



**Regular Session of the  
Niagara Falls Water Board  
July 22, 2019 5:00 PM at  
Michael C. O’Laughlin Municipal Water Plant**

**1. Attendance and Preliminary Matters:**

*Chairman O’Callaghan called the meeting to order at 5:00 p.m.*

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

**a. Letters and Communications**

- i. July 16, 2019 Letter from Environmental Facilities Corporation Increasing Water Infrastructure Improvement Act Grant Award**

*The NFWB was advised that its NYS Water Infrastructure Act (WIIA) grant for watermain replacement has increased from \$2,760,000 to \$3,000,000.*

- b. 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)**

*Mr. Paul Cooke spoke in front of the Board regarding a billing issue at his residential property on Beech Ave. His property is the only residence within 3 blocks. The water pipes freeze every 2-3 years; to his knowledge, at least 4 times in the past 14 years he has resided on Beech Ave. The most recent occurrence took place on February 3, 2019. Mr. Cooke stated he went approximately 8-9 days with no water. Ms. Kimble advised that the NFWB’s meter shop would evaluate Mr. Cooke’s property. Mr. Cooke explained the NFWB did evaluate his property and then ran water from a neighbor’s house to Mr. Cooke’s house. Mr. Cooke stated it was communicated to him that this would be at no charge to him. On March 31<sup>st</sup>, the NFWB returned to Mr. Cooke’s property to disconnect the water that was still being run from Mr. Cooke’s neighbor’s home. In the meantime, Mr. Cooke received a \$450.00 water bill. Mr. Cooke is asking for his recent bills to be evaluated.*

*Mr. Forster asked Mr. Cooke what he believes to be fair regarding his current situation with his water bill. Mr. Cooke explained he has always accumulated a minimum quarterly water bill that is approximately \$130.00 and believes that is a fair amount.*

*Ms. Walker stated she will re-evaluate Mr. Cooke’s current bill and she will be in contact with him.*

*Mr. O’Callaghan stated he wants to ensure that NFWB employees are properly informing rate payers on their payment responsibilities.*

**c. Approval of Minutes from July 15, 2019 Special Meeting**

*Motion by Ms. Larkin and seconded by Ms. Leffler to approve*

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

*Motion carried 5-0*

**d. Approval of Minutes from June 24, 2019 Meeting**

*Motion by Ms. Kimble and seconded by Ms. Leffler to approve*

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

*Motion carried 5-0*

**2. From the Executive Director**

*Mr. Fama had nothing new to discuss at this time.*

*No further questions were asked.*

**3. Superintendent**

*Mr. Wright had nothing new to discuss at this time.*

*No further questions were asked.*

**4. Engineering**

*Mr. Williamson provided a drawing, outlining potential locations for contractors to park their construction vehicles while performing work at the WWTP.*

*Mr. O’Callaghan questioned if the necessary power supply for equipment was thought out during the preparation of this drawing. Mr. O’Callaghan explained that any of the contractors that will be on site performing work, will request adequate parking along with electrical capabilities.*

*Mr. Williamson also discussed a possible bid for the generator maintenance service at the WWTP.*

*Mr. Wright explained that he currently is working on individual pricing that may come in under the allotted \$10,000, not requiring the bid process. Mr. Wright will report out any further findings on this matter at the September 2019 board meeting.*

*Mr. O’Callaghan questioned the status of the 2014 FEMA project and the LaSall flow monitoring.*

*Mr. Williamson stated that Arcadis is moving along with their analysis of the flow monitoring data. For the FEMA project at the WWTP, \$5.8 million dollars is the total cost of the project; \$2.8 million dollars will be funded by FEMA.*

*Mr. O’Callaghan also questioned the generators at the lift stations. Jay Meyers from CPL explained a kick-off meeting took place last week. CPL is currently waiting on a submittal from CIR.*

**5. Director of Administrative Services – Personnel Items**

**a. Staff Requested:**

**i. Motion to Approve Personnel Actions and Report dated July 22, 2019.**

*Mr. Perry provided a revised personnel actions report. Due to the discussion of a personnel matter in relation to the hiring, firing, promotion, or discipline of a particular individual, the board choose to vote on the proposed personnel actions after they have discussed that matter further in executive session.*

**6. Information Technology (IT)**

*Mr. O’Callaghan requested an update on the GPS meeting with Verizon that took place recently.*

*Mr. Perry stated that Mr. Morock met with Verizon representatives. It was stated that there were a number of unaccounted for GPS’s that the NFWB will be credited for.*

*Mr. Perry stated that due to some recent issues the NFWB has had with Verizon Wireless regarding the GPS, if the work completed is not up to the NFWB’s standards, Mr. Perry will seek other vendors to help assist with this matter.*

*Ms. Walker stated that in our most recent meeting with Enterprise, they communicated to the NFWB that they offer GPS capabilities that will work hand-in-hand with our current fleet.*

## **7. Director of Financial Services – Financial Reports**

*Mr. O’Callaghan stated regarding his recent request for the current balance on the NFWB’s capital budget, he would like this report to be outlined by individual projects.*

