



## MINUTES

### Business Meeting of the Niagara Falls Water Board April 27, 2026 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. Minutes do not represent a complete summary of all matters discussed. Complete video recordings of meetings are posted online at: <https://tinyurl.com/nfwbMedia>.

#### 1. Preliminary Matters

- a. Call To Order
- b. Pledge of Allegiance to the Flag of the United States of America
- c. Attendance: Cole Present, Dean Present, Kimble Present via Zoom, Sirianni Present, Weiss Present via Zoom.
- d. **Public Comments:** Speakers must register with the Secretary by 5:00 p.m. and are limited to three minutes per person – total time for all speakers may not exceed one hour.

*Joseph D'Addario spoke regarding a high water bill for 649 – 8<sup>th</sup> St. This is a vacant building he and his recently-deceased father use for storage. A pipe burst in a crawl space in December. He discovered the break in March and turned off the water, but has a \$5,000 bill and expects another bill for \$2,500. He requested the Board assist him with the bill, and noted that the water went into the dirt not the sewer.*

*Enrico Frosolone and Elena Ayers spoke regarding a high water bill at 1719 Ashland Ave. The house belongs to Ms. Ayers's 96-year-old mother and they are in the process of emptying and selling the property. The bill is over \$5,000 and another large bill is expected, a pipe had burst in the basement of the home. They already have filled out an adjustment request form that grants up to \$1,000 in relief but requested that the Board approve a larger adjustment.*

*The speakers were advised that staff will be in contact if after review there are grounds to provide additional relief.*

**e. Correspondence**

**f. Prior Meeting Minutes**

**i. Draft March 23, 2026 Annual Business Meeting Minutes**

*Motion by Board Member Dean and seconded by Board Member Cole to accept the March 23, 2026 annual business meeting minutes.*

*Cole Y Dean Y Kimble Y Sirianni Y Weiss Y*

*Motion carried, 5-0.*

**2. Executive Director & General Counsel – Sean Costello**

*Mr. Costello introduced engineers Jason Foote and Jay Myers from CPL who discussed the Beech Avenue tank rehabilitation project. The portion of the project up for award tonight includes encapsulating the tank, sandblasting to remove the existing coating, and recoating the interior and exterior surfaces. Additional improvements to the tank will bring it to compliance with current OSHA and 10-States Standards. This work includes updating railings, ladders, hatches, venting, overflow piping, and adding a mixer to maintain water quality. Separately bid will be a pump station and 20” water main that are part of the overall project but will involve different types of contractor work.*

*Three bids for the tank work were received, and the engineers feel they are good bids. The bid amount was higher than the engineer’s estimate used in grant applications that support the project, but those estimates were based on 2022 construction and not escalated based on cost increases since then, so the low bid number is reasonable. The funds available for the project under the current financing and grant, which includes several more projects, may not be sufficient unless one of the water main projects is deferred to be included in a new grant or another option would be to request additional long-term financing if all projects still are desired. Mr. Costello stated that a Congressionally Directed Spending request for approximately \$3 million has been submitted to Senators Gillibrand and Schumer to help offset the project cost.*

*The sandblasting work will be performed this summer to reduce disruption to the adjacent Kalfas Elementary School and per the Board’s request fliers will be distributed to nearby properties to explain the work and the hours for construction.*

*Mr. Costello discussed the settling plate packs that are the subject of Resolution 2026-04-02. Some of the nuts used for installation hardware in the 1990s apparently were not the proper material, causing two plate packs to fall. All plate packs will be inspected.*

*The Board inquired about preventative maintenance procedures. Mr. Costello noted that the Board uses the Lucity Computerized Maintenance Management System but some PMs need to be updated, Mr. Drof is going to work on this for the WWTP.*

### **3. Finance – Deborah Ziolkowski**

- a. Preview of New NFWB Online Payments Portal**
- b. Bank Account Balance Report**
- c. Invested Funds Balance Report**
- d. Wilmington Trust Account Report**
- e. Budget Performance Reports**
  - i. Revenue**
  - ii. Sewer**
  - iii. Water**
  - iv. Board**

*Ms. Ziolkowski reported that service termination for non-payment will begin on May 1, and a goal is improved communication between the various teams involved. She continues to work on bank reconciliations to close the 2025 books. She continues to allocate work more efficiently in her department and interviews are underway for a new accountant position. Ms. Ziolkowski is assisting Mr. Joyce with a SECURE grant to help offset the cost of new cybersecurity regulations from DEC and DOH.*

*A presentation of features of the new online payment portal through Tyler Technologies was offered. Online and over-the-phone credit card payments now will be an option, as will electronic bills. Automatic payment also is a new option included with this system.*

*Year-to-date budget performance reports appear to be trending as expected. Some lines, such as vacation pay, are budgeted as part of biweekly payroll but tracked separately in the budget reports, resulting in the appearance of some lines being overbudget.*

*Board Member Cole inquired about making meter shop personnel available to restore water service until 4 p.m., as bill payments are accepted at City Hall until 4 p.m. Multiple warnings are given before a shutoff and the last, a door tag, says water will not be turned on until the next business day after payment. Staff will look at options to expand the hours meter shop personnel are available so that persons who pay until 4 p.m. have their service restored the same day.*

