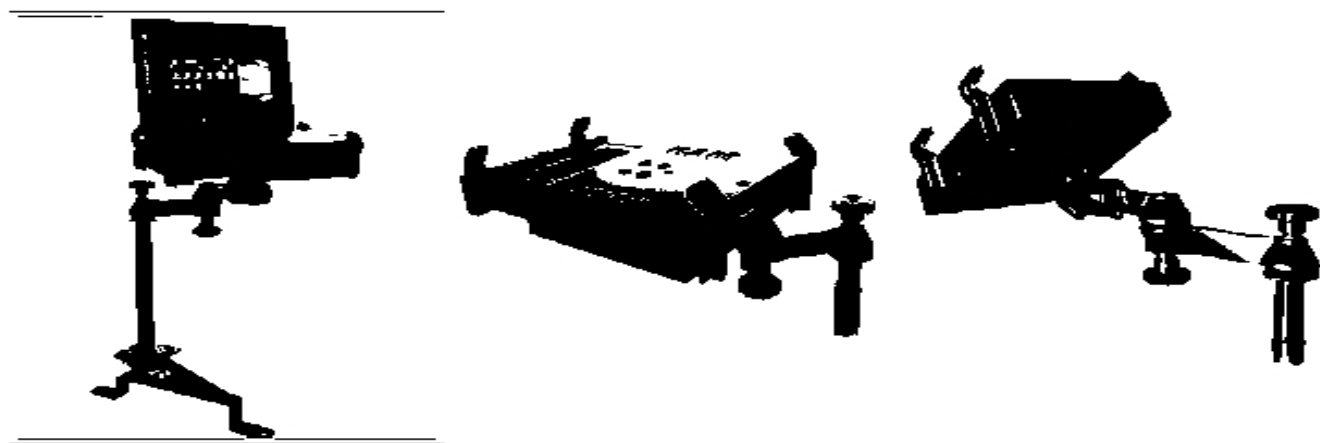
Date: 11/20/2018  
Quote No.: 10289

**Bill To:**  
**NIAGARA COUNTY WATER BOARD**

Qty	Description	Unit Price	Total
1	SMLEX DC200KIT WIRE KIT	\$179.60	\$179.60
1	BUY 1176 ROOF MOUNT LIGHT PLATE	\$186.35	\$186.35
1	COBRA 1590 POWER INVERTER	\$267.53	\$267.53
6	LABOR TO INSTALL POWER INVERTER IN REAR CAB AND WIRE ACCY, ROOF LIGHT PLATE AND RUN WIRES	\$78.50	\$471.00
		Subtotal	\$1,104.48
		Total Amt	\$1,104.48

Please contact us for more information about payment options.

Thank you for your business.



# RAM<sup>®</sup> No-Drill<sup>™</sup> Laptop Mount for '17-19 Ford F- Series + More

Part# RAM-VB-195-SW1

Patented

**C Size**

**\$228.99**

---

*NIAGARA FALLS WATER BOARD RESOLUTION # 2018-11-011*

**2019 COMMUNICATIONS SERVICES**

**WHEREAS**, the Niagara Falls Water Board (“Water Board”) has employed The Martin Group to assist it with communications services for approximately 18 months; and

**WHEREAS**, the Water Board’s communications requirements have evolved, and it desires to reduce spending on communications, marketing, public relations, and advertising activity in 2019; and

**WHEREAS**, The Martin Group has agreed to work at blended hourly rate of \$150 covering both junior- and senior-level advisement to assist the Water Board with the following services, in order of priority:

- Crisis communications counsel, coordination, and advisement;
- Media relations support, interview coordination, and response compilation; and
- Drafting of media releases and statements;

\* CONTINUED ON NEXT PAGE \*

**NOW THEREFORE BE IT**

**RESOLVED**, that the Niagara Falls Water Board hereby authorizes the Executive Director to utilize the services of The Martin Group at a rate of \$150 per hour for the following:

- Crisis communications counsel, coordination, and advisement;
- Media relations support, interview coordination, and response compilation; and
- Drafting of media releases and statements;

**AND IT IS FURTHER RESOLVED**, that the total amount to be paid to The Martin Group in 2019 shall not exceed \$12,000 without further Board resolution.

