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**Working Session of the
Niagara Falls Water Board
December 6, 2021 at 5:00 p.m.**

**5815 Buffalo Avenue
Niagara Falls, NY 14304**

*****Meeting to be held via conference call pursuant to
Chapter 417 of the Laws of 2021 – visit NFWB.org for call-in details.*****

1. Attendance

Asklar (Board Member/Chairman of Finance/Member Exec. Staff Review Cmte.) _____

Forster (Chairman) _____

Kimble (Board Member) _____

**Larkin (Board Member/Vice Chairwoman/Governance Chairwoman/
Chairwoman Exec. Staff Review Cmte.) _____**

Leffler (Board Member/Member Exec. Staff Review Cmte.) _____

2. Comments from Chairman Forster

3. Presentations

- a. Dave Johnson, TiSales/Neptune, Advanced Metering Infrastructure (“AMI”)**
 - i. AMI Services Quote dated August 2, 2021**
 - ii. AMI Equipment and SaaS Quote dated July 13, 2021**
 - iii. AMI Services Terms**
 - iv. AMI Services Brochure**

4. Correspondence

- 5. Executive Director – Dr. Abderrahman Zehraoui**
 - a. WWTP Project Budget Tracker (CPL)**
 - b. WWTP Construction Schedule Tracker (CPL)**
 - c. Financial Award Summary (CPL)**
- 6. Superintendent – William Wright**
 - a. Drip Program**
- 7. Engineering – Douglas Williamson**
 - a. Draft CIP Plan With Projects Updated**
- 8. Personnel Items – John Accardo**
 - a. December 13, 2021 Personnel Actions Sheet**
- 9. Information Technology (IT) – Dr. Abderrahman Zehraoui**
- 10. Finance – Brian Majchrowicz**
 - a. Transfer to Taxes**
 - b. Revenue Budget Performance Report through November 30**
 - c. Sewer Fund Expense Budget Performance Report through November 30**
 - d. Water Fund Expense Budget Performance Report through November 30**
 - e. Board Fund Expense Budget Performance Report through November 30**
 - f. Capital Payments – November 2021**
 - g. November 2021 Budget Amendment Report**
- 11. November 2021 Operations and Maintenance Report**
- 12. Safety – John Accardo**
- 13. General Counsel and Secretary – Sean Costello**
 - a. Draft November 22, 2021 Meeting Minutes**

14. From the Chairman

15. Resolutions

2021-12-001 – 2022 WATER BOARD MEETING SCHEDULE

a. 2022 Meeting Schedule

2021-12-002 – 2021 ANNUAL REVIEW OF MISSION STATEMENT, ADOPTION OF AND REPORT ON PERFORMANCE MEASUREMENTS, AND REPORT ON OPERATIONS AND ACCOMPLISHMENTS

a. 2021 Annual Review of Mission Statement, Performance Measurement Report, and Report on Operations and Accomplishments

2021-12-003 – ANNUAL REVIEW OF PROCUREMENT AND INVESTMENT POLICIES AND ADOPTION OF REVISIONS

- a. Procurement Policy, Revision Date December 13, 2021**
- b. Investment Guidelines, Revision Date December 13, 2021**

2021-12-004 – 2022 CLARK PATTERSON LEE PROFESSIONAL SERVICES EXTENSION

a. CPL November 23, 2021 Proposal

Anticipated Possible Additional Resolution(s) for Regular Meeting:

1. Payroll and Timeclock System Integration Software

16. Additional Comments from Chairman Forster

17. Unfinished/Old Business

- a. 18th Street Slip Line**
 - Walk-through completed from Whitney Ave. to Ontario Ave. with City Engineering – discussed at board meeting held on 5/24/21.**
 - City Engineering is hand-drawing certain utilities, design not complete as of July 19.**
 - 9/20/21 – T. Donner from CPL will prepare a proposal for CPL to do the engineering for the grant-funded work.**
 - 10/25/21 – CPL Proposal accepted by Resolution 2021-10-005.**

b. Roof Study

- Study is complete. Dave Jaros from CPL will now be the point person – discussed at work session held on 7/12/21.
- 10/18/21 – Per D. Jaros, Tremco is stretch testing the WTP roof membrane to further evaluate its condition.

c. Beech Ave. Water Tower

- Jay Meyers explains some modeling work is needed along with finalizing ideas for an ideal location (possibly Buffalo Ave.)
- Beech Ave. is not an ideal location due to the need for a pump station.
- Cost to complete the study – approximately \$9,800 – discussed at board meeting held on 5/24/21.
- Per Jay Meyers, as of July 19, project is 95% complete, final details to be discussed with NFWB.
- 9/20/21 – Report delivered to NFWB (Copy is in 9/27 Meeting Packet, Minus Appendices).

d. Caulking Project WTP

- Exterior caulking complete.
- Bid for interior caulking awarded at July 2021 meeting; next step is to schedule the work.
- 9/20/21 – Contractor now has supplied bonds, J. Meyers will get work scheduled.
- 11/17/21 – Having trouble getting contractor to begin performance.

e. 56th Street Water Tower

- CPL was tasked to explore ways to improve the functionality and eliminate the need for WTP operators to have to drain the water lower levels on a daily basis in order to recirculate the water; due to the lack of a recirculating pump and valve at the bottom of the tank - discussed at board meeting held on 5/24/21.
- 9/20/21 – Report delivered to NFWB (Copy is in 9/27 Meeting Packet, Minus Appendices).

f. Lift Station Roofs

- **As of September 14, 2021:**
 - New pitched roof at 81st and Frontier has been installed using in-house labor and Carpenters from Union Hall.
 - Waiting on metal roofing material for 81st and Stephenson, should arrive by the end of September 2021.
 - J. Argona and M. Eagler are evaluating the possibility of performing the work required on the Cayuga Island lift station in house.
- **9/21/21 – Per M. Eagler, two lift stations will be painted before weather changes.**
- **10/14/21 – One building painted, the other is underway.**
- **10/18/21 – J. Argona and M. Eagler will see what additional work can be done to improve the Cayuga lift station.**

g. Chlorine System

- **Adding a booster pump to the raw water chlorine feed would prevent loss of chlorine feed during a low-pressure scenario (i.e. Goodyear break).**
- **Will also provide backup to chlorine dosage during backflow testing/repairs**
- **CPL has done design, waiting for DOH approval of submittals, as discussed July 19.**
- **9/14/2021 – Still waiting for DOH approval.**
- **9/20/2021 – Same status, Dr. Zehraoui to contact DOH regarding delay.**
- **10/18/21 – DOH requested additional information; CPL produced and submitted requested engineering report.**
- **11/17/21 – DOH has issued comments, response to be provided by 11/26/2021.**

h. Emergency Backup Generators

- **In need of repair – multiple issues with transfer gear and controls.**
- **1 unit has been determined to need radiator parts/replacements.**
 - **Radiator repair approx. \$40,000.**
- **Work continues with Zenith – determined TS-2 and TS-3 need cleaning and lubrication, which involves removing power and running a separate generator to make the necessary repair.**
- **Quotes have been received for auto switching main plant power feeds to lessen the risks involved with a generator failure (unknown).**
- **Joe Argona provided a proposal from Milton-Cat (dated 4/19/21) for the installation of the auto-transfer scheme and relay upgrade for the (2) main incoming feeders for the WTP – discussed at board meeting held on 6/28/21.**

- Working to plan a plant shutdown to clean electrical contacts and other preventative maintenance work on electrical system.
- 9/20/2021 – J. Argona will get updated quote for Board approval of radiator replacement.
- 10/14/21 – J. Argona followed up with Milton CAT on 10/13, they still are working on updated quote. Plant shutdown scheduled for 10/20.
- 11/22/21 - Plant shutdown/switch maintenance completed without incident. Resolution for radiator repair is in agenda packet.

i. WTP Roofing

- Area over front main entrance vestibule is leaking – creating issues with drywall mold and cracking.
- Area over filter gallery with floating foam pieces – no leaks detected. Nearby roof drains have been cleaned to help with the issue - discussed at board meeting held on 5/24/21.
- A purchase order for \$8,750.00 has been submitted to Brad Farris from Tremco – work will be scheduled shortly – discussed at work session held on 7/19/21.
- 9/20/21 – Report from Tremco is included in work session packet.
- 9/20/21 – Report reviewed with Board by D. Jaros.

j. Interior Lighting

- As of 9/14/2021, plan is to do low-lift lighting in-house.
- Replacement fixtures installed in accessible areas of low lift were not as bright as desired, a new light was ordered to test out in the building – discussed July 19.
- 9/14/2021 – A replacement fixture has been installed and is being evaluated.
- 9/20/2021 – Per J. Argona, replacement fixture was satisfactory, more will be ordered, total cost estimated at \$5,000 to \$6,000 to do entire area.
- 10/14/21 – Additional replacement fixtures have been delivered. Installation will begin when lift is transferred from WWTP.
- 11/18/21 – Lift is in use replacing lights at WWTP.

k. HVAC Rooftop & Make Up Air

- Outdated units – need replacements – 4 out of the 5 units are inoperable.
- Still in need of additional units – the pandemic has brought this to the forefront, as makeup air is potentially regulated in certain environments as well as air filtration ratings.
- June 30, 2021 Quote for MUAUs totals \$263,222
- July 19 – D. Williamson and J. Meyers tasked with preparing bid specifications for this project.
- 9/20/2021 – Per J. Meyers, specifications are about 90% complete.
- 10/18/21 – Project is out to bid.
- 11/22/21 – Resolution for award is in Board packet (Approved).

l. PACL System Upgrades

- Need SCADA professionals to finish updating our program to match the 4 PACL pumps so that all 4 pumps can be utilized with SCADA control.
- 9/20/2021 – Three of four pumps are connected to SCADA, Dr. Zehraoui will meet with C. Hotchkiss regarding connecting fourth pump.
- 10/18/21 – Per Dr. Zehraoui, project is at 90% and should be complete October 20.
- 12/1/21 – Waiting on staff availability to complete work.

m. Bulk Chemical Storage Liners

- PACL liners complete – contractor has concerns about Fluoride toxicity. Maintenance department to follow up.
- Joe Argona states he is waiting on the Canadian borders to re-open in order to receive servicing on the fluoride tank. Also, waiting on a response from the DOH regarding regulations for not dosing during the time of servicing – discussed at board meeting held on 6/28/21.
- 9/14/2021 – Still waiting for border to reopen so work can proceed.
- 10/14/21 – Still waiting for border reopening.
- 11/18/22 – Still waiting on border reopening.

q. Board Member Asklar will have oversight on remodeling of the WWTP employee break room, shower area and bathrooms - discussed at board meeting held on 5/24/21.

- **Board Member Asklar states he would like to meet with Dr. Zehraoui prior to their weekly finance meetings to further discuss – discussed at board meeting held on 6/28/21.**
- **Administration building bathrooms have been repainted; new vanities and mirrors will be installed; budget line for ordering these is needed as discussed at July 19 work session.**
- **10/14/21 – Vanities for administration bathrooms delivered today.**
- **11/22/21 – Vanities installed in admin. bathrooms, waiting for mirrors/finish work.**

n. WTP Freeze-Thaw Bed Cleanouts

- **Freeze Thaw beds were designed with a maximum plant flow of 20 MGD, which we are now exceeding. The resulting amounts of solids have become more expensive and more difficult to have removed, and we frequently have to switch beds sooner than planned in order to maintain our SPDES permitted water quality.**
- **9/20/21 – Contents of two beds have been moved to bed three, so two beds are available to WTP operations. Contents will be landfilled when dry.**
- **10/14/21 – Arrangements are being made for trucking/disposal.**
- **10/18/21 – Dr. Zehroai advises we will start hauling to landfill next week.**
- **11/22/21 – Cleanout work is underway.**
- **12/1/21 – Cleanout work complete.**

o. Carbon Silo needs repair and painting before it becomes unstable and needs demolishing.

- i. Polymer and Carbon capabilities could be reinstated to improve plant capability.**
- ii. Joe Argona to get budgetary quote for painting silo.**
- iii. 9/14/2021 - NYS Industrial Coatings Quote - \$20,000; our painter can do it in house for \$5,000 to \$10,000 if we get a lift.**
- iv. 10/14/21 - Plan is to schedule work in house for spring.**

p. Painting of Sedimentation plates and various areas throughout the interior and exterior of the plant. Filter walls are peeling.

- i. 10/18/21 – Waiting on quote for coating.**
- ii. 11/18/21 – Quote obtained. Waiting to schedule based on painter availability.**

- q. **WTP Chemical Offload Area Coating Replacement.**
 - i. Quotes obtained, NYS Industrial Coating price is \$29,750, Niagara Coatings \$29,250.
 - ii. 9/14/2021 – Exploring doing in house, would need to have contractor do the necessary soda blasting to remove existing coating, then will work to schedule job in house Spring 2022 for approx. half cost of contractor.
 - iii. 9/20/2021 – J. Argona estimates cost to complete work will be \$7,000, painter and WTP maintenance have removed much of the old coating.
 - iv. 10/14/21 – Work will be scheduled using in-house forces in Spring 2022.
 - v. 11/22/21 – To improve durability of work, quote obtained for sandblasting prior to work being completed in spring (\$3,000).
- r. **Repairs to WTP Rear Perimeter Fence.**
 - i. Quotes obtained, Fox Fence with barbed wire option is \$21,611.29, Davidson \$23,480.
 - ii. 9/14/2021 – Can omit barbed wire to get under \$20,000, but will need to identify funds for this.
 - iii. 9/20/2021 – D. Williamson directed to look into possible Homeland Security grant to help fund project.
 - iv. 10/18/21 – Will be included in WIHA grant application.
 - v. 12/1/21 – Included in 11/22 grant application
- s. **Follow up on Auditors' Recommendations**
 - 9/20/2021 – A plan to address these will be developed during weekly meetings between staff and Chair of Finance Asklar.
 - 10/18/21 – Underway.
- t. **WWTP Camera Installation**
 - 9/20/21 – 3 cameras are installed, planned final total will be approx. 11.
 - 10/14/21 – Project is ongoing.
 - 10/18/21 – Chairman Forster questioned whether Dr. Zehraoui will be able to review cameras from his office.
 - 11/18/21 – 10 cameras have been installed to date.
- u. **Neptune Meter Project Report**
 - 9/20/2021 – Reports on status were in work session packet.
 - 10/18/21 – Payback period study will be complete in a month; meeting scheduled for 10/19 to discuss plan for large meters; substantive update planned for November 2021.
 - 11/22/2021 – Economic Analysis Report is in agenda packet.

v. Board Meeting Room Expansion Project

- i. 10/18/2021 – J. Argona reports in-house work is underway, project will require work by Ferguson and Mollenberg-Betz. Estimated completion is in 5-6 months.**
- ii. 11/22/21 – Quote for \$26,000 from Mollenberg to move piping; D. Williamson to develop bid specifications to attempt to secure more competitive pricing.**
- iii. 12/1/21 – D. Williamson to prepare bid for needed for HVAC, plumbing, and electrical work.**

18. New Business & Additional Items for Discussion

19. Executive Session (Anticipated for the purpose of considering matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of particular persons (Public Officers Law § 105(f)).)

20. Adjournment of Meeting

Quote	QTE0050209
Quoted To	Bob
Date	08/02/2021

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	
10/01/2021	4 weeks			NET 30	330114	
Item Number	Description			Quantity	Price	Extension
NI-AMISERVICES	Neptune AMI Services Annual fee per collector (SOW Attached)			20	\$5,700.00	\$114,000.00
Quoted By:		Tom Garrity				
Visit our website @ www.tisales.com				Subtotal		\$114,000.00
				Other Charges		\$0.00
				Tax		\$0.00
				TOTAL DUE		\$114,000.00

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: _____

Quote	QTE0049848
Quoted To	Bill
Date	07/13/2021

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	
09/11/2021	6 weeks		NET 30	329181	
Item Number	Description	Quantity	Price	Extension	
13458-000	1. Required Neptune R900 Gateway V4 Data Collector For Use With Cellular backhaul, Installed estimate, w/ electrical at site	20	\$26,000.00	\$520,000.00	
N360ASETUP	Neptune 360 Advanced Set-up Fee (One-Time Fee)	1	\$4,392.05	\$4,392.05	
N360AAMI20000	Neptune 360 Advanced Module Annual SaaS Subscription for AMI (10K-20K Cust) Per Endpoint Per Year	18,500	\$2.44	\$45,140.00	
Item Number	Description	Quantity	Price	Extension	
NI-NONSTANDARD	2. Non-Standard Contingency for Non-Standard Installations. All sites need to be evaluated individually. (Estimated price to install a 50' pole=\$7,000, 220W Solar Panel Assembly for Gateway Power Supply=\$11,000)	1	\$28,000.00	\$28,000.00	
Item Number	Description	Quantity	Price	Extension	
13458-000	3. Optional Neptune R900 Gateway V4 Data Collector (spare collector for inventory)	1	\$9,166.30	\$9,166.30	
Quoted By:	Tom Garrity				
Visit our website @ www.tisales.com				Subtotal	\$606,698.35
				Other Charges	\$0.00
				Tax	\$0.00
				TOTAL DUE	\$606,698.35

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: _____

Neptune® AMI Services

Neptune's AMI Services product is a fully managed R900® AMI network service provided to water utilities in the deployment and ongoing management of AMI systems. Neptune AMI Services provides the utility with the installation, project management, and ongoing monitoring, operation, upkeep, and maintenance of a utility-owned fixed network. Neptune AMI Services allows a utility to maintain system integrity without adding staff/support as well as removes the uncertainty of the network lifecycle.

Description of Services

During the term of the AMI Services contract, the following will be provided.

- Project management including network design, site surveys, installation, and ongoing support.
- All ongoing network operational expenses related to any network elements including data backhaul.
- Proactive 24 x 7 x 365 network monitoring via Network Operations Center (NOC).
- Repair and/or replacement of network infrastructure and other network components as needed to maintain the Service Level Objective.
- Regular upgrades of network gateways if needed.
- Regular software updates of all network elements including the network server and gateway firmware.

The utility will own the AMI network equipment and is responsible for the site conditions. The installation and maintenance of the meter devices is the responsibility of the Customer and/or their subcontractor.

Service Level Objectives

- Neptune will use commercially reasonable efforts to ensure that the gateways and network equipment are operating and collecting available readings throughout the duration of the contract. If the gateways or system are not operational, Neptune will take all necessary actions to respond within the outlined Network Response Time Objectives.
- In the event that system-wide service is disrupted or unavailable for an extended period of time as a result of Neptune's actions or inactions, and the network is unable to be restored in a timely manner, Neptune can provide alternate means to capture readings.

Network Response Time Objectives

- a) Response Time Objective: The following table outlines the estimated initial response time objectives for support requests.

Severity	Description	Response Time
Critical	Gateway(s) have not synchronized within past 72 hours.	Within four (4) hours following reported issue
Major	Gateway(s) have not synchronized within past 48 hours.	Within 12 hours following reported issue



- b) Field Response Time Objective: In the event that a gateway goes down, our field response team is typically onsite within two business days of the “critical event” and service is typically restored (including the replacement of the gateways within five business days of the critical event. In the event that the outage is related to force majeure, response and resolution times will be dependent on the ability to safely deploy the field operations team.

Neptune will provide the final resolution as promptly as reasonably possible, depending upon the severity of the issue and resources involved, consistent with its obligation to provide substantial up-time for this project.

Data Ownership and Confidentiality

The utility customer grants Neptune the right and license to access meter location data solely for the purposes of network design and providing the Network Service. Any asset and meter location data provided to Neptune by the customer remains the property of the customer. Data will not be shared by Neptune with other parties without permission, and shall be treated as confidential by Neptune.

Customer Site Use

In the event customer-owned site locations are used for network infrastructure placement, the customer will provide 24x7 access to these assets for Neptune to install, maintain, operate, service, replace, reconfigure, or relocate the AMI network infrastructure as required for the contract Term (including renewal periods) to support Neptune AMI Services.

Disclaimer of Warranties

OTHER THAN THE SERVICE LEVELS LISTED ABOVE, NEPTUNE DOES NOT MAKE ANY WARRANTY, EXPRESS OR IMPLIED, WITH RESPECT TO THE SERVICES RENDERED HEREUNDER, AND HEREBY EXPRESSLY DISCLAIMS ALL WARRANTIES, EXPRESS AND IMPLIED, WITH RESPECT TO SUCH SERVICES, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES OR CONDITIONS OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, AND NEPTUNE EXPRESSLY DISCLAIMS SUCH WARRANTIES AND CONDITIONS.



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Neptune Technology Group
1600 Alabama Highway 229
Tallahassee, AL 36078
800-633-8754 f 334-283-7293

Neptune® AMI Services

A Product of Neptune Technology Group



NEPTUNE
TECHNOLOGY GROUP

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Unlock the Power of AMI Data without the Operational Burden

Neptune's AMI Services solution removes the burden of installing and maintaining an AMI system so that you can get back to the business of water. When you are ready, use assets you already own, combined with Neptune's expertise, to seamlessly transition through your Smart Water journey.

What is Neptune's AMI Services Solution?

Let Neptune manage all aspects of your AMI network, from initial deployment to ongoing operations. Neptune's solution includes the installation, project management, and ongoing monitoring, operation, upkeep, and maintenance of your fixed network.

Why Neptune AMI Services?

Traditional AMI networks either put the burden on you to manage the system throughout its lifespan or lose control of the system to a third-party network that may not focus solely on water utilities.

Neptune's AMI Services allow you to own the network and work directly with our expert team to maintain it for the life of the AMI project.

Leverage the Power of AMI Services

Benefit from a fully installed, managed, and monitored solution from Neptune.



- Endpoints – Owned + Managed by the Utility



AMI SERVICES

- Network Monitoring
- Network Installation
- Project Management
- Repair Services



- Data Management and Information Sharing



Benefits of Neptune AMI Services

Get Back to the Business of Water

Be free of AMI system installation, maintenance, and monitoring with a turnkey AMI solution. Neptune will monitor, manage, repair, and replace any network components throughout the life of an AMI Services contract.

The Latest Technology

Systems and technology constantly change. Let Neptune manage the burden of staying current on the latest AMI technology with no resources needed from your team.

Guaranteed Compatibility

Be confident that your AMI solution will work for the long-term. Third-party network vendors are not focused solely on water and cannot guarantee that your equipment will work in the future. Neptune solutions work with what you already own and will always be compatible.

Expertise and Efficiencies

Neptune's experience and scale deliver a more cost-effective solution to you. All equipment replacement and personnel are managed for you. No adding headcount or dedicating resources to system maintenance and monitoring.



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Neptune Technology Group
1600 Alabama Highway 229
Tallahassee, AL 36078
800-633-8754 f 334-283-7293



Niagara Falls Water Board (NFWB) Overall Capital Project Budget Summary (Phase 1 Overall Budget = \$27M)

Last Updated: 12/1/2021

					Key	
					Proposal currently under review, but not approved	
					Preliminary Construction Cost per Engineers Estimate	
Project	Scope of Work	Original Budget	Scope/Vendor	Estimated Task	% Billed	Recent Work Update
1	Sedimentation Basin Upgrades	\$10,390,000	Design and Bidding (AECOM - Approved)	\$409,000	98%	Construction continues on Basin 5. Material delays continue.
			CA (CPL - Approved)	\$97,500	15%	
			CI (CPL & Subcontractor - Approved)	\$357,500	9%	
			GEN Construction (Hohl - Per Bid - Approved)	\$7,422,010	15%	
			ELEC Construction (CIR - Per Bid - Approved)	\$894,100	25%	
			Project Total	\$9,180,110	19%	
			Remaining Budget	\$1,209,890		
2	GPS	\$4,100,000	Design and Bidding (GHD - Approved)	\$218,800	100%	Construction continues at GPS. Currently reviewing change order request from CIR. Schedule extension has been approved.
			CA (GHD - Approved)	\$158,430	68%	
			CI (GHD Subcontractor - Approved)	\$156,800	47%	
			GEN Construction (STC - Per Bid - Approved)	\$2,653,000	42%	
			ELEC Construction (CIR - Per Bid - Approved)	\$418,300	74%	
			HVAC Construction (Danforth - Per Bid - Approved)	\$864,400	68%	
			Project Total	\$4,469,730	54%	
			Remaining Budget	(\$369,730)		
3	Screens and Grit Transportation Equipment Improvements	\$1,920,000	Design and Bidding (Arcadis - Approved)	\$166,786	100%	Construction continues on polymer equipment improvements. Experiencing equipment delivery delays.
			CA (Arcadis - Approved)	\$88,529	88%	
			CI (Arcadis Subconsultant - Approved)	\$59,000	27%	
			GEN Construction (Hohl - Per Bid - Approved)	\$1,527,000	41%	
			ELEC Construction (CIR - Per Bid - Approved)	\$140,800	31%	
			Project Total	\$1,982,115	47%	
			Remaining Budget	(\$62,115)		
4	Granular Activated Carbon and Filter Support Gravel Replacement	\$2,000,000	Design, Bidding, and CA/CI (AECOM - Approved)	\$90,793	100%	Construction Complete.
			GEN Construction (Carbon Activated - Per Bid - Approved)	\$1,626,875	100%	
			Final Project Total	\$1,717,668	100%	
			Final Remaining Budget	\$282,332		

5	Electrical System Improvements	\$2,610,000	Design/E.I. Team - Approved	\$102,120	100%	Bid opening held, with no received bids. Presenting proposed plan which includes breaking apart scope and bidding in smaller parts.
			Phase 2 Design - Approved	\$198,941	93%	
			CA/CI/TBD - Approved	\$65,374	0%	
			Const. - Per original project Budget (EI Team Estimates \$6M)	\$2,064,555	0%	
			Task 1 Construction - Ferguson - Approved	\$179,010	100%	
			Project Total	\$2,610,000	18%	
			Remaining Budget	\$0		
6	Effluent Disinfection	\$3,650,000	Design, Bid, and CI (AECOM - Approved)	\$190,233	100%	Construction Complete.
			GEN Construction (M&B - Per Bid - Approved)	\$1,366,000	100%	
			ELEC Construction (Ferguson - Per Bid - Approved)	\$108,000	100%	
			ELEC Construction (Ferguson - Approved Proposal - Network Improvements)	\$400,000	100%	
			CA/In-House - CPL (Included in current CPL term contract)	~ 5% or \$185,000 if by capital project engineer		
			Project Total	\$2,064,233	100%	
			Remaining Budget	\$1,585,767		
7	Replacement of Critical Heating and Ventilation Equipment	\$1,160,000	Design, Bidding, and CA/CI (E.I. Team - Approved)	\$111,800	100%	Project in construction. Experiencing equipment delivery delays.
			CA/ CI (EI Team - Approved)	\$28,520	11%	
			ELEC Construction (CIR - Per Bid - Approved)	\$177,363	0%	
			HVAC Construction (Danforth - Per Bid - Approved)	\$782,000	0%	
			Running Total	\$1,099,683	10%	
			Remaining Budget	\$60,317		
8	Replacement of Blower Equipment	\$300,000	Design/In-House AECOM/ CPL (Included in current CPL term contract)	N/A	N/A	Construction Complete.
			Const./Various Contractors - Per IDIQ Contract	\$90,118	100%	
			CA/CI/In-House - CPL (Included in current CPL term contract)	N/A	N/A	
			Final Total	\$90,118	100%	
			Final Remaining Budget	\$209,882		
9	Replacement of Process Piping	\$640,000	Piping Assessment Report (Ramboll - Approved)	\$59,770	100%	Project #9 proceeding into construction phase. Experiencing equipment delivery delays.
			Design, Bidding, and CA/CI (JMD - Approved)	\$114,560	55%	
			Construction - (MLP - Per Bid - Approved)	\$428,300	0%	
			Running Total	\$602,630	20%	
			Remaining Budget	(\$37,370)		
10	SCADA Improvements	\$455,000	Phase 1 Design/ Construction/Kaman - Approved	\$352,450	61%	Kaman continues SCADA upgrade work and coordination with Capital Project Engineers.
			Phase 2 Design/ Construction - Approved (For Project #6)	\$146,200		
			Running Total	\$498,650	61%	
			Remaining Budget	(\$43,650)		
Phase 1 Budget Total =		\$27,000,000	Anticipated Total Cost (Percentage of Total Budget)	\$24,314,937	Remaining Phase 1 Budget	\$2,685,063

Key	
Proposal currently under review, but not approved	
Preliminary Construction Cost per Engineers Estimate	