#### **4. Administrative Services – Caleb Holman**

*Mr. Holman worked with Mike Eagler and Comp Alliance, our workers' compensation carrier, to conduct a loss control survey at the lift stations. The Comp Alliance representative was pleased with the condition of the lift stations and made a few recommendations.*

*Heat stress training was conducted at both treatment plants in April.*

*Meetings are being held with the Board's health insurance broker and with Highmark regarding the June 1 health insurance renewal.*

##### **a. March 23, 2026 Personnel Actions**

#### **5. Engineering – Douglas Williamson**

*Mr. Williamson updated the Board on the spring Town of Niagara flow monitoring. There is a meeting scheduled with Hazen and Sawyer to review a draft of a solids handling memorandum, which looks at sludge dryers and other improvements for the WWTP. A kick-off meeting also is planned with Hazen for their hydraulic study work.*

#### **6. Outside Infrastructure Updates – Michael Eagler, Sr.**

*Mr. Eagler updated the Board on the West Rivershore water main replacement project. Outside maintenance visits the work area almost daily and has been receiving positive feedback from neighbors regarding the contractor, who has been polite and cooperative with driveway access. As of this day, 1,100 feet of main has been installed. A meeting is being scheduled with DOH and DEC regarding the work to be performed on the portion of the island that has suspected hazardous materials.*

*The upgrade to Xylem SCADA software for the lift stations met with some issues in migrating over to the new system but final migration is planned for this week.*

*Board Member Dean expressed appreciation for the responsiveness of staff with issues such as catch basins and clearing root balls.*

#### **7. Information & Operational Technology (IT & OT) – Jonathan Joyce or Elton Mensah-Selby**

*Mr. Mensah-Selby provided updates on the status of network switch upgrades. New UPS units are on order for the WWTP. IT is testing out a possible replacement for the WTP SCADA software.*

**8. February 2026 Operations and Maintenance Report**

**a. 2026-03-18 - E3communications Activity Report**

**9. Resolutions**

**2026-04-001 - PROCUREMENT OF WWTP CARBON FILTER AIR SCOUR BLOWER**

**a. 2026-03-25 - Motion Industries Quote for Gardner Denver CycloBlower**

*Motion by Board Member Dean and seconded by Board Member Cole to approve.*

*Cole Y Dean Y Kimble Y Weiss Y Sirianni Y*

*Motion carried, 5-0.*

**2026-04-002 - PROCUREMENT OF REPLACEMENT WTP PLATE SETTLER UNITS**

**a. 2026-04-22 - Ecodyne Quote for Two Replacement WTP Inclined Plate Settling Units**

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

*Cole Y Dean Y Kimble Y Weiss Y Sirianni Y*

*Motion carried, 5-0.*

**2026-04-003 - AWARD BID FOR WATER MAIN REPLACEMENT, LAUGHLIN DR, WITKOP AVE, AND 85TH ST**

**a. 2026-04-16 - Bid Tabulation and Award Recommendation for Water Main Replacement, Laughlin, Witkop and 85th**

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

*Cole Y Dean Y Kimble Y Weiss Y Sirianni Y*

*Motion carried, 5-0.*

**2026-04-004 - AUTHORIZING CONSTRUCTION ADMINISTRATION AND INSPECTION SERVICES FOR WATER MAIN REPLACEMENT, LAUGHLIN DR, WITKOP AVE, AND 85TH ST**

- a. **2026-04-16 - LaBella Request for Authorization to Proceed with CA and CI Services for Laughlin, Witkop, and 85th Water Main Replacement Project**

*Motion by Board Member Dean and seconded by Board Member Weiss to approve.*

*Cole   Y   Dean   Y   Kimble   Y   Weiss   Y   Sirianni   Y*

*Motion carried, 5-0.*

**2026-04-005 - AWARD BID FOR BEECH AVENUE WATER STORAGE TANK REHABILITATION**

- a. **2026-04-22 - CPL Award Recommendation and Bid Tabulation for Beech Avenue Water Storage Tank Rehabilitation**

*Motion by Board Member Kimble and seconded by Board Member Weiss to approve.*

*Cole   Y   Dean   Y   Kimble   Y   Weiss   Y   Sirianni   Y*

*Motion carried, 5-0.*

**10. Unfinished/Old Business**

**11. New Business & Additional Items for Discussion**

*The Board had further discussion on the adjustment policy. Board Member Cole expressed a desire to be able to grant additional relief in some circumstances, while Board Members Kimble and Dean noted that staff investigate and if there are grounds for an extraordinary adjustment they bring it to the Board.*

**12. Executive Session (if needed)**

**13. Adjournment of Meeting**

*Motion by Board Member Kimble and seconded by Board Member Dean to adjourn the meeting at 6:44 p.m.*

*Cole   Y   Dean   Y   Kimble   Y   Weiss   Y   Sirianni   Y*

*Motion carried, 5-0.*