*Water Board Personnel Responsible for Implementation of this Resolution:*  
Executive Director

On November 26, 2018, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Board Member Forster	[    ]	[    ]	[    ]	[    ]
Board Member Kimble	[    ]	[    ]	[    ]	[    ]
Board Member Larkin	[    ]	[    ]	[    ]	[    ]
Board Member Leffler	[    ]	[    ]	[    ]	[    ]
Chairman O'Callaghan	[    ]	[    ]	[    ]	[    ]

Signed By:

Vote Witnessed By:

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Daniel T. O'Callaghan, Chairperson

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Sean W. Costello, Secretary to Board

*NIAGARA FALLS WATER BOARD RESOLUTION # 2018-11-012*

**AUTHORIZING SETTLEMENT AGREEMENT WITH RONALD CUNNINGHAM**

**WHEREAS**, Ronald Cunningham disputed certain Niagara Falls Water Board (“Water Board”) charges for service at 559 – 19th Street; and

**WHEREAS**, the Water Board under its general authority to compromise and settle claims arising from contracts may waive the imposition of penalties arising from a claimant’s nonpayment of water rents when compromising a claim asserted by the claimant; and

**WHEREAS**, Section 1230-f, Title 10-B, Article 5 of the Public Authorities Law authorizes the Water Board to negotiate, compromise and settle claims when there is sufficient consideration for the compromise of a claim and if the parties in good faith advance opposing contentions; and

**WHEREAS**, as of November 20, 2018 the outstanding balance for 559 – 19th Street was \$3,038.04 for water and sewer charges plus \$536.33 for penalties;

\* CONTINUED ON NEXT PAGE \*

**NOW THEREFORE BE IT**

**RESOLVED**, that the Water Board's Director of Financial Services hereby is authorized to execute an agreement with Ronald Cunningham for the payment of the outstanding charges for service to 559 – 19th Street, in a form approved by General Counsel and containing the following substantive terms:

1. The balance of the water and sewer charges due as of November 20, 2018 is adjusted to \$2,278.53;
2. This balance may be paid in equal installments over a term not to exceed 18 months;
3. All new bills shall be paid on time;
4. Upon satisfaction of the foregoing conditions, the accrued interest and penalties for 559 – 19th Street shall be waived;
5. The agreement shall be executed by December 7, 2018 or the settlement authorized by this resolution is revoked; and
6. Should Mr. Cunningham default on the agreement, all outstanding charges, interest, and penalties immediately shall come due and water service may be terminated.

*Water Board Personnel Responsible for Implementation of this Resolution:*

Director of Financial Services

General Counsel

On November 26, 2018, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Board Member Forster	[    ]	[    ]	[    ]	[    ]
Board Member Kimble	[    ]	[    ]	[    ]	[    ]
Board Member Larkin	[    ]	[    ]	[    ]	[    ]
Board Member Leffler	[    ]	[    ]	[    ]	[    ]
Chairman O'Callaghan	[    ]	[    ]	[    ]	[    ]

Signed By:

Vote Witnessed By:

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Daniel T. O'Callaghan, Chairperson

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Sean W. Costello, Secretary to Board

*NIAGARA FALLS WATER BOARD RESOLUTION # 2018-11-013*

**AUTHORIZING SETTLEMENT AGREEMENT WITH JABRIL SHAREEF**

**WHEREAS**, Jabril Shareef disputed certain Niagara Falls Water Board (“Water Board”) charges for service at 411 Hyde Park Blvd.; and