Niagara Falls Water Board (NFWB) Overall Capital Project Budget Summary (Phase 2 Overall Budget = \$13M)

Project	Scope of Work	Budget	Scope/Vendor	Estimated Task	% Billed	Recent Work Update
2B	Outfall	\$1,700,000	Design, Bidding, and CA/CI (GHD - Approved)	\$37,400	100%	(See Project #2 Update)
			GEN Construction (STC - Per Bid - Approved)	\$562,000	90%	
			Running Total	\$599,400	91%	
			Remaining Budget	\$1,100,600		
11A	18" Plant Drain Upgrade	\$225,000	11A Design, Bidding, and CA/CI (JMD - Approved)	\$15,890	57%	Project #11 proceeding into construction phase. Experiencing equipment delivery delays.
			Const. (Danforth - Per Bid - Approved)	\$169,000	0%	
			Running Total	\$184,890	5%	
			Remaining Budget	\$40,110		
11B	Hypo and Sludge Improvements	\$975,000	11B Design, Bidding, and CA/CI (JMD - Approved)	\$52,965	53%	
			Const. (Danforth - Per Bid - Approved)	\$457,800	0%	
			Running Total	\$510,765	6%	
			Remaining Budget	\$464,235		
Ph. 2 Budget = \$13,000,000			Phase 2 Running Total	\$1,295,055		
*Updated to reflect full available Phase 2 Budget, grant not yet approved		Phase 2 Remaining Budget	\$11,704,945			

NFWB CAPITAL IMPROVEMENT PROJECTS

[illegible]

Project #1: Sedimentation Basin Upgrades (CPL) - CA/CI Services Approved (10-26-20)		
Design and Bidding	5/22/2019	10/1/2020
Mobilization	11/1/2020	2/1/2021
Construction (Phase 1)	3/1/2021	1/1/2022
Construction (Phase 2)	2/1/2022	2/3/2023
Construction (Phase 3)	3/1/2023	2/3/2024
Construction (Phase 4)	3/1/2024	11/30/2024
Project #2 Gorge Pumping Station Rehab (GHD) - CA/CI Services Approved (12-16-19)		
Design and Bidding	6/3/2019	6/27/2020
Construction	7/1/2020	7/1/2022
Project #3 Screens and Grit Transport (Arcadis) - CA/CI Services Approved (10-26-20)		
Design and Bidding	5/30/2019	10/1/2020
Construction	11/1/2020	2/1/2022
Project #4 Activated Carbon Replacement (AECOM) - CA/CI Services Approved (11-25-19)		
Design and Bidding	5/22/2019	2/22/2020
Construction	3/1/2020	9/1/2020
Project #5 Electrical System Improvements (EI Team) - CA/CI Services Approved (9-28-20)		
Design and Bidding	4/25/2019	10/1/2020
Construction	11/1/2020	11/1/2022
Project #6 Effluent Disinfection (AECOM) - CA Services (Approved Previously)		
Design and Bidding	6/25/2019	2/1/2020
Construction	3/1/2020	4/1/2021
Project #7 HVAC Improvements (EI Team) - CA/CI Services Approved (9-28-20)		
Design and Bidding	4/25/2019	1/1/2021
Construction	2/1/2021	11/1/2022
Project #8 Replacement of Blower Equipment (In House) - CA Services by AECOM and CPL		
Design and Bidding	2/1/2019	6/1/2019
Construction	7/1/2019	2/1/2020
Project #9 Replacement of Process Piping (JMD) - CA/CI Services Approved (9-28-20)		
Design and Bidding	10/26/2019	3/26/2021
Construction	4/1/2021	5/1/2022
Project #10 SCADA Improvements (Kaman) - CA Services Not Required		
Design and Bidding	6/1/2019	12/1/2019
Construction	1/1/2020	11/1/2024
Project #11 WWTP Additional Piping (JMD) CA/CI Services Approved (9-28-20)		
Design and Bidding	10/1/2019	3/26/2021
Construction	4/1/2021	5/1/2022
Project #99 WWTP Protective Measures - Project on Hold		
Design and Bidding	1/1/2019	7/1/2020
Construction	8/1/2020	6/1/2021

NFWB Financial Award Summary

Last Updated: 11/29/21

Note: Changes from last summary are in red text



Description	Amount	Source	Status
AWARDED			
Bollier Avenue Watermain Improvements 2017	\$400,000 total \$240,000 grant	NYS EFC DWSRF 18435	Funding Agreement Signed. Construction completed October 2020. NFWB with assistance from City to submit for reimbursement with EFC.
Various Watermain Improvements 2018	\$5,495,000 total \$3,000,000 grant \$2,495,000 loan	NYS EFC DWSRF 18588	City Engineer and Urban Engineers started design on two streets. CPL started design on 77th Street & Whitney Ave. NFWB awaiting invoicing paperwork from City before grant pay request can be made to EFC.
GRANT Portion			
Various Watermain Improvements 2018	\$5,495,000 total \$3,000,000 grant \$2,495,000 loan	NYS EFC DWSRF 18588	City Engineer and Urban Engineers started design on two streets. CPL started design on 77th Street & Whitney Ave. CPL assisting with loan reimbursement only. NFWB awaiting invoicing from City before loan request can be made to EFC.
LOAN Portion			
Sewer Plant Phase 1 Improvements	\$13,500,000 grant	NYS DASNY ID #15688	Awarded. Six reimbursements received that total \$3.5 million.
Sewer Plant Phase 1 Improvements	\$13,500,000 loan long term \$27,000,000 loan short term	NYS EFC #C9-6603-12-00	Financial agreement has been processed April 2021. Disbursement request #1 for \$1.6 million has been received by NFWB. EFC reviewing construction documents so future request can be made.
Sewer Plant Consent Order Items 11 & 14	\$500,000 grant	NYS DEC & EFC R9-20170906-129	Paperwork submitted and EFC/DEC reviewed. Payment has been issued.
LaSalle Sewer Area Phase 1 system report update & flow monitoring	\$100,000 grant	NYSDEC Engineering Planning Grant EPG #93794	Total payment of \$100,000 has been received by NFWB.

NFWB Financial Award Summary

Last Updated: 11/29/21

Note: Changes from last summary are in red text




Description	Amount	Source	Status
FUTURE			
2021 Various Watermain & System Improvements	\$10,025,000 total \$3,000,000 grant \$7,025,000 loan	NYS EFC	Submission paperwork prepared. Waiting on State to announce grant sessions. Financial assistance submission to IUP made in Sept 2020. NFWB reviewing possibility of performing Military Road work in house. Board approved resolution 10/25/21. Application to EFC made 11/19/21. Anticipate award announcement in spring 2022.
2021 Various Sewer & System Improvements	\$4,500,000 total \$1,125,000 grant \$3,375,000 loan	NYS EFC	Board approved resolution 10/25/21. Application to EFC made 11/19/21. Anticipate award announcement in spring 2022.
LaSalle Sewer Area Phase 2 system report update & flow monitoring	\$250,000 total \$100,000 grant \$150,000 NFWB Match	NYSDEC Engineering Planning Grant	CPL submitted application 2/10/21. EFC sent denial letter May 2021. Conf call with EFC 6/3/21, application can be submitted again. Application submitted 7/30/21. Anticipate late 2021 award announcement.
LaSalle Sewer Area Phase 2 Construction	\$1,000,000 total \$800,000 grant \$200,000 NFWB match	NYSDEC WQIP	Waiting on State to announce grant sessions. Financial assistance submission to IUP made in Sept 2020. EFC sent letter dated 3/4/21 stating construction work is eligible for hardship financing (0% loan). Eligibility in effect through 9/30/22. Application submitted 7/30/21. Anticipate late 2021 award announcement.
Local Government Records Management Improvement	Grant, varies. Up to \$150,000 if submit with City	NYS Archives	Recommend NFWB partner with City to maximize grant award. If City not interested, NFWB should make application by themselves. Application period anticipated to be early 2021. NFWB met with City Feb 2021 to discuss. City hiring Grant firm. CPL awaiting direction.
Local Government Efficiency Program	Grant, varies. Up to \$150,000 if submit with City	NYS DOS	For projects that will achieve improvements between NFWB and other entities such as County, City, Public Safety, etc. NFWB met with City Feb 2021 to discuss. CPL awaiting direction.
Zero-Emission Vehicle Infrastructure Grant (electric charging stations)	max \$250,000 per location and max \$500,000 to NFWB, up to 20% NFWB match	NYS OCC	Stations must be accessible by public. Part of CFA process. Next application deadline anticipated July 2022.
Large Funding Request Sewer Plant Biological Conversion	\$250,000,000	NYS & Federal	Effort underway with officials for request. Several meetings with officials and WNY funding delegation.
Large Funding Request Lead Removal	\$70,000,000	NYS & Federal	Effort underway with officials for request. Several meetings with officials and WNY funding delegation.



ITEM	NO.	PROJECT NAME	PROJECT DESIGN AND ADMINISTRATION	CONTRACT AMOUNT	START	END	DAYS	PERCENT	CONSTRUCTION CONTRACTS	CONTRACT AMOUNT	CONSTRUCTION STATUS	FUNDING	FORECASTED EXPENDITURES					
													2022	2023	2024	2025	2026	Deferred
COMBINED PROJECTS (WATER AND WASTEWATER) - C																		
C	1	IT Plan Implementation	Develop & implement IT solution		1/1/21	12/31/21	335	92%	Ongoing - yearly		Ongoing - yearly	Annual Coverage Transfer	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	
C	2	Meter Replacement & Upgrades	Replace inaccurate & old meters		1/1/21	12/31/21	335	92%	Ongoing - yearly		Ongoing - yearly	Annual Coverage Transfer	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	
C	3	Fleet Replacement	Replenish fleet		1/1/21	12/31/21	335	92%	Ongoing - yearly		Ongoing - yearly	Annual Coverage Transfer	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	
C	4	Water/sewer GIS/GPS Mapping	Document system assets		1/1/21	12/31/21	335	92%	Ongoing - yearly		Ongoing - yearly	Annual Coverage Transfer	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	
C	5	Combined Projects - Miscellaneous	Projects not forecasted or based on an emergency		1/1/21	12/31/21	335	92%	As needed		As needed	Annual Coverage Transfer	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	
FORECASTED EXPENDITURES - SUBTOTALS PER YEAR													\$285,000	\$285,000	\$285,000	\$285,000	\$285,000	\$285,000
WASTEWATER TREATMENT PLANT INFRASTRUCTURE PROJECTS - WWTP																		
WWTP	1	Project No.1 - Sedimentation Basins and Scum Collection System Modification (WWTP Rehab Phase 4A)	Project no.1 of the NYSDEC Order on Consent						General contract (Hohl Industrial)	\$7,422,010.00	Working on sedimentation basin no.5	SAM Grant #15688 Phase I	\$1,326,975	\$1,326,975	\$1,326,975			
			Design/Bidding (AECOM) - completed	\$409,000.00					Electrical contract (CIR Electric)	\$894,100.00	Ongoing	Project 1 Bid Est. \$9,195,110	\$2,653,949	\$2,653,949	\$2,653,949		\$0	
WWTP	2	Project No.2 - Gorge Pump Station Rehabilitation (WWTP Rehab Phase 4B)	Construction Administration (CPL) - ongoing	\$470,000.00	11/16/20	12/5/24	381	26%	CONTRACTS TOTAL		Project completion anticipated in November 2024	#15688 Matching Funds	\$1,326,975	\$1,326,975	\$1,326,975			
			Project no.2 of the NYSDEC Order on Consent also includes WWTP-11.2						General contract (STC Construction)	\$3,215,000.00	Ongoing	SAM Grant #15688 Phase I	\$984,897					
WWTP	3	Project No.3 - Screenings and Grit Transport Equipment Improvements, Polymer Equipment Upgrades, and Dewatering Equipment Control Upgrades (WWTP Rehab Phase 4C)	Design/Bidding (GHD) - completed	\$198,230.00					Electrical contract (CIR Electric)	\$418,300.00	Ongoing	Project 2A Bid Est. \$3,276,065	\$1,969,794				\$0	
			Construction Administration (GHD) - ongoing	\$216,700.00	7/9/20	7/2/22	511	71%	CONTRACTS TOTAL		September 2021 completion date to be extended	#15688 Matching Funds	\$984,897					
WWTP	4	Project No.4 - Granular Activated Carbon and Carbon Support Gravel Replacement (WWTP Rehab Phase 4D)	Project no.3 of the NYSDEC Order on Consent						General contract (Hohl Industrial)	\$1,527,000.00	Ongoing in Polymer area	SAM Grant #15688 Phase I					\$0	
			Design/Bidding (Arcadis) - completed	\$166,786.00					Electrical contract (CIR Electric)	\$140,800.00	Ongoing in Polymer area	Project 3 Bid Est. \$1,982,115						
WWTP	5	Project No.5 - Electrical Systems Improvements (WWTP Rehab Phase 4E)	Construction Administration (Arcadis) - ongoing	\$147,529.00	12/18/20	12/31/21	349	92%	CONTRACTS TOTAL		September 2021 completion date likely extended	#15688 Matching Funds						
			Project no.4 of the NYSDEC Order on Consent	\$66,608.00					General Contract (Carbon Activated)	\$1,798,840.00	Completed	SAM Grant #15688 Phase I					\$0	
WWTP	6	Project No.6 - Effluent Disinfection (WWTP Rehab Phase 4F)	Design/Bidding (AECOM) - completed	\$134,000.00					CONTRACTS TOTAL		Completed	Project 4 Const. Est. \$1,999,448						
			Construction Administration (AECOM) - completed	\$133,566.40						\$1,999,448.00	On hold, received construction drawings (stamped and signed) on 9/14/21	#15688 Matching Funds	\$240,649	\$721,948			\$0	
WWTP	7	Project No.7 - HVAC Improvements (WWTP Rehab Phase 4G)	Project no.5 of the NYSDEC Order on Consent						Electrical Contract (TBD)	TBD	No bids received on 8/26/21	SAM Grant #15688 Phase I	\$240,649	\$721,948				
			Design/Bidding (EI Team) - completed	\$133,566.40					CONTRACTS TOTAL		Completed	Project 5 Cost Est. \$2,610,000	\$481,299	\$1,443,896				
WWTP	8	Project No.8 - Backwash Blower & Piping (WWTP Rehab Phase 4H)	Construction Administration (EI Team) - on hold	\$65,374.40					Mechanical Contract (Mollenberg-Betz)	\$1,366,000.00	Completed	#15688 Matching Funds	\$240,649	\$721,948			\$0	
			Project no.6 of the NYSDEC Order on Consent						Electrical contract (Ferguson Electric)	\$508,000.00	Completed	SAM Grant #15688 Phase I						
WWTP	9	Project No.9 - Interior Piping Improvements (WWTP Rehab Phase 4I)	Design/Bidding (AECOM) - completed	\$116,000.00					CONTRACTS TOTAL		Completed	Project 6 Const. Est. \$2,064,000						
			Construction Administration (AECOM) - completed	\$74,000.00					HVAC contract (JW Danforth)	\$782,000.00	Submittals ongoing, long equipment lead times	#15688 Matching Funds	\$503,802					
WWTP	10	Project No.10 - SCADA Improvements (WWTP Rehab Phase 4J)	Project no.7 of the NYSDEC Order on Consent						Electrical contract (CIR Electric)	\$177,363.00	Submittals ongoing	SAM Grant #15688 Phase I	\$1,007,603				\$0	
			Design/Bidding (EI Team) - completed	\$112,000.00					CONTRACTS TOTAL		Mobilize May 2022, complete work in 90 days	#15688 Matching Funds	\$503,802					
WWTP	11	Project No.11 (WWTP Phase II Grant) - Exterior Piping Improvements (Upgrades to the Sewer Line from Sedimentation Basin No.5)	Construction Administration (EI Team) - ongoing	\$28,520.00	7/21/21	8/1/22	134	36%	CONTRACTS TOTAL		Completed	SAM Grant #15688 Phase I					\$0	
			Project no.8 of the NYSDEC Order on Consent (In-House)						General Contract (NFWB)		Completed	Project 8 Const. Est. \$90,118						
WWTP	12	Project No.9 - Interior Piping Improvements (WWTP Rehab Phase 4I)	Design/Bidding (JM Davidson) - completed	\$65,900.00					Mechanical contract (MLP Plumbing)	\$428,300.00	Submittals just starting	SAM Grant #15688 Phase I	\$263,776					
			Construction Administration (JM Davidson) - ongoing	\$25,525.00	8/5/21	3/2/22	119	57%	CONTRACTS TOTAL		Pre-con meeting held on 8/5/21	Project 9M Bid Est. \$601,516	\$527,551				\$0	
WWTP	13	Project No.10 - SCADA Improvements (WWTP Rehab Phase 4J)	Design/Bidding (JM Davidson) - completed	\$68,855.00					Phase I Design/Construction Contract (KAMAN)	\$352,450.00	Completed	SAM Grant Matching Funds	\$263,776					
			Construction Administration (CPL/NFWB) - ongoing						Phase II Design/Construction Contract (KAMAN)	\$146,200.00	Ongoing	SAM Grant #15688 Phase I	\$48,465	\$48,465	\$48,465		\$0	
WWTP	14	Project No.11 (WWTP Phase II Grant) - Exterior Piping Improvements (Replacement of Sludge and Hypochlorite Pipelines)	Project no.10 of the NYSDEC Order on Consent						TOTAL		The NFWB decided against appealing FEMA's Period of Performance extension request decision for the HMGP: 4204-0003 grant on 9/7/21	#15688 Matching Funds	\$48,465	\$48,465	\$48,465			
			Design/Bidding (GHD) - original design completed, redesign (canceled)	\$208,000.00					General Contract	Canceled	Completed	Sam Grant Project ID #15689					\$0	
WWTP	15	Project No.2 (WWTP Phase II Grant) - Relocate Outfall 003 from the Falls Street Tunnel to the Gorge Pump Station	Construction Administration (GHD) - redesign (canceled)	\$325,700.00					Included in Project No.2 above		Completed	Cost Est. \$3.92M (25%)= \$980,000						
			Project no.2 of the NYSDEC Order on Consent (WWTP-11.2)						General Contract (STC Construction)	Included in Project No.2 above	Completed	#15689 Matching Funds					\$0	
WWTP	16	Project No.11 (WWTP Phase II Grant) - Exterior Piping Improvements (Upgrades to the Sewer Line from Sedimentation Basin No.5)	Redirecting of CSO Outfall 003 flows to GPS Outfall 006 (work included in CIP item no. WWTP-2 Project No.2 Gorge Pump Station Rehabilitation above)	Included in Project No.2 above					General contract (JW Danforth)	\$626,800.00	Submittals just starting	Sam Grant Project ID #19209						
			Design/Bidding (JM Davidson) - completed	\$68,855.00	8/5/21	3/2/22	119	57%	TOTAL		Pre-con meeting held on 8/5/21	Project 11G Bid Est. \$695,655	\$347,828				\$0	
WWTP	17	Project No.12 (WWTP Phase II Grant) - Relocate Outfall 003 from the Falls Street Tunnel to the Gorge Pump Station	Construction Administration (JM Davidson) - ongoing						General contract (JW Danforth)	Included above	Submittals just starting	Sam Grant Project ID #19246	\$173,914					
			Design/Bidding (JM Davidson) - completed						TOTAL		Pre-con meeting held on 8/5/21	Project 11G Bid Est. \$695,655	\$347,828				\$0	
WWTP	18	Project No.12 (WWTP Phase II Grant) - Relocate Outfall 003 from the Falls Street Tunnel to the Gorge Pump Station	Construction Administration (JM Davidson) - ongoing						General contract (JW Danforth)	Included above	Submittals just starting	Sam Grant Project ID #20545	\$173,914					
			Design/Bidding (JM Davidson) - completed						TOTAL		Pre-con meeting held on 8/5/21	Project 11G Bid Est. \$695,655	\$347,828				\$0	
WWTP	19	Project No.12 (WWTP Phase II Grant) - Relocate Outfall 003 from the Falls Street Tunnel to the Gorge Pump Station	Construction Administration (JM Davidson) - ongoing						General contract (JW Danforth)	Included above	Submittals just starting	Sam Grant Project ID #20545	\$173,914					
			Design/Bidding (JM Davidson) - completed						TOTAL		Pre-con meeting held on 8/5/21	Project 11G Bid Est. \$695,655	\$347,828				\$0	
WWTP	20	Project No.12 (WWTP Phase II Grant) - Relocate Outfall 003 from the Falls Street Tunnel to the Gorge Pump Station	Construction Administration (JM Davidson) - ongoing						General contract (JW Danforth)	Included above	Submittals just starting	Sam Grant Project ID #20545	\$173,914					
			Design/Bidding (JM Davidson) - completed						TOTAL		Pre-con meeting held on 8/5/21	Project 11G Bid Est. \$695,655	\$347,828				\$0	
WWTP	21	Project No.12 (WWTP Phase II Grant) - Relocate Outfall 003 from the Falls Street Tunnel to the Gorge Pump Station	Construction Administration (JM Davidson) - ongoing						General contract (JW Danforth)	Included above	Submittals just starting	Sam Grant Project ID #20545	\$173,914					
			Design/Bidding (JM Davidson) - completed						TOTAL		Pre-con meeting held on 8/5/21	Project 11G Bid Est. \$695,655	\$347,828				\$0	
WWTP	22	Project No.12 (WWTP Phase II Grant) - Relocate Outfall 003 from the Falls Street Tunnel to the Gorge Pump Station	Construction Administration (JM Davidson) - ongoing						General contract (JW Danforth)	Included above	Submittals just starting	Sam Grant Project ID #20545	\$173,914					
			Design/Bidding (JM Davidson) - completed						TOTAL		Pre-con meeting held on 8/5/21	Project 11G Bid Est. \$695,655	\$347,828				\$0	
WWTP	23	Project No.12 (WWTP Phase II Grant) - Relocate Outfall 003 from the Falls Street Tunnel to the Gorge Pump Station	Construction Administration (JM Davidson) - ongoing						General contract (JW Danforth)	Included above	Submittals just starting	Sam Grant Project ID #20545	\$173,914					
			Design/Bidding (JM Davidson) - completed						TOTAL		Pre-con meeting held on 8/5/21	Project 11G Bid Est. \$695,655	\$347,828				\$0	
WWTP	24	Project No.12 (WWTP Phase II Grant) - Relocate Outfall 003 from the Falls Street Tunnel to the Gorge Pump Station	Construction Administration (JM Davidson) - ongoing						General contract (JW Danforth)	Included above	Submittals just starting	Sam Grant Project ID #20545	\$173,914					
			Design/Bidding (JM Davidson) - completed						TOTAL		Pre-con meeting held on 8/5/21	Project 11G Bid Est. \$695,655	\$347,828				\$0	
WWTP	25	Project No.12 (WWTP Phase II Grant) - Relocate Outfall 003 from the Falls Street Tunnel to the Gorge Pump Station	Construction Administration (JM Davidson) - ongoing						General contract (JW Danforth)	Included above	Submittals just starting	Sam Grant Project ID #20545	\$173,914					
			Design/Bidding (JM Davidson) - completed						TOTAL		Pre-con meeting held on 8/5/21	Project 11G Bid Est. \$695,655	\$347,828				\$0	
WWTP	26	Project No.12 (WWTP Phase II Grant) - Relocate Outfall 003 from the Falls Street Tunnel to the Gorge Pump Station	Construction Administration (JM Davidson) - ongoing						General contract (JW Danforth)	Included above	Submittals just starting	Sam Grant Project ID #20545	\$173,914					
			Design/Bidding (JM Davidson) - completed						TOTAL		Pre-con meeting held on 8/5/21	Project 11G Bid Est. \$695,655	\$347,828				\$0	
WWTP	27	Project No.12 (WWTP Phase II Grant) - Relocate Outfall 003 from the Falls Street Tunnel to the Gorge Pump Station	Construction Administration (JM Davidson) - ongoing						General contract (JW Danforth)	Included above	Submittals just starting	Sam Grant Project ID #20545	\$173,914					
			Design/Bidding (JM Davidson) - completed						TOTAL		Pre-con meeting held on 8/5/21	Project 11G Bid Est. \$695,655	\$347,828				\$0	
WWTP	28	Project No.12 (WWTP Phase II Grant) - Relocate Outfall 003 from the Falls Street Tunnel to the Gorge Pump Station	Construction Administration (JM Davidson) - ongoing						General contract (JW Danforth)	Included above	Submittals just starting	Sam Grant Project ID #20545	\$173,914					
			Design/Bidding (JM Davidson) - completed						TOTAL		Pre-con meeting held on 8/5/21	Project 11G Bid Est. \$695,655	\$347,828				\$0	
WWTP	29	Project No.12 (WWTP Phase II Grant) - Relocate Outfall 003 from the Falls Street Tunnel to the Gorge Pump Station	Construction Administration (JM Davidson) - ongoing						General contract (JW Danforth)	Included above	Submittals just starting	Sam Grant Project ID #20545	\$173,914					



