



MINUTES

**Business Meeting of the
Niagara Falls Water Board
September 23, 2024 at 5:00 p.m.**

**Water Treatment Plant Conference Room
5815 Buffalo Avenue, Niagara Falls New York 14304**

Meeting could be attended in person or via videoconference.

1. Preliminary Matters

Acting Chairperson Kimble called the meeting to order at 5:00 p.m.

a. Attendance:

Dean (Board Member) *Present*

Forster (Chairman) *Absent*

Kimble (Board Member) *Present*

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

Sirianni *Present*

b. Presentations (None Scheduled)

- c. **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.

d. Comments from Chairman Forster

- i. **2024 Budgeted Expenses - Expenditures of User Rates, Fees, and Charges Less Debt Service**

Motion by Board Member Sirianni and seconded by Board Member Dean to waive the agenda deadline policy in order to consider Resolutions W-2024-09-018 and W-2024-09-019.

Dean __Y__ Kimble __Y__ Larkin __A__ Sirianni __Y__ Forster __A__

Motion carried, 3-0.

Motion by Board Member Kimble and seconded by Board Member Sirianni to approve Resolutions W-2024-09-018, Amending By-Laws Regarding Officer Terms, and W-2024-09-019, Removal and Replacement of Board Officers and Committee Chairpersons.

Dean __Y__ Kimble __Y__ Larkin __A__ Sirianni __Y__ Forster __A__

Motion carried, 3-0.

Chairman Sirianni thanked Board Member Kimble for starting the meeting and introduced James S. Dean, who recently was appointed a Member of the Board by the Niagara Falls City Council.

e. Letters and Communications

- i. 2024-09-11 – COVID Wastewater Surveillance Update Memorandum**

f. Prior Meeting Minutes

- i. Draft July 23, 2024 Meeting Minutes**

Motion by Chairman Sirianni and seconded by Board Member Dean to approve the July 23, 2024 meeting minutes.

Dean __Y__ Kimble __Y__ Larkin __A__ Sirianni __Y__ Forster __A__

Motion carried, 3-0.

2. Executive Director & General Counsel – Sean Costello

3. Operations Executive & Outside Infrastructure Updates – David Conti

4. Engineering – Douglas Williamson

5. Personnel Items – David San Lorenzo

- a. September 23, 2024 Personnel Actions**

6. Information Technology (IT) –Jonathan Joyce

7. Finance – Michael Smith

- a. Revenue vs. Budget (YTD 08-31-24)
- b. Water Board - Expense vs. Budget (YTD 08-31-24)
- c. Water Division - Expense vs. Budget (YTD 08-31-24)
- d. Sewer Division - Expense vs. Budget (YTD 08-31-24)

8. Safety – John Accardo

9. Questions Regarding August 2024 Operations and Maintenance Report

10. From the Chairman

11. Resolutions

Motion by Board Member Dean and seconded by Board Member Kimble to approve those resolutions which were part of the work session packet, specifically Resolutions 2024-09-001 through 2024-09-013.

Dean Y Kimble Y Larkin A Sirianni Y Forster A

Motion carried, 3-0. Approved, see above.

2024-09-001 - PROCUREMENT OF GRIT CYCLONE SCREW AND PARTS

- a. 2024-08-08 - Koester Quotation 0003048 for Grit Screw Parts

Approved, see above.

2024-09-002 - RECONDITIONING MOTOR FOR WWTP INTERMEDIATE PUMP NO. 2

- a. 2024-09-03 - Volland Proposal 24-2110 for Reconditioning of WWTP IP No. 2 Motor

Approved, see above.

2024-09-003 - REFURBISHMENT OF WWTP INTERMEDIATE PUMP NO. 2

- a. **2024-07-26 - Siewert Proposal 72490 for Refurbishment of WWTP IP No. 2 Pump**

Approved, see above.

2024-09-004 - PROCUREMENT OF WATER METERS

- a. **2024-09-09 - Ti-Sales Quotation QTE0072798 for Water Meters and Meter Components**

Approved, see above.

2024-09-005 - AUTHORIZING ENGINEERING SERVICES FOR LASALLE SSES PHASES 2 AND 3

- a. **Extracted Fee Proposal Page from Arcadis's December 2022 SSES Proposal**

Approved, see above.

2024-09-006 - FINAL PAYMENT TO MOLEY INDUSTRIES FOR REBUILDING WTP HIGH LIFT PUMP NO. 2

- a. **2024-06-30 - Invoice 33043 from Moley Magnetics, \$103,349.77**
- b. **2024-08-29 - Invoice 33662 from Moley Magnetics, \$13,781.25**
- c. **2024-08-30 - Invoice 33585 from Moley Magnetics, \$24,318.72**

Approved, see above.

2024-09-007 - PAYMENT FOR EMERGENCY 12 INCH COMBINED SEWER REPAIR, 2200 BLOCK OF PIERCE AVENUE

- a. **2024-09-12 - City Engineering Bid Tabulation for 12 Inch Combined Sewer Repair, 2200 Block of Pierce Ave**

Approved, see above.