**WHEREAS**, the Water Board under its general authority to compromise and settle claims arising from contracts may waive the imposition of penalties arising from a claimant’s nonpayment of water rents when compromising a claim asserted by the claimant; and

**WHEREAS**, Section 1230-f, Title 10-B, Article 5 of the Public Authorities Law authorizes the Water Board to negotiate, compromise and settle claims when there is sufficient consideration for the compromise of a claim and if the parties in good faith advance opposing contentions; and

**WHEREAS**, as of November 20, 2018 the outstanding balance for 411 Hyde Park Blvd. was \$16,132.43 for water and sewer charges plus \$1,712.11 for penalties;

\* CONTINUED ON NEXT PAGE \*

**NOW THEREFORE BE IT**

**RESOLVED**, that the Water Board's Director of Financial Services hereby is authorized to execute an agreement with Jabril Shareef for the payment of the outstanding charges for service to 411 Hyde Park Blvd., in a form approved by General Counsel and containing the following substantive terms:

1. The balance of the water and sewer charges due as of November 20, 2018 is adjusted to \$12,099.32;
2. This balance may be paid in equal installments over a term not to exceed 36 months;
3. All new bills shall be paid on time;
4. Upon satisfaction of the foregoing conditions, the accrued interest and penalties for 411 Hyde Park Blvd. shall be waived;
5. The agreement shall be executed by December 7, 2018 or the settlement authorized by this resolution is revoked; and
6. Should Mr. Shareef default on the agreement, all outstanding charges, interest, and penalties immediately shall come due and water service may be terminated.

*Water Board Personnel Responsible for Implementation of this Resolution:*

Director of Financial Services

General Counsel

On November 26, 2018, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Board Member Forster	[    ]	[    ]	[    ]	[    ]
Board Member Kimble	[    ]	[    ]	[    ]	[    ]
Board Member Larkin	[    ]	[    ]	[    ]	[    ]
Board Member Leffler	[    ]	[    ]	[    ]	[    ]
Chairman O'Callaghan	[    ]	[    ]	[    ]	[    ]

Signed By:

Vote Witnessed By:

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Daniel T. O'Callaghan, Chairperson

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Sean W. Costello, Secretary to Board

*NIAGARA FALLS WATER BOARD RESOLUTION # 2018-11-014*

**AUTHORIZING SETTLEMENT AGREEMENT WITH TAMAR SKRLIN**

**WHEREAS**, Tamar Skrlin disputed certain Niagara Falls Water Board (“Water Board”) charges for service at 1317 Michigan Ave.; and

**WHEREAS**, the Water Board under its general authority to compromise and settle claims arising from contracts may waive the imposition of penalties arising from a claimant’s nonpayment of water rents when compromising a claim asserted by the claimant; and

**WHEREAS**, Section 1230-f, Title 10-B, Article 5 of the Public Authorities Law authorizes the Water Board to negotiate, compromise and settle claims when there is sufficient consideration for the compromise of a claim and if the parties in good faith advance opposing contentions; and

**WHEREAS**, as the charges in dispute for 1317 Michigan Ave. were \$1,866.68 for water and sewer charges plus \$77.51 for penalties;

\* CONTINUED ON NEXT PAGE \*

**NOW THEREFORE BE IT**

**RESOLVED**, that the Water Board's Director of Financial Services hereby is authorized to execute an agreement with Tamae Skrlin for the payment of the disputed charges for service to 1317 Michigan Ave., in a form approved by General Counsel and containing the following substantive terms:

1. The balance of the disputed water and sewer charges is adjusted to \$1,400.01;
2. This balance be paid by December 7, 2018;
3. All new bills shall be paid on time;
4. Upon satisfaction of the foregoing conditions, \$77.51 in accrued interest and penalties for 1317 Michigan Ave. shall be waived; and
5. Should Ms. Skrlin default on the agreement, all outstanding charges, interest, and penalties immediately shall come due and water service may be terminated, if payment is overdue.

