

MIINUTES
SOUTH & CENTER CHAUTAUQUA LAKE SEWER DISTRICTS
ADMINISTRATIVE BOARD MEETING
DECEMBER 6, 2022

PRESENT

Karen Rine – Chair
Pierre Chagnon
William Chandler
Thomas Erlandson
Andrea McLean
William Ortman
Thomas Walsh
Bryan Wilson

PRESENT VIA VIDEO CONFERENCE

Steve Abdella
Kristen Wright
Paul McGarvey – GHD

EXCUSED

Robert Yates

Chair Karen Rine called the meeting to order @ 12 noon.

Mr. Paul McGarvey of GHD gave a brief update related to the status of the Phase 1 Sewer Extension. He reported that the Contractor has continued installing the grinders on Chautauqua Avenue, including the tank and drilling the laterals that will connect that tank to the main line. Also working to fabricate the 2” plug valve assemblies so they can be easily installed when needed.

Upcoming plans include continuing the grinder installation on Chautauqua Avenue. A recent contractor meeting (with Mr. McGarvey, Director Walsh and Project Manager Bryan Wilson) stressed the importance of staying on schedule to meet the goal of substantial completion by spring of 2023. The Contractor has been very responsive and added extra staff on-site this week. Additionally they have 2 crews doing the drills for the lateral connection and, a third crew actually setting the grinder tanks. Further, Mr. McGarvey stated that the (Contractor) Site Supervisor has informed him that an additional crew will be on-hand close to Christmas to focus on installation of the main pump stations and the duplex pump stations.

Mr. McGarvey said they are going to be asking the Contractor to supply an updated schedule based on the additional staff they have added.

He said they have resolved the (phase conversion) issue surrounding the electrical power for the duplex stations and it has gone through internal QA/QC.

Director Walsh added that the insulated steel pipe (for the Bridge crossings) arrived this morning and Mr. McGarvey stated that was good news.

Next update meeting was scheduled for December 20, 2022 @ 9:30 am.

Pierre Chagnon moved to approve the Board Meeting Minutes of November 1, 2022 as written and distributed. William Ortman seconded the motion and the motion carried unanimously.

ACTIONS BEFORE THE BOARD

The proposed meeting schedule for 2023 Board Meetings was discussed and **William Ortman moved to approve Regular Board Meeting dates of March 7, 2023; May 2, 2023; August 8, 2023; October 3, 2023 and December 5, 2023. All these meetings are scheduled for Tuesdays @ 12 noon in the SCCLSD Conference Room. William Chandler seconded the motion and the motion carried unanimously.**

After conversations related to the Sewer Extension Update Meetings, it was decided that those would be switched to Thursday meeting dates at Noon, also in the SCCLSD Conference Room. **Andrea McLean moved to approve Sewer Extension Update Meetings for 2023 to be held on January 12, 2023; February 9, 2023; April 6, 2023; June 8, 2023; September 7, 2023; and November 9, 2023. William Chandler seconded the motion and the motion carried unanimously.**

William Ortman moved to recommend that the Legislature re-appoint Board Member Robert Yates to another 6 year term to commence 1/1/2023 and run through 12/31/2028. Andrea McLean seconded the motion and the motion carried unanimously.

Pierre Chagnon moved to recommend that the Legislature re-appoint Board Member Andrea McLean to another 6 year term to commence 1/1/23 and run through 12/31/2028. Thomas Erlandson seconded the motion and the motion carried unanimously.

Next Director Walsh spoke about the RFQ pertaining to Engineering Services for the West Side Sewer Extension, Phase 2. After interviews, ranking and some negotiation, GHD was chosen at a Project cost not to exceed \$1,640,700. Pierre Chagnon indicated that there were several steps involved before arriving at the negotiated rate which was approximately \$125,000 less than the first proposal.

Pierre Chagnon moved to accept the final GHD proposal for Engineering Services related to the West Side Sewer Extension, Phase 2 Project at a cost not to exceed \$1,640,700. William Ortman seconded the motion and the motion carried unanimously.

Director Walsh next reported on the RFP that was initiated for the Map & Plan Report related to the Ashville Bay service Area. Two proposals were received (GHD and Barton & Loguidice) and the GHD proposal had the more favorable price. **Pierre Chagnon moved to accept the GHD Proposal for the Map & Plan Report associated with the Ashville Bay service area at a cost of \$15,700. Andrea McLean seconded the motion and the motion carried unanimously.**

DIRECTOR'S REPORT

Director Walsh reported that the Southern Tier Brewery and the Cummins Engine Plant both continue to do an excellent job in their pretreatment.

There has been no communication with the Vittoria Cheese facility at this time.

The plan to remove the 10,000 gallon underground fuel tank is currently being designed by LaBella Engineering. Once removed, this tank will be replaced with an above ground fuel tank.

The Department of Environmental Conservation has reviewed and approved the report submitted by Barton & Loguidice Engineering for a high flow primary by-pass line. This would eliminate structure 1 overflow during a high flow weather event.

We are still working on the telephone pole air release system in Bemus Point. Although some better, the affected neighbor indicates that he can still smell sewer gases on occasion.

The Budget Performance report through October is favorable and forecasting to the end of 2022, the Districts should close out the year within Budget constraints.

COMMITTEE REPORTS

Finance Committee:

Finance Committee Chair Pierre Chagnon indicated he had nothing further to report.

Technical Committee:

Mr. Ortman had nothing further to report related to the Technical Committee.

Personnel Committee:

Ms. Rine noted that the committee had performed Director Walsh's annual evaluation report and sent it on to County Executive Paul Wendel.

ATTORNEY'S REPORT

Attorney Abdella had nothing further to report at this juncture. In recognition of his forthcoming Retirement, Chair Karen Rine, Pierre Chagnon and the entire Board thanked Mr. Abdella for all his hard work. Mr. Abdella was given a round of applause.

Mr. Chagnon briefly reported on a customer who had several complaints and comments pertaining to the work being done in her area on the Phase 1 project. He assured the Board the all her complaints have been checked into and instructed the customer that upon her return in the Spring, they can answer

any lingering issues she feels she is still having. He further gave much credit to both Director Walsh and Project Manager Bryan Wilson for their tactful handling of this difficult situation.

With no further business to conduct for the good of the Districts, **Mr. Chagnon moved to adjourn the meeting @ 1:14 pm. Andrea McLean seconded the motion and the motion carried unanimously.**

Respectfully submitted,

Lou Ann Peterson
Recording Secretary

c: Thomas Walsh, Director SCCLSD
Steve Abdella, Chautauqua County and Districts' Attorney
Board
File