



**Regular Session of the
Niagara Falls Water Board
November 25, 2019 5:00 PM at
Michael C. O’Laughlin Municipal Water Plant**

1. Attendance and Preliminary Matters

Forster *arrived at 5:30 p.m. Kimble P Larkin *arrived at 5:20 p.m.
Leffler P O’Callaghan P

a. Letters and Communications

None.

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)

Suzana Starks spoke regarding a billing issue at her residential property on Independence Ave. Ms. Starks as been living at this property with her children since 2006. Her average quarterly water bill is approximately \$138, however, the bill she received for her most recent billing cycle was approximately \$4,600.00. When she phoned the NFWB, she was advised to call a plumbing service. After contacting Gross Plumbing, they inspected her residence and reported no findings that would have resulted in such a substantial water bill; suggested the possibility of a faulty water meter. The NFWB Meter Shop then came out to Ms. Starks’s property and suggested there was a possibility of an intermediate leak. Ms. Sarks stated she submitted an adjustment form along with an invoice from Gross Plumbing to the NFWB’s billing department.

Ms. Leffler states she would like a monthly update for all Board members regarding any billing issues or other public speakers that come before the Board.

c. Presentations (None scheduled)

d. Approval of Minutes from October 28, 2019 Meeting

*Motion by Ms. Leffler and seconded by Ms. Kimble to approve.
Forster absent Kimble Y Larkin absent Leffler Y O’Callaghan Y
Motion carried 3-0*

2. From the Executive Director

Mr. Fama updated the board members on Project 6 – Effluent Disinfection. This project is being completed using in-house labor and IDIQ contracts. At the next meeting, there will be a proposal from Mollenberg-Betz, the mechanical contractor, for approximately \$1.3 million in work.

3. Superintendent

Mr. Wright updated the Board on the status of Bollier Ave. Per City Engineering, a request for proposal will be published in the Niagara Gazette next week.

Mr. O’Callaghan questions why an employee from the outside sewer department was called to a residence on 58th St. on Sunday to investigate a water in the basement complaint, resulting in overtime.

Mr. Wright and Mr. Costello explain that this was the procedure that was agreed upon; if the problem is not with NFWB’s sewer main, the employee will be a witness in any future claim.

4. Engineering

Mr. O’Callaghan questioned the status of the sanity sewer system management plan – year 12 progress evaluation engineering report. Mr. Williamson stated that the NFWB plans to meet with the DEC before the end of 2019 to review the report.

5. Director of Administrative Services – Personnel Items

a. Staff Requested:

i. Motion to Approve Personnel Actions and Report dated November 18, 2019.

b. Updated Organizational Chart

Mr. Perry provided an updated organizational chart to the board members and explained there was nothing new added to the personnel action report from the working session.

Motion by Ms. Leffler and seconded by Mr. O’Callaghan to approve the personnel actions and report.

*Forster__absent__Kimble __N__ Larkin__absent__Leffler __Y__ O’Callaghan __Y__
Motion was not carried 2-1*

6. Information Technology (IT)

Mr. Fama states the implementation of the new GPS systems for the NFWB's fleet is moving along. Approximately 4-6 units have been installed. Mr. Fama explained that this project is a work in progress.

Mr. O'Callaghan states he would like the vehicles that are being used daily, to be the first vehicles to have GPS units installed. Specially he would like the Outside Sewer/Water Crew to be the first portion of the fleet to have the GPS units installed, then the Meter Shop, and then the Maintenance Department.

Mr. Wright states he will clarify any uncertainties regarding the new GPS system with the NFWB's Enterprise Sales Representative, Terry Eason.

7. Director of Financial Services

8. Other Reports

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

Mr. O'Callaghan states he would like to know the status of the back-up camera on the truck that was involved in a minor accident last week.

9. General Counsel and Secretary

Mr. O'Callaghan asked whether administration staff are entitled to bereavement leave. Mr. Perry stated that they are allowed the same bereavement leave as Tier II hourly workers.