*Ms. Larkin questioned the status of the e-check option from Bank on Buffalo.*

*Ms. Walker stated she has not received any updates from Bank on Buffalo, but that no one anticipated the in-depth process that is currently taking place.*

## **8. Other Reports**

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

*The NFWB reported zero OSHA/PESH recordable injuries and zero first aid incidents during the month of June.*

## **9. General Counsel and Secretary**

*Mr. Costello had nothing new to discuss at this time.*

*No further questions were asked.*

## **10. From the Chairman**

*Mr. O’Callaghan had nothing new to discuss at this time.*

*No further questions were asked.*

## **11. Resolutions**

### **2019-07-002 – AUTHORIZING WATER TREATMENT PLANT BACKUP GENERATOR REPAIRS**

- a. Milton CAT Service Estimate No. SCQT074370, June 25, 2019

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

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

*Motion carried 5-0*

**2019-07-003 – APPROVING ZERO COST CHANGE ORDER NUMBER 2 FOR EMERGENCY REPAIR CONTRACT**

**a. Change Order Number 2**

*Motion by Ms. Kimble and seconded by Ms. Leffler to approve*

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

*Motion carried 5-0*

**2019-07-004 – DESIGNATING USI INSURANCE SERVICES, INC., AS BROKER OF RECORD FOR WORKERS COMPENSATION POLICY**

*This resolution failed for lack of a motion to approve.*

**2019-07-005 – AWARDING BID FOR GORGE PUMP STATION ELEVATOR REFURBISHMENT AND UPGRADES**

**a. Bid Tabulation Summary**

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

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

*Motion carried 5-0*

**2019-07-006 – AWARDING BID FOR CLEARWELL VENT BUILDING ROOF REPLACEMENT**

**a. Bid Tabulation Summary**

*Motion by Ms. Leffler and seconded by Ms. Larkin to approve*

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

*Motion carried 5-0*

**2019-07-007 – RESOLUTION AUTHORIZING GRANT AND FINANCING APPLICATIONS FOR WORK AT GORGE PUMPING STATION**

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

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

*Motion carried 5-0*

**2019-07-008 – SEQRA TYPE II DETERMINATION FOR GORGE PUMPING STATION IMPROVEMENT PROJECTS**

*Motion by Ms. Leffler and seconded by Ms. Larkin to approve*

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

*Motion carried 5-0*

**2019-07-009 – APPROVING MARKETING AGREEMENT WITH UTILITY SERVICES PARTNERS PRIVATE LABEL, INC. (“HOMESERV”) FOR WATER AND SEWER SERVICE LINE PROTECTION PROGRAM**

**a. Marketing Agreement**

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

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

*Motion carried 5-0*

***Walk-On Resolution: 2019-07-010 – CHANGE ORDER FOR CHEMICAL TANK DEMOLITION PROJECT***

*Motion by Ms. Larkin and seconded by Ms. Leffler to consider this resolution received after the deadline (“walk-on”).*

*Forster \_\_Y\_\_ Kimble \_\_N\_\_ Larkin \_\_Y\_\_ Leffler \_\_Y\_\_ O’Callaghan \_\_Y\_\_*

*Motion carried 4-1*

*Ms. Kimble noted that she would not vote to approve the resolution because of her dissatisfaction with how the project was handled and because she felt this should have been included in the original scope of work.*

*Motion by Ms. Larkin and seconded by Ms. Leffler to approve*

*Forster \_\_Y\_\_ Kimble \_\_N\_\_ Larkin \_\_Y\_\_ Leffler \_\_Y\_\_ O’Callaghan \_\_Y\_\_*

*Motion carried 4-1*

**12. Unfinished Business**

*Mr. Forster stated that he has reviewed the hydrant study from 2010. In this study, it states the NFWB is to replace 930 fire hydrants or over the course of 10 years, replace*

*90-100 fire hydrants per year. Mr. Forster would like to see a plan implemented to replace a minimum of 90 fire hydrants annually. Ms. Kimble states she would like a better analysis to prepare for budgeting and requested a resolution to establish an ad-hoc committee to study the hydrant replacement plan, including one Board member.*

*Mr. O'Callaghan asked that staff find out details regarding reimbursement for expenses that should be covered in part by the \$500,000 grant the DEC provided to conduct certain studies at the wastewater treatment plant.*

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

*Ms. Leffler questioned the plan previously mentioned by CPL to contact the Tuscarora about supplying water to their Reservation and noted that the Board needs more information regarding this project if it is going to advance. Costs should not be borne by the Water Board.*

### **14. Executive Session (if needed)**

*Motion by Ms. Leffler and seconded by Ms. Larkin to enter into executive session at 6:34 p.m. to discuss matters related to the promotion, demotion, discipline, or firing of particular individuals.*

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

*Motion carried 5-0*

*Whereupon, following executive session and a brief break, the Board returned to the public meeting at 8:29 p.m.*

*Motion by Ms. Larkin and seconded by Ms. Leffler to approve only item 1.1 of those actions listed on the personnel action report.*

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

*Motion carried 5-0*

### **15. Adjournment of Meeting**

*Motion by Ms. Kimble and seconded by Ms. Larkin to adjourn at 8:30 p.m.*

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

*Motion carried 5-0*