ITEM	NO.	PROJECT NAME	PROJECT DESIGN AND ADMINISTRATION	CONTRACT AMOUNT	START	END	DAYS	PERCENT	CONSTRUCTION CONTRACTS	CONTRACT AMOUNT	CONSTRUCTION STATUS	FUNDING	FORECASTED EXPENDITURES						
													2022	2023	2024	2025	2026	Deferred	
SEWER INFRASTRUCTURE PROJECTS - S																			
S	1	GPS Elevator	Replace and upgrade GPS elevator						General Contract (Hohl Industria/DCB Elevator)		Completed	COMPLETED					\$0		
S	2	Sanitary Lift Station Electrical Upgrades	Provide standby power generation and SCADA to lift stations						Electrical Contract (Ferguson Electric/KAMAN)		Completed	COMPLETED					\$0		
S	3	LaSalle Area Sewer Improvements (SSO)	Engineering Planning Grant Projects						Engineering draft report completed, 2021 EPG and WQIP grant applications submitted on 7/30/21		TBD	EPG Grant (TBD)	\$100,000				\$0		
			Engineering & SSES Study (Arcadis) - on hold									Project Cost Estimate \$180,000	\$250,000						
			WQIP Grant Projects									EPG Matching Grant Funds (TBD)	\$100,000						
			Design/Bidding (Arcadis) - TBD									WQIP Grant (TBD)		\$325,000	\$325,000	\$325,000			
			Sewer repairs to mitigate SSO's - TBD									Project Cost Estimate (TBD)		\$433,333	\$433,333	\$433,333			
S	4	Combined Sewer Overflow Long Term Control Plan (CSO LTCP) Implementation	Implement sewer improvements to mitigate CSO's						On hold (* part of WWTP-2)		On hold (* part of WWTP-2)	ON HOLD					\$0		
S	5	CSO Outfall Structural Repairs	Repairs to CSO outfalls on lower river						On hold (* part of WWTP-2)		On hold (* part of WWTP-2)	ON HOLD					\$1,000,000		
S	6	Tunnel Inspection	Inspect large diameter conveyance systems						On hold (* part of WWTP-2)		On hold (* part of WWTP-2)	ON HOLD					\$350,000		
S	7	Falls Street Tunnel Regulator Repairs	Electrical and air leak repairs to the FST regulators						Completed (NFWB)		Completed (NFWB)	COMPLETED					\$0		
S	8	Sewer/GPS Infrastructure Projects - Miscellaneous	Sewer/GPS projects not forecasted or arise based on an emergency situation		1/1/21	12/31/21	335	92%	As needed		As needed	Annual Coverage Transfer	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000		
PROJECT GRANT FUNDING LEGEND													Grants	\$100,000	\$325,000	\$325,000	\$325,000	\$0	
Wastewater Infrastructure Engineering Planning Grant Project No.93794 (total grant amount = \$100,000)													Matching Grant Funds (TBD)	\$100,000	\$108,333	\$108,333	\$108,333	\$0	
2021 EPG and WQIP grant applications submitted on 7/31/21													Annual Coverage Transfer	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	
													FORECASTED EXPENDITURES - SUBTOTALS PER YEAR						
													\$350,000	\$533,333	\$533,333	\$533,333	\$100,000	\$1,450,000	
WATER TREATMENT PLANT INFRASTRUCTURE PROJECTS - WTP																			
WTP	1	WTP Pump Replacements	Replacement of old WTP pumps necessary to process drinking water						Ongoing		Ongoing	Annual Coverage Transfer	\$30,000	\$30,000	\$30,000	\$30,000	\$100,000		
WTP	2.1	WTP SCADA Control System Upgrades	Automate WTP operations and perform necessary VA identified upgrades						Potential 2021 grant application		Potential 2021 grant application	2021 EFC Grant Application (TBD)	\$150,000	\$150,000			\$0		
												Project Cost Estimate \$500,000	\$250,000	\$250,000					
												Future EFC Matching Funds	\$150,000	\$150,000					
WTP	2.2	WTP Security Upgrades	Automate WTP operations and perform necessary VA identified upgrades						Potential 2021 grant application		Potential 2021 grant application	2021 EFC Grant Application (TBD)	\$150,000	\$150,000			\$0		
												Project Cost Estimate \$50,000	\$25,000	\$25,000					
												Future EFC Matching Funds	\$150,000	\$150,000					
WTP	3	WTP Vent Line Replacement	Replace corroding process vent piping						On hold		On hold	ON HOLD					\$100,000		
WTP	4	WTP Laboratory Instrumentation	New instruments for sample analysis						As needed		As needed	As needed					\$100,000		
WTP	5	WTP Roofing Work	Repair aging and failing structural components						2021 - Highland Masonry		As needed	As needed	Annual Coverage Transfer	\$50,000	\$50,000	\$50,000	\$50,000		
WTP	6	WTP Building Improvements and Caulking	WTP renovations necessary for operation						As needed (RFP being developed for HVAC Improvements)		As needed	Annual Coverage Transfer	\$50,000	\$50,000	\$50,000	\$50,000	\$150,000		
WTP	6.1	WTP Chlorine System Upgrades	WTP renovations necessary for operation						Potential 2021 grant application		Potential 2021 grant application	2021 EFC Grant Application (TBD)	\$150,000	\$150,000			\$0		
												Project Cost Estimate \$500,000	\$250,000	\$250,000					
												Future EFC Matching Funds	\$150,000	\$150,000					
WTP	6.2	WTP Emergency Backup Generator Upgrades	WTP renovations necessary for operation						Potential 2021 grant application		Potential 2021 grant application	2021 EFC Grant Application (TBD)	\$150,000	\$150,000			\$0		
												Project Cost Estimate \$500,000	\$250,000	\$250,000					
												Future EFC Matching Funds	\$150,000	\$150,000					
WTP	6.3	WTP HVAC Rooftop & Make Up Air	WTP renovations necessary for operation						Potential 2021 grant application		Potential 2021 grant application	2021 EFC Grant Application (TBD)	\$180,000	\$180,000			\$0		
												Project Cost Estimate \$600,000	\$300,000	\$300,000					
												Future EFC Matching Funds	\$120,000	\$120,000					
WTP	6.4	WTP Fluoride System Upgrades	WTP renovations necessary for operation						2021 grant application submitted 10/1/21		2021 grant application submitted 10/1/21	2021 EFC Grant Application (TBD)	\$180,000	\$180,000			\$0		
												Project Cost Estimate \$458,000	\$300,000	\$300,000					
												Future EFC Matching Funds	\$120,000	\$120,000					
WTP	7	Water Treatment Plant Infrastructure Projects - Miscellaneous	WTP projects not forecasted or arise based on an emergency situation		1/1/21	12/31/21	335	92%	As needed		As needed	Annual Coverage Transfer	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000		
												2021 EFC Grant Application (TBD)	\$0	\$825,000	\$825,000	\$0	\$0		
												Future EFC Matching Funds	\$0	\$230,000	\$230,000	\$0	\$0		
												Annual Coverage Transfer	\$230,000	\$230,000	\$230,000	\$230,000	\$675,000		
2021 NYS EFC WIA Grant Projects, Drinking Water State Revolving Fund (DWSRF)													FORECASTED EXPENDITURES - SUBTOTALS PER YEAR						
Potential Grant Application													\$230,000	\$1,605,000	\$1,605,000	\$230,000	\$230,000		
2021 NYSDOH Grant Funding for Drinking Water Fluoridation																			

		NFWB 5 YEAR CAPITAL IMPROVEMENT PLAN (2022 - 2026)		UPDATE DATE: 12/2/2021 (WORK IN PROGRESS)															
ITEM	NO.	PROJECT NAME	PROJECT DESIGN AND ADMINISTRATION	CONTRACT AMOUNT	START	END	DAYS	PERCENT	CONSTRUCTION CONTRACTS	CONTRACT AMOUNT	CONSTRUCTION STATUS	FUNDING	FORECASTED EXPENDITURES						
													2022	2023	2024	2025	2026	Deferred	
WATER INFRASTRUCTURE PROJECTS - W																			
W	1	Hydrant Replacement	Hydrant Replacement - old and inoperable hydrants						Potential 2021 grant application		Potential 2021 grant application	2021 EFC Grant Application (TBD) Project Cost Estimate \$850,000 Future EFC Matching Funds	\$102,000 \$170,000 \$68,000	\$102,000 \$170,000 \$68,000	\$102,000 \$170,000 \$68,000	\$102,000 \$170,000 \$68,000	\$102,000 \$170,000 \$68,000	\$80,000	
W	2	20 inch main from Beech Ave Storage Tank to Ontario Street	Water Main Replacement - CIPP lining of water mains near Beech Avenue Water Tank						Potential 2021 grant application		Potential 2021 grant application	2021 EFC Grant Application (TBD) Project Cost Estimate \$2,000,000 Future EFC Matching Funds			\$600,000 \$1,000,000 \$400,000	\$600,000 \$1,000,000 \$400,000		\$6,000,000	
W	3	Large Valve Replacement	Valve Replacement - water valves >12"						Potential 2021 grant application		Potential 2021 grant application	2021 EFC Grant Application (TBD) Project Cost Estimate \$1,000,000 Future EFC Matching Funds	\$120,000 \$200,000 \$80,000	\$120,000 \$200,000 \$80,000	\$120,000 \$200,000 \$80,000	\$120,000 \$200,000 \$80,000	\$120,000 \$200,000 \$80,000	\$50,000	
W	4	Buffalo Avenue Water Valves	Valve Replacement - water valves that are damaged						Completed (NYS/DOT Project)		Completed (NYS/DOT Project)	COMPLETED						\$0	
W	5	Leak Detection / Distribution Modeling	Water Distribution Study - Identify and control system losses						TBD		TBD	Annual Coverage Transfer		\$50,000				\$150,000	
W	6	Abandon 20" Victory Pipe WM	Water Main Abandon - unnecessary and failing watermain						Eliminated - covered by Items W2 & W10		Eliminated - covered by Items W2 & W10	ELIMINATED						\$0	
W	7	Loop "D" Street Main - Falls Street to Gill Creek	Install new automatic blow-off						Completed (NFWB)		Completed (NFWB)	COMPLETED						\$0	
W	8	Loop Niagara Avenue Main to Parkview Drive	Install new automatic blow-off						On going in house by NFWB		On going in house by NFWB	Annual Coverage Transfer	\$7,000					\$0	
W	9	10th Street and Michigan Avenue Mains - Lockport Street to Ontario Avenue (8") and 10th Street to 11th Street (8")	Water Main Replacement - replace main and install new services Design/Bidding (City Engineering) - ongoing Construction Administration (City Engineering/NFWB) - 2022		8/5/20		484		TBD		TBD	2018 NYS EFC WIIA Grant Project Cost Estimate \$750,000 2018 EFC Grant Matching Funds		\$450,000 \$300,000 \$150,000				\$0	
W	10	18th Street Main - Ontario Avenue to Whitney Avenue (14" PE Sliplining)	Water Main Replacement - replace main and install new services Design/Bidding - (City Engineering) - CPL proposal to complete work 9/24/21 Construction Administration (CPL/NFWB) - 2022	\$108,850.00	10/25/21		38		TBD		TBD	2018 NYS EFC WIIA Grant Project Cost Estimate \$1,100,000 2018 EFC Grant Matching Funds	\$350,000 \$550,000 \$200,000	\$350,000 \$550,000 \$200,000				\$0	
W	11	77th Street Main - Frontier Avenue to Niagara Falls Boulevard (8")	Water Main Replacement - replace main and install new services Design/Bidding (CPL) - ongoing, proposal received 6/1/21, approved 6/28/21 Construction Administration (CPL) - 2022	\$77,390.00 \$82,410.00	6/28/21		157		TBD		TBD	2018 NYS EFC WIIA Grant Project Cost Estimate \$1,100,000 2018 EFC Grant Matching Funds	\$350,000 \$550,000 \$200,000	\$350,000 \$550,000 \$200,000				\$0	
W	12	80th Street - Niagara Falls Blvd. to Rick Manning Drive	Water Main Replacement - replace main and install new services						Potential future grant application		Potential future grant application	Future EFC grant application Project Cost Estimate \$300,000 Future EFC Matching Funds				\$180,000 \$300,000 \$120,000		\$0	
W	13	81st Street Main - Frontier Avenue to Niagara Falls Boulevard	Water Main Replacement - replace main and install new services						On hold		On hold	ON HOLD						\$850,000	
W	14	Bollier Avenue Main - 82nd Street to Military Road	Water Main Replacement - replace main and install new services						General Contract (4th Generation Construction)		Completed - 2020	2017 NYS EFC WIIA Grant Project Bid Estimate \$534,810 2017 EFC Grant Matching Funds						\$0	
W	15	College Terrace - Madison to College Avenue	Water Main Replacement - replace main and install new services						Potential future grant application		Potential future grant application	Future EFC grant application Project Cost Estimate \$155,000 Future EFC Matching Funds				\$93,000 \$155,000 \$62,000		\$0	
W	16	LaSalle Avenue Main - Hyde Park Blvd to 11th Street	Water Main Replacement - replace main and install new services						On hold		On hold	ON HOLD						\$1,600,000	
W	17	Laughlin Drive Main - 82nd Street to Bollier Ave	Water Main Replacement - replace main and install new services						Potential 2021 grant application		Potential 2021 grant application	2021 EFC Grant Application (TBD) Project Cost Estimate \$928,074 Future EFC Matching Funds			\$556,844 \$928,074 \$371,230			\$0	
W	18	McKoon Avenue Main - DeVeaux Avenue to James Avenue	Water Main Replacement - replace main and install new services						Potential future grant application		Potential future grant application	Future EFC grant application Project Cost Estimate \$880,000 Future EFC Matching Funds				\$528,000 \$880,000 \$352,000		\$0	
W	19	Military Road Main - Jacob Place to Bollier Avenue	Water Main Replacement - replace main and install new services Design/Bidding (Urban Engineers) - ongoing Construction Administration (Urban Engineers) - 2021		8/5/20		484		TBD		TBD	2018 NYS EFC WIIA Grant Project Cost Estimate \$200,000 2018 EFC Grant Matching Funds	\$120,000 \$200,000 \$80,000					\$0	
W	20	Military Road Main - Jacob Place to Cayuga Drive	Water Main Replacement - replace main and install new services						On hold		On hold	ON HOLD						\$210,000	
W	21	Ontario Avenue Main - 13th Street to Main Street	Water Main Replacement - replace main and install new services						Potential 2021 grant application		Potential 2021 grant application	2021 EFC Grant Application (TBD) Project Cost Estimate \$822,517 Future EFC Matching Funds				\$493,510 \$822,517 \$329,007		\$0	
W	22	Pierce Avenue Main - 11th Street to 18th Street	Water Main Replacement - replace main and install new services						On hold		On hold	ON HOLD						\$570,000	
W	23	Pierce Avenue Main - 18th Street to Hyde Park Blvd.	Water Main Replacement - replace main and install new services						On hold		On hold	ON HOLD						\$750,000	
W	24	Rivershore Drive Main - S.86th Street to 91st Street	Water Main Replacement - replace main and install new services						On hold		On hold	ON HOLD						\$280,000	
W	25	Van Rensselaer Ave - 900 Block	Water Main Replacement - replace main and install new services						Potential 2021 grant application		Potential 2021 grant application	2021 EFC Grant Application (TBD) Project Cost Estimate \$140,115 Future EFC Matching Funds			\$84,069 \$140,115 \$56,046			\$0	
W	26	Welch Avenue Main - 19th Street to 24th Street (16")	Water Main Replacement - replace main and install new services						On hold		On hold	ON HOLD						\$600,000	
W	27	Whitney Avenue Main - 11th Street to Hyde Park Blvd.	Water Main Replacement - replace main and install new services Design/Bidding (CPL) - ongoing, proposal received 6/1/21, approved 6/28/21 Construction Administration (CPL) - 2022	\$134,920.00 \$118,070.00	6/28/21		157		TBD		TBD	2018 NYS EFC WIIA Grant Project Cost Estimate \$1,850,000 2018 EFC Grant Matching Funds	\$555,000 \$925,000 \$370,000	\$555,000 \$925,000 \$370,000				\$0	
W	28	Willow Avenue Main - 11th Street to 17th Street (8")	Water Main Replacement - replace main and install new services						On hold		On hold	ON HOLD						\$460,000	
W	29	Wilkop Avenue and 85th Street Loop (all 8")	Water Main Replacement - replace main and install new services						Potential 2021 grant application		Potential 2021 grant application	2021 EFC Grant Application (TBD) Project Cost Estimate \$834,633 Future EFC Matching Funds			\$500,760 \$834,633 \$333,873			\$0	
W	30	Water Infrastructure Projects - Miscellaneous	Water Projects - not forecasted or arise based on an emergency situation		1/1/21	12/31/21	335	92%	TBD		As needed	Annual Coverage Transfer	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000	\$100,000	
Project No.18435 (total grant amount = \$240,000) 2018 NYS EFC WIIA Grant Projects, Drinking Water State Revolving Fund (DWSRF) Project No.18588 (total grant amount = \$3,000,000) 2021 NYS EFC WIIA Grant Projects, Drinking Water State Revolving Fund (DWSRF) Potential Grant Application Project has been eliminated Red font means not currently in place TBD - To Be Determined												2018 NYS EFC WIIA Grant 2018 EFC Grant Matching Funds 2021 NYS EFC WIIA Grant 2021 EFC Grant Matching Funds Future EFC grant application Future EFC Matching Funds Annual Coverage Transfer	\$1,335,000 \$890,000 \$222,000 \$146,000 \$0 \$0 \$127,000	\$1,665,000 \$1,110,000 \$222,000 \$146,000 \$0 \$0 \$170,000	\$0 \$0 \$1,963,693 \$1,963,693 \$0 \$0 \$120,000	\$0 \$0 \$1,315,510 \$1,315,510 \$801,000 \$534,000 \$120,000	\$0 \$0 \$222,000 \$222,000 \$0 \$0 \$120,000	\$11,700,000	
FORECASTED EXPENDITURES - SUBTOTALS PER YEAR													\$2,722,000	\$3,315,000	\$3,392,822	\$3,647,517	\$490,000	\$11,700,000	
FORECASTED EXPENDITURES -TOTALS PER YEAR													\$11,194,781	\$13,333,108	\$11,167,035	\$4,795,850	\$1,205,000	\$16,614,000	
TOTAL FORECASTED EXPENDITURES																			
Fund Sources Total													2022	2023	2024	2025	2026	Sum 2022 - 2026	
Annual Coverage Transfer													\$842,000	\$885,000	\$835,000	\$835,000	\$835,000	\$4,232,000	
Current Grants													\$5,088,891	\$4,512,387	\$2,125,440	\$0	\$0	\$11,726,718	
Current Grant Matching Funds													\$4,643,891	\$3,957,387	\$2,125,440	\$0	\$0	\$10,726,718	
Future Grants													\$322,000	\$2,452,000	\$3,713,693	\$2,441,510	\$222,000	\$9,151,203	
Future Grant Matching Funds													\$246,000	\$1,226,111	\$2,967,405	\$1,416,440	\$146,000	\$5,958,156	
FORECASTED EXPENDITURES -TOTALS PER YEAR													\$11,194,781	\$13,333,108	\$11,167,035	\$4,795,850	\$1,205,000	\$41,695,774	

Niagara Falls Water Board

Personnel Actions and Report

Monday, December 13, 2021

Personnel Actions Sheet & Requested of the Board. All appointments are subject to the appointee meeting the minimum qualifications and all applicable civil service conditions.
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A. PERSONNEL ACTIONS RECOMMEND TO HIRE				
Line Item Number	Position	Department/Location	Pay Rate or Grade	ADDITIONAL INFORMATION

B. RECOMMENDED PROMOTION / MOVE / APPOINTMENT				
Line Item Number	Name and Position	Type of labor move	Change in pay rate or grade	ADDITIONAL INFORMATION
1	Bill Wright	Temporary Part Time Appointment	\$35/hr. Prior to retirement rate was \$43.93/hr.	Effective Feb. 14, 2022; Not to exceed 20 hrs. per week or \$35,000 per year.
2	Rick Roll	Temporary Part Time Appointment	\$55/hr.	Effective January 1, 2022; Not to exceed \$18,960 per year.

C. PREVIOUSLY TABLED PERSONNEL ACTIONS (From 2021)				
Line Item Number	Action and Position	Department/Location	Pay Rate or Grade	ADDITIONAL INFORMATION
1	Lab Tech (2) -WWTP	Sr. Lab Techs (2) -WWP	Increase \$6,200.00	

D. OTHER PERSONNEL ACTIVITY FOR BOARD NOTIFICATION				
Name	Position	Department/Location	Pay Rate	ADDITIONAL INFORMATION

E. PERSONNEL ON LONG TERM LEAVE OF ABSENCE				
Name	Last Day Worked	Dept.	Return Status	Comments
Burns, Randy	11/15/2021	Enforcement	Unknown	Workers Comp. (estimated 6-8 weeks)



Revenue Budget Performance Report

Fiscal Year to Date 11/30/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund	FA - Water Board - Water									
	REVENUE									
	<i>Departmental Income</i>									
2122.001	Visual Inspections	42,350.00	.00	42,350.00	5,040.00	.00	55,987.50	(13,637.50)	132	42,245.00
2140.001	District 1	1,671,340.00	.00	1,671,340.00	1,678.56	.00	1,111,859.21	559,480.79	67	1,056,228.22
2140.002	District 2	1,967,868.00	.00	1,967,868.00	510,086.86	.00	1,472,483.18	495,384.82	75	1,472,718.28
2140.003	District 3	1,485,143.00	.00	1,485,143.00	1,358.03	.00	903,378.22	581,764.78	61	844,240.19
2140.004	Non-Resident	23,920.00	.00	23,920.00	7,465.09	.00	43,139.12	(19,219.12)	180	30,633.20
2140.005	Industrial	2,574,781.00	.00	2,574,781.00	2,926.00	.00	1,698,525.00	876,256.00	66	1,532,203.03
2140.006	Industrial SIU	2,074,065.00	.00	2,074,065.00	.00	.00	2,151,100.53	(77,035.53)	104	1,713,505.04
2140.008	Hydrant Usage	5,412.00	.00	5,412.00	1,526.22	.00	7,290.50	(1,878.50)	135	4,065.64
2140.599	Miscellaneous Departmental Incom	15,000.00	.00	15,000.00	670.00	.00	1,282.39	13,717.61	9	4,250.00
2141.000	Allowance for Unpaid Trfd	(150,000.00)	.00	(150,000.00)	.00	.00	46,839.66	(196,839.66)	-31	53,921.38
2144.003	Fire Service	94,000.00	.00	94,000.00	.00	.00	303,963.00	(209,963.00)	323	303,894.60
2144.005	Service Charge	480,822.00	.00	480,822.00	32,852.20	.00	426,526.45	54,295.55	89	427,164.46
2144.006	Lab Analysis	39,220.00	.00	39,220.00	1,025.00	.00	26,582.50	12,637.50	68	35,679.28
2144.008	Missing Meter Charge	40,350.00	.00	40,350.00	340.00	.00	21,041.50	19,308.50	52	17,324.00
2144.009	Mtr Install/Reinstall/Reactivate	15,220.00	.00	15,220.00	400.00	.00	4,100.00	11,120.00	27	8,175.00
2144.010	Final Meter Read/Inspect	10,500.00	.00	10,500.00	2,175.00	.00	18,600.00	(8,100.00)	177	14,700.00
2144.011	Hydrant Testing	300.00	.00	300.00	.00	.00	.00	300.00	0	200.00
2144.012	Backflow Certification	6,830.00	.00	6,830.00	1,525.00	.00	10,015.00	(3,185.00)	147	3,658.48
2144.599	City of NF-Safety Specialist	.00	.00	.00	.00	.00	.00	.00	+++	32,955.71
2148.001	District 1	70,000.00	.00	70,000.00	.00	.00	66,784.56	3,215.44	95	67,295.89
2148.002	District 2	45,092.00	.00	45,092.00	14,832.31	.00	44,852.73	239.27	99	43,057.84
2148.003	District 3	48,880.00	.00	48,880.00	.00	.00	62,609.87	(13,729.87)	128	44,417.72
2148.004	Non-Resident	5,000.00	.00	5,000.00	73.75	.00	562.92	4,437.08	11	791.32
2148.005	Industrial	16,200.00	.00	16,200.00	.00	.00	13,999.32	2,200.68	86	24,141.76
2148.006	Industrial SIU	6,000.00	.00	6,000.00	.00	.00	8,369.30	(2,369.30)	139	4,138.05
2148.599	Penalty - Miscellaneous	3,504.00	.00	3,504.00	.02	.00	3,450.81	53.19	98	3,250.72
	<i>Departmental Income Totals</i>	\$10,591,797.00	\$0.00	\$10,591,797.00	\$583,974.04	\$0.00	\$8,503,343.27	\$2,088,453.73	80%	\$7,784,854.81
	<i>Intergovernmental Charges</i>									
2230.A	City of Niag Falls-Generl	225,817.00	.00	225,817.00	.00	.00	.00	225,817.00	0	33,096.98
	<i>Intergovernmental Charges Totals</i>	\$225,817.00	\$0.00	\$225,817.00	\$0.00	\$0.00	\$0.00	\$225,817.00	0%	\$33,096.98
	<i>Use Of Money & Property</i>									
2401.000	Interest Earnings	90,000.00	.00	90,000.00	.00	.00	1,620.93	88,379.07	2	46,501.54
	<i>Use Of Money & Property Totals</i>	\$90,000.00	\$0.00	\$90,000.00	\$0.00	\$0.00	\$1,620.93	\$88,379.07	2%	\$46,501.54
	<i>Licenses And Permits</i>									
2550.006	Cellular Towers	230,000.00	.00	230,000.00	27,695.76	.00	215,260.17	14,739.83	94	202,245.27
2590.004	Hydrant Permits & Rentals	16,800.00	.00	16,800.00	1,202.72	.00	10,863.64	5,936.36	65	5,037.93
	<i>Licenses And Permits Totals</i>	\$246,800.00	\$0.00	\$246,800.00	\$28,898.48	\$0.00	\$226,123.81	\$20,676.19	92%	\$207,283.20



Revenue Budget Performance Report

Fiscal Year to Date 11/30/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund FA - Water Board - Water										
REVENUE										
<i>Sale Of Prop/Cmp For Loss</i>										
2650.000	Sale Of Scrap	8,000.00	.00	8,000.00	.00	.00	8,962.34	(962.34)	112	1,261.62
2665.000	Sale-Equipment	2,855.00	.00	2,855.00	.00	.00	.00	2,855.00	0	280.00
2690.001	Damages to WB Property	.00	.00	.00	3,651.12	.00	3,651.12	(3,651.12)	+++	.00
<i>Sale Of Prop/Cmp For Loss Totals</i>		\$10,855.00	\$0.00	\$10,855.00	\$3,651.12	\$0.00	\$12,613.46	(\$1,758.46)	116%	\$1,541.62
<i>Misc Local Sources</i>										
2701.000	Refund Appro Exp Prior Yr	.00	.00	.00	.00	.00	(674.70)	674.70	+++	1,123.54
2770.001	NSF Check Charge	5,000.00	.00	5,000.00	980.00	.00	7,490.00	(2,490.00)	150	9,135.00
2770.599	Undesignated	10,500.00	.00	10,500.00	2,331.90	.00	4,839.54	5,660.46	46	2,029.28
<i>Misc Local Sources Totals</i>		\$15,500.00	\$0.00	\$15,500.00	\$3,311.90	\$0.00	\$11,654.84	\$3,845.16	75%	\$12,287.82
<i>Interfund Revenues</i>										
2801.A	Interfd Rev From G/Fd	237,500.00	.00	237,500.00	.00	.00	.00	237,500.00	0	.00
2801.GA	Interfd Rev WtrBd-Sewr	.00	.00	.00	.00	.00	159,958.34	(159,958.34)	+++	.00
<i>Interfund Revenues Totals</i>		\$237,500.00	\$0.00	\$237,500.00	\$0.00	\$0.00	\$159,958.34	\$77,541.66	67%	\$0.00
REVENUE TOTALS		\$11,418,269.00	\$0.00	\$11,418,269.00	\$619,835.54	\$0.00	\$8,915,314.65	\$2,502,954.35	78%	\$8,085,565.97
Fund FA - Water Board - Water Totals		\$11,418,269.00	\$0.00	\$11,418,269.00	\$619,835.54	\$0.00	\$8,915,314.65	\$2,502,954.35		\$8,085,565.97
Fund GA - Water Board - Sewer										
REVENUE										
<i>Departmental Income</i>										
2120.001	District 1	2,146,410.00	.00	2,146,410.00	2,189.36	.00	1,475,092.98	671,317.02	69	1,413,403.77
2120.002	District 2	2,514,064.00	.00	2,514,064.00	678,669.00	.00	1,955,934.65	558,129.35	78	1,950,644.83
2120.003	District 3	1,862,688.00	.00	1,862,688.00	1,798.07	.00	1,211,190.44	651,497.56	65	1,133,871.51
2120.005	Industrial CSIRU	4,035,200.00	.00	4,035,200.00	3,630.08	.00	2,336,172.21	1,699,027.79	58	2,040,103.26
2120.006	Industrial SIU	8,365,632.00	.00	8,365,632.00	1,065,975.93	.00	8,591,431.96	(225,799.96)	103	7,458,642.92
2120.007	Waste Hauler Fees	3,000.00	.00	3,000.00	.00	.00	3,225.00	(225.00)	108	3,809.29
2120.008	Hydrant Usage	6,656.00	.00	6,656.00	2,148.11	.00	10,166.32	(3,510.32)	153	6,210.84
2120.102	Town Of Niagara	675,000.00	.00	675,000.00	.00	.00	608,626.54	66,373.46	90	792,882.19
2122.001	Visual Inspections	.00	.00	.00	.00	.00	(120.00)	120.00	+++	(60.00)
2122.002	Dye Tests	41,102.00	.00	41,102.00	5,040.00	.00	56,107.50	(15,005.50)	137	42,305.00
2128.001	District 1	84,090.00	.00	84,090.00	.00	.00	87,691.69	(3,601.69)	104	88,413.65
2128.002	District 2	60,870.00	.00	60,870.00	19,597.85	.00	59,296.97	1,573.03	97	56,334.40
2128.003	District 3	68,300.00	.00	68,300.00	.00	.00	82,290.30	(13,990.30)	120	58,463.46
2128.005	Industrial	15,000.00	.00	15,000.00	.00	.00	17,257.82	(2,257.82)	115	33,632.76
2128.006	Industrial SIU	19,100.00	.00	19,100.00	.00	.00	191,392.01	(172,292.01)	1002	7,287.99
2141.000	Allowance for Unpaid Trfd	20,715.00	.00	20,715.00	.00	.00	61,324.51	(40,609.51)	296	70,540.98
<i>Departmental Income Totals</i>		\$19,917,827.00	\$0.00	\$19,917,827.00	\$1,779,048.40	\$0.00	\$16,747,080.90	\$3,170,746.10	84%	\$15,156,486.85
<i>Use Of Money & Property</i>										
2401.000	Interest Earnings	80,500.00	.00	80,500.00	.00	.00	1,199.50	79,300.50	1	34,411.72
<i>Use Of Money & Property Totals</i>		\$80,500.00	\$0.00	\$80,500.00	\$0.00	\$0.00	\$1,199.50	\$79,300.50	1%	\$34,411.72



