



**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

The meeting was called to order at 5:00 p.m.

- a. Forster P Kimble P Larkin *P Leffler absent
O’Callaghan P

**Board member Colleen Larkin arrived at 5:08 p.m.*

- b. Letters and Communications

There were no letters and/or communications to discuss at this time.

- 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)

Jamil Ahmed spoke regarding his water bill that was obtained at his rental property located at 1162 North Ave. Niagara Falls, NY 14304. Mr. Ahmed stated that he paid his water bill in full, for the amount of \$481.42 in order to avoid any further penalties, but did not feel the bill was fair because there was no meter in the property when he purchased it. Mr. Ahmed explained that he contacted the NFWB regarding this matter and was advised to speak in front of the board members in order to obtain a possible reimbursement.

Terri Kline spoke regarding the potential 2.0% rate increase for 2019. Ms. Kline explained that she is a concerned Niagara Falls resident who believes the rate payers already pay too much money yearly for their water supply.

Kenny Tompkins, Councilman in the City of Niagara Falls also spoke on the potential 2.0% rate increase. Mr. Tompkins suggested exploring areas where additional costs can possibly be reduced in order to try and reduce the 2.0% increase.

d. Approval of Minutes from October 29, 2018

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

Forster __Y__ Kimble __Y__ Larkin __Y__ Leffler __absent__ O'Callaghan __Y__

Motion was carried 4-0

2. Executive Director

Mr. Forster is seeking further clarification regarding the anticipated cost for chemicals in 2019.

Mr. Porter explains that the total amount spent on chemicals (polymer and ferric chloride) is expected to double in that fiscal year, because prices increased and more chemicals are being used to improve treatment.

Mr. Forster would like to show his appreciation to the NFWB staff that has played a role in the turnaround regarding the NFWB wastewater treatment plant. Mr. Forster would like to express his gratitude for the tremendous job the staff has done in ensuring that the plant is fully operational for the first time in over 20 years.

3. Director of Operations

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

4. Superintendent

a. Third Meter Data Collector

Mr. Wright would like to clarify the purpose of obtaining a third data collector for the NFWB meter shop is for efficiency and back-up purposes, not for billing purposes at this time, because more review is needed prior to being in a position to change billing practices.

There were no further questions from the board at this time.

5. Engineering

a. WWTP FEMA Project Funding Update

Mr. Williamson provided an update on the WWTP FEMA project funding.

Mr. Williamson states he is currently waiting on design completion.

Mr. Forster questions if the suggested work will be sent out as a request for proposal.

Mr. Williamson confirms.

Mr. O'Callaghan tasks Mr. Williamson with obtaining all of the updated information regarding the WWTP FEMA project funding.

There were no further questions from the board at this time.

6. Personnel Items/Director of Administrative Services

a. Staff Requested:

**Motion to Approve Personnel Actions and Report dated
November 26, 2018.**

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

Forster __Y__ Kimble __Y__ Larkin __Y__ Leffler __absent__ O'Callaghan __Y__

Motion was carried 4-0

7. Information Technology (IT) Dept.

There was nothing new from information technology to discuss at this time.

8. Financial Reports – Director of Financial Services

- a. Draft Leadership Recommended 2019 Budget
- b. Draft Leadership Recommended 2019 Rates, Fees, and Other Charges

The Board discussed the leadership recommended budget, rates, and fees. The proposed 2.0% rate increase would translate to an additional \$1.97 per quarter or \$7.88 per year for the average household that receives a minimum bill.

Per Ms. Walker, driving the need for an increase is chemical cost increases, increases in sludge disposal costs, increase in wages per collective bargaining agreement and in order to retain workers in competitive environment. In addition, increases in health insurance, retiree benefits, and updates to IT platform including phones.

Ms. Kimble notes NFWB must have funds to pay for mandatory upgrades to wastewater treatment plant pursuant to consent order with DEC.

Mr. Forster requested reevaluation of reduction in budgeted funds for training. Ms. Kimble and Ms. Larkin note that the Director of Administrative Services is preparing an internal training program that will not cost the Water Board extra money.

Ms. Walker provided information regarding some of the “undesigned” budget lines and the types of expenses that would be charged to these lines.

Motion to advance the 2019 leadership proposed budget as the Board’s proposed budget and to schedule a hearing on the 2019 rates, fees, and other charges for December 10, 2018 by Mr. Forster and seconded by Ms. Larkin.

Forster __Y__ Kimble __Y__ Larkin __Y__ Leffler__absent__ O’Callaghan __Y__

Motion was carried 4-0

Per Ms. Kimble’s request, copies of the proposed budget, rates, and fees will be placed in the public libraries. The Board further directed that these be uploaded to the website.