2024-09-008 - CHANGE ORDER NO. 6 FOR WTP ROOF REPLACEMENT PROJECT

- a. **2024-08-30 - WTP Roof Change Order No. 006, for Guard Post and Sludge Building Roofs**

Approved, see above.

2024-09-009 - ESA AGREEMENT WITH EPA RELATIVE TO RISK MANAGEMENT PROGRAM

- a. **EPA ESA No. CAA-02-2024-1203**

Approved, see above.

2024-09-010 - REPLACEMENT OF WWTP TRANSFORMER BPD CABLES

- a. **2024-08-21 - Ferguson Proposal FE00 50 00 for BPD Cable Replacement, Line 188, \$24,990**

Approved, see above.

2024-09-011 - CHANGE ORDER 1 FOR 16 INCH CONCRETE WATER MAIN REPAIR AT HIGHLAND AND COLLEGE AVENUES

- a. **2024-08-20 - Change Order No. 1 for 16 Inch PCCP Water Main Repair, Highland and College Avenues**

Approved, see above.

2024-09-012 - ACCEPTING HAZEN AND SAWYER PROPOSAL FOR LEAD SERVICE LATERAL ENGINEERING SERVICES

- a. **2024-08-30 - Hazen and Sawyer Proposal for Lead Service Lateral Engineering Consulting Services**

Note: Several pages omitted to reduce length, refer to Sept. 16, 2024 Work Session Packet for Complete Proposal.

Approved, see above.

2024-09-013 - ANNUAL RENEWAL OF NEW WORLD SOFTWARE LICENSES

- a. **2024-10-01 - Tyler Technologies Invoice for Annual New World SaaS Renewal - \$120,930.99**

Approved, see above.

2024-09-014 - PROCUREMENT OF MAIN PUMP VARIABLE FREQUENCY DRIVE

- a. **2024-07-11 - Rexel Quotation S140039223 for WWTP Main Pump VFD**

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

Dean Y Kimble Y Larkin A Sirianni Y Forster A

Motion carried, 3-0.

2024-09-015 - SEWER LINE CHEMICAL ROOT CONTROL

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

Dean Y Kimble Y Larkin A Sirianni Y Forster A

Motion carried, 3-0.

2024-09-016 - AWARD OF BID FOR WATER AND SEWER CONSTRUCTION AND REPAIR MATERIALS

- a. **2024-09-16 - Bid W2024-01, Water and Sewer Construction and Repair Materials, Award Recommendation and Bid Tally Sheets**

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

Dean Y Kimble Y Larkin A Sirianni Y Forster A

Motion carried, 3-0.

2024-09-017 - RENEWAL OF PROPERTY, LIABILITY, AND UMBRELLA INSURANCE POLICIES

- a. **2024-09-18 - USI Insurance Proposal for Property, Liability, and Umbrella Coverages**

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

Dean Y Kimble Y Larkin A Sirianni Y Forster A

Motion carried, 3-0.

12. Unfinished/Old Business

13. New Business & Additional Items for Discussion

14. Executive Session

Motion by Board Member Dean and seconded by Board Member Kimble to enter into Executive Session at 5:10 p.m. for the purpose of discussing the employment of a particular individual.

Dean Y Kimble Y Larkin A Sirianni Y Forster A

Motion carried, 3-0.

MINUTES OF THE EXECUTIVE SESSION

The following motion was approved by the Board while in Executive Session:

Motion by Board Member Dean and seconded by Board Member Kimble to terminate the employment of Director of Administrative Services David San Lorenzo due to a lack of confidence in his leadership and ability to perform the duties of the position.

Dean __Y__ Kimble __Y__ Larkin __A__ Sirianni __Y__ Forster __A__

Motion carried, 3-0.

Whereupon the Board returned to the public session, and entertained a motion by Board Member Kimble and seconded by Board Member Dean to exit Executive Session at 5:35 p.m.

Dean __Y__ Kimble __Y__ Larkin __A__ Sirianni __Y__ Forster __A__

Motion carried, 3-0.

Motion by Board Member Dean and seconded by Board Member Kimble to amend the September 23, 2024 Personnel Actions sheet to remove the entry for lab director and to add authority to hire a Secretary I.

Dean __Y__ Kimble __Y__ Larkin __A__ Sirianni __Y__ Forster __A__

Motion carried, 3-0.

Motion by Board Member Dean and seconded by Board Member Kimble to approve September 23, 2024 Personnel Actions sheet as amended.

Dean __Y__ Kimble __Y__ Larkin __A__ Sirianni __Y__ Forster __A__

Motion carried, 3-0.

15. Adjournment of Meeting

Motion by Board Member Kimble and seconded by Board Member Dean to adjourn the meeting at 6:17 p.m.

Dean __Y__ Kimble __Y__ Larkin __A__ Sirianni __Y__ Forster __A__

Motion carried, 3-0.