Revenue Budget Performance Report

Fiscal Year to Date 11/30/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund	GA - Water Board - Sewer									
	REVENUE									
	<i>Licenses And Permits</i>									
2590.006	SIU 5-Yr Permits	6,250.00	.00	6,250.00	.00	.00	1,000.00	5,250.00	16	7,750.00
	<i>Licenses And Permits Totals</i>	\$6,250.00	\$0.00	\$6,250.00	\$0.00	\$0.00	\$1,000.00	\$5,250.00	16%	\$7,750.00
	<i>Fines And Forfeits</i>									
2620.000	Forfeitures Of Deposits	800.00	.00	800.00	.00	.00	.00	800.00	0	450.00
	<i>Fines And Forfeits Totals</i>	\$800.00	\$0.00	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	0%	\$450.00
	<i>Sale Of Prop/Cmp For Loss</i>									
2650.000	Sale Of Scrap	2,350.00	.00	2,350.00	.00	.00	.00	2,350.00	0	1,253.51
2665.000	Sale-Equipment	.00	.00	.00	70,130.00	.00	70,130.00	(70,130.00)	+++	.00
2680.000	Insurance Recoveries	.00	.00	.00	.00	.00	.00	.00	+++	(26,979.30)
2690.001	Damages to WB Property	84,525.00	.00	84,525.00	.00	.00	.00	84,525.00	0	131,580.10
	<i>Sale Of Prop/Cmp For Loss Totals</i>	\$86,875.00	\$0.00	\$86,875.00	\$70,130.00	\$0.00	\$70,130.00	\$16,745.00	81%	\$105,854.31
	<i>Misc Local Sources</i>									
2701.000	Refund Appro Exp Prior Yr	(7,800.00)	.00	(7,800.00)	.00	.00	(39,455.88)	31,655.88	506	1,520.03
2770.599	Undesignated	.00	.00	.00	.00	.00	31,897.40	(31,897.40)	+++	50.00
	<i>Misc Local Sources Totals</i>	(\$7,800.00)	\$0.00	(\$7,800.00)	\$0.00	\$0.00	(\$7,558.48)	(\$241.52)	97%	\$1,570.03
	<i>Interfund Revenues</i>									
2801.F	Interfd Rev Fr Water	.00	.00	.00	.00	.00	162,096.34	(162,096.34)	+++	.00
	<i>Interfund Revenues Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$162,096.34	(\$162,096.34)	+++	\$0.00
	REVENUE TOTALS	\$20,084,452.00	\$0.00	\$20,084,452.00	\$1,849,178.40	\$0.00	\$16,973,948.26	\$3,110,503.74	85%	\$15,306,522.91
Fund	GA - Water Board - Sewer Totals	\$20,084,452.00	\$0.00	\$20,084,452.00	\$1,849,178.40	\$0.00	\$16,973,948.26	\$3,110,503.74		\$15,306,522.91
Fund	VFG - Plant Fund									
	REVENUE									
	<i>Use Of Money & Property</i>									
2401.000	Interest Earnings	1,100,000.00	.00	1,100,000.00	.00	.00	345,611.75	754,388.25	31	217,054.58
	<i>Use Of Money & Property Totals</i>	\$1,100,000.00	\$0.00	\$1,100,000.00	\$0.00	\$0.00	\$345,611.75	\$754,388.25	31%	\$217,054.58
	<i>Misc Local Sources</i>									
2770.000	Other Unclassif'd Revenue	.00	.00	.00	.00	.00	1,146.16	(1,146.16)	+++	.00
	<i>Misc Local Sources Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,146.16	(\$1,146.16)	+++	\$0.00
	<i>Proceeds Of Obligations</i>									
4990.000	Grant Revenue	.00	.00	.00	.00	.00	2,247,241.22	(2,247,241.22)	+++	1,273,235.49
	<i>Proceeds Of Obligations Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,247,241.22	(\$2,247,241.22)	+++	\$1,273,235.49
	REVENUE TOTALS	\$1,100,000.00	\$0.00	\$1,100,000.00	\$0.00	\$0.00	\$2,593,999.13	(\$1,493,999.13)	236%	\$1,490,290.07
Fund	VFG - Plant Fund Totals	\$1,100,000.00	\$0.00	\$1,100,000.00	\$0.00	\$0.00	\$2,593,999.13	(\$1,493,999.13)		\$1,490,290.07
	Grand Totals	\$32,602,721.00	\$0.00	\$32,602,721.00	\$2,469,013.94	\$0.00	\$28,483,262.04	\$4,119,458.96		\$24,882,378.95



Expense Budget Performance Report

Fiscal Year to Date 11/30/21

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund	GA - Water Board - Sewer									
	EXPENSE									
	<i>Personnel - Position Control</i>									
0110.000	Biweekly Payroll	2,801,679.00	.00	2,801,679.00	98,286.14	.00	2,260,657.03	541,021.97	81	2,499,792.22
0153.000	Stipend	.00	.00	.00	230.77	.00	3,346.16	(3,346.16)	+++	96.15
	<i>Personnel - Position Control Totals</i>	\$2,801,679.00	\$0.00	\$2,801,679.00	\$98,516.91	\$0.00	\$2,264,003.19	\$537,675.81	81%	\$2,499,888.37
	<i>Personnel Services</i>									
0111.000	Biweekly Comp Differential	.00	.00	.00	.00	.00	6,125.51	(6,125.51)	+++	1,815.45
0125.000	Insurance OPT Out	122,148.00	.00	122,148.00	4,504.07	.00	94,830.67	27,317.33	78	99,532.54
0130.000	Temporary Payroll	111,964.00	(13,691.00)	98,273.00	6,785.00	.00	163,805.86	(65,532.86)	167	139,425.08
0140.000	Overtime	223,300.00	(5,000.00)	218,300.00	14,419.19	.00	150,304.95	67,995.05	69	193,600.43
0150.000	Acting Next-In-Rank Pay	12,480.00	.00	12,480.00	671.78	.00	16,320.44	(3,840.44)	131	15,378.75
0151.A	Sunday Contractual Pay	.00	.00	.00	1,836.79	.00	42,599.59	(42,599.59)	+++	44,293.20
0152.000	Shift Premium Pay	8,500.00	.00	8,500.00	6.82	.00	8,341.73	158.27	98	8,710.64
0155.A	Holiday Contractual Pay	.00	.00	.00	3,463.70	.00	20,942.76	(20,942.76)	+++	26,021.64
0155.000	Holiday Pay	9,298.00	.00	9,298.00	9,050.45	.00	60,249.93	(50,951.93)	648	75,224.54
0165.000	Military Leave	.00	.00	.00	330.20	.00	10,918.16	(10,918.16)	+++	3,056.61
0170.000	Overtime Meals	6,225.00	.00	6,225.00	132.75	.00	4,198.50	2,026.50	67	5,194.00
0181.000	Vacation Pay	.00	.00	.00	4,546.62	.00	152,869.28	(152,869.28)	+++	139,415.41
0182.000	Personal Time	.00	.00	.00	153.77	.00	3,433.66	(3,433.66)	+++	4,705.33
0183.000	Compensatory Time Off	.00	.00	.00	899.66	.00	10,024.03	(10,024.03)	+++	5,229.71
0184.000	Funeral Leave	.00	.00	.00	140.39	.00	6,814.92	(6,814.92)	+++	7,921.61
0185.000	Jury Duty	.00	.00	.00	.00	.00	3,891.12	(3,891.12)	+++	.00
0186.000	Call-In Time	7,750.00	.00	7,750.00	384.98	.00	17,913.11	(10,163.11)	231	17,678.69
0189.000	Sick Leave	.00	.00	.00	2,362.07	.00	63,092.83	(63,092.83)	+++	69,841.95
	<i>Personnel Services Totals</i>	\$501,665.00	(\$18,691.00)	\$482,974.00	\$49,688.24	\$0.00	\$836,677.05	(\$353,703.05)	173%	\$857,045.58
	<i>Capital Outlays</i>									
0210.000	Furniture & Furnishings	.00	4,000.00	4,000.00	.00	961.31	998.00	2,040.69	49	.00
0230.000	Motor Vehicle Equipment	.00	.00	.00	.00	.00	.00	.00	+++	7,178.78
0250.000	Other Equipment	.00	6,500.00	6,500.00	.00	.00	6,213.76	286.24	96	.00
0250.500	Safety Equipment	25,000.00	.00	25,000.00	130.00	20.66	10,882.68	14,096.66	44	20,403.72
	<i>Capital Outlays Totals</i>	\$25,000.00	\$10,500.00	\$35,500.00	\$130.00	\$981.97	\$18,094.44	\$16,423.59	54%	\$27,582.50
	<i>Contractual Expenses</i>									
0411.000	Office Supplies	2,750.00	.00	2,750.00	837.40	431.08	2,065.32	253.60	91	2,502.56
0412.000	Uniforms	2,170.00	.00	2,170.00	.00	.00	1,954.00	216.00	90	1,973.00
0413.000	Safety Shoes	10,400.00	.00	10,400.00	955.43	.00	6,433.87	3,966.13	62	5,229.50
0414.000	Automotive-Gas,Oil,Grease	40,000.00	.00	40,000.00	3,550.18	.00	30,720.02	9,279.98	77	30,650.56
0416.000	Consumable Printed Forms	700.00	.00	700.00	.00	.00	624.92	75.08	89	280.70
0417.000	Tool Allowance	300.00	.00	300.00	147.32	.00	297.32	2.68	99	300.00
0419.001	Automotive Parts	25,000.00	.00	25,000.00	1,830.25	791.55	28,183.26	(3,974.81)	116	38,138.74
0419.003	Cleaning/Sanitary	5,000.00	5,000.00	10,000.00	710.36	.00	5,991.88	4,008.12	60	4,121.22



Expense Budget Performance Report

Fiscal Year to Date 11/30/21
Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund	GA - Water Board - Sewer									
	EXPENSE									
	<i>Contractual Expenses</i>									
0419.004	Agricultural/Botanical	40,000.00	.00	40,000.00	.00	40,000.00	.00	.00	100	40,000.00
0419.005	Tools & Machine Parts	207,100.00	.00	207,100.00	93,353.00	21,793.57	160,423.94	24,882.49	88	168,725.62
0419.006	Construction/Repair	142,500.00	.00	142,500.00	31,148.63	6,940.27	106,678.21	28,881.52	80	123,891.32
0419.008	Signals/Communication	5,000.00	.00	5,000.00	3,250.00	.00	3,250.00	1,750.00	65	1,602.30
0419.009	Misc Chemicals	19,500.00	.00	19,500.00	.00	7,879.06	10,235.00	1,385.94	93	13,846.84
0419.010	Laboratory	26,000.00	.00	26,000.00	.00	3,218.51	18,765.69	4,015.80	85	14,862.15
0419.012	Carbon	110,000.00	(30,000.00)	80,000.00	.00	.00	4,928.00	75,072.00	6	97,587.50
0419.014	Ferric Chloride	410,000.00	.00	410,000.00	37,721.01	22,939.66	343,752.28	43,308.06	89	352,240.71
0419.016	Primary Polymer	120,000.00	.00	120,000.00	.00	13,304.00	36,696.00	70,000.00	42	55,044.00
0419.017	Sludge Polymer	110,000.00	.00	110,000.00	.00	55,000.00	74,880.00	(19,880.00)	118	54,080.00
0419.018	Pebble Lime	230,000.00	.00	230,000.00	12,602.44	58,681.75	127,283.88	44,034.37	81	143,981.28
0419.024	Hypochlorite Solution	2,500,000.00	.00	2,500,000.00	720,785.10	12,869.68	3,035,169.67	(548,039.35)	122	2,484,979.26
0419.028	Hydrogen Peroxide	200,000.00	.00	200,000.00	.00	.00	.00	200,000.00	0	.00
0419.599	Undesignated Supplies	49,000.00	220.00	49,220.00	2,960.39	10,130.09	34,449.15	4,640.76	91	41,244.17
0421.001	Phone Extension Chgs	43,925.00	.00	43,925.00	3,841.65	.00	39,266.14	4,658.86	89	39,454.87
0421.002	Wireless Services	16,000.00	.00	16,000.00	752.52	.00	7,241.34	8,758.66	45	8,058.46
0422.000	Light & Power	633,000.00	.00	633,000.00	54,355.11	.00	547,651.80	85,348.20	87	533,319.87
0423.000	Water/Sewer	486,000.00	.00	486,000.00	.00	.00	504,112.54	(18,112.54)	104	447,123.35
0424.000	Gas	25,000.00	.00	25,000.00	2,360.49	.00	16,429.54	8,570.46	66	19,236.49
0432.000	Property Insurance	142,500.00	.00	142,500.00	.00	.00	.00	142,500.00	0	.00
0433.000	Liability Insurance	88,512.00	.00	88,512.00	65,486.72	.00	181,069.02	(92,557.02)	205	170,950.46
0440.003	Motor Vehicle Equipment	80,000.00	.00	80,000.00	9,550.07	500.00	75,784.42	3,715.58	95	68,436.86
0440.599	Undesignated Leases	1,050.00	.00	1,050.00	63.10	.00	931.07	118.93	89	761.64
0441.000	Rental Of Real Property	75.00	.00	75.00	.00	.00	41.00	34.00	55	41.00
0442.000	Rental Of Equipment	14,000.00	.00	14,000.00	352.08	.00	4,344.19	9,655.81	31	15,935.70
0442.003	Motor Vehicle Equip Rentl	.00	9,565.00	9,565.00	507.50	.00	9,012.90	552.10	94	4,433.87
0442.599	Undesignated Rentals	2,700.00	.00	2,700.00	503.65	.00	2,184.83	515.17	81	1,714.78
0443.000	Repair Of Real Property	35,000.00	.00	35,000.00	10,346.37	980.59	27,452.82	6,566.59	81	10,305.09
0444.000	Repair Of Equipment	163,745.00	.00	163,745.00	11,471.30	13,540.41	79,361.02	70,843.57	57	117,691.73
0446.000	Computer Services	2,500.00	.00	2,500.00	349.97	.00	3,849.76	(1,349.76)	154	3,849.74
0449.000	Billing & Collection	42,500.00	.00	42,500.00	3,429.72	.00	37,726.89	4,773.11	89	39,272.16
0449.002	Sludge Disposal	1,750,000.00	.00	1,750,000.00	229,642.00	.00	1,777,172.11	(27,172.11)	102	1,296,791.23
0449.004	Special Security	.00	.00	.00	.00	.00	.00	.00	+++	475.00
0449.500	Safety-Contractual	3,200.00	.00	3,200.00	53.50	.00	1,903.73	1,296.27	59	1,927.50
0449.599	Undesignated Services	157,000.00	39,563.00	196,563.00	30,831.23	14,931.60	171,338.64	10,292.76	95	102,256.48
0451.000	Consultants	73,762.00	.00	73,762.00	45,422.55	3,043.61	111,018.97	(40,300.58)	155	74,471.02
0454.000	Attorney Services	80,000.00	.00	80,000.00	1,900.70	.00	47,075.58	32,924.42	59	37,591.70
0461.000	Postage	15,000.00	.00	15,000.00	1,145.45	.00	40,798.24	(25,798.24)	272	17,989.39



Expense Budget Performance Report

Fiscal Year to Date 11/30/21
Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund	GA - Water Board - Sewer									
	EXPENSE									
	<i>Contractual Expenses</i>									
0463.000	Travel & Training Expense	8,320.00	1,717.00	10,037.00	6,437.00	.00	6,936.00	3,101.00	69	2,141.50
0463.500	Safety Training	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	700.00
0465.000	Laundry & Cleaning	8,745.00	.00	8,745.00	82.70	269.88	1,155.12	7,320.00	16	6,531.12
0466.000	Books,Mags. & Memberships	500.00	.00	500.00	.00	.00	2,010.00	(1,510.00)	402	1,800.00
0467.000	Advertising	500.00	.00	500.00	106.45	.00	435.15	64.85	87	189.22
0471.000	Recruitment Expenditures	400.00	.00	400.00	117.50	.00	476.50	(76.50)	119	278.80
	<i>Contractual Expenses Totals</i>	\$8,130,354.00	\$26,065.00	\$8,156,419.00	\$1,388,960.84	\$287,245.31	\$7,729,561.73	\$139,611.96	98%	\$6,699,010.46
	<i>Employee Benefits</i>									
0801.000	NYS E.R.S. Retirement	391,435.00	.00	391,435.00	.00	.00	106,755.83	284,679.17	27	94,959.33
0820.000	Worker's Compensation	262,000.00	.00	262,000.00	846.30	.00	1,914.57	260,085.43	1	4,244.44
0830.000	Life Insurance	11,660.00	.00	11,660.00	.00	.00	11,140.29	519.71	96	11,003.85
0840.000	Unemployment Ins. NYS	17,253.00	.00	17,253.00	.00	.00	.00	17,253.00	0	24,139.85
0860.000	Medical Insurance	2,675,896.00	.00	2,675,896.00	.00	.00	1,845,939.61	829,956.39	69	2,089,086.26
0861.000	Dental Insurance	28,400.00	.00	28,400.00	.00	.00	.00	28,400.00	0	.00
0863.000	Vision Care Insurance	5,982.00	.00	5,982.00	.00	.00	4,774.93	1,207.07	80	5,350.54
0865.000	Chiropractic Insurance	965.00	.00	965.00	.00	.00	560.00	405.00	58	840.00
	<i>Employee Benefits Totals</i>	\$3,393,591.00	\$0.00	\$3,393,591.00	\$846.30	\$0.00	\$1,971,085.23	\$1,422,505.77	58%	\$2,229,624.27
	<i>Employee Benefit - FICA</i>									
0810.000	Social Security	276,572.00	.00	276,572.00	10,429.29	.00	231,087.14	45,484.86	84	251,142.67
	<i>Employee Benefit - FICA Totals</i>	\$276,572.00	\$0.00	\$276,572.00	\$10,429.29	\$0.00	\$231,087.14	\$45,484.86	84%	\$251,142.67
	EXPENSE TOTALS	\$15,128,861.00	\$17,874.00	\$15,146,735.00	\$1,548,571.58	\$288,227.28	\$13,050,508.78	\$1,807,998.94	88%	\$12,564,293.85
Fund	GA - Water Board - Sewer Totals	\$15,128,861.00	\$17,874.00	\$15,146,735.00	\$1,548,571.58	\$288,227.28	\$13,050,508.78	\$1,807,998.94		\$12,564,293.85
	Grand Totals	\$15,128,861.00	\$17,874.00	\$15,146,735.00	\$1,548,571.58	\$288,227.28	\$13,050,508.78	\$1,807,998.94		\$12,564,293.85



Expense Budget Performance Report

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Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund	FA - Water Board - Water									
	EXPENSE									
	<i>Personnel - Position Control</i>									
0110.000	Biweekly Payroll	2,429,005.00	.00	2,429,005.00	69,305.33	.00	1,839,762.77	589,242.23	76	1,985,268.89
0153.000	Stipend	4,925.00	.00	4,925.00	461.48	.00	8,652.50	(3,727.50)	176	5,633.20
	<i>Personnel - Position Control Totals</i>	\$2,433,930.00	\$0.00	\$2,433,930.00	\$69,766.81	\$0.00	\$1,848,415.27	\$585,514.73	76%	\$1,990,902.09
	<i>Personnel Services</i>									
0111.000	Biweekly Comp Differential	.00	.00	.00	.00	.00	.00	.00	+++	874.00
0125.000	Insurance OPT Out	66,872.00	.00	66,872.00	2,122.63	.00	50,569.47	16,302.53	76	55,486.86
0130.000	Temporary Payroll	22,650.00	(4,180.00)	18,470.00	400.00	.00	14,413.38	4,056.62	78	44,885.26
0140.000	Overtime	75,319.00	.00	75,319.00	2,146.29	.00	65,813.32	9,505.68	87	70,138.50
0150.000	Acting Next-In-Rank Pay	.00	.00	.00	390.96	.00	1,257.66	(1,257.66)	+++	453.00
0151.A	Sunday Contractual Pay	14,385.00	.00	14,385.00	637.56	.00	14,178.42	206.58	99	13,824.36
0152.000	Shift Premium Pay	.00	.00	.00	6.88	.00	3,814.36	(3,814.36)	+++	3,705.69
0155.A	Holiday Contractual Pay	6,950.00	.00	6,950.00	920.30	.00	5,436.02	1,513.98	78	6,087.04
0155.000	Holiday Pay	.00	.00	.00	8,068.27	.00	62,895.21	(62,895.21)	+++	75,606.80
0165.000	Military Leave	.00	.00	.00	.00	.00	.00	.00	+++	181.98
0170.000	Overtime Meals	2,505.00	.00	2,505.00	55.25	.00	1,720.50	784.50	69	1,706.50
0181.000	Vacation Pay	.00	.00	.00	5,849.78	.00	180,968.73	(180,968.73)	+++	134,377.23
0182.000	Personal Time	.00	.00	.00	244.97	.00	10,716.12	(10,716.12)	+++	5,815.70
0183.000	Compensatory Time Off	.00	.00	.00	326.94	.00	2,920.36	(2,920.36)	+++	2,736.31
0184.000	Funeral Leave	.00	.00	.00	575.76	.00	4,349.58	(4,349.58)	+++	2,856.99
0186.000	Call-In Time	6,475.00	.00	6,475.00	219.13	.00	5,916.97	558.03	91	4,995.69
0189.000	Sick Leave	.00	.00	.00	3,789.10	.00	75,742.88	(75,742.88)	+++	59,046.91
0190.000	Vacation Cash Conversion	5,329.00	.00	5,329.00	.00	.00	2,431.92	2,897.08	46	2,407.84
	<i>Personnel Services Totals</i>	\$200,485.00	(\$4,180.00)	\$196,305.00	\$25,753.82	\$0.00	\$503,144.90	(\$306,839.90)	256%	\$485,186.66
	<i>Capital Outlays</i>									
0210.000	Furniture & Furnishings	500.00	5,000.00	5,500.00	352.00	1,323.78	3,982.74	193.48	96	.00
0220.000	Office Equipment	500.00	.00	500.00	86.40	.00	86.40	413.60	17	.00
0230.000	Motor Vehicle Equipment	86,000.00	.00	86,000.00	.00	.00	1,999.00	84,001.00	2	.00
0250.000	Other Equipment	28,000.00	(2,500.00)	25,500.00	.00	5,245.23	16,984.44	3,270.33	87	7,079.33
0250.007	Computer Equipment	25,500.00	.00	25,500.00	71.22	4,850.91	2,788.90	17,860.19	30	25,930.00
0250.500	Safety Equipment	7,957.00	(5,000.00)	2,957.00	418.04	.00	2,534.97	422.03	86	9,530.71
	<i>Capital Outlays Totals</i>	\$148,457.00	(\$2,500.00)	\$145,957.00	\$927.66	\$11,419.92	\$28,376.45	\$106,160.63	27%	\$42,540.04
	<i>Contractual Expenses</i>									
0411.000	Office Supplies	15,200.00	(1,000.00)	14,200.00	3,517.40	709.83	8,742.69	4,747.48	67	7,960.31
0412.000	Uniforms	2,050.00	.00	2,050.00	.00	.00	1,183.00	867.00	58	2,087.61
0413.000	Safety Shoes	8,200.00	.00	8,200.00	372.79	.00	4,387.06	3,812.94	54	4,932.83
0414.000	Automotive-Gas,Oil,Grease	45,000.00	.00	45,000.00	6,067.15	366.97	39,805.39	4,827.64	89	40,148.60
0415.000	Fuel Oil	30,000.00	(21,000.00)	9,000.00	.00	.00	8,083.56	916.44	90	.00
0416.000	Consumable Printed Forms	700.00	.00	700.00	.00	.00	624.92	75.08	89	280.70



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Fund	FA - Water Board - Water									
	EXPENSE									
	<i>Contractual Expenses</i>									
0417.000	Tool Allowance	150.00	.00	150.00	149.22	.00	149.22	.78	99	147.92
0419.001	Automotive Parts	20,000.00	.00	20,000.00	2,257.03	1,501.17	17,304.15	1,194.68	94	28,568.62
0419.003	Cleaning/Sanitary	5,000.00	.00	5,000.00	.00	2,022.80	1,902.40	1,074.80	79	909.91
0419.005	Tools & Machine Parts	77,500.00	.00	77,500.00	6,121.21	12,009.70	54,098.62	11,391.68	85	61,988.56
0419.006	Construction/Repair	174,000.00	.00	174,000.00	11,591.80	19,583.83	132,894.66	21,521.51	88	158,606.96
0419.009	Misc Chemicals	361,000.00	21,000.00	382,000.00	15,223.13	75,267.33	290,562.37	16,170.30	96	308,653.69
0419.010	Laboratory	31,000.00	.00	31,000.00	4,024.61	1,384.17	20,706.73	8,909.10	71	24,791.86
0419.599	Undesignated Supplies	9,450.00	.00	9,450.00	461.96	2,157.27	5,002.01	2,290.72	76	5,372.37
0421.001	Phone Extension Chgs	25,000.00	.00	25,000.00	1,758.76	.00	18,714.48	6,285.52	75	19,694.80
0421.002	Wireless Services	16,000.00	.00	16,000.00	1,132.42	.00	11,379.86	4,620.14	71	11,765.03
0422.000	Light & Power	500,000.00	.00	500,000.00	42,835.02	.00	509,305.40	(9,305.40)	102	489,127.76
0423.000	Water/Sewer	698,000.00	.00	698,000.00	.00	.00	499,180.22	198,819.78	72	519,633.51
0424.000	Gas	20,000.00	.00	20,000.00	20.06	.00	10,582.06	9,417.94	53	10,168.68
0432.000	Property Insurance	85,000.00	.00	85,000.00	.00	.00	.00	85,000.00	0	.00
0433.000	Liability Insurance	65,500.00	.00	65,500.00	43,657.82	.00	140,710.77	(75,210.77)	215	131,355.55
0440.003	Motor Vehicle Equipment	84,000.00	.00	84,000.00	9,550.09	.00	74,786.34	9,213.66	89	71,676.24
0440.599	Undesignated Leases	1,050.00	.00	1,050.00	112.10	.00	1,054.17	(4.17)	100	1,164.16
0441.000	Rental Of Real Property	.00	.00	.00	.00	.00	24.00	(24.00)	+++	48.00
0442.000	Rental Of Equipment	4,000.00	.00	4,000.00	352.07	.00	3,383.16	616.84	85	3,006.80
0442.003	Motor Vehicle Equip Rentl	5,000.00	8,306.00	13,306.00	507.50	.00	9,012.88	4,293.12	68	4,433.87
0442.599	Undesignated Rentals	5,000.00	.00	5,000.00	88.29	573.09	1,806.23	2,620.68	48	2,127.61
0444.000	Repair Of Equipment	23,700.00	194.00	23,894.00	.00	621.50	6,676.52	16,595.98	31	19,211.93
0446.000	Computer Services	4,000.00	.00	4,000.00	349.98	.00	3,849.69	150.31	96	3,849.71
0446.008	Software Maint/Licenses	335,000.00	.00	335,000.00	34,594.53	31,796.54	314,802.89	(11,599.43)	103	165,120.59
0449.000	Billing & Collection	42,500.00	.00	42,500.00	3,429.71	.00	37,726.84	4,773.16	89	39,272.22
0449.001	Sludge Removal	80,000.00	.00	80,000.00	.00	60,669.33	.00	19,330.67	76	.00
0449.003	Waste Disposal	.00	.00	.00	.00	.00	.00	.00	+++	427.78
0449.500	Safety-Contractual	1,300.00	5,000.00	6,300.00	571.90	1,964.85	3,340.65	994.50	84	1,927.50
0449.599	Undesignated Services	830,000.00	(21,694.00)	808,306.00	362.26	4,176.04	804,740.80	(610.84)	100	774,286.25
0451.000	Consultants	63,000.00	.00	63,000.00	28,688.49	1,128.49	68,877.06	(7,005.55)	111	49,473.60
0454.000	Attorney Services	50,000.00	.00	50,000.00	1,900.69	.00	45,403.03	4,596.97	91	42,649.42
0461.000	Postage	20,000.00	.00	20,000.00	1,145.47	.00	40,798.23	(20,798.23)	204	17,957.75
0463.000	Travel & Training Expense	13,800.00	(2,000.00)	11,800.00	161.98	.00	4,655.43	7,144.57	39	6,099.99
0465.000	Laundry & Cleaning	3,000.00	.00	3,000.00	.00	.00	980.53	2,019.47	33	.00
0466.000	Books,Mags. & Memberships	.00	.00	.00	210.00	.00	210.00	(210.00)	+++	.00
0467.000	Advertising	500.00	.00	500.00	106.46	.00	392.21	107.79	78	189.22
0471.000	Recruitment Expenditures	800.00	.00	800.00	117.50	.00	342.50	457.50	43	458.98
<i>Contractual Expenses Totals</i>		\$3,755,400.00	(\$11,194.00)	\$3,744,206.00	\$221,439.40	\$215,932.91	\$3,198,182.73	\$330,090.36	91%	\$3,029,576.89



