



**Regular Session of the
Niagara Falls Water Board
May 20, 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 absent Kimble P Larkin P Leffler P O’Callaghan P

a. Letters and Communications

- 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)**

Mark Fontanella, the acting fire chief for the City of Niagara Falls, stated that the NFWB has done an outstanding job with the hydrant program. Mr. Fontanella would like to see progress with the hydrant replacement program continue. The NFWB, in recent months, has been proactive versus reactive with the fire hydrants throughout the city. He explained that the NFFD is very appreciative of the ability to have a mapping system on the way to a fire, thanks to the technology provided by the NFWB. Mr. Fontanella also explained how the reduction in frozen fire hydrants throughout the city, due to the constant “change out” from the NFWB, has made the Fire Department’s job much easier in the winter months than it has been in the past.

Mr. O’Callaghan asked if the fire department have come across any problem areas.

Mr. Fontanella explained that a recent occasion where it was reported that there was a “bad” hydrant really occurred because the hydrant was painted shut. The tablet provided by the NFWB, equipped with the mapping system with hydrant flow information, has been extremely helpful with identifying low pressure areas throughout the city of Niagara Falls, and the Fire Department is able to make appropriate adjustments to their operations using that data.

c. Approval of Minutes from April 22, 2019

Motion by Ms. Kimble and seconded by Ms. Larkin to approve the April 22, 2019 meeting minutes.

Forster absent Kimble Y Larkin Y Leffler abstain O’Callaghan Y

Motion carried 3-0, 1 abstention

2. From the Executive Director

Mr. Fama stated a kick-off meeting regarding the caulking project at the WTP has taken place.

A meeting with Arcadis took place on 5/20/19 regarding the LaSalle flow study.

Mr. O'Callaghan stated he would like a sign-in sheet to be completed at every meeting.

3. Superintendent

Mr. Wright provided the board members with the 2010 hydrant study.

Mr. Wright requested board approval for overtime for 1-2 days a week and a few Saturdays a month in order to maintain the hydrant replacement program. A crew can replace about one hydrant per day.

The Board expressed support for the hydrant program. Mr. O'Callaghan would like Mr. Wright to ensure productivity without exhausting the crews. He would also like to ensure proper crew sizes per job, along with review of the weather prior to approving any overtime.

4. Engineering

a. Status of Revised Capital Improvement Plan

Mr. Williamson advised the Board that there were no changes to the CIP since the working session.

b. Stormwater Annual Report

Advertised in the Niagara Gazette on 5/17/19; allowing for public comment. Once finalized, the report will be sent to the DEC.

5. Director of Administrative Services – Personnel Items

a. Human Resources Staff Coordinator Draft Position Description

Mr. Perry provided this report to the board members for their review. Also, a chart detailing job duties for personnel in the HR department was provided.

b. Staff Requested:

i. Motion to Approve Monthly Personnel Actions and Report

Personnel Action Line Item No. 1.1, to hire Instrument Tech - Motion by Ms. Leffler and seconded by Ms. Leffler to approve

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

Motion carried 4-0

Personnel Action Line Item No. 1.2, to hire CDT-Trainee - 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

Personnel Action Line Item No. 1.3, to hire Administrative Staffperson - Motion by Ms. Kimble and seconded by Ms. Larkin to approve

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

Motion failed 1-3

6. Information Technology (IT)

There was nothing new to discuss at this time.

7. Director of Financial Services – Financial Reports

a. Bonding

Ms. Walker provided the board with a copy of the rate consultant presentation from Dresher & Malecki from 2018 to show projections for 2019.

Scheduled meeting on 5/23/19 Bank on Buffalo to discuss e-checks.

Ms. Leffler states she would like to have a brief finance committee meeting prior to the June work session to discuss year-to-date expenditures.

8. Other Reports

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

b. Safety

Ms. Senia reports a minor rear-end accident.

9. General Counsel and Secretary

Mr. Costello advised the Board that two new litigation matters have been filed against the Water Board, by Marlene Jones and Curtis Pugh, and requested to discuss details regarding pending litigation during executive session.

The Board was asked its position regarding use of the Water Board's logo by employees participating in a hockey team outside of work and which is not supported or endorsed by the Water Board. The Board did not want to authorize such a use of the logo out of concern that the team would be perceived to be supported by the Water Board or a work function.