9. Reports

- a. Questions Regarding O&M Report for October (if any)
- b. Safety

Ms. Senia spoke regarding the recent routine maintenance that was completed at the Falls St. tunnel. Ms. Senia explains the safety aspect of that process was well thought out with a lot of pre-planning; could not be more pleased with the outcome.

10. General Counsel and Secretary

There was nothing new to be discussed from General Counsel at this time.

11. From the Chairman

There was nothing new to be discussed from the Chairman at this time.

12. Resolutions

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

a. November 5, 2018 Memorandum and Bid Tally

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

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

Motion was carried 4-0

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

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

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

Motion was carried 4-0

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

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

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

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

Motion was carried 4-0

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

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

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

Forster __Y__ Kimble __Y__ Larkin __Y__ Leffler __absent__ O'Callaghan __Y__

Motion was carried 4-0

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

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

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

Forster __Y__ Kimble __Y__ Larkin __Y__ Leffler __absent__ O'Callaghan __Y__

Motion was carried 4-0

2018-11-006 – 2019 MEETINGS

- a. Working Session and Regular Meeting Schedule

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

Forster __Y__ Kimble __Y__ Larkin __Y__ Leffler __absent__ O'Callaghan __Y__

Motion was carried 4-0

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

- b. November 16, 2018 Memorandum and Bid Tally

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

Forster __Y__ Kimble __Y__ Larkin __Y__ Leffler __absent__ O'Callaghan __Y__

Motion was carried 4-0

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

- a. Grant Acknowledgement and Acceptance Letter

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

Forster __Y__ Kimble __Y__ Larkin __Y__ Leffler __absent__ O'Callaghan __Y__

Motion was carried 4-0

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

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

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

Motion was carried 4-0

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

a. Equipment and Installation Quotes

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

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

Motion was carried 4-0

2018-11-011 – 2019 COMMUNICATIONS SERVICES

Motion by Ms. Larkin and seconded by Mr. O'Callaghan to approve.

Forster N Kimble N Larkin Y Leffler absent O'Callaghan Y

Motion failed, 2-2.

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

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

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

Motion was carried 4-0

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

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

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

Motion was carried 4-0

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

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

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

Motion was carried 4-0

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

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

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

Motion was carried 4-0

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

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

Forster N Kimble Y Larkin Y Leffler absent O'Callaghan Y

Motion was carried 3-1

2018-11-017 -- MOTOR VEHICLE USE POLICY

a. Draft of Board Adopted Motor Vehicle Use Policy

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

Forster N Kimble Y Larkin Y Leffler absent O'Callaghan Y

Motion was carried 3-1

WALK-ON RESOLUTIONS (Prepared after resolution deadline):

Motion by Ms. Kimble and seconded by Ms. Larkin to consider walk-on resolutions 2018-11-018 and 2018-11-019.

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

Motion was carried 4-0

2018-11-018 – AUTHORIZING EXECUTION OF DOCUMENTS NECESSARY TO PROCEED WITH \$13,500,000 STATE AND MUNICIPAL FACILITIES PROGRAM GRANT: PHASE I – UPGRADE AND IMPROVE THE NIAGARA FALLS WASTEWATER TREATMENT PLANT

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

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

Motion was carried 4-0

2018-11-019 – AUTHORIZING EXECUTION OF DOCUMENTS NECESSARY TO PROCEED WITH \$6,500,000 STATE AND MUNICIPAL

**FACILITIES PROGRAM GRANT: PHASE II – UPGRADE AND
IMPROVE THE NIAAGRA FALLS WASTEWATER TREATMENT
PLANT**

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

Forster __Y__ Kimble __Y__ Larkin __Y__ Leffler __absent__ O’Callaghan __Y__

Motion was carried 4-0

13. Unfinished Business

*Mr. Forster questions the metering of the fire loops throughout the City of
Niagara Falls.*

*Mr. Wright states an inspection is needed in order to determine the status of backflow
preventers at each property with a fire service; we will also need to determine what we
currently have in place. Mr. Wright explains this is an expensive, yet simple device.*

*Mr. O’Callaghan states he would like to see monthly meetings, with all department
heads, be conducted on a routine basis.*

14. New Business & Additional Items for Discussion

There was no new business to discuss at this time.

15. Executive Session

None.

16. Adjournment of Meeting

A motion by Ms. Kimble and seconded by Ms. Larkin to adjourn at 6:40 p.m.

Forster __Y__ Kimble __Y__ Larkin __Y__ Leffler __absent__ O’Callaghan __Y__

Motion was carried 4-0