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Fund	FA - Water Board - Water									
	EXPENSE									
	<i>Employee Benefits</i>									
0801.000	NYS E.R.S. Retirement	195,817.00	.00	195,817.00	.00	.00	53,377.92	142,439.08	27	47,479.67
0820.000	Worker's Compensation	262,000.00	.00	262,000.00	622.70	.00	1,355.50	260,644.50	1	5,215.39
0830.000	Life Insurance	8,931.00	.00	8,931.00	.00	.00	8,750.22	180.78	98	8,374.91
0840.000	Unemployment Ins. NYS	26,019.00	.00	26,019.00	.00	.00	.00	26,019.00	0	24,139.82
0860.000	Medical Insurance	1,572,882.00	.00	1,572,882.00	.00	.00	1,192,122.55	380,759.45	76	1,298,020.21
0861.000	Dental Insurance	55,305.00	.00	55,305.00	.00	.00	.00	55,305.00	0	.00
0863.000	Vision Care Insurance	4,240.00	.00	4,240.00	.00	.00	3,153.89	1,086.11	74	3,475.20
0865.000	Chiropractic Insurance	2,200.00	.00	2,200.00	.00	.00	1,280.00	920.00	58	960.00
	<i>Employee Benefits Totals</i>	\$2,127,394.00	\$0.00	\$2,127,394.00	\$622.70	\$0.00	\$1,260,040.08	\$867,353.92	59%	\$1,387,665.20
	<i>Employee Benefit - FICA</i>									
0810.000	Social Security	215,454.00	.00	215,454.00	7,117.79	.00	175,680.29	39,773.71	82	184,625.19
	<i>Employee Benefit - FICA Totals</i>	\$215,454.00	\$0.00	\$215,454.00	\$7,117.79	\$0.00	\$175,680.29	\$39,773.71	82%	\$184,625.19
	EXPENSE TOTALS	\$8,881,120.00	(\$17,874.00)	\$8,863,246.00	\$325,628.18	\$227,352.83	\$7,013,839.72	\$1,622,053.45	82%	\$7,120,496.07
Fund	FA - Water Board - Water Totals	\$8,881,120.00	(\$17,874.00)	\$8,863,246.00	\$325,628.18	\$227,352.83	\$7,013,839.72	\$1,622,053.45		\$7,120,496.07
	Grand Totals	\$8,881,120.00	(\$17,874.00)	\$8,863,246.00	\$325,628.18	\$227,352.83	\$7,013,839.72	\$1,622,053.45		\$7,120,496.07



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Fund	FGB - Water Board									
	EXPENSE									
	<i>Contractual Expenses</i>									
0419.599	Undesignated Supplies	2,000.00	.00	2,000.00	455.66	.00	3,537.18	(1,537.18)	177	3,924.42
0451.000	Consultants	35,000.00	.00	35,000.00	.00	.00	59,957.07	(24,957.07)	171	15,266.50
0454.000	Attorney Services	100,000.00	(200.00)	99,800.00	.00	.00	27,495.20	72,304.80	28	196,878.95
0459.000	Auditors	28,000.00	.00	28,000.00	.00	.00	32,838.50	(4,838.50)	117	31,785.32
0461.000	Postage	250.00	200.00	450.00	.00	.00	22.04	427.96	5	.00
0466.000	Books,Mags. & Memberships	7,050.00	.00	7,050.00	.00	.00	4,509.00	2,541.00	64	4,014.00
	<i>Contractual Expenses Totals</i>	\$172,300.00	\$0.00	\$172,300.00	\$455.66	\$0.00	\$128,358.99	\$43,941.01	74%	\$251,869.19
	EXPENSE TOTALS	\$172,300.00	\$0.00	\$172,300.00	\$455.66	\$0.00	\$128,358.99	\$43,941.01	74%	\$251,869.19
Fund	FGB - Water Board Totals	\$172,300.00	\$0.00	\$172,300.00	\$455.66	\$0.00	\$128,358.99	\$43,941.01		\$251,869.19
	Grand Totals	\$172,300.00	\$0.00	\$172,300.00	\$455.66	\$0.00	\$128,358.99	\$43,941.01		\$251,869.19

Req #	Invoice Date	PP # of #	VENDOR	Project Name	DESCRIPTION	INVOICE	AMOUNT	CIP FUNDING ACCOUNT
2021-161	9/24/2021	NA	CPL	Combined Projects-Misceleneous	Professional Services-Capital Work Management	77813	\$ 41,711.66	C-5
2021-162	9/7/2021	2	KS State Bank	Fleet Replacement	2018 Freightliner Truck	3352480	\$ 60,739.71	C-3
2021-163	8/24/2021	8	AECOM	Consent Order Services-Pilot Scale Testing Evaluation	Pilot Scale Testing Evaluation-Professional Services	2000531338	\$ 20,990.55	WWTP-17
2021-164	9/13/2021	17	AECOM	Consent Order Services	CO Services Exclusive of 11&14	2000538690	\$ 10,044.05	WWTP-4D
2021-165	10/7/2021	Final-Retention	Pinto Construction Services	Sewer Repair	15"Sewer repair 1340 Michigan Ave	Retention	\$ 1,748.10	S-8
2021-166	10/5/2021	1	Miris Building Supplies	Lift Station work	Roofing improvements at the Lift station	183220/187133/183716/187526	\$ 2,643.81	S-8
2021-167	9/14/2021	2-Final	EJ Prescott	Miscellaneous Project	6"Gate Valve	5872590	\$ 7,125.00	W-30
2021-168	9/24/2021	1	CPL	77th Street Main	Design & Bid development for 77th Street main	77814	\$ 17,931.00	W-11
2021-169	9/2/2021	1	Payne Carpet Outlet	ED room improvements	Carpets	101805/101799	\$ 4,505.00	WTP-6
2021-170	7/26/2021	1	4th Generation	Sewer Repair	7th St 21" Combined Sewer Repair-Still need to pay Retainage of \$8,750.45	Final	\$ 166,258.55	S-8
2021-171	11/3/2021	5	CIR Electric	WWTP Rehab Phase 4 Electrical	Electrical Work	43588	\$ 32,021.53	WWTP-1
							\$ 365,718.96	

NFWB Live

Budget Amendments Report

From Date: 11/1/2021 - To Date: 11/30/2021

Account	G/L Date	Journal	Description	Increases	Decreases	Amended Balance
Fund: FA Water Board - Water						
Department: 1990 Contingency Account						
Sub Department: 0000 .						
0449.599 - Undesignated Services				Amended Balance as of: 11/1/2021		\$30,000.00
	11/10/2021	2021-00003507	TO FUND A2K NETWORK REDESIGN & DIGITAL PHONE LINES PROJECT	\$0.00	\$20,000.00	\$8,500.00
				\$0.00	\$20,000.00	\$10,000.00
Sub Department: 0000 . Totals:				\$0.00	\$20,000.00	
Department: 1990 Contingency Account Totals:				\$0.00	\$20,000.00	
Department: 8150 Information Technology						
Sub Department: 0000 .						
0446.008 - Software Maint/Licenses				Amended Balance as of: 11/1/2021		(\$20,000.00)
	11/10/2021	2021-00003507	TO FUND A2K NETWORK REDESIGN & DIGITAL PHONE LINES PROJECT	\$20,000.00	\$0.00	\$335,000.00
				\$20,000.00	\$0.00	\$0.00
Sub Department: 0000 . Totals:				\$20,000.00	\$0.00	
Department: 8150 Information Technology Totals:				\$20,000.00	\$0.00	
Department: 8330 Purification						
Sub Department: 0100 Operations						
0415.000 - Fuel Oil				Amended Balance as of: 11/1/2021		\$30,000.00
	11/22/2021	2021-00003629	BALANCE MISC. CHEMICALS BUDGET LINE	\$0.00	\$4,000.00	\$26,000.00
	11/23/2021	2021-00003635	BALANCE MISC CHEMICAL BUDGET LINE	\$0.00	\$17,000.00	\$9,000.00
				\$0.00	\$21,000.00	\$9,000.00
0419.009 - Misc Chemicals				Amended Balance as of: 11/1/2021		\$330,000.00
	11/22/2021	2021-00003629	BALANCE MISC. CHEMICALS BUDGET LINE	\$4,000.00	\$0.00	\$334,000.00
	11/23/2021	2021-00003635	BALANCE MISC CHEMICAL BUDGET LINE	\$17,000.00	\$0.00	\$351,000.00
				\$21,000.00	\$0.00	\$351,000.00
Sub Department: 0100 Operations Totals:				\$21,000.00	\$21,000.00	
Department: 8330 Purification Totals:				\$21,000.00	\$21,000.00	

NFWB Live

Budget Amendments Report

From Date: 11/1/2021 - To Date: 11/30/2021

Account	G/L Date	Journal	Description	Increases	Decreases	Amended Balance
Fund: FA Water Board - Water						
Department: 8340 Transmissn/Distribution						
Sub Department: 0200 Maintenance						
0463.000 - Travel & Training Expense				Amended Balance as of: 11/1/2021		\$2,000.00
	11/10/2021	2021-00003508	TO FUND J KOURY CDL CLASS A SCHOOL	\$0.00	\$2,000.00	\$0.00
				\$0.00	\$2,000.00	\$0.00
Sub Department: 0200 Maintenance Totals:				\$0.00	\$2,000.00	
Department: 8340 Transmissn/Distribution Totals:				\$0.00	\$2,000.00	
Department: 9901 Interfund Transfers						
Sub Department: 0000 .						
0900.GA - Transfer To Sewer Divisn.				Amended Balance as of: 11/1/2021		\$0.00
	11/10/2021	2021-00003508	TO FUND J KOURY CDL CLASS A SCHOOL	\$2,000.00	\$0.00	\$2,000.00
				\$2,000.00	\$0.00	\$2,000.00
Sub Department: 0000 . Totals:				\$2,000.00	\$0.00	
Department: 9901 Interfund Transfers Totals:				\$2,000.00	\$0.00	
Fund Totals: Water Board - Water				\$43,000.00	\$43,000.00	
Fund: GA Water Board - Sewer						
Department: 8120 Sewers						
Sub Department: 4900 Collection System						
0449.599 - Undesignated Services				Amended Balance as of: 11/1/2021		\$25,000.00
	11/10/2021	2021-00003508	TO FUND J KOURY CDL CLASS A SCHOOL	\$0.00	\$1,437.00	\$23,563.00
				\$0.00	\$1,437.00	\$23,563.00
0463.000 - Travel & Training Expense				Amended Balance as of: 11/1/2021		\$3,000.00
	11/10/2021	2021-00003508	TO FUND J KOURY CDL CLASS A SCHOOL	\$3,437.00	\$0.00	\$6,437.00
				\$3,437.00	\$0.00	\$6,437.00
Sub Department: 4900 Collection System Totals:				\$3,437.00	\$1,437.00	
Department: 8120 Sewers Totals:				\$3,437.00	\$1,437.00	

NFWB Live

Budget Amendments Report

From Date: 11/1/2021 - To Date: 11/30/2021

Account	G/L Date	Journal	Description	Increases	Decreases	Amended Balance
Fund: GA Water Board - Sewer						
Department: 9901 Interfund Transfers						
Sub Department: 0000 .						
0900.FA - Transfer To Water Divisn.				Amended Balance as of: 11/1/2021		(\$20,000.00)
	11/10/2021	2021-00003508	TO FUND J KOURY CDL CLASS A SCHOOL	\$0.00	\$2,000.00	(\$22,000.00)
				\$0.00	\$2,000.00	(\$22,000.00)
Sub Department: 0000 . Totals:				\$0.00	\$2,000.00	
Department: 9901 Interfund Transfers Totals:				\$0.00	\$2,000.00	
Fund Totals: Water Board - Sewer				\$3,437.00	\$3,437.00	
Grand Totals:				\$46,437.00	\$46,437.00	



Monthly O&M Report **For the Month of November 2021**

1. Treatment & Plant Maintenance

1.1. Water – Robert Rowe, updated 12/01/2021.

OPERATIONS AND MAINTENANCE

Total water production for the month of November was 576 million gallons. The average daily water production was 19.2 million gallons. The plant data summary table is included below for your reference.

2021 TOTALS AND AVERAGES

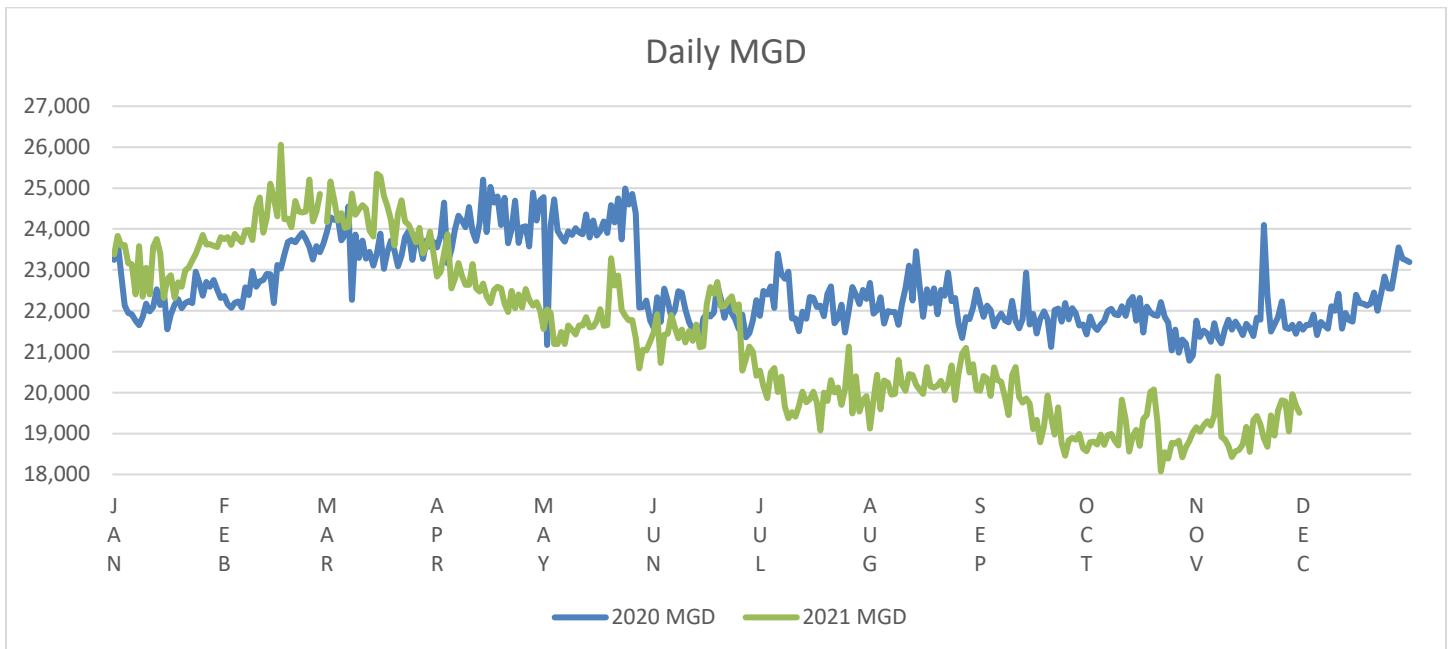
	R/W	PRE CL2	PACL	H2SiF6	PO4	POST CL2	F/W 1000 GAL/ DAY
	PUMPAGE	LBS	LBS	LBS	LBS	LBS	
JAN	719125	6987	157000	18691	1968	3939	23198
FEB	681002	6389	150200	18097	1847	3998	24322
MAR	752361	7210	177400	19096	1994	4684	24270
APR	677021	6706	129000	15693	1746	4322	22567
MAY	672042	7449	120700	15869	1819	4293	21679
JUN	647984	7631	96900	14000	1772	4054	21599
JUL	618489	8800	93200	13164	1695	4055	19951
AUG	627495	9628	101200	13459	1696	3997	20242
SEP	587289	8881	105200	12509	1704	3361	19576
OCT	586999	8063	109800	12925	1700	3349	18935
NOV	575545	6763	112700	13599	1692	3294	19185
DEC	0	0	0	0	0	0	0
TOTAL	7145352	84507	1353300	167102	19633	43346	235524



FOR COMPARISON: 2020 TOTALS AND AVERAGES

	F/W	PRE CL2	PACL	H2SiF6	PO4	POST CL2	F/W 1000 GAL/ DAY
	PUMPAGE	LBS	LBS	LBS	LBS	LBS	
JAN	691945	7205	131000	16189	1891	4034	22321
FEB	666612	6664	122800	15907	1846	4169	22987
MAR	731884	7609	131400	17442	2053	4478	23609
APR	725504	8039	135500	17675	2121	4428	24183
MAY	738265	8462	130200	18122	2099	4565	23815
JUN	657717	8481	129100	16749	1755	4280	21924
JUL	689194	9709	158000	17736	1912	4492	22232
AUG	689025	10707	156100	18731	1949	3798	22227
SEP	656138	9352	139100	16674	1883	3643	21871
OCT	673130	8665	140100	17134	1910	3389	21714
NOV	651028	8449	140100	16533	1802	3160	21701
DEC	688777	7688	146800	17533	1873	3338	22219
TOTAL	8259219	101030	1660200	206425	23094	47774	270802

Chart Comparing Daily Finished Water Flows, 2020 Versus 2021





2021 ANALYTICAL RESULTS

	RAW TURB	RAW pH	PRE Cl2 RES.mg/l	POST Cl2 RES.mg/l	EFF TURB NTU	EFF pH	F. RES mg/l
JAN	8.8	8.1	0.63	1.23	0.023	7.6	0.72
FEB	7.3	8.1	0.57	1.23	0.020	7.5	0.72
MAR	5.8	8.1	0.56	1.24	0.015	7.5	0.71
APR	3.3	8.1	0.54	1.23	0.013	7.5	0.68
MAY	2.5	8.0	0.55	1.24	0.019	7.5	0.73
JUN	0.7	8.0	0.55	1.23	0.025	7.6	0.69
JUL	4.1	8.1	0.52	1.25	0.029	7.6	0.67
AUG	0.8	8.2	0.54	1.25	0.037	7.7	0.69
SEP	0.8	8.1	0.56	1.24	0.025	7.6	0.68
OCT	0.8	8.1	0.54	1.21	0.028	7.6	0.69
NOV	2.6	8.0	0.58	1.22	0.028	7.5	0.70
DEC							
AVG	3.4	8.1	0.56	1.23	0.024	7.6	0.70

Operations and Maintenance Highlights

The need for a booster pump system to aid and back-up our Chlorine dosing into the raw water has been discussed and has become more evident. We have started the process of sourcing equipment and drawing up plans.

*Drawings have been completed and submitted to Dept. of Health for approval.

The Freeze Thaw Bed solids removal has been completed for the year, and we expect no difficulties for the winter months.

Sedimentation Basin Cleanings have been completed for the fall season, and we will revisit them in the spring of 2022.

Water pumping remains low compared to previous years, and we hope this trend continues as it will help to offset dramatically increased chemical prices for 2022.



1.2. Wastewater – Bob Dunn, Chief Operator- updated 11/30/2021.

Sampling notes: None

OPERATIONAL and MAINTENANCE- Highlights

Project #1 – Sedimentation Basin and Screening rehab. Clean-out of the Scum well has been completed with the pumps and piping associated with the new screening system installed. Work continues on the Chain and flights in Basin #5. Progress still being made on the platforms for the new doghouse and detour around the drive motors. Still no timeframe on the installation of the new added weirs.

Project #2 - Gorge Pumping Station Rehab. The isolation sluice gate between wet wells 2 and 3 has been removed as well as the steel plate and the new gate has been installed. Clean-up from the rock scaling is being scheduled, hopefully with the help of the Parks Department as they seem to be the cause of the debris. CIR is putting together the temporary system that will be tied in to our existing to facilitate the new panel that is to be installed. Danforth will be re-mobilizing to finish more of their scope of HVAC work.

Project #3 – Poly, Grit conveyor and BFP controls. Initial setups (1-BFP, 1-Primary) are in place with housekeeping pads, waiting for Moellenberg Betts to begin running the associated piping. Also, plans are being formulated to run drain piping from the upper level (tank level) to the lower basement level. Some of the existing drain piping in that lower area has collapsed, therefore new piping will need to be run to the existing drain piping that will take the flow. Redundant Polymer setup(s) will begin when the first 2 setups are fully operational. HMI controls for the BFP's are to be relocated to the top level next to each individual BFP. Main on/off controls will be housed in the old vacuum filter room, with the proper air changes to protect equipment.

Project #5 – Electrical. No new updates to report.

Project #7 – HVAC. No new updates to report.

Project #9 & 11 – Inside/Outside piping. Upsized sewer pipe as well as new Sodium Hypochloride piping has been run as well as new manholes in two locations installed. Currently backfilling the trenches, and prepping to replace curbing and complete paving of the dig site. Core drilling is mostly complete, and trenching is set to begin on the outside of the building, leading to the sludge pump building.

Project #10 – Kaman (Over all controls). Kaman is currently working on some controls for the Belt Filter Press project as well as the Polymer controls. Making plans for new location of HMI's and confirming speed controls for all pumps associated with each individual BFP are implemented to allow operator control locally.

Some housekeeping projects have been completed with upgrades to the bathrooms in the Admin building and some painting in various common areas. All and all Plant conditions are very good with excellent work being done by all departments.



2021	FLOWS			Chlorine	Rainfall	SLUDGE		Polymer		FeCl3	LIME	H2O2	NaOCl	Grit
	INF/EFF	CBE	GPS	Residual		NET	LANDFILL	BFP	PRIM					
MONTH	MGD	MGD	MGD	PPM	inches	(Tons)	(Tons)	(Lbs)	(Lbs)	(gals.)	(Tons)	(gals.)	(gals.)	(Tons)
January	32.12	41.31	13.50	2.2	0.3	2421.0	643.0	3664.0	4398.0	27380	121.8	0	367350	18.8
February	23.60	43.20	12.12	1.8	0.6	1721.0	518.0	2391.0	3107.0	19700	45.7	0	424560	12.0
March	24.32	45.57	12.00	2.0	0.7	2805.0	816.0	3397.0	3430.0	21380	79.0	0	301700	41.2
April	24.18	45.25	12.28	1.8	0.7	2150.0	582.0	2800.0	3335.0	22160	86.1	0	478895	26.0
May	20.59	42.66	11.12	1.6	0.8	1674.0	463.0	2334.0	3345.0	22500	69.8	0	697120	46.4
June	20.69	41.20	11.28	1.6	0.7	1735.0	524.0	2641.0	3363.0	21800	67.8	810	763300	65.3
July	26.76	48.23	12.75	1.4	6.1	1516.0	455.0	2544.0	3629.0	24780	55.7	6140	711170	15.9
August	19.49	36.87	11.21	1.3	0.4	1544.0	440.0	2846.0	3368.0	21420	91.6	0	739870	15.6
September	24.36	43.10	12.14	1.9	0.7	1775.0	533.0	2943.0	3931.0	24840	100.1	0	817405	23.5
October	25.66	44.13	12.74	1.9	2.2	1281.0	394.0	1753.0	3854.0	25100	82.4	0	744630	15.8
November	24.03	35.73	12.71	2.0	1.0	1624.0	470.0	1899.0	3573.0	23360	77.6	0	431430	11.0
December														
Totals	24.16	42.48	12.17	1.8	14.2	20246.0	5838.0	29212.0	39333.0	254420	877.6	6950	6477430	291.5

Explanation of data abbreviations:

INF: Influent

EFF: Effluent

CBE Carbon Bed Effluent

GPS: Gorge Pump Station

MGD: Millions of Gallons per Day

PPM: Parts Per Million

BFP: Belt Filter Press

PRIM: Primary

FeCl3: Ferric Chloride

H2O2: Peroxide

NaOCl: Sodium Hypochlorite

2020 Data for Comparison Purposes

WASTEWATER TREATMENT PLANT OPERATING DATA														
2020	FLOWS			Chlorine	Rainfall	SLUDGE		Polymer		FeCl3	LIME	H2O2	NaOCl	Grit
	INF/EFF	CBE	GPS	Residual		NET	LANDFILL	BFP	PRIM					
MONTH	MGD	MGD	MGD	PPM	inches	(Tons)	(Tons)	(Lbs)	(Lbs)	(gals.)	(Tons)	(gals.)	(gals.)	(Tons)
January	32.12	41.31	13.50	2.2	2.8	2421.0	643.0	3664.0	4398.0	27380	121.8	0	367350	88.5
February	28.21	40.68	13.30	2.2	2.2	2407.0	645.0	3502.0	4453.0	25990	110.3	0	382270	63.6
March	30.34	44.14	14.18	2.2	2.3	2241.0	603.0	3007.0	4577.0	28140	83.2	0	576380	28.3
April	28.86	42.86	13.41	2.1	2.6	1869.0	520.0	2985.0	4566.0	28647	90.6	0	415530	23.5
May	25.97	39.11	12.77	2.0	2.3	1520.0	408.0	2758.0	4382.0	26220	75.1	0	445580	15.5
June	21.28	38.59	14.24	1.9	2.3	1967.0	524.0	3305.0	4115.0	24120	108.4	0	478980	74.6
July	20.64	36.86	13.87	2.1	1.7	1673.0	457.0	3371.0	3725.0	21800	88.1	0	588800	26.4
August	19.48	33.53	11.81	2.2	1.5	1753.0	473.0	3920.0	3846.0	23000	113.2	0	692042	6.2
September	18.93	33.15	11.48	2.2	0.9	1426.7	430.0	2768.0	3806.4	21020	122.4	0	508210	16.1
October	20.37	31.72	10.91	2.1	2.4	1712.0	514.0	3314.0	4102.0	23980	107.9	0	671750	5.7
November	19.39	30.74	8.64	2.0	1.0	2208.0	693.0	3663.0	3477.0	20710	116.7	0	600580	9.6
December	24.68	39.05	12.20	2.2	2.0	2555.0	711.0	3207.0	4826.0	26665	58.5	0	370865	25.9
Totals	24.19	37.65	12.53	2.1	24.0	23752.7	6621.0	39464.0	50273.4	297672	1196.2	0	6098337	383.9



2.1. Sewer Collection & Water Distribution Michael Eagler, updated 12/1/2021

Water Distribution													
2021	Main Breaks	Service Leaks	Curb Box Reset	Valve Repaired	Valve Replaced	Hydrant Replaced	Hydrant Repaired	Hydrant Flow	Hydrant Flush-Winterized	Hydrant Leaks	Hydrants out of Service	Misc. Service Calls	Concrete
January	8	9	9	3	3	7	6	0	329	0	0	83	3
February	10	8	7	0	0	2	1	0	368	0	0	101	11
March	6	13	5	9	7	7	1	0	510	0	0	157	19
April	10	14	12	1	5	9	1	0	439	0	0	128	7
May	6	9	13	1	1	9	1	22	0	0	0	90	14
June	10	14	11	1	8	9	1	31	0	0	0	107	20
July	0	3	6	1	1	7	5	13	0	0	0	85	5
August	4	14	11	5	1	9	3	23	0	0	0	51	24
September	10	6	4	3	4	5	6	26	0	0	0	46	7
October	2	11	4	6	11	1	5	50	116	0	0	50	17
November	6	10	13	1	3	3	2	45	109	0	0	85	28
December													

3. Analytical Services

3.1 Water Laboratory – Jordan Boyd, updated 11/29/2021

1. New York State Sanitary Code Part V Monitoring/Reporting

- November samples have been collected & analyzed in-house for TOC, DOC & UV254 on both finished and source water, all samples were in compliance.
- Monthly collection and reporting for the Distribution System were conducted (60 Samples for Free Chlorine, Turbidity, Phosphate, Fluoride, Standard Plate Count & Mf Coliform. Those results were satisfactory and were within reporting limits).
- November quarterly sampling for Trihalomethanes and Haloacetic Acids was conducted, and all samples were within range. These samples were analyzed inhouse.

2. In-house/DEC Monitoring

- All in-house monitoring for bacteriology and water chemistry have been within normal limits.
- The monthly SPDES sample collected from the freeze thaw bed was within normal limits.
- Samples analyzed for 2021: 13,423.
- No water main breaks or community complaints were sampled in November 2021.