10. From the Chairman

11. Resolutions

2019-11-001 – ACCEPTING ENGINEERING PROPOSAL BY GHD FOR WWTP PROTECTIVE MEASURES PROJECT PHASE II BIDDING AND CONSTRUCTION SERVICES

- a. GHD Proposal Dated October 4, 2019
- b. Background Information on Project

Motion by Ms. Kimble and seconded by Ms. Larkin to approve Forster__absent__Kimble __Y__ Larkin__Y__ Leffler__Y__ O'Callaghan__Y__ Motion carried 4-0

2019-11-002 – AWARDING BID FOR WWTP PROJECT 4: GRANULATED ACTIVATED CARBON AND CARBON FILTER SUPPORT GRAVEL REPLACEMENT

a. Bid Tabulation and Award Recommendation

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

Forster__absent__Kimble__Y__Larkin__Y__Leffler__Y__O’Callaghan__Y__

Motion carried 4-0

2019-11-003 – EXTENDING BID FOR GRANULATED ACTIVE CARBON SUPPLY AND REMOVAL

a. 2018 Bid Award Recommendation and Bid Tabulation

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

Forster__absent__Kimble__Y__Larkin__Y__Leffler__Y__O’Callaghan__Y__

Motion carried 4-0

2019-11-004 – EXTENSION OF PRIMARY TREATMENT POLYMERS BID

a. 2018 Bid Award Recommendation and Bid Tabulation

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

Forster__absent__Kimble__Y__Larkin__Y__Leffler__Y__O’Callaghan__Y__

Motion carried 4-0

2019-11-005 – EXTENDING BID FOR SLUDGE DEWATERING POLYMER

a. 2018 Bid Award Recommendation and Bid Tabulation

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

Forster__absent__Kimble__Y__Larkin__Y__Leffler__Y__O’Callaghan__Y__

Motion carried 4-0

2019-11-006 – AUTHORIZING PROCUREMENT OF SLUDGE SCREW FROM KAMAN INDUSTRIAL TECHNOLOGIES

a. Kaman, Core Welding, and Frederick Machine Quotes

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

Forster__absent__Kimble__Y__Larkin__Y__Leffler__Y__O’Callaghan__Y__

Motion carried 4-0

2019-11-007 – AUTHORIZING PROCUREMENT OF GRIT SCREW FROM KAMAN INDUSTRIAL TECHNOLOGIES

a. Kaman, Core Welding, and Frederick Machine Quotes

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

Forster__absent__Kimble__Y__Larkin__Y__Leffler__Y__O’Callaghan__Y__

Motion carried 4-0

2019-11-008 – PURCHASE OF KREBS CYCLONE REPLACEMENT PARTS

a. Part List, Pricing, and Schematic

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

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

Motion carried 4-0

2019-11-009 – PROCEDURE FOR NOTIFYING BOARD OF DIRECTORS OF SENIOR STAFF ABSENCES

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

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

Motion was not carried 2-2

2019-11-010 – AUTHORIZING 102nd STREET METER PIT CONSTRUCTION COSTS

a. Wendel Recommendation for 102nd Street Meter Pit Award

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

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

Motion carried 4-0

2019-11-011 – AUTHORIZING ENGINEERING SERVICES FOR 102nd STREET METER PIT CONSTRUCTION PHASE

a. Wendel Proposal dated November 14, 2019

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

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

Motion carried 4-0

2019-11-012 – AUTHORIZING LEASE OF THREE VEHICLES AND DISPOSAL OF FIVE VEHICLES THROUGH ENTERPRISE

- a. Memorandum from Superintendent**
- b. Enterprise Estimates for Vehicle Disposals**
- c. Enterprise Quotes for Lease of Three 2020 Chevrolet Equinoxes
(Note: Quote 4375051 Submitted for Two Vehicles)**

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

2019-11-013 – AUTHORIZING PURCHASE OF STOCK OF FIRE HYDRANTS

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

**2019-11-014 – AWARDING IN PART AND REJECTING IN PART
COOPERATIVE CHEMICAL BIDS**

- 1. D. Williamson Analysis of Percent Change**
- 2. Tally Sheet for Chemical Bids**

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

12. Unfinished Business

Mr. Forster requested clarification regarding the current number of leaking fire hydrants throughout the city. He was told at the November work session that there were currently no known leaking fire hydrants but was informed there are currently 13 leaking fire hydrants as of November 25th.

Mr. Forster would like a column added to the monthly O&M report, indicating the current status of the leaking fire hydrants in the city. Mr. Forster also would like to see a plan on how the staff involved plans to address this issue.

Mr. Wright states he will schedule a meeting with Mr. Fama and Mr. Eagler to address the issue and come up with a plan to resolve. The Board will be emailed regarding the plan.

13. New Business & Additional Items for Discussion

Ms. Larkin requested information regarding contracts that are renewing for next year, including the agreement for grant work.

Mr. O’Callaghan questioned why more than one employee was paid overtime for the root-foaming job, because the contract which states one NFWB employee is to be available to the contractor. He did not see anything in the CBA that states a supervisor needs to be present.

14. Executive Session (if needed)

Motion by Ms. Larkin and seconded by Ms. Leffler to enter into executive session to discuss the hiring or retention of particular individuals.

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.

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

Motion carried 5-0

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