*Water Board Personnel Responsible for Implementation of this Resolution:*

Director of Financial Services

General Counsel

On November 26, 2018, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Board Member Forster	[    ]	[    ]	[    ]	[    ]
Board Member Kimble	[    ]	[    ]	[    ]	[    ]
Board Member Larkin	[    ]	[    ]	[    ]	[    ]
Board Member Leffler	[    ]	[    ]	[    ]	[    ]
Chairman O'Callaghan	[    ]	[    ]	[    ]	[    ]

Signed By:

Vote Witnessed By:

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Daniel T. O'Callaghan, Chairperson

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Sean W. Costello, Secretary to Board

*NIAGARA FALLS WATER BOARD RESOLUTION # 2018-11-015*

**AWARD BID FOR PICKUP, HAULING, AND DISPOSAL OF  
ALUMINUM-BASED RESIDUALS FROM WATER TREATMENT PLANT**

**WHEREAS**, the Niagara Falls Water Board (“Water Board”) water treatment plant (“WTP”) has outdoor sludge beds where it mixes non-toxic chemical coagulants into its raw water in order to settle out trace contaminants in the water prior to that water being further treated inside the WTP; and

**WHEREAS**, from time to time the resulting residuals, commonly known as alum or aluminum sludge, accumulate to the point where they must be removed from the outdoor sludge beds and disposed of; and

**WHEREAS**, an invitation to bid for project no. 2018004, Pickup, Hauling, and Disposal of Aluminum-Based Residuals for the period from December 12, 2018 to December 14, 2019 was issued on behalf of the Water Board by Clark Patterson Lee engineers; and

**WHEREAS**, one bid was received from Modern Disposal Services on November 20, 2018, with a total base bid of \$165,824; and

**WHEREAS**, the actual cost of the service will depend on the total quantity of materials actually removed; and

**WHEREAS**, Clark Patterson Lee recommends awarding the bid to Modern Disposal Services, Inc., as the lowest responsible bidder;

\* CONTINUED ON NEXT PAGE \*

**NOW THEREFORE BE IT**

**RESOLVED**, that on behalf of the Niagara Falls Water Board, its Executive Director hereby is authorized to contract with Modern Disposal Services, Inc., for Pickup, Hauling, and Disposal of Aluminum-Based Residuals from the water treatment plant for the period of December 12, 2018 through December 14, 2019.

*Water Board Personnel Responsible for Implementation of this Resolution:*  
Executive Director

On November 26, 2018, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Board Member Forster	[    ]	[    ]	[    ]	[    ]
Board Member Kimble	[    ]	[    ]	[    ]	[    ]
Board Member Larkin	[    ]	[    ]	[    ]	[    ]
Board Member Leffler	[    ]	[    ]	[    ]	[    ]
Chairman O'Callaghan	[    ]	[    ]	[    ]	[    ]

Signed By:

Vote Witnessed By:

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Daniel T. O'Callaghan, Chairperson

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Sean W. Costello, Secretary to Board



November 21, 2018

Rolfe Porter, Executive Director  
Michel C. O'Laughlin Water Treatment Plant  
5825 Buffalo Ave  
Niagara Falls NY 4304

RE: Niagara Falls Water Board – Project 2018004  
Award Recommendation  
Pickup up, Hauling and Disposal of Aluminum-Based Residuals  
December 12, 2018 thru December 14, 2019  
CPL PROJECT NO. 14143.00

Dear Mr. Porter,

The bids for the Niagara Falls Water Board Waste Water Treatment Plant – Pick up, Hauling and Disposal of Aluminum-Based Residuals were opened on Tuesday, November 20, 2018. A copy of our bid tabulation is enclosed for your information and review.

One Bid proposal was received.