3. Laboratory Concerns

- The Laboratory Analyzed 34 Trihalomethanes and Haloacetic Acids samples for 17 Municipalities of Niagara County. The Laboratory analyzed 9 samples for Total Organic Carbon and 9 required Wet Chemistry analysis for City of Lockport and Town of Tonawanda, as well as 3 Wet Chemistry samples from the Village of Lewiston, and 1 Total Suspended Solids sample from Niagara County Water District.
- The Microbiology lab analyzed 16 samples from the Aquarium of Niagara's indoor and outdoor pools as well as 3 samples from the Village of Lewiston. All results were reported to the representative contacts.
- Revenue created in 2021 is \$31,655.50.

3.2 Wastewater Laboratory - Brian Eldridge 12/1/2021

1. The data for November's State Pollutant Discharge Elimination System (SPDES) report is currently being compiled with no anticipated violations.
2. The BHC sampling for the 4th quarter will be conducted in December.



4. Customers & Compliance

4.1. Meter Shop – Bob Reid Updated 11/30/21

MONTH:	WORK ORDERS	STOPPED METERS	Registers Replaced	SCRAPPED METERS	INDUSTRIAL METERS READ	RESIDENTIAL METERS READ
JANUARY	115	0	12	0	0	7191
FEBRUARY	91	2	9	0	0	5264
MARCH	125	1	7	0	565	5473
APRIL	90	0	4	0	0	7191
MAY	101	3	6	0	0	5260
JUNE	108	3	8	0	565	5453
JULY	110	4	4	0	0	7191
AUGUST	93	0	7	0	0	5253
SEPTEMBER	92	5	8	0	565	5451
OCTOBER	120	4	4	0	0	7192
NOVEMBER	134	3	6	0	0	5247
DECEMBER						
TOTAL	1089	26	75	0	1130	58905

METER READINGS:

DISTRICT 3	B.REID	M.MACRI	V.Virtuoso	J.PAUL	F.DERUBEIS	TOTAL
11/1/21	1372			1605		2977
11/2/21	1367			868		2235
11/4/21				35		35
TOTAL	2739			2508		5247

Shop read 5247 residential meters for the month. Also continued testing large meters on Wednesdays.



4.2. Industrial Monitoring / Enforcement – Joel Paradise updated 12/02/2021

Hauled Waste Program – The Hauled waste moratorium imposed on August 16th, 2017 is still in effect. All indications are that this program will not be reinstated.

Investigations/Enforcement – All inspections have been conducted and Notices of Violation have been issued as required.

SIU Updates:

1. All SIU (Significant Industrial User) whose discharge permits nearing expiration in the next several months have been sent their renewal applications for our review and eventual reissuance of their NFWB wastewater discharge permit. This is an ongoing and continuing process.
The Cross Connection Inspectors work of conducting his inspections as a function of building sales, monitoring the annual tests results of all back flow prevention devices, along with updating our database and filing/archiving the hard copies has been progressing on schedule.
2. SIU discharge permits are being continually updated using the most recent data generated by Steve Stewart to verify / adjust discharge limits.
3. The RFP for the Local Limits re-evaluation will be released in early 2021. Work on the RFP document commenced in 2019 but its release was delayed due to the need for technical assistance in preparing the RFP itself and the workload of several of the consultants believed to be likely proposers, and subsequently has been further delayed by disruptions resulting from the COVID-19 pandemic. The RFP will be released in early 2021 and barring the cost of the study exceeding available funds, a local limits evaluation will be completed in 2021.
4. The Industrial Pretreatment Program's submission of the Annual IPP Report to the EPA with a copy to the DEC was mailed out on schedule on January 26th, 2021. It was acknowledged as received by both parties. We have not received a response as of 6/7/2021. **UPDATE:** On Monday July 11, 2021 we received the EPA with comments. Those comments will be addressed. Subsequent calls the between the NFWB and the EPA determined that the items in question can be resolved when the 2021 Annual Report is submitted in early 2022.
5. A proposal was received on 3/8/2021 to add a low volume non-hazardous waste stream to SIU permit #76, Chemours Company FC LLC, Necco Park (Necco Park). Necco Park submitted the sampling of the waste stream to us as requested. Those results indicated a relatively innocuous non-hazardous waste stream that nothing in the results would preclude us from accepting the addition of the stream to SIU permit #76. A verification sample was collected on 4/21/2021 by the IPP group for our evaluation. Those results mirrored Chemours results. They must now submit a discharge permit modification request along with the \$250.00 fee to review such a request. (continued)
6. The process of archiving the Industrial Pretreatment Program files, which is done every 2 years, began the week of 4/5/2021 and was completed the week of 5/3/2021. Arrangements are being made to have them stored at the WTP.
7. Second quarter SIU quarterly reports due on May 31, 2021 have all been received. They are being logged, reviewed, checked for discharge permit compliance and passed on to Steve Stewart to update the MAIL/RAIL tables.



Industrial Monitoring / Enforcement 12/02/2021 (continued)

8. On Friday, June 4, 2021, Rob Locey from the DEC called to report that the DEC has begun an investigation of odor issues emanating from Cascades. The Water Board shared our experiences with compliance issues and conducted our inspection of the facility regarding the odor issues on Monday, June 7, 2021. Rob will keep us apprised of the situation.
9. Tuesday, June 8, 2021- the quarterly BHC sampling was successfully conducted without incident.
10. Regarding Cascades, the Water Board and DEC have held several meetings with Cascades concerning the progress of their WWTP. They have been made amply clear that it is imperative that they get the treatment plant operating as designed as soon as possible. The process of getting the treatment plant operating as designed is multifaceted requiring many individual process changes. Cascades has been required to give the Water Board daily detailed progress reports each Friday and analysis of their discharge to the Water Board daily. We are closely monitoring the progress and we have also been at their site daily. We are in constant contact with Cascades and receive weekly updates each Friday. On Saturday 9/11/2021 the reactor was shut down to affect an internal repair. If the repairs go as planned, it will go a long way toward getting their WWTP functioning as designed and back in compliance with their discharge permit. We are in the process of drafting an Order on Consent with advice being solicited from the DEC and EPA. Met with Cascades and Greenpac officials for an extensive update. Agreed to meet later this week / next week to discuss the 3rd Qtr sewer bill.
11. The quarterly mercury sampling in the collection system was completed as required on Wednesday 10/6/2021.
12. The quarterly BHC collection system was completed on November 2nd, 2021 but those samples will have to be recollected because of interference observed while doing the analysis.
13. The SIU 4th quarter Quarterly Reports due no later than November 30th, 2021 have started to arrive.
14. Began the process of combining the SIU discharge permits issued to Cascades and Greenpac as recommended by the USEPA.
15. Discussed scope and set schedule for the "Industrial survey" being conducted at 10 SIUs by John Goeddertz.
16. All of the 4th Quarter quarterly SIU Self-monitoring Reports have been received and are being logged and compliance to their respective NFWB discharge permits is being verified.
17. The 4th quarter quarterly BHC sampling in the sewer collection system has been scheduled for Monday 12/6/2021.
18. Negotiations to get Cascades back into compliance with their discharge permit are ongoing. There are many moving parts to this situation and meetings with Cascades, the DEC and the NFWB continue as the NFWB and the DEC closely monitors Cascades progress in getting their ETP back working as designed. Progress is being made, albeit slowly. We are in the process of writing an Order on Consent and assessing violations and associated fines.



5. Support Services

5.1. Safety – AFI Environmental (Pat Ackerman) 11/16/2021

- Created Cold Stress – Protection while working in Cold Environments training PowerPoint with WNYCOSH
- Performed Cold Stress – Protection while working in Cold Environments training at the WTP and WWTP
- Reviewed Project 9 HASP regarding possible Asbestos Materials and regulatory requirements
- Updated Emergency Response Plan (ERP)
- Performed routine EHS walkthrough's at WWTP

6. Technical Services – Doug Williamson, updated 11/30/2021

1. Hazard Mitigation Grant Program HMGP Project No.4204-0003:

We had to resend a revised executed contract agreement between the NYS DHSES and the NFWB on November 24th in order to receive reimbursement for costs incurred during the Phase II WWTP Protective Measures contract 68. The HMGP 4204-0003 Niagara Falls Water Board- FY2021 Q4 Report was submitted on October 13th along with a reimbursement request.

2. LaSalle SSO Abatement Program and Consent Order (R9-20080528-32):

We are planning on revising the current LaSalle consent order for years 12 - 18 and eliminate the remaining work items within the schedule that have a negligible impact on I & I. We are hoping to receive a second NYSDEC Engineering Planning grant of \$100,000 that was submitted on 7/30/21 for new Sanitary Sewer Evaluation Surveys in LaSalle and the engineering report. We were currently planning on beginning this work starting in 2022. We are also hoping to receive the NYSDEC WQIP grant of \$885,000 that was submitted on 7/30/21 for the construction improvements recommended by this engineering report.

3. NYSDEC Consent Order (R9-20170906-129) WWTP Phase I and II Projects:

In November, we continued to support CPL and the design consultants on the WWTP Phase I and II projects. Monthly construction progress meetings were held for ongoing projects.

Project 1 Sedimentation Basins and Scum Collection System Modification – A progress meeting was not held in November. Construction at sedimentation basin no.5 is ongoing.

Project 2 GPS Rehabilitation - A progress meeting was held on November 22nd. Construction is ongoing.

Project 3 Screenings and Grit Transport Equipment Improvements – progress meetings were held on November 2nd, 12th and 30th. Construction is ongoing.

Project 5 Electrical System Improvements – substation grounding and stoning and 480 V breaker retrofit projects are moving forward.



6. Continued

Project 7 Replacement of Critical Heating & Ventilation Equipment – HVAC and Electrical construction will not commence until next year due to equipment delivery lead times.

Project 9 Interior Piping Improvements – progress meeting was held on November 10th. Construction is ongoing.

Project 11 Exterior Piping Improvements – progress meeting was held on November 16th. Construction is ongoing.

4. **NYSDEC WWTP SPDES Permit NY0026336 and Consent Order (R9-20170906-129)**

Items:

In November, we continued to address the WWTP SPDES Permit NY0026336 and Consent Order (R9-20170906-129) items.

The WWTP chlorine dioxide study pilot operations and testing was completed in September, the data was compiled in October and we are waiting for the report.

We had a follow-up meeting on November 3rd and a letter was sent to the NYSDEC on November 30th regarding the report of noncompliance that was provided to the NYSDEC on October 28th for a violation of the SPDES permit level for Beta BHC that occurred in September.

5. **WWTP and Chemical Bulk Storage Tanks:**

In November, we continued addressing corrective actions due to the Notice of Violation from the NYSDEC for the WWTP Chemical Bulk Storage (CBS). The Sulfuric Acid tank #213 was drained. The Hydrogen Peroxide tank #211-A transfer station pad was recoated.

6. **RFP 2020-04 Design Report for Improvements in WWTP Processing, Handling and Disposal of Sludge**

In November, there was no progress with GHD on the design report.

7. **Town of Niagara Sewer Flow Monitoring**

The 2022 sanitary sewer service charges and flow monitoring data were provided to the Town of Niagara on November 24th. We are looking into renegotiating the Agreement in early 2024.

8. **Stormwater Management**

The WNYSC met in November.

9. **Engineering Support**

In November, the engineering department continued to provide engineering and GIS support to NFWB departments, engineering consultants and developers as needed.



6. Continued

10. Capital Improvement Projects:

In November, the **5 Year Capital Improvement Plan** project statuses and progress continued to be tracked. Updated plan for the 2021 WIIA Water and Sewer grant application projects and potential funding sources.

Water Projects

In November, CPL continued design work and has been trying to obtain record drawings from City Engineering for the Whitney Avenue and 77th Street watermain replacement projects. CPL was authorized to begin design work on the 18th Street watermain - Ontario Avenue to Whitney Avenue on October 25th.

We are still working with the City of Niagara Falls engineering department to receive the Engineering Hold items to close out EFC Project No.18435 Bollier Avenue.

The WIIA Water Grant application and engineering report were submitted on November 19, 2021.

Sewer Projects

The WIIA Sewer Grant application and engineering report were submitted on November 19, 2021.

WTP Projects

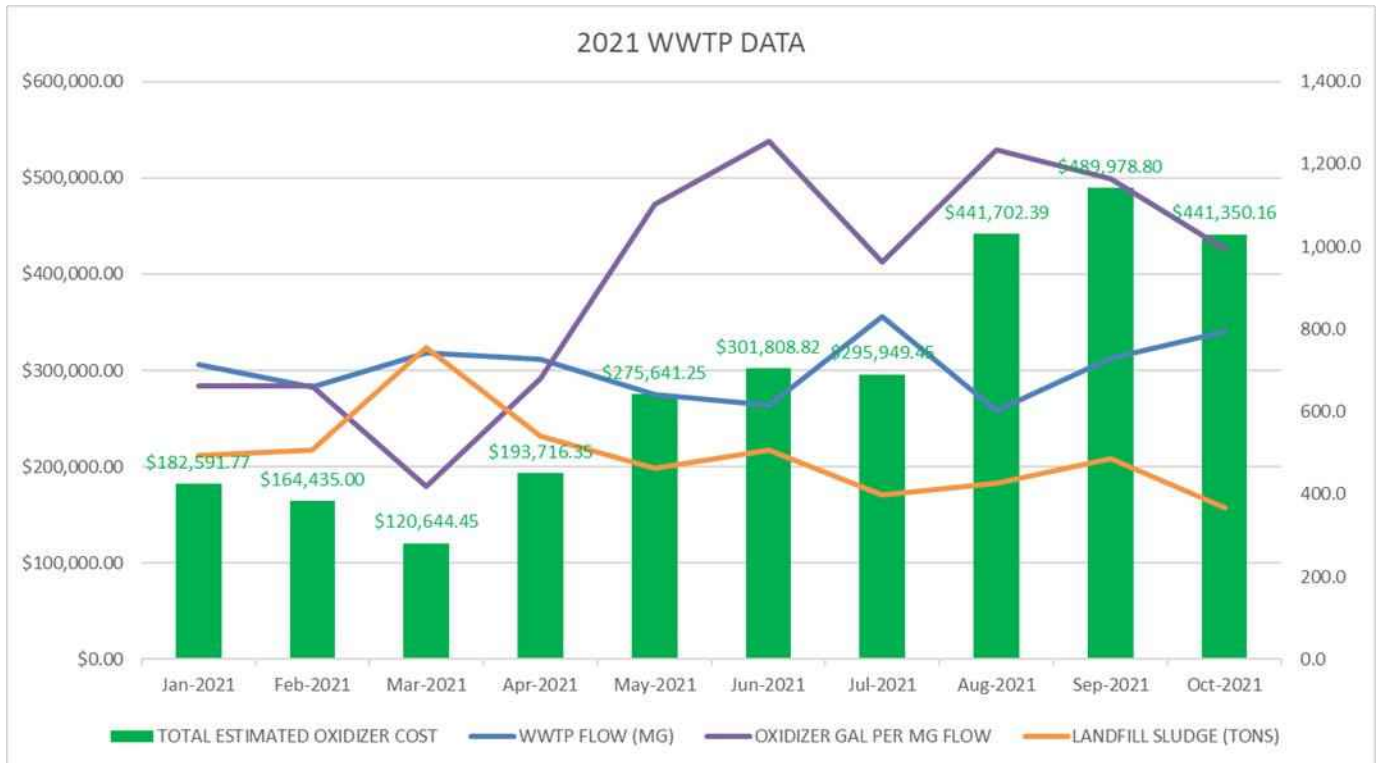
The bid opening for the WTP RFP for HVAC Improvements was held on November 9th at 2 pm.

WWTP Projects

In November, the WWTP Intermediate Pumps and Check Valve upgrades RFP MWBE requirements were waived. The RFP is ready to be advertised.



6. Continued





6. Continued

2021 OXIDIZER BUDGET

BUDGET = \$2,050,000.00 for year

COST = \$2,907,818.42 to date

% USED = 141.84% to date

BUDGET = \$5,616.44 per day avg. \$170,833.33 per month avg.

COST = \$9,565.19 per day avg. \$290,781.84 per month avg.

23.2 Flow (MGD) 304 total days



WWTP DATA		OXIDIZER USAGE				SLUDGE REMOVAL			
MONTH	FLOW (MG)	H2O2 (GAL)	NaOCl (GAL)	GAL PER MG FLOW	TOTAL ESTIMATED COST	LANDFILL SLUDGE (TONS)	SOLIDS THROUGH PUT (%)	FERRIC CHLORIDE (TONS)	LIME (TONS)
Jan-2021	714.9	0	461,790	663	\$182,591.77	494.8	88.2	40.7	66.8
Feb-2021	660.8	0	415,870	664	\$164,435.00	507.8	62.0	37.0	42.7
Mar-2021	742.1	0	305,120	419	\$120,644.45	756.2	102.7	40.1	81.9
Apr-2021	726.4	0	489,925	682	\$193,716.35	540.3	94.4	41.8	78.9
May-2021	640.6	0	697,120	1102	\$275,641.25	463.4	125.2	42.2	69.8
Jun-2021	616.1	0	763,300	1256	\$301,808.82	508.3	134.8	39.4	65.4
Jul-2021	831.1	6,020	707,480	964	\$295,949.45	399.2	114.6	46.6	51.7
Aug-2021	604.1	0	739,870	1236	\$441,702.39	426.6	110.1	40.2	90.6
Sep-2021	729.8	0	820,735	1164	\$489,978.80	487.0	100.0	45.4	97.6
Oct-2021	795.4	0	739,280	993	\$441,350.16	366.3	119.1	47.0	80.4
Nov-2021									
Dec-2021									
TOTALS	7,061.3	6,020	6,140,490	914	\$2,907,818.42	4,949.9	99.7	420.3	725.8

Low value for year

High value for year

2020 Oxidizer Figures for Comparison:

2020 OXIDIZER BUDGET

BUDGET = \$2,050,000.00 for year

COST = \$2,886,037.18 to date

% USED = 140.78% to date

BUDGET = \$5,601.09 per day avg. \$170,833.33 per month avg.

COST = \$7,885.35 per day avg. \$240,503.10 per month avg.

24.1 Flow (MGD) 366 total days



WWTP DATA		OXIDIZER USAGE				SLUDGE REMOVAL			
MONTH	FLOW (MG)	H2O2 (GAL)	NaOCl (GAL)	GAL PER MG FLOW	TOTAL ESTIMATED COST	LANDFILL SLUDGE (TONS)	SOLIDS THROUGH PUT (%)	FERRIC CHLORIDE (TONS)	LIME (TONS)
Jan-2020	996.3	0	362,710	387	\$164,307.63	608.7	99.5	51.4	106.1
Feb-2020	790.4	0	351,310	447	\$159,143.43	613.6	99.1	45.1	105.3
Mar-2020	940.5	0	580,170	623	\$262,817.01	573.4	92.2	52.9	80.8
Apr-2020	862.6	0	408,380	477	\$184,402.71	508.0	106.9	51.7	90.2
May-2020	798.2	0	445,470	566	\$203,175.03	395.5	106.8	49.1	76.2
Jun-2020	638.4	0	470,810	748	\$213,276.93	503.2	113.2	43.9	102.6
Jul-2020	640.1	0	588,800	923	\$266,726.40	389.3	92.8	40.9	88.3
Aug-2020	604.9	0	693,873	1159	\$314,324.47	441.7	86.9	43.8	101.3
Sep-2020	567.8	0	513,800	921	\$232,751.40	432.9	131.9	39.0	76.8
Oct-2020	630.9	0	671,750	1074	\$304,302.75	462.7	94.0	45.0	92.5
Nov-2020	581.7	0	600,560	1102	\$272,053.68	626.0	100.0	37.0	111.2
Dec-2020	765.1	0	681,580	922	\$308,755.74	595.4	76.2	40.5	106.6
TOTALS	8,816.8	0	6,369,213	779	\$2,886,037.18	6,150.5	97.7	540.1	1,137.9

Low value for year

High value for year



7. SECURITY REPORT—Bill Wright 11\30\2021

No WWTP security incidents were reported in October; the guards continue to screen contractors and visitors regarding COVID-19 and to restrict plant access.

8. INFORMATION TECHNOLOGY (I.T.) 12/1/2021

VMware Environment – Joe - No issues to report.

New World Cloud – Joe - No issues to report, New World has been up since we went live without any incidents.

Exchange Office 365 – Joe - No issues to report.

Network WTP – Joe - All systems up. Finalized project, working closely with A2k to begin preparations to complete the network upgrades.

Network WWTP – Carl - All systems up.

Network Gorge – Carl - All systems up.

Network Security – Joe – All systems secured, no incidents to report.

GPS – Carl- Joe – No issues to report.

Security Camera's – Bill-Clayton- Please refer to Bill/Clayton for additional information as cameras are located at WWTP.



MINUTES

Meeting of the Niagara Falls Water Board

November 22, 2021 at 5:00 p.m.

5815 Buffalo Avenue

Niagara Falls, NY 14304

*** As permitted by Chapter 417 of the Laws of 2021, this meeting could be attended by Board Members and members of the public either in-person or via conference call.***

1. Preliminary Matters

Chairman Forster called the meeting to order at 5:00 p.m.

a. Attendance:

Asklar (Board Member/Chairman of Finance/Member Exec. Staff Review Cmte.) *Present in person at 5:04 p.m.*

Forster (Chairman) *Present in Person*

Kimble (Board Member) *Present via Conference Call*

Larkin (Board Member/Vice Chairwoman/Governance Chairwoman/Chairwoman Exec. Staff Review Cmte.) *Present in Person*

Leffler (Board Member/Member Exec. Staff Review Cmte.) *Present in Person*

b. Comments from Chairman Forster

Chairman Forster toured the WWTP on Monday 11/15/21 with Dr. Zehraoui, Sean Costello, Bob Dunn (Chief Operator of the WWTP), Dr. John Goeddertz (AECOM), Eric Smith (WWTP Planning Resource Coordinator) and Joseph Argona (Supervisor of Maintenance) and states the plant continues to improve and work environments remain clean and safe. Chairman Forster notes that as Cascades has restored its wastewater treatment, the hypochlorite use went from a high of 33,000 gallons per day to a low last week of 6,800 gallons per day.

Chairman Forster asks the Board Members to review the O&M report – particularly pages 60 and 61. In Spring 2021 the Board authorized overtime for the outside maintenance crew to begin “popping manholes” in lieu of supporting a resolution for approximately \$210,000 for sensors. Per the pumping report from Rob Rowe (WTP Chief Operator) this appears to have been successful at finding and eliminating leaks, as the WTP was pumping 24 MGD per day last year and about 19 MGD at present.

c. Letters and Communications

- i. Niagara Falls, New York City Council Resolution 2021-54, Relative to Support for the Niagara Falls Water Board “Infrastructure Initiative”**
- ii. Niagara Falls, Ontario City Council Resolution No. 12, Support for a Clean Water Infrastructure for the Niagara River**

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

None.

b. Approval of Minutes

- i. Draft October 25, 2021 Meeting Minutes**
- ii. Draft November 8, 2021 Public Hearing and Budget Meeting Minutes**

Motion by Board Member Leffler and seconded by Board Member Larkin to approve the October 25, 2021 Meeting Minutes.

Asklar __Y__ Forster __Y__ Kimble __Y__ Larkin __Y__ Leffler __Y__

Motion carries, 5-0

Motion by Board Member Leffler and seconded by Board Member Asklar to approve the November 8, 2021 Meeting Minutes.

Asklar __Y__ Forster __Y__ Kimble __Y__ Larkin __Y__ Leffler __Y__

Motion carries, 5-0

2. Executive Director – Dr. Abderrahman Zehraoui

- a. WWTP Project Budget Tracker (CPL)**
- b. WWTP Construction Schedule Tracker (CPL)**
- c. Financial Award Summary (CPL)**

Dr. Zehraoui provided the Board with an update regarding the NFWB's Infrastructure Initiative. He has presented on the WWTP investment needs to the Western NY Legislative Delegation.

CPL provided the Board with an update regarding the project budget tracker, construction schedule tracker, and the financial award summary.

Board Member Asklar questions why the tracker shows Hohl Industrial has only billed for 2% of its share of the project when they have completed more work than that. Ted Donner explains that percentage is incorrect due to the on-going grant reimbursement process – once completed, he will be able to provide updated figures.

Chairman Forster questions the status of the gorge pumping station elevator. He explains the last two times he has visited the GPS, the elevator was inoperable. Ted Donner and Jay Meyers state that the elevator is experiencing sensor issues, causing it to malfunction – moisture is also an issue. Jay Meyers states there is no charge from the contractor for service repairs. Dr. Zehraoui would like to see an industrial dehumidifier installed and/or a larger sump pump to help rectify the issue.

Chairman Forster states the last time he visited the WWTP, there was minimal construction taking place on basin 5. Chairman Forster emphasizes the crucial role basin 5 plays in WWTP operations, and would like to see the capital project work on that basin completed as soon as possible. Jay Meyers states he is waiting on a delivery date for parts from the contractor.

3. Superintendent – William Wright

- a. Updated Water Main Tapping Fees**

4. Engineering – Douglas Williamson

Mr. Williamson noted he is updating the CIP to reflect possible funding which may result from grant applications.

5. Personnel Items – John Accardo

- a. November 22, 2021 Personnel Actions Sheet**
- b. 2022 Holiday Schedule**

Mr. Accardo states at the most recent Civil Service meeting, the Senior Administrative position was approved, and the Chief of Outside Infrastructure position was tabled.

Mr. Accardo notified the Board of the Cannabis Policy that was distributed to all NFWB staff on 11/18/21.

Mr. Accardo states the NFWB currently has approximately 41 unvaccinated employees. Chairman Forster requested updated information on the number of vaccinated and unvaccinated employees be sent to the Board.

There was discussion of smoking and vaping on the property. Dr. Zehraoui is to send a memo noting if there are smoking policy violations a no-smoking policy will be instituted on the property.

Board action is not needed on the November 22, 2021 personnel actions sheet or the 2022 holiday schedule.

6. Information Technology (IT) – Dr. Abderrahman Zehraoui

7. Finance – Brian Majchrowicz

- a. 2021 Audit**
- b. 2021 Transfer to Taxes**
- c. COVID-19 Shutoff Moratorium Payment Agreements**
- d. Revenue Budget Performance Report through Oct. 31**
- e. Sewer Fund Expense Budget Performance Report through Oct. 31**
- f. Water Fund Expense Budget Performance Report through Oct. 31**
- g. Board Fund Expense Budget Performance Report through Oct. 31**
- h. Bank Balance Report – Bank on Buffalo and KeyBank**
- i. Treasury Investment Bank Balance**
- j. Wilmington Trust Bank Balances**
- k. Capital Payments – October 2021**
- l. October 2021 Budget Amendment Report**

Mr. Majchrowicz noted that Bonadio Group auditors are scheduled to perform site work the week of February 21-25.

There have been about 80 payment or deferral agreements entered into pursuant to the NYS COVID-19 Utility Shutoff Moratorium legislation. He will be transferring other delinquent accounts to taxes.

8. Questions Regarding October 2021 Operations and Maintenance Report

9. Safety – John Accardo

Mr. Accardo is working with Ted Donner to explore adding WWTP fire alarm functionality to the SCADA system.

10. General Counsel and Secretary – Sean Costello

11. Resolutions

2021-11-001 – GRANTING THE STATE OF NEW YORK AUTHORITY TO PERFORM AN ADJUSTMENT OF NIAGARA FALLS WATER BOARD FACILITIES AND AGREEMENT TO MAINTAIN FACILITIES ADJUSTED VIA THE STATE-LET CONTRACT, PIN 5815.41, C264698

a. Department of Transportation Utility Work Agreement

Motion by Board Member Larkin and seconded by Board Member Asklar to approve.

Asklar __Y__ Forster __Y__ Kimble __Y__ Larkin __Y__ Leffler __Y__

Motion carries, 5-0

2021-11-002 – WATER TREATMENT PLANT BACKUP GENERATOR RADIATOR REPAIR

a. Milton CAT Estimate No. SCQT117185

Motion by Board Member Larkin and seconded by Board Member Leffler to approve.

Asklar __Y__ Forster __Y__ Kimble __Y__ Larkin __Y__ Leffler __Y__

Motion carries, 5-0

2021-11-003 – AWARD WATER TREATMENT PLANT HVAC IMPROVEMENTS BID

a. CPL Award Recommendation and Bid Tabulation

Motion by Board Member Larkin and seconded by Board Member Asklar to approve.