10. From the Chairman

There was nothing new to discuss at this time.

11. Resolutions

2019-05-001 – FUNDS FOR AECOM TO COMPLETE BIOLOGICAL TREATABILITY TESTING AND CHEMICAL OPTIMIZATION STUDIES

a) AECOM April 12, 2019 Proposal

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

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

Motion carried 4-0

2019-05-002 – DECLARING 2005 CHEVROLET BLAZER SURPLUS AND DIRECTING SALE

a) Vehicle Market Value Indicators

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

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

Motion was not carried 2-2

2019-05-003 – DECLARING TWO TRAILERS SURPLUS PROPERTY

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

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

Motion carried 4-0

**2019-05-004 – EMERGENCY ELECTRICAL INVESTIGATION
AND TESTING AT WASTEWATER TREATMENT PLANT**

a) Ferguson May 1, 2019 Proposal No. PL19991

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

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

Motion carried 4-0

**2019-05-005 – INSTALLATION OF TWO 15kV VACUUM
INTERRUPTER STYLE FEEDER BREAKERS AT WASTEWATER
TREATMENT PLANT SUBSTATION**

a) Ferguson April 24, 2019 Proposal No. PL19974

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

**2019-05-006 – COMMITMENT TO FUND WATER BOARD SHARE OF
COST FOR WASTEWATER TREATMENT PLANT PROTECTIVE
MEASURES 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

**2019-05-007 – AUTHORIZING PROFESSIONAL SERVICES
AGREEMENT FOR SCADA DESIGN, DEVELOPMENT, AND
PROGRAMMING AT WASTEWATER TREATMENT PLANT
(PROJECT NO. 10)**

a) Kaman Proposal dated May 8, 2019

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

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

Motion carried 4-0

**2019-05-008 – AUTHORIZING INTER-MUNICIPAL AGREEMENT –
COST SHARING FOR 102nd STREET METER PIT
REHABILITATION PROJECT**

a) Draft Inter-Municipal Agreement

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

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

Motion carried 4-0

**2019-05-009 – DECLARING 2013 FORD F150 SURPLUS AND
DIRECTING SALE**

Mr. Costello suggested that inasmuch as Resolution 2019-05-009 relative to the sale of the 2005 Chevrolet Blazer to City Engineering failed, that this Resolution be amended to add that vehicle so that it is declared surplus and can be sold at auction.

Motion by Ms. Larkin and seconded by Ms. Leffler to amend the resolution to add that it declares as surplus and directs the sale through auction of the 2005 Chevrolet Blazer.

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

Motion carried 4-0

Motion by Ms. Kimble and seconded by Ms. Larkin to approve the Resolution as amended

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

Motion carried 4-0

2019-05-010 – ADOPTING FIVE YEAR CAPITAL PLAN

a) CIP Plan Updated May 7, 2019

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

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

Motion carried 4-0

**2019-05-011 – REQUESTING THE ISSUANCE BY THE
NIAGARA FALLS PUBLIC WATER AUTHORITY OF BONDS TO
FINANCE CAPITAL IMPROVEMENTS**

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

Walk-on Resolution

**2019-05-012 – AWARDING BID FOR LIFT STATION EMERGENCY
GENERATORS AND APPROVING WORK AT 56TH STREET WATER TANK
SITE CONTINGENT UPON GENERATOR INSTALLATION BY T-MOBILE**

Motion by Ms. Kimble and seconded by Ms. Larkin to walk on Resolution 2019-05-012

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

Motion was carried 4-0

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

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

Motion was carried 4-0

12. Unfinished Business

No unfinished business to discuss at this time.

13. New Business & Additional Items for Discussion

No new business and/or additional items to discuss at this time.

14. Executive Session (if needed)

Motion by Ms. Kimble and seconded by Ms. Larkin to enter into executive session to discuss a matter related to the collective bargaining and to discuss pending litigation with General Counsel at 6:17 p.m.

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

Motion was carried 4-0

Motion by Ms. Larkin and seconded by Ms. Leffler exit executive session

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

Motion was carried 4-0

15. Adjournment of Meeting

Motion by Ms. Kimble and seconded by Ms. Larkin to adjourn at 7:00 p.m.

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

Motion was carried 4-0