Base Bid:	\$145,824.00	Hauling and Disposal
Contingency	<u>\$ 20,000.00</u>	Discretionary Allowance
Total Bid	\$165,824.00	

Clark Patterson Lee recommends awarding to Modern Disposal Services as the lowest responsible bidder for the total base bid of \$165,824.00.

Very truly yours,

Clark Patterson Lee

A handwritten signature in blue ink, appearing to read 'Jay Meyers'.

Jay Meyers, P.E.

Enclosure

c: S. Costello  
File



REBID TABULATION SHEET										
PROJECT NAME:		ALUM RESIDUALS HAULING AND DISPOSAL				CONTRACT FOR:		NIAGARA FALLS WATER BOARD		
CPL PROJECT NO.:		14143.00 Phase 03C				DATE:		2:00 pm TUESDAY NOVEMBER 20, 2018		
CONTRACTOR	BID FORM SIGNED	M/W/DB/BE	NON- COLLUSIVE	BID BOND	Quali Statement	BASE BID WITH ALLOWANCE	ADDENDA RECEIVED		ALTERNATES	TOTAL COST
							1	2		
Modern Disposal services	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$165,824.00	<input type="checkbox"/>	<input type="checkbox"/>	NA	\$165,824.00
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>		

*NIAGARA FALLS WATER BOARD RESOLUTION # 2018-11-016*

**VEHICLE MARKING AND GPS TRACKING**

**WHEREAS**, the Niagara Falls Water Board (“Water Board”) operates a substantial number of wheeled vehicles; and

**WHEREAS**, the Water Board has a responsibility to exercise oversight and management with respect to Water Board property; and

**WHEREAS**, the Water Board has determined that establishing clear standards and requirements for the marking and GPS tracking of its vehicles will assist with the management and protection of Water Board assets and is in the best interest of the Water Board and its ratepayers;

\* CONTINUED ON NEXT PAGE \*

**NOW THEREFORE BE IT**

**RESOLVED**, that within 30 days, all Niagara Falls Water Board wheeled vehicles (including trucks, SUV's, sedans, and equipment such as backhoes) with a gross vehicle weight in excess of 2,000 pounds shall:

1. Be equipped with a functional, non-removable GPS tracking device; and
2. All Water Board trucks, SUV's, and equipment that are registered with the NYS Department of Motor Vehicles shall bear official Niagara Falls Water Board license plates; and
3. All Water Board trucks, SUV's, and equipment shall bear the Water Board emblem on the driver's door and the front passenger door, with said emblem to be clearly visible and to be a decal that is not easily removed (not magnetic), and all trucks should have a reflective stripe for marking and visibility.

*Water Board Personnel Responsible for Implementation of this Resolution:*

Executive Director

Director of Operations

On November 26, 2018, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Board Member Forster	[    ]	[    ]	[    ]	[    ]
Board Member Kimble	[    ]	[    ]	[    ]	[    ]
Board Member Larkin	[    ]	[    ]	[    ]	[    ]
Board Member Leffler	[    ]	[    ]	[    ]	[    ]
Chairman O'Callaghan	[    ]	[    ]	[    ]	[    ]

Signed By:

Vote Witnessed By:

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Daniel T. O'Callaghan, Chairperson

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Sean W. Costello, Secretary to Board

NIAGARA FALLS WATER BOARD RESOLUTION # 2018-11-017

**MOTOR VEHICLE USE POLICY**

**WHEREAS**, the Niagara Falls Water Board (“Water Board”) has a responsibility to exercise oversight and management with respect to the Water Board passenger vehicles; and

**WHEREAS**, the Water Board desires, by resolution, to adopt a vehicle use policy and to direct its management to enforce the vehicle use policy;

**NOW THEREFORE BE IT**

**RESOLVED**, that the Water Board hereby adopts as a Board policy the attached vehicle use policy, and directs the Executive Director, Director of Operations, and Director of Administrative services to enforce the policy through the disciplinary process.