Asklar __Y__ Forster __Y__ Kimble __Y__ Larkin __Y__ Leffler __Y__

Motion carries, 5-0

2021-11-004 – OUTSIDE SEWER AND WATER MAINTENANCE GARAGE DOOR REPLACEMENT

- a. National Overhead Door Estimate Dated November 17, 2021**

Motion by Board Member Leffler and seconded by Board Member Larkin to approve.

Asklar __Y__ Forster __Y__ Kimble __Y__ Larkin __Y__ Leffler __Y__

Motion carries, 5-0

2021-11-005 – COMBINED BID FOR 2022 WATER AND WASTEWATER TREATMENT PLANT CHEMICALS

- a. November 17, 2021 Award Memorandum
b. Bid Tabulation**

Motion by Board Member Larkin and seconded by Board Member Leffler to approve.

Asklar __Y__ Forster __Y__ Kimble __Y__ Larkin __Y__ Leffler __Y__

Motion carries, 5-0

2021-11-006 – BID FOR SLUDGE DEWATERING POLYMER

- a. November 9, 2021 Award Memorandum
b. Bid Tabulation**

Motion by Board Member Leffler and seconded by Board Member Asklar to approve.

Asklar __Y__ Forster __Y__ Kimble __Y__ Larkin __Y__ Leffler __Y__

Motion carries, 5-0

2021-11-007 – SEQR AND COMMITTING FUNDS FOR INTERMEDIATE PUMP PROJECT

Motion by Board Member Asklar and seconded by Board Member Larkin to approve.

Asklar __Y__ Forster __Y__ Kimble __Y__ Larkin __Y__ Leffler __Y__

Motion carries, 5-0

**2021-11-008 – NEW YORK STATE LOW INCOME HOUSEHOLD
WATER ASSISTANCE PROGRAM VENDOR AGREEMENT**

- a. LIHWAP Program Cover Letter
- b. LIHWAP Vendor Agreement

Motion by Board Member Kimble and seconded by Board Member Larkin to approve.

Asklar __Y__ Forster __Y__ Kimble __Y__ Larkin __Y__ Leffler __Y__

Motion carries, 5-0

12. Additional Comments from Chairman Forster

13. Unfinished/Old Business

a. 18th Street Slip Line

- Walk-through completed from Whitney Ave. to Ontario Ave. with City Engineering – discussed at board meeting held on 5/24/21.
- City Engineering is hand-drawing certain utilities, design not complete as of July 19.
- 9/20/21 – T. Donner from CPL will prepare a proposal for CPL to do the engineering for the grant-funded work.
- 10/25/21 – CPL Proposal accepted by Resolution 2021-10-005.

b. Roof Study

- Study is complete. Dave Jaros from CPL will now be the point person – discussed at work session held on 7/12/21.
- 10/18/21 – Per D. Jaros, Tremco is stretch testing the WTP roof membrane to further evaluate its condition.

c. Beech Ave. Water Tower

- Jay Meyers explains some modeling work is needed along with finalizing ideas for an ideal location (possibly Buffalo Ave.)
- Beech Ave. is not an ideal location due to the need for a pump station.
- Cost to complete the study – approximately \$9,800 – discussed at board meeting held on 5/24/21.
- Per Jay Meyers, as of July 19, project is 95% complete, final details to be discussed with NFWB.
- 9/20/21 – Report delivered to NFWB (Copy is in 9/27 Meeting Packet, Minus Appendices).

d. Caulking Project WTP

- Exterior caulking complete.
- Bid for interior caulking awarded at July 2021 meeting; next step is to schedule the work.
- 9/20/21 – Contractor now has supplied bonds, J. Meyers will get work scheduled.
- 11/17/21 – Having trouble getting contractor to begin performance.

e. 56th Street Water Tower

- CPL was tasked to explore ways to improve the functionality and eliminate the need for WTP operators to have to drain the water lower levels on a daily basis in order to recirculate the water; due to the lack of a recirculating pump and valve at the bottom of the tank - discussed at board meeting held on 5/24/21.
- 9/20/21 – Report delivered to NFWB (Copy is in 9/27 Meeting Packet, Minus Appendices).

f. Lift Station Roofs

- As of September 14, 2021:
 - New pitched roof at 81st and Frontier has been installed using in-house labor and Carpenters from Union Hall.
 - Waiting on metal roofing material for 81st and Stephenson, should arrive by the end of September 2021.
 - J. Argona and M. Eagler are evaluating the possibility of performing the work required on the Cayuga Island lift station in house.
- 9/21/21 – Per M. Eagler, two lift stations will be painted before weather changes.
- 10/14/21 – One building painted, the other is underway.
- 10/18/21 – J. Argona and M. Eagler will see what additional work can be done to improve the Cayuga lift station.

g. Chlorine System

- Adding a booster pump to the raw water chlorine feed would prevent loss of chlorine feed during a low-pressure scenario (i.e. Goodyear break).
- Will also provide backup to chlorine dosage during backflow testing/repairs
- CPL has done design, waiting for DOH approval of submittals, as discussed July 19.
- 9/14/2021 – Still waiting for DOH approval.
- 9/20/2021 – Same status, Dr. Zehraoui to contact DOH regarding delay.
- 10/18/21 – DOH requested additional information; CPL produced and submitted requested engineering report.
- 11/17/21 – DOH has issued comments, response to be provided by 11/26/2021.

h. Emergency Backup Generators

- In need of repair – multiple issues with transfer gear and controls.
- 1 unit has been determined to need radiator parts/replacements.
 - Radiator repair approx. \$40,000.
- Work continues with Zenith – determined TS-2 and TS-3 need cleaning and lubrication, which involves removing power and running a separate generator to make the necessary repair.
- Quotes have been received for auto switching main plant power feeds to lessen the risks involved with a generator failure (unknown).
- Joe Argona provided a proposal from Milton-Cat (dated 4/19/21) for the installation of the auto-transfer scheme and relay upgrade for the (2) main incoming feeders for the WTP – discussed at board meeting held on 6/28/21.
- Working to plan a plant shutdown to clean electrical contacts and other preventative maintenance work on electrical system.
- 9/20/2021 – J. Argona will get updated quote for Board approval of radiator replacement.
- 10/14/21 – J. Argona followed up with Milton CAT on 10/13, they still are working on updated quote. Plant shutdown scheduled for 10/20.
- 11/22/21 - Plant shutdown/switch maintenance completed without incident. Resolution for radiator repair is in agenda packet.

i. WTP Roofing

- Area over front main entrance vestibule is leaking – creating issues with drywall mold and cracking.
- Area over filter gallery with floating foam pieces – no leaks detected. Nearby roof drains have been cleaned to help with the issue - discussed at board meeting held on 5/24/21.
- A purchase order for \$8,750.00 has been submitted to Brad Farris from Tremco – work will be scheduled shortly – discussed at work session held on 7/19/21.
- 9/20/21 – Report from Tremco is included in work session packet.
- 9/20/21 – Report reviewed with Board by D. Jaros.

j. Interior Lighting

- As of 9/14/2021, plan is to do low-lift lighting in-house.
- Replacement fixtures installed in accessible areas of low lift were not as bright as desired, a new light was ordered to test out in the building – discussed July 19.
- 9/14/2021 – A replacement fixture has been installed and is being evaluated.
- 9/20/2021 – Per J. Argona, replacement fixture was satisfactory, more will be ordered, total cost estimated at \$5,000 to \$6,000 to do entire area.
- 10/14/21 – Additional replacement fixtures have been delivered. Installation will begin when lift is transferred from WWTP.
- 11/18/21 – Lift is in use replacing lights at WWTP.

k. HVAC Rooftop & Make Up Air

- Outdated units – need replacements – 4 out of the 5 units are inoperable.
- Still in need of additional units – the pandemic has brought this to the forefront, as makeup air is potentially regulated in certain environments as well as air filtration ratings.
- June 30, 2021 Quote for MUAUs totals \$263,222
- July 19 – D. Williamson and J. Meyers tasked with preparing bid specifications for this project.
- 9/20/2021 – Per J. Meyers, specifications are about 90% complete.
- 10/18/21 – Project is out to bid.
- 11/22/21 – Resolution for award is in Board packet.

l. PACL System Upgrades

- Need SCADA professionals to finish updating our program to match the 4 PACL pumps so that all 4 pumps can be utilized with SCADA control.
- 9/20/2021 – Three of four pumps are connected to SCADA, Dr. Zehraoui will meet with C. Hotchkiss regarding connecting fourth pump.
- 10/18/21 – Per Dr. Zehraoui, project is at 90% and should be complete October 20.

m. Bulk Chemical Storage Liners

- PACL liners complete – contractor has concerns about Fluoride toxicity. Maintenance department to follow up.
- Joe Argona states he is waiting on the Canadian borders to re-open in order to receive servicing on the fluoride tank. Also, waiting on a response from the DOH regarding regulations for not dosing during the time of servicing – discussed at board meeting held on 6/28/21.
- 9/14/2021 – Still waiting for border to reopen so work can proceed.
- 10/14/21 – Still waiting for border reopening.
- 11/18/22 – Still waiting on border reopening.

q. Board Member Asklar will have oversight on remodeling of the WWTP employee break room, shower area and bathrooms - discussed at board meeting held on 5/24/21.

- Board Member Asklar states he would like to meet with Dr. Zehraoui prior to their weekly finance meetings to further discuss – discussed at board meeting held on 6/28/21.
- Administration building bathrooms have been repainted; new vanities and mirrors will be installed; budget line for ordering these is needed as discussed at July 19 work session.
- 10/14/21 – Vanities for administration bathrooms delivered today.
- 11/22/21 – Vanities installed in admin. bathrooms, waiting for mirrors/finish work.

n. WTP Freeze-Thaw Bed Cleanouts

- Freeze Thaw beds were designed with a maximum plant flow of 20 MGD, which we are now exceeding. The resulting amounts of solids have become more expensive and more difficult to have removed, and we frequently have to switch beds sooner than planned in order to maintain our SPDES permitted water quality.
- 9/20/21 – Contents of two beds have been moved to bed three, so two beds are available to WTP operations. Contents will be landfilled when dry.
- 10/14/21 – Arrangements are being made for trucking/disposal.
- 10/18/21 – Dr. Zehroai advises we will start hauling to landfill next week.
- 11/22/21 – Cleanout work is underway.

o. Carbon Silo needs repair and painting before it becomes unstable and needs demolishing.

- Polymer and Carbon capabilities could be reinstated to improve plant capability.
- Joe Argona to get budgetary quote for painting silo.
- 9/14/2021 - NYS Industrial Coatings Quote - \$20,000; our painter can do it in house for \$5,000 to \$10,000 if we get a lift.
- 10/14/21 - Plan is to schedule work in house for spring.

p. Painting of Sedimentation plates and various areas throughout the interior and exterior of the plant. Filter walls are peeling.

- 10/18/21 – Waiting on quote for coating.
- 11/18/21 – Quote obtained. Waiting to schedule based on painter availability.

q. WTP Chemical Offload Area Coating Replacement.

- Quotes obtained, NYS Industrial Coating price is \$29,750, Niagara Coatings \$29,250.
- 9/14/2021 – Exploring doing in house, would need to have contractor do the necessary soda blasting to remove existing coating, then will work to schedule job in house Spring 2022 for approx. half cost of contractor.
- 9/20/2021 – J. Argona estimates cost to complete work will be \$7,000, painter and WTP maintenance have removed much of the old coating.
- 10/14/21 – Work will be scheduled using in-house forces in Spring 2022.
- 11/22/21 – To improve durability of work, quote obtained for sandblasting prior to work being completed in spring (\$3,000).

- r. **Repairs to WTP Rear Perimeter Fence.**
- Quotes obtained, Fox Fence with barbed wire option is \$21,611.29, Davidson \$23,480.
 - 9/14/2021 – Can omit barbed wire to get under \$20,000, but will need to identify funds for this.
 - 9/20/2021 – D. Williamson directed to look into possible Homeland Security grant to help fund project.
 - 10/18/21 – Will be included in WIHA grant application.
- s. **Follow up on Auditors' Recommendations**
- 9/20/2021 – A plan to address these will be developed during weekly meetings between staff and Chair of Finance Asklar.
 - 10/18/21 – Underway.
- t. **WWTP Camera Installation**
- 9/20/21 – 3 cameras are installed, planned final total will be approx. 11.
 - 10/14/21 – Project is ongoing.
 - 10/18/21 – Chairman Forster questioned whether Dr. Zehraoui will be able to review cameras from his office.
 - 11/18/21 – 10 cameras have been installed to date.
- u. **Neptune Meter Project Report**
- 9/20/2021 – Reports on status were in work session packet.
 - 10/18/21 – Payback period study will be complete in a month; meeting scheduled for 10/19 to discuss plan for large meters; substantive update planned for November 2021.
 - 11/22/2021 – Economic Analysis Report is in agenda packet.

Dave Jaros from CPL asked the Board if it is prepared to move forward with the AMI project or if it needs more information. Board Member Kimble questioned if the Water Board's IT resources can handle the necessary software. The Board discussed ongoing annual maintenance fees. Dr. Zehraoui asked why there are 20 bases instead of one base with multiple repeaters.

Mr. Jaros will have Dave Johnson from Neptune speak at the December 6 work session, and will ask him to set up a call with Dr. Zehraoui prior to that time.

- v. **Board Meeting Room Expansion Project**
- 10/18/2021 – J. Argona reports in-house work is underway, project will require work by Ferguson and Mollenberg-Betz. Estimated completion is in 5-6 months.
 - 11/22/21 – Quote for \$26,000 from Mollenberg to move piping; D. Williamson to develop bid specifications to attempt to secure more competitive pricing.

14. New Business & Additional Items for Discussion

15. Executive Session (if needed)

None.

16. Adjournment of Meeting

Motion by Board Member Larkin and seconded by Board Member Leffler to adjourn at 6:06 p.m.

Asklar Y Forster Y Kimble Y Larkin Y Leffler Y

Motion carries, 5-0

NIAGARA FALLS WATER BOARD RESOLUTION # 2021-12-001

2022 WATER BOARD MEETING SCHEDULE

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 2021.

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:

Not applicable.

On December 13, 2021, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	Yes	No	Abstain	Absent
Board Member Asklar	[]	[]	[]	[]
Board Member Kimble	[]	[]	[]	[]
Board Member Larkin	[]	[]	[]	[]
Board Member Leffler	[]	[]	[]	[]
Chairman Forster	[]	[]	[]	[]

Signed By:

Vote Witnessed By:

Nicholas J. Forster, Chairman

Sean W. Costello, Secretary to 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 2022**

The Niagara Falls Water Board ("Water Board") has scheduled the dates below for its 2022 work sessions and the regular business meetings. Unless notice is posted changing the meeting location (including for teleconference meetings when permitted), 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 business meeting held March 28, 2022 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 24, 2022

March 21, 2022

April 18, 2022

May 16, 2022

June 20, 2022

July 18, 2022

September 19, 2021

October 17, 2021

November 14, 2021

December 12, 2021

Business Meetings:

January 31, 2022

February 28, 2022

March 28, 2022

April 25, 2022

May 23, 2022

June 27, 2022

July 25, 2022

August - recess

September 26, 2022

October 24, 2022

November 21, 2022

December 19, 2022



**2021 Annual Review of Mission Statement,
Performance Measurement Report,
and Report on Operations and Accomplishments**

December 13, 2021

A. Mission Statement

Pursuant to Public Authorities Law Section 2824-a, the Niagara Falls Water Board has adopted a mission statement and reviews that statement annually to ensure its mission has not changed and that its performance goals continue to support its mission.

The Water Board's mission statement, adopted in 2003, is as follows:

**The mission of the Niagara Falls Water Board (NFWB) is to provide
safe and reliable water and wastewater management services to
our community in an economical and efficient manner.**

The Water Board has reviewed its mission statement and the following performance goals, and is proud to report that its policies and operating practices are in accordance with its mission statement.

B. Performance Goals

The Niagara Falls Water Board has established the following performance goals, and met them during 2021 as follows:

1) Safe:

- **Meet or exceed Department of Health and EPA drinking water quality requirements.**

In 2021, the Water Treatment Plant has operated with no violations, providing clean, ample, and high-quality water for our service area. [In May 2021, the Water Board issued its Annual Drinking Water Quality Report for 2020](#), and it is proud to report that our system has never violated a state established maximum contaminant level.

- **Environmentally sound sewage treatment in accordance with SPDES permit.**

The Water Board has operated its aging wastewater treatment plant as efficiently and effectively as possible, while aggressively seeking funding to convert that 1970's era treatment plant to a more appropriate biological treatment technology. It has had just one SPDES permit violation in 2021 – related to BHC – the first violation in three years. The reported BHC violation appears to have been the result of an unexplainable anomaly in the sampling, processing, or analysis of the sample and is not believed to be indicative of any risk of future BHC violations.

2) Reliable:

- **Invest in capital projects required to maintain facilities and customer satisfaction.**

The Board has invested an average of \$9 million per year in capital improvements over the past three years and plans \$42 million in capital improvements over the next five years. Its capital investments are intended to ensure reliable drinking water and wastewater treatment and delivery of those services through the City-wide network of mains maintained by the Water Board. It also has invested in its vehicle fleet, purchasing heavy equipment in 2021 to allow its outside crews to perform more jobs in-house at lower cost, and it has continued to invest in newer passenger vehicles for employee safety and to reduce maintenance costs and downtime.

3) Economical:

- **Consider burden on ratepayers when determining operational and capital spending.**

The Water Board raised rates 2.99% in 2021. Market forces beyond its control – particularly skyrocketing chemical and sludge disposal costs – resulted in a 16.9% increase for 2022. To avoid an even further increase, the Water Board employed strategies including identifying a bond refinancing opportunity and deferring a project. The Water Board is pursuing funding from the State and Federal government to convert its aging wastewater treatment plant to a biological process that will greatly reduce the reliance on chemicals.

- **Actively seek grants and cooperative agreements with other government entities to reduce costs.**

In 2021, the Water Board has continued to invest in professional grant writing services to maximize the grant money it can obtain, as its ratepayers cannot shoulder the cost of all needed system investments on their own. It also has worked in 2021 to renew its shared-services agreement with the City of Niagara Falls to more accurately align services and fairly share costs of the cooperation that agreement facilitates.

4) Efficient:

- **Leverage advances in technology and science to meet expanding system needs without excess increases in costs.**

In 2021, a major ongoing project at the wastewater treatment plant is to enhance the scope and quality of SCADA control for processes, and all of the other capital improvements underway there incorporate SCADA control to the extent possible. This allows operators to make timely, efficient, and precise adjustments and the plant to operate as efficiently as possible. SCADA has been maintained and improved at the WTP as well, and SCADA integration at lift stations has significantly improved efficiency in handling wet weather flows. In 2021, the Water Board completed implementation of cloud-based ERP software, upgraded physical network infrastructure, and deployed solutions to enhance and upgrade IT security.

C. Report on Operations and Accomplishments

There have been no material changes in the Water Board's operations, which are focused on its mission to provide safe and reliable water and wastewater management services to our community in an economical and efficient manner. The Water Board continuously monitors its operations and accomplishments through creation and review of monthly operations and maintenance reports. Reference is made to the full reports which are posted as part of monthly Water Board agenda packets here: [Minutes | Niagara Falls Water Board \(nfwb.org\)](#). For future-looking projects, the Water Board maintains and updates its Capital Improvement Plan, available at [Capital Improvements | Niagara Falls Water Board \(nfwb.org\)](#). Combined, these documents provide a detailed picture of the Water Board's operations as well as its completed and active projects. Interested persons may request a compilation of these reports by contacting the Water Board's Secretary at scostello@NFWB.org.

NIAGARA FALLS WATER BOARD RESOLUTION # 2021-12-003

**ANNUAL REVIEW OF PROCUREMENT AND INVESTMENT POLICIES
AND ADOPTION OF REVISIONS**

WHEREAS, the Niagara Falls Water Board (“Water Board”) is required by Public Authorities Law § 2824(1)(e) to adopt written policies and procedures for the procurement of goods and services and pursuant to Public Authorities Law § 2925(1) to adopt comprehensive guidelines regarding the investing, monitoring, and reporting of its funds; and

WHEREAS, the Water Board annually reviews its procurement and investment policies; and

WHEREAS, the Water Board has identified certain desirable revisions and improvements to the procurement and investment policies;

NOW THEREFORE BE IT

RESOLVED, that the Niagara Falls Water Board hereby adopts the procurement policy with a revision date of December 13, 2021, to be effective immediately; and

IT IS FURTHER RESOLVED, that the Niagara Falls Water Board hereby adopts the investment guidelines with a revision date of December 13, 2021, to be effective immediately.

Water Board Personnel Responsible for Implementation of this Resolution:

Executive Director
Deputy Director of Financial Services
General Counsel and Secretary

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

Not applicable.

On December 13, 2021, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	Yes	No	Abstain	Absent
Board Member Asklar	[]	[]	[]	[]
Board Member Kimble	[]	[]	[]	[]
Board Member Larkin	[]	[]	[]	[]
Board Member Leffler	[]	[]	[]	[]
Chairman Forster	[]	[]	[]	[]

Signed By:

Vote Witnessed By:

Nicholas J. Forster, Chairman

Sean W. Costello, Secretary to Board



NIAGARA FALLS WATER BOARD PROCUREMENT POLICY AND PROCEDURES

The Niagara Falls Water Board ("NFWB") is a public benefit corporation that was created pursuant to Public Authorities Law § 1231-b. The statute setting forth the NFWB's functions states that its "powers and duties are in all respects for the benefit of the people of the city and the service area and the state for the improvement of their health, welfare and prosperity and that such purposes are public purposes and that the water board is and will be performing an essential governmental function." Pub. Auth. L. § 1230-e (6). The NFWB's powers permit it to "enter into contracts" and to "acquire . . . property." *Id.* at § 1230-f. "All contracts for construction or purchase of supplies, materials or equipment shall be let by the water board, shall be made in conformity with the applicable provisions of section one hundred three of the general municipal law and section one hundred thirty-five of the state finance law." *Id.* at § 1230-u. This procurement policy is designed to set forth in simple language how the NFWB will implement these provisions of law.

NFWB's procurement policy is intended to assure the prudent and economic use of public monies in the best interests of the people in the NFWB's service area and of the State of New York, and will facilitate the acquisition of goods and services of maximum quality at the lowest possible cost under the circumstances. It is also the intention of this policy to guard against favoritism, extravagance, fraud and corruption, and, wherever possible within existing laws, to promote and support local businesses and industry. The principal way that this procurement policy will help to accomplish these aims will be promoting the competitive securing of goods and services whenever feasible.

PROCEDURE FOR THE PROCUREMENT OF GOODS AND SERVICES

The NFWB hereby formally adopts the following written procedure ("procedure") applicable to all purchases of goods and services after November 1, 2018. This procedure is meant actively to promote competitive procurements of all goods and services, with very limited exceptions, as set forth herein. The current revision, as noted on the last page of this document, replaces and supersedes all prior procurement policies. NFWB staff is hereby directed to comply with this procedure and to retain the necessary documentation as required herein to substantiate such compliance. This procedure and the NFWB's guidelines for acquisition and disposal of property should be included in the NFWB employee handbook and posted at NFWB.org.

1. REQUIREMENTS APPLICABLE TO ALL PROCUREMENTS

- 1.1. For all procurements, it is the responsibility of those involved to comply with all state and local laws and always to perform their duties in an ethical manner which will not cast suspicion on the way in which the NFWB operates its procurement system. It is imperative that all NFWB employees involved in the process of procuring goods and services be especially cautious to avoid any appearance of indiscretion or impropriety when dealing with vendors and/or prospective vendors. In addition, NFWB Board Members, officers, and employees shall conduct themselves at all times in accordance with the NFWB Conflicts of Interest Policy and the NFWB Code of Ethics Policy as amended from time to time by the Board.
- 1.2. All purchasing contracts made by the NFWB shall be evidenced digitally in its Financial Management Software ("FMS"), or in writing, on a Requisition form which provides a description of the items purchased, the terms of the sale, and the NFWB internal budget account number, and shall be maintained as part of the records of the Board.
- 1.3. Tied offers and local vendor preference. When all variables are equivalent, local vendors shall be given preference over non-local vendors. When local preference is not a viable method of resolving a tied bid or proposal, the Executive Director shall determine the bidder to be awarded, and the basis for the award determination shall be documented in the Board Resolution awarding the contract.
- 1.4. Procurements shall not be parceled, split, divided, or purchased over a period of time in order to circumvent the dollar purchasing limitations specified herein or to circumvent the employee's authorized spending limit.
- 1.5. Non-bid products and services should be reviewed periodically for competitive pricing and at any time that prices have increased.
- 1.6. To promote competition, in addition to advertising bids, NFWB staff is encouraged to take additional reasonable steps to encourage as many bidders as possible, and may notify known vendors of bids, post bids in trade message boards, notify Union halls, and post bids on construction exchange websites.
- 1.7. All invitations to bid and requests for proposals are to be advertised in the NYS Contract Reporter.
- 1.8. All invitations to bid and requests for proposals with an anticipated value in excess of \$25,000 for labor, services, supplies, equipment, materials, or any combination of the foregoing, or in excess of \$100,000 for acquisition, construction, demolition, replacement, major repair or renovation of real property and improvements thereon, shall be evaluated for Minority and Women Business Enterprise ("MWBE") and Service Disabled Veteran Owned Business ("SDVOB") participation goals as required by the Water Board's MWBE and SDVOB policies.

1.9. All procurements in excess of \$15,000 annually are subject to State Finance Law Sections 139-j and 139-k, effective January 1, 2006 (“Lobbying Law”). Under the Lobbying Law, all “contacts” (defined as oral, written or electronic communications with the NFWB intended to influence a procurement) during a procurement - from the earliest notice of intent to solicit bids/proposals through final award and approval - must be made with one or more designated point(s) of contact only. Each invitation to bid and request for proposals must identify the point(s) of contact for Lobbying Law purposes. Additional requirements are found in the Water Board’s Lobbying Law policy. Violations of the policy regarding permissible contacts must be reported to the appropriate NFWB officer (Executive Director or General Counsel) and investigated accordingly.

2. CONSTRUCTION AND PUBLIC WORKS CONTRACTS – GENERAL POLICY

All contracts or orders for work, material, or supplies performed or furnished in connection with construction or other public works involving the expenditure of more than \$35,000 shall be publicly bid.

The NFWB shall include such bid specifications as are deemed desirable in the judgment of the Executive Director, including requiring appropriate bid security. The NFWB shall not award any construction contract except to the lowest bidder who, in its opinion, is qualified to perform the work required and who is responsible and reliable. The NFWB may, however, reject any or all bids or waive any informality in a bid if it believes that the public interest will be promoted thereby. The NFWB may reject any bid if, in its judgment, the business and technical organization, plant, resources, financial standing, or experience of the bidder justifies such rejection in view of the work to be performed.

All construction contracts shall be let in accordance with General Municipal Law § 103 and the provisions of state law pertaining to prevailing wages, labor standards, and working hours. Where a cost for erection, construction, or alteration of buildings shall exceed \$500,000, the contract must comply with State Finance Law § 135, which is incorporated by reference herein and includes, among other things, requirements for separate bidding on plumbing, HVAC, and electrical work. Where appropriate, construction contracts should be advertised in not only a newspaper and the NYS Contract Reporter, but also posted to online construction exchanges to encourage multiple competitive bids.

Nothing in this policy shall be construed to limit or diminish the power of the NFWB to do any construction directly by the officers, employees, or agents of the NFWB.

3. PURCHASES OF GOODS, EQUIPMENT AND SERVICES (NOT INVOLVING CONSTRUCTION OR PUBLIC WORKS) – GENERAL POLICY

Except as otherwise expressly provided herein, NFWB purchase orders involving an expenditure on a reasonably anticipated annual basis of more than \$20,000 for goods, materials, supplies, equipment, or services (such as service contracts) not necessary for the completion of a public works contract shall be made pursuant to an open competitive bidding process. For goods, materials, supplies, and equipment, purchase contracts shall be awarded to the lowest responsible bidder furnishing the security required by NFWB for the purchase after advertisement for sealed bids in the manner provided for by General Municipal Law § 103. In the case of services, the award must be based on the best value to NFWB, which if not equated to low price should be, wherever possible, based upon quantifiable criteria that result in the contract award to the offeror that optimizes quality, cost, and efficiency.

