

MINUTES
SOUTH & CENTER CHAUTAUQUA LAKE SEWER DISTRICTS
ADMINISTRATIVE BOARD MEETING
MARCH 2, 2021

PRESENT VIA TELECONFERENCE

Karen Rine
Tom Erlandson
Robert Yates
Pierre Chagnon
William Ortman
Andrea McLean
Kristen Wright
Steve Abdella
Brad Bentley
Tom Walsh
Bryan Wilson
Elizabeth Slagle

EXCUSED

William Chandler

Chair Karen Rine called the meeting to order at 12:02 pm with no visitors present.

Dr. Erlandson moved to approve the Board Meeting Minutes of February 2, 2021 as written and distributed. Mr. Ortman seconded the motion and the motion carried unanimously.

Next on the Agenda was the Wastewater Treatment Plant's Annual 2020 "Plant in Review." Laboratory Technician Elizabeth Slagle reviewed SCCLSD's Plant updates, permits and performance pertaining to 2020. Board members had this report (sharing illustrations and charts) that was included with the Board Packet and were given an opportunity to make comments and ask questions. Ms. Slagle signed out of the meeting @ 12:35 pm.

Tom Walsh followed with the Director's Report highlighting areas of interest included on this report in the packets. Notable mentions involved the probable purchase of the Castelli property by another cheese manufacturer, with the possibility of on-site expansion of same. This was good news to all.

Project Manager Bryan Wilson presented Westside Sewer Extension & easement progress updates to the Board. Concerning easements, he reported that overall we are just under 60% for completion. To date, we have received 160 (out of the 280 total expected). He anticipates a further update regarding easements from Paul McGarvey during Thursday's scheduled update meeting.

While stating that things are "still moving along very well", Mr. Wilson did acknowledge that it's obvious we won't be ready to go out to bid in early March (as originally thought). He said we just aren't quite there yet in terms of number of easements back and in terms of regulatory approvals. Mr. Bentley added that "in a week or two" it will have to be discussed and decided the exact number that is considered "critical mass" of easements. Once decided and that number reached, at that point we can move forward with going out for bid.

COMMITTEE REPORTS

Technical Committee:

William Ortman indicated there was nothing further to discuss today related to the Technical Committee.

Finance Committee:

Pierre Chagnon advised the *preliminary* 2020 Budget outcomes suggest that the Management of the Districts has done an excellent job of controlling expenses in 2020. One significant exception was the NYS Pension Fund Expense; however Mr. Chagnon declared that this line item is "out of the Districts' control." Overall he added (even considering the large overage attributed to the Pension Fund Expense) at year end 2020, the Districts still came in *under* in expenses

Personnel Committee:

Nothing to report with this Committee, but Chair Karen Rine made mention that she and Personnel Committee member Andrea McLean will get together soon to discuss Personnel Committee happenings.

ATTORNEY'S REPORT

Nothing further to report noted Districts' Attorney Kristen Wright.

With no further business to discuss for the good of the Districts, **Ms. McLean moved to adjourn the meeting. Mr. Ortman seconded the motion and the motion carried unanimously. The meeting was adjourned at 1:04 pm.**

Respectfully submitted,

Lou Ann Peterson
Recording Secretary

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