*Water Board Personnel Responsible for Implementation of this Resolution:*

Executive Director

Director of Operations

On November 26, 2018, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Board Member Forster	[    ]	[    ]	[    ]	[    ]
Board Member Kimble	[    ]	[    ]	[    ]	[    ]
Board Member Larkin	[    ]	[    ]	[    ]	[    ]
Board Member Leffler	[    ]	[    ]	[    ]	[    ]
Chairman O’Callaghan	[    ]	[    ]	[    ]	[    ]

Signed By:

Vote Witnessed By:

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Daniel T. O’Callaghan, Chairperson

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Sean W. Costello, Secretary to Board

# **NIAGARA FALLS WATER BOARD MOTOR VEHICLE USE POLICY**

## **Purpose of Water Board Policy:**

This policy is adopted pursuant to Niagara Falls Water Board Resolution No. 2018-11-017. The purpose of this policy is to set forth the rules governing the use of motor vehicles owned, leased or rented by or in the possession of the Niagara Falls Water Board (“Board”).

## **Scope of Application:**

This policy applies to all employees of the Board operating any motor vehicle owned, leased or rented by or in the possession of the Board (“Board vehicle”). Exceptions to this policy must be authorized by the Executive Director or the Board.

Management, including the Executive Director, Director of Operations, and Director of Administrative services, are required by Board resolution to enforce this policy through the disciplinary process.

## **Rules Governing Use of Board Vehicles:**

1. Only employees of the Board who possess a valid New York State driver’s license may operate a Board vehicle and employees may be required periodically to provide proof of the same. Non-employees are not authorized to operate Board vehicles and employees may not permit such use. Board vehicles may not be taken out of state without advance written approval of the Executive Director or his or her designee.
2. Board vehicles may not be used to transport non-employees of the Board, including family members, unless such transportation is directly related to Board business. Transport of any non-employee that involves travel out of the Western New York area or an overnight stay must be must authorized by the Executive Director or his or her designee in writing.
3. Unless specifically authorized by a Water Board contract or resolution, no Water Board employee shall be permitted to take home a Water Board vehicle overnight.
4. Drivers must observe and obey all motor vehicle and traffic laws, rules, and regulations, including complying with the New York State law prohibiting cell phone use while operating a motor vehicle, unless a hands-free device is used.
5. The driver and all passengers must wear seatbelts.
6. Smoking is not permitted in Board vehicles.
7. Employee may not operate Board vehicles under the influence of alcohol, illegal drugs, or prescription drugs or medications that may interfere with effective and safe motor vehicle operation.

8. Employees are responsible for operating Board vehicles in a safe and proper manner.
9. An employee involved in an accident must immediately notify the appropriate police authority. An employee must also notify his or her supervisor as soon as possible if involved in an accident or if issued a parking or traffic ticket while operating a Board vehicle, but in no case later than 24 hours after the incident.
10. Board vehicles may not be used for personal purposes.
11. Employees must report any damage to or any malfunction of a Board vehicle immediately to their supervisor.
12. Any Board employee who operates a Board vehicle and who is arrested for or charged with a motor vehicle offense for which the punishment includes suspension or revocation of the employee's driver license must notify his or her supervisor immediately when practicable, but in no case later than 24 hours. If any other employee is asked to operate a Board vehicle and has been so arrested or charged the employee shall so inform his or her supervisor at such time.
13. Any employee with the following convictions and/or violations within the last three years may be barred from operating a Board vehicle: (a) driving while intoxicated; (b) driving under the influence; (c) negligent homicide; (d) operating with a suspended or revoked license; (e) assault with a motor vehicle; (f) operating a motor vehicle without the owners consent; (g) permitting an unlicensed driver to drive; (h) reckless driving; (j) hit and run and/or leaving the scene of an accident; and (k) operating an unregistered motor vehicle. Employees operating Board vehicles must notify their supervisor of any such convictions and/or violations.

Violations of this policy may result in disciplinary action, up to and including discharge.