In any case where a responsible bidder's gross price is reducible by an allowance for the value of used machinery, equipment, apparatus, or tools to be traded in by NFWB, the gross price shall be reduced by the amount of such allowance, for the purposes of determining the low bid. In cases where two or more responsible bidders furnishing the required security submit identical bids as to price, NFWB's Board may award the contract to any of such bidders. NFWB reserves its discretion to reject all bids and re-advertise for new bids in the manner provided for in this procedure.

4. PROCEDURES FOR PURCHASE ORDERS, INCLUDING BLANKET PO'S

4.1. **Purchases Less Than \$1,000**

- 4.1.1. Where possible, prior to the purchase of an item or service, the NFWB employee shall contact at least two (2) suppliers of the item or items to be procured to obtain the best price for and quality of the item or items to be purchased.
- 4.1.2. Division Heads are authorized to make and approve purchases on behalf of the NFWB in an aggregate amount up to \$1,000.
- 4.1.3. Various other subordinate employees, if designated in writing by a Director, are authorized to make and approve purchases on behalf of the NFWB in an aggregate amount up to \$500.

4.2. **Purchases Greater Than \$1,000 and Less than \$5,000**

- 4.2.1. Quotes for purchases of \$1,000 up to and including \$5,000, whether verbal or written, shall be documented in the quotes section of the procurement process and/or as part of a manual purchase requisition.
- 4.2.2. Required Final Approval: Any Director, provided that budgeted funds for the purchase first have been identified.

4.3. Purchases Greater Than \$5,000 and Less than Competitive Bidding Thresholds

- 4.3.1. Quotes for purchases of \$5,000 up to and including the appropriate competitive bidding threshold of \$20,000 or \$35,000, whether verbal or written, shall be documented in the quotes section of the procurement process and/or as part of a manual purchase requisition form and as a separate written document, dated and signed by an authorized vendor representative. Wherever possible, a minimum of three written quotes must be obtained. All written quotes and a memorandum for verbal quotes shall be scanned and attached to the requisition and maintained by the Board's FMS.
- 4.3.2. Required Final Approval: Executive Director or his designee as authorized in writing may approve up to and including \$150,000. **Purchases over \$150,000 require Board of Directors approval.**

4.4. Purchase Contracts Greater Than \$20,000 and Public Works Greater than \$35,000

- 4.4.1. Must be supported by summary of the competitive bids received or be subject to one of the exceptions listed in Section 5 below, with the Board resolution including an explanation for the exception.
- 4.4.2. Required Final approval: Board of Directors (Board approval is required for all purchases over \$150,000, see Sections 2 and 3 for competitive bidding thresholds).

5. EXCEPTIONS TO COMPETITIVE BIDDING REQUIREMENTS

The NFWB may contract or purchase through non-competitive negotiations under the following circumstances.

5.1. Emergencies

- 5.1.1. Notwithstanding any of the other provisions in this procedure, in the case of public emergency arising out of an accident or other unforeseen occurrence or condition whereby circumstances affecting NFWB buildings, property, pipelines, or the life, health, safety or property of NFWB employees, customers or the general public require immediate action which cannot await a competitive process or competitive bidding, contracts for public work or the purchase of supplies, materials or equipment or services (including necessary replacement parts that could not reasonably be stockpiled) may be let by NFWB's Executive Director or his designee by immediate contract and the Executive Director may temporarily dispense with the competitive bidding or procurement requirements set forth herein. However, a good faith emergency must exist and while the emergency procurements do not require competitive bidding, it is nevertheless the policy and procedure of NFWB that such procurements must, wherever possible, be made at the lowest possible cost to NFWB.

- 5.1.2. Declarations of Emergency shall be documented in writing. The Executive Director will email to all members of the NFWB Board prior to or as soon as possible after making a procurement pursuant to this section a short statement to advise them of the emergency, the reason why the situation constitutes an emergency, a description of the emergency procurement, and the estimated cost of the emergency procurement. Emergency procurements shall be ratified by the NFWB Board at their next regularly scheduled meeting, or may be ratified at a special meeting called pursuant to NFWB by-laws.

5.2. New York State Contracts and Niagara County Contracts

- 5.2.1. The NFWB may, without soliciting competitive bids, purchase materials, equipment and supplies through New York State ("NYS") and Niagara County contracts at the same prices and under the same terms and conditions as the State or County. However, no purchase may be made through a NYS or County contract after competitive bids have been received unless the purchase may be made upon the same conditions and specifications as the bid but at a lower price.
- 5.2.2. All purchases through a NYS or County contract must be made only from the vendor awarded the contract. No purchases may be made from other vendors without soliciting competitive bids.
- 5.2.3. When it is determined that a purchase is to be made through NYS or Niagara County contract, an approved requisition and/or purchase order referencing a valid NYS contract number must be prepared.
- 5.2.4. A list of commodities available through NYS contracts can be reviewed at the following website: <http://www.ogs.state.ny.us>

5.3. "Piggybacking" on Contracts of the United States or any State, Agency, or other Political Subdivision or District Thereof

- 5.3.1. The NFWB may, pursuant to General Municipal Law § 103(16), "piggyback" on contracts awarded by government entities that have been made available for use by other government entities, provided that those contracts were let in a manner that constitutes competitive bidding consistent with New York state law, including municipal cooperative purchasing. When "piggybacking," the NFWB is not required independently to seek competitive bids, as this already has been done by the other government entity.
- 5.3.2. The contract to be "piggybacked" must have been let by a government entity, not a private party or not-for-profit corporation. Contracts let through Sourcewell, Omnia Partners Public Sector, NASPO ValuePoint, National Cooperative Purchasing Alliance ("NCPA"), and similar public cooperative contract purchasing agencies may be appropriate for piggybacking.
- 5.3.3. The contract explicitly must have been made available for use by other governmental entities; unilateral offers by vendors to extend contract pricing and terms and conditions offered to other government entities are not acceptable.

- 5.3.4. The contract must have been let to the lowest responsible bidder or on the basis of best value.
- 5.3.5. To “piggyback” on a contract generally will require NFWB staff to obtain and review a copy of the underlying contract/bid specification. This and any similar documentation should be scanned and maintained as part of the requisition/purchase order for the procurement.

5.4. Repair and Maintenance Provided by Original Manufacturer

Repair and maintenance services provided by the original equipment manufacturer, supplier or installer (or their authorized agent or representative) are exempt from the quoting aspect of this policy when their services are required due to a specific or proprietary type of equipment.

5.5. Sole Source

- 5.5.1. It is the policy of the NFWB to promote competition in the procurement process, whenever possible. Toward that end, the NFWB will not specify the product of a certain manufacturer to the exclusion of all other comparable products, except where such a designation is required for the public interest, such as where local geographic (e.g. there is only a single source within a reasonable geographical area of the goods or services to be procured), security, public health or other conditions require the use of and only the type of equipment specified.
- 5.5.2. Where NFWB specifies a particular article or type of equipment which it regards as its general standard, it will provide that any other manufacturer of a similar equipment may meet the specifications if his or her product is reasonably equivalent to that mentioned as the standard.
- 5.5.3. Only in those instances where NFWB is required to secure equipment or service from a sole source of reasons of local geographic, security, public health or other conditions, may a purchase of such items or service be made without a competitive procurement process. In such instance, where the procurement exceeds \$20,000 the Board shall by resolution declare the need to purchase the equipment or service from a sole source vendor prior to purchase.

5.6. Standardization

- 5.6.1. Standardization should be utilized only where there are strong reasons of efficiency or economy. It is NFWB’s policy and procedure that it will not specify the product of a certain manufacturer to the exclusion of all other comparable products, except where such a designation is required for the public interest.
- 5.6.2. Although NFWB may specify a particular article or type of equipment which it regards as its general standard, it should provide that any other manufacturer of a similar object may meet the specifications if his or her product is reasonably equivalent to that mentioned as the standard.

5.6.3. In those instances where the public interest requires that NFWB standardize, such standardization may only occur upon the adoption of a Resolution by the members of the Board stating that, for reasons of efficiency or economy explained in the resolution, there is a need for standardization.

5.6.4. Even where NFWB standardizes on a particular article or type of equipment, competitive bids or quotes from all suppliers of that article or type in Western New York or, if necessary, outside the area should be actively solicited to promote competition. In such case, the Executive Director, or designee, shall contract with the lowest responsible bidder, or the party providing the lowest quote, furnishing the required security after any public advertisement as may be required.

5.7. Surplus and Second-Hand Supplies

Surplus and second-hand supplies, material, or equipment may be purchased by NFWB without competitive bidding from the Federal Government, the State of New York or from any other political subdivision, district, or public benefit corporation.

5.8. Professional Services

5.8.1. Professional services are those services requiring special or technical skill, training, or expertise. These types of services are routinely provided by attorneys, accountants, engineers, and architects, etc. Bidding is not required when a service is so specialized that it would not be in the NFWB's best interest to do so. The decision not to rely on competitive bidding procedures is based on the nature of the service, qualifications, prior experience, or an existing relationship with the NFWB.

5.8.2. An effective way to award contracts for professional services is to solicit requests for proposals ("RFP"). This ensures that qualified firms are given the opportunity to submit proposals and can result in reduced costs as a result of competition. However, contracts are awarded based on the criteria listed above and not on price alone.

5.8.3. Except as provided below, a formal RFP or where more appropriate a request for qualifications ("RFQ") shall be required prior to the award of any agreement for professional services requiring the expenditure of Water Board funds over \$10,001.

5.8.4. Where Water Board approval of a professional services agreement is requested without a prior RFP or RFQ, the proposed resolution for the award shall state (1) the reasons why a formal RFP or RFQ was not issued; (2) which firms informally were solicited for proposals; and (3) why the procurement should not be postponed to permit compliance with Section 5.8.3.

~~5.8.4.~~

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5.9. Lease Arrangements

- 5.9.1. Leases of equipment shall also be awarded after a competitive process.
- 5.9.2. NFWB staff shall obtain, whenever possible, formal written quotations or proposals from three or more vendors for any lease involving in excess of \$5,000 annually. Such written quotations or proposals shall set forth the particulars as to the equipment to be provided and details as to cost, on an annual and total lease basis, which may be used for evaluation of the proposal. The lease shall also include details as to additional cost beyond the base lease amount necessary properly to evaluate the equipment to be leased prior to award to the successful vendor.
- 5.9.3. For leases involving an annual total lease expense of less than \$5,000, NFWB staff shall secure at least three informal quotes, whenever possible, and perform the same evaluation before making a recommendation to the Executive Director relative to the selection of a lessor for the equipment to be leased.
- 5.9.4. Leases in excess of \$1~~50~~,000 shall be approved by the NFWB Board.

6. PURCHASE CARDS/NFWB CREDIT CARDS

- 6.1. Are available to employees authorized by Board of Directors policy.
- 6.2. The Director of Financial Services or Deputy Director of Financial Services shall maintain a list of all employees with purchase cards.
- 6.3. All employees shall be required to sign a Purchase Card Policy before being issued a purchase card.
- 6.4. Purchase card transactions shall require appropriate documentation, and shall be reflected by the FMS.
- 6.5. Purchase card transactions shall regularly be audited by the Director of Financial Services, Deputy Director of Financial Services, or their designee, formally or informally, and any discrepancies shall be reported to the NFWB Board if they cannot be reconciled after investigation.

7. PETTY CASH

- 7.1. Where cash can be used for small purchases or expenses less than \$50, the Petty Cash system may be utilized.
- 7.2. Written receipts and internal expense codes must accompany all reimbursements.
- 7.3. Petty Cash purchases are not intended to circumvent the purchasing system.

8. SUPPORT FOR MINORITY, WOMEN-OWNED, SERVICE-DISABLED VETERAN OWNED, AND SMALL BUSINESSES

NFWB supports contracts with minority, women, and service-disabled veteran owned businesses and small businesses when awarding contracts in purchasing goods, services and equipment, and by statute is subject to Articles 15-A and 17-B of the Executive Law with respect to MWBE and SDVOB requirements in procurement contracts. NFWB will not discriminate against any person who is qualified and available to perform the work by reason of race, color, creed, gender, or national origin. NFWB will encourage active participation by MWBE, SDVOB, and small businesses in its procurement process, including reviewing and referencing any available lists of such vendors and actively and affirmatively soliciting their participation through email and/or telephone advisement of the coming procurement, and will fully support equal opportunity and fair treatment of all people in its contracting. NFWB staff involved in the procurement process should be familiar with NFWB's MWBE and SDVOB procedures and goals.

9. ANNUAL REVIEW

The Board shall annually review this Policy and Procedure. NFWB's Executive Director shall be responsible for assisting NFWB in conducting an annual review of this Procurement Policy and for an evaluation of the internal control structure established to ensure compliance with this Procurement Policy.

REVISION INFORMATION

- Originally Adopted January 29, 2018
- Annual Review Completed, and Revisions Made, October 29, 2018
- Revised March 25, 2019 to add Sections 5.8.3 and 5.8.4
- Revised December 14, 2020 to add Sections 1.7, 1.8, and 1.9 and a number of updates and clarifications throughout.
- Revised December 13, 2021, adding language regarding ties to Section 1.3, revising Sections 4.3 and 4.4 to increase the Executive Director's approval authority from \$10,000 to \$15,000, and added Deputy Director of Financial Services to Section 6.

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[Significant revisions and annual reviews should be noted here.]



INVESTMENT GUIDELINES FOR THE NIAGARA FALLS WATER BOARD PURSUANT TO PUBLIC AUTHORITIES LAW SECTION 2925

SCOPE

This cash management and investment policy applies to all money and other financial resources available to the Niagara Falls Water Board for deposit and/or investment on its own behalf or on behalf of any other entity or individual.

These guidelines have been constructed pursuant to the laws detailed in Exhibit I.

OBJECTIVES

The primary objectives of the Water Board's investment activities are, in priority order:

1. To conform with all applicable federal, state and other legal requirements (legality);
2. To adequately safeguard principal (safety);
3. To provide sufficient liquidity to meet all operating requirements (liquidity); and
4. To obtain a reasonable rate of return (yield).

DELEGATION OF AUTHORITY

The Niagara Falls Water Board's responsibility for administration of the investment program is delegated to the Director of Financial Services or Deputy Director of Financial Services as appropriate, who shall establish written procedures for the operation of the investment program consistent with these investment guidelines. Such procedures shall include an adequate internal control structure to provide a satisfactory level of accountability based on a data base or records incorporating description and amounts of investments, transaction dates, and other relevant information and regulate the activities of subordinate employees.

PRUDENCE

All participants in the investment process shall seek to act responsibly as custodians of the public trust and shall avoid any transaction that might impair public confidence in the Niagara Falls Water Board to operate effectively.

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the safety of the principal as well as the probable income to be derived. All participants involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

DIVERSIFICATION

It is the policy of the Niagara Falls Water Board to diversify its deposits and investments by financial institution, by investment instrument, and by maturity scheduling.

INTERNAL CONTROLS

The Director of Financial Services or **Deputy Director of Financial Services**, as appropriate, are responsible for establishing and maintaining an internal control structure to provide reasonable, but not absolute, assurance that deposits and investments are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management's authorization and recorded properly, and are managed in compliance with applicable laws and regulations.

DESIGNATION OF DEPOSITARIES

The banks and trust companies authorized for the deposit of money are as follows:

Bank on Buffalo
Wilmington Trust
Manufacturers and Traders Trust Company
Bank of America
Key Bank of New York
JP Morgan Chase
Citizens Bank, N.A.

The Board shall review and approve this list at least annually.

COLLATERALIZING OF DEPOSITS

In accordance with the provisions of General Municipal Law, Article 2, Section 10, all deposits of the Niagara Falls Water Board, including certificates of deposit and special time deposits, in excess of the amount insured under the provisions of the Federal Deposit Insurance Act shall be secured:

1. By a pledge of “eligible securities” with an aggregate “market value” as provided by GML 10, equal to the aggregate amount of deposits from the categories designated in Appendix A to the guidelines.
2. Current market values will be reviewed monthly to ensure all deposits are properly collateralized.

SAFEKEEPING AND COLLATERALIZATION

Eligible securities used for collateralizing deposits shall be held by a third party, bank or trust company subject to written security and custodial agreements.

The security agreement shall provide that eligible securities are being pledged to secure Niagara Falls Water Board deposits together with agreed upon interest, if any, and any costs or expenses arising out of the collection of such deposits upon default. It shall also provide the conditions under which the securities may be sold, presented for payment, substituted or released and the events which will enable the Niagara Falls Water Board to exercise its rights against the pledged securities. In the event that the securities are not registered or inscribed in the name of the Niagara Falls Water Board, such securities shall be delivered in a form suitable for transfer or with an assignment in blank to the Niagara Falls Water Board or its custodial bank.

The custodial agreement shall provide that securities held by the bank or trust company, as agent of and custodian for, the Niagara Falls Water Board, will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The agreement should also describe that the custodian shall confirm the receipt, substitution or release of the securities. The agreement shall provide for the frequency of revaluation of eligible securities and for the substitution of securities when a change in the rating of a security may cause ineligibility. Such agreement shall include all provisions necessary to provide the local government a perfected interest in the securities.

PERMITTED INVESTMENTS

The Niagara Falls Water Board authorizes the Director of Financial Services or **Deputy Director of Financial Services** to invest money not required for immediate expenditure for terms not to exceed it projected cash flow needs in the following types of investments:

1. Special Time Deposit accounts.
2. Certificate of deposit.
3. Obligations of the United States of America.
4. Obligations guaranteed by agencies of the United States of America where the payment of principal and interest are guaranteed by the United States of America.
5. Obligations of the State of New York.
6. Obligations issued pursuant to Local Finance Law, section 24 or 25 (with approval of the State Comptroller) by any municipality, school district or district corporation other than this Water Board.
7. Obligations of public authorities, public housing authorities, urban renewal agencies and industrial development agencies where the general State statutes governing such entities or whose specific enabling legislation authorizes such investments.

All investment obligations shall be payable, saleable, or redeemable at the option of the Niagara Falls Water Board within such times as the proceeds will be needed to meet expenditures for purposes for which the monies were provided and, in the case of obligations purchased with the proceeds of bonds or notes, shall be payable, saleable or redeemable at the option of the Water Board within two years of the date of purchase.

AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS

The Niagara Falls Water Board shall maintain a list of financial institutions and dealers approved for investment purposes and establish appropriate limits to the amount of investment which can be made with each financial institution or dealer. All financial institutions with which the Board conducts business must be credit worthy. Banks shall provide their most recent Consolidated Report of Condition (Call Report) at the request of the Niagara Falls Water Board. Security dealers not affiliated with a bank shall be required to be classified as reporting dealers affiliated with the New York Federal Reserve Bank, as primary dealers. The Director of Financial Services or **Deputy Director of Financial Services** is responsible for evaluating the financial position and maintaining a listing of proposed depositories, trading partners and custodians. Such listing shall be evaluated at least annually.

If the Niagara Falls Water Board deems it advisable to retain an investment banker, broker, agent, dealer or other investment advisor or agent to transact business with the Board, it shall establish criteria for said individuals or firms covering the quality, reliability, experience, capitalization, size and any other factors that at the time the Board feels pertinent before qualifying said firm to transact business with the Water Board.

The Board must have discretion over all investment transactions and must be supplied with adequate documentation for each transaction. All agreements must comply with the Investment Advisor's Act of 1940 and applicable New York State and Federal laws. In addition, a separate agreement will be entered into with a third party custodian to hold all securities purchased by the investment advisor.

See Exhibit II for Authorized Financial Institutions and Dealers.

PURCHASE OF INVESTMENTS

The Director of Financial Services and Deputy Director of Financial Services are authorized to contract for the purchase of investments:

1. Directly, including through a repurchase agreement, from an authorized trading partner.
2. By participation in a cooperative investment program with another authorized governmental entity pursuant to Section 1230a of the Public Authorities Law where the specific program has been authorized by the governing board.
3. By utilizing an ongoing investment program with an authorized trading partner pursuant to a contract authorized by the Water Board.

All purchased investments, obligations, or participations unless registered or inscribed in the name of the Niagara Falls Water Board, shall be purchased through, delivered to, and held in the custody of a bank or trust company. Such obligations shall be purchased, sold or presented for redemption or payment by such bank or trust company only in accordance with prior written authorization from the officer authorized to make the investment. All such transactions shall be confirmed in writing to the Niagara Falls Water Board by the bank or trust company. Any obligation held in the custody of a bank or trust company shall be held pursuant to a written custodial agreement as described in General Municipal Law section 10.

The custodial agreement shall provide that securities held by the bank or trust company, as agent of and custodian for, the Niagara Falls Water Board, will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities.

REPURCHASE AGREEMENTS

Repurchase agreements are authorized subject to the following restrictions:

1. All repurchase agreements must be entered into subject to a Master Repurchase Agreement.
2. Trading partners are limited to banks or trust companies authorized to do business in New York State and primary reporting dealers.
3. Obligations shall be limited to obligations of the United States of America and obligations guaranteed by agencies of the United States of America.
4. No substitutions of securities will be allowed.
5. The custodian shall be a party other than the trading partner.

REPORTING

The Director of Financial Services or **Deputy Director of Financial Services** shall report to the Niagara Falls Water Board on the investments of the Water Board not less than once a month.

The independent accounting firm retained by the Water Board to perform the yearly audit of the Water Board's books and records shall audit the investments of the Water Board and Water Authority and make its report available to the members of the Niagara Falls Water Board.

ANNUAL REVIEW

The Board shall annually review these Investment Guidelines.

REVISION INFORMATION

- Originally Adopted June 16, 2005.
- Annual review completed, list of approved financial institutions updated, and references to Deputy Director of Financial Services added, December 13, 2021.

APPENDIX A
Schedule of Eligible Securities for Collateralization of Deposits

1. Obligations issued, or fully insured or guaranteed as to the payment of principal and interest, by the United States of America, An agency thereof or a United States government sponsored corporation.
2. Obligations issued or fully guaranteed by the International Bank for Reconstruction and Development, the Inter-American Development Bank, the Asian Development Bank, and the African Development Bank.
3. Obligations partially insured or guaranteed by any agency of the United States of America, at a proportion of the Market Value of the obligation that represents the amount of the insurance or guaranty.
4. Obligations issued or fully insured or guaranteed by the State of New York, obligations issued by a municipal corporation, school district or district corporation of such State or obligations of any public benefit corporation which under a specific State statute may be accepted as security for deposit of public moneys.

EXHIBIT I

The Niagara Falls Water Board Investment Guidelines have been constructed pursuant to the following laws:

General Municipal Law 10, 11 and 39

Banking Law 107a

Public Authorities Law 2890, 2925, 1230

New York State Office of the State Comptroller Investment Guidelines for
Public Authorities (Revised 1/2/98)

New York State Office of the State Comptroller's Local Government
Management Guide (Formerly call Financial Management Guide)

Investment Advisor's Act of 1940

EXHIBIT II

Authorized Financial Institutions and Dealers:

HSBC Bank USA
Manufacturers & Traders Trust Company
Wilmington Trust
Bank on Buffalo
Bank of America
FHN Financial
Key Bank of New York
JP Morgan Chase Bank
Bank of New York
Citizens Bank, NA
MBIA – Municipal Investors Services Corp.
New York State Environmental Facilities Corporation

NIAGARA FALLS WATER BOARD RESOLUTION # 2021-12-004

2022 CLARK PATTERSON LEE PROFESSIONAL SERVICES EXTENSION

WHEREAS, the Niagara Falls Water Board is engaged in various ongoing projects requiring engineering and related professional services for which it does not have sufficient internal staff or requires an outside engineering firm; and

WHEREAS, the Water Board previously entered into an agreement with Clark Patterson Lee (“CPL”) to provide consulting engineering and other professional services, and last authorized additional funds for these services by way of Resolution 2021-07-003, which included the stipulation that the funds so authorized were for services to be rendered in 2021 only; and

WHEREAS, the Water Board will continue to need services provided by CPL in 2022; and

WHEREAS, CPL has presented a proposal for continued services dated November 23, 2021, proposing a not-to-exceed fee for services to be rendered on a time-and-material basis totaling \$250,000 broken down as follows: General Engineering – Weekly Assistance (\$70,000) and Capital Projects Management and Assistance (\$180,000); and

WHEREAS, pursuant to Water Board Procurement Policy Section 5.8.4, this extension of a professional services agreement (1) was not the subject of an RFP because it is a continuation of ongoing professional services for which it would be impractical and inefficient to switch providers for work in progress, and requiring CPL periodically to submit proposals for extensions provides the Board with the opportunity to monitor the progress and expenditures of funds; (2) no other firms informally were solicited for proposals; and (3) the procurement is not being postponed to permit an RFP because the Water Board deems it in the best interests of the system to have CPL continue to provide the services for projects already underway;

NOW THEREFORE BE IT

RESOLVED, that on behalf of the Niagara Falls Water Board, the Executive Director is hereby authorized to enter into an extension of the professional services agreement with Clark Patterson Lee consistent with the proposal dated November 23, 2021, authorizing payment for fees on a time-and-material basis for services rendered in 2022 as follows:

General Engineering – Weekly Assistance: Not to exceed \$70,000;

Capital Projects Management and Assistance: Not to exceed \$180,000;

Total: Not to exceed \$250,000.

* CONTINUED ON NEXT PAGE *

AND IT IS FURTHER RESOLVED, that CPL's services shall be performed on an as-needed and non-exclusive basis and that CPL shall obtain the Executive Director's approval prior to proceeding with any project.

Water Board Personnel Responsible for Implementation of this Resolution:

Executive Director

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

Capital Costs: As per the respective capital project number listed on the CIP

O&M Costs: GA.8110.0001.0451.000

Budget Line Supplied by: D. Williamson (Engineering Services Items)

Available Funds Confirmed by: B. Majchrowicz

On December 13, 2021, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	Yes	No	Abstain	Absent
Board Member Asklar	[]	[]	[]	[]
Board Member Kimble	[]	[]	[]	[]
Board Member Larkin	[]	[]	[]	[]
Board Member Leffler	[]	[]	[]	[]
Chairman Forster	[]	[]	[]	[]

Signed By:

Vote Witnessed By:

Nicholas J. Forster, Chairman

Sean W. Costello, Secretary to Board



November 23, 2021

Chairman Nicholas Forster
Niagara Falls Water Board
5815 Buffalo Avenue
Niagara Falls, NY 14304

Dear Chairman Forster:

We have appreciated the opportunity to work with you over this couple of years. As you are aware, we continue to be involved in the planning and development of several projects and initiatives. To date, we have provided you with a not-to-exceed fee for the past several years, with services provided on an as-needed basis. The specific services and proper mix of personnel has been determined based on a request for assistance, and we have provided periodic accounting of the services rendered and will bill on a monthly basis. We were extended in July 2021 through the end of 2021. We are now requesting an amendment for 2022.

We suggest extending the current term agreement approach with a few specific work items, that would be broken out between capital projects and general engineering assistance. As in the previous extensions, we propose to supply support services as follows:

General Engineering - Weekly Assistance: Supply a professional engineer and project engineers to assist the NFWB in all facets of engineering activities including, but not limited to design, inspection, planning, estimating, budgeting, hydraulic modeling, assistance with repairs and other as needed items not related to capital projects.

Capital Projects - Supply professional engineers to assist the NFWB in all facets of engineering activities including, but not limited to design, inspection, planning, estimating, budgeting, and maintaining project schedules. We propose to supply Jay Meyers for onsite needs and daily interaction with staff. Then we will mix in Theodore Donner, along with Steve Tanner, Dave Jaros and Rick Henry as needed for the duration of the contract. We have assumed that under this task we will continue to manage the contracts that were awarded for design and construction of the \$27 million of capital work at the wastewater plant to keep it running for the next several years as well as any other capital work that may occur.

Federal Infrastructure Bill – We have already extended this portion of our agreement.

We have prepared the following rate schedule for your review. I suggest an approval of an additional \$250,000 to our current agreement which broken down as follows:

General Engineering – Weekly Assistance	\$70,000
Capital Projects Management and Assistance	\$180,000
Federal Infrastructure Bill	Included in previous arrangement
Total.....	\$250,000

We suggest an extension to our existing agreement. We will continue to bill to separate job numbers so

**ARCHITECTURE
ENGINEERING
PLANNING**



that we can be transparent on the billings.

Thank you for the opportunity to submit our qualifications. I am deeply proud of our ability to provide you with quality service at a fair rate. This is what we do, and we do it well. If you have any questions or require any additional information, please feel free to contact me via email at rhenry@cplteam.com or by phone at 716.852.2100, extension 1048.

Very truly yours,
Clark Patterson Lee

Richard B. Henry III, P.E.
President