

MINUTES  
SOUTH & CENTER CHAUTAUQUA LAKE SEWER DISTRICTS  
ADMINISTRATIVE BOARD MEETING  
JUNE 3, 2021

PRESENT

Karen Rine – Chair  
Pierre Chagnon  
William Chandler  
Tom Erlandson  
Robert Yates  
Andrea McLean  
William Ortman  
Steve Abdella  
Thomas Walsh  
Bryan Wilson  
Brad Bentley

VISITORS

Paul McGarvey – GHD

Chair Karen Rine called the meeting to order at 12 noon, welcoming all to the first “in person” meeting since March of 2020. Further, Ms. Rine provided Commendation certificates to both Director Walsh and Project Manager Bryan Wilson for their going “above and beyond” in their efforts related to the Easements collection process. Additionally, both Kristen Wright and Engineers @ GHD were also cited for their exceptional contributions to the cause. Mr. McGarvey mentioned that we are about 85% complete on the easements. A round of applause was given for all their hard work.

Mr. Paul McGarvey of GHD spoke next pertaining to the West Side Sewer Extension Project (Phase 1) BID. He stated they were pleased to receive 3 bids in response to the advertisement and the apparent Bid winner is going to be JD Northrup Construction, Inc. whose Bid came in under the Engineer’s estimate. He further reported there were 3 items contained in the Bid which were the base bid, alternate A and alternate B. Mr. McGarvey made recommendation to the Board that an award be made to J D Northrup Construction for the base bid plus alternate A and B. He stated that this will fit within the Districts’ budget allowance. In summation, pending review and approval by Legal staff, GHD recommends award to JD Northrup Construction.

Mr. Abdella next made mention (as Mr. McGarvey previously pointed out), that there were some errors surrounding the mathematical totaling. GHD did correct that math and those corrections were

contained in the summary that the Board was looking at now. The corrected totals had no effect on the order of bids and the numbers being used are simply done for basis of comparison and award. Therefore, these numbers will not represent the final cost for the project; that can only be determined once the work is done in the field. In conclusion and based on the finding that this is in the best interest of the District, the Law Department concurs with the recommendation of the award to JD Northrup Construction. He said with the Administrative Board's approval, the Law Department would immediately put the contract into place and get the project started.

Next on the Agenda Mr. Chagnon spoke about the District's Finance Committee's determination as it relates to the affordability of the project. Attached please find reference materials illustrating the information presented at the Board Meeting by Mr. Chagnon. For these reasons, the Finance Committee of the South Chautauqua Lake Sewer District does endorse and recommend the award of the West Side Sewer Extension Project (Phase 1) to JD Northrup of Ellicottville, NY.

At this juncture, many thanks were expressed by several Board members to the many people, County Departments and organizations involved in bringing this project to fruition.

#### ACTIONS BEFORE THE BOARD

**Mr. Chagnon moved that the District adopt the recommendation of award as set forth in the letter of GHD Engineering dated June 2, 2021 and award the contract for the West Side Extension Project – Phase 1, Bid No. PW-1-21 SCCLSD, to JD Northrup Construction, Inc. to include the Base Bid, Alternate A and Alternate B, as has also been reviewed and approved by the County Law Department, County Department of Public Facilities, the Districts' Director and Project Manager, and which is in the best interest of the District. Robert Yates seconded the motion. The motion carried unanimously by roll call vote**

Mr. Chandler asked about getting this news out to the public and Director Walsh indicated that they will be preparing and issuing a press release with all the pertinent information as soon as possible. There was discussion surrounding a ground breaking ceremony (perhaps at the BOCES Location) and Mr. McGarvey would expect this could happen in August, 2021.

Lastly, Chair Karen Rine proposed omitting the scheduled July 6, 2021 Board Meeting due to work on the SCCLSD 2022 Budget being prepared during the busy summer months. All agreed the Board could reconvene for the August 10, 2021 Board Meeting as slated.

With no further business to conduct for the good of the Districts, **William Ortman moved to adjourn the meeting at 12:38 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' Director  
Bryan Wilson, Project Manager  
Brad Bentley, Director of Public Facilities  
Board  
File