

MINUTES
SOUTH & CENTER CHAUTAUQUA LAKE SEWER DISTRICTS
ADMINISTRATIVE BOARD MEETING
May 3, 2022

PRESENT

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

PRESENT VIA VIDEO CONFERENCE (ZOOM)

Kristen Wright
Steve Abdella (Joined meeting @ 12:17 pm)
Paul McGarvey – GHD

EXCUSED

Robert Yates
Andrea McLean

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

Thomas Erlandson moved to approve the April 5, 2022 and April 19, 2022 Board Meeting Minutes as written and distributed. Pierre Chagnon seconded the motion and the motion carried unanimously.

Next Mr. Paul McGarvey of GHD provided his update pertaining to the construction progress of the Phase 1 Sewer Extension. He reported that lateral valve installation is continuing on Ross and Mason Streets and they expect delivery of those remaining valves this week. They will be installed right away. Site rebuilding (and grass planting), along with asphalt restoration is taking place on Chautauqua Ave, Elm, Highland and Al-Mar. Preparation work is underway pertaining to the 10” pipe installation down Route 394. All restoration work should be complete prior to the commencement of summer activities in the area.

Mr. McGarvey next made mention of a challenge they encountered while installing the 10” pipe near the BOCES Pump Station. During the installation (using the horizontal, directional drilling) at Bly Creek, they came across rock that they were unable to pass. GHD is currently looking into options that could be employed to work around this problem. They hope to have a plan in place later this week to address the issue and will advise the Districts at that time.

Lastly, Mr. McGarvey indicated that they did submit a letter to the State Historic Preservation Office (SHPO) on behalf of the Phase 2 efforts. This is a request to receive a conditional letter from SHPO for the Phase 2 project, which can be used in the Districts and County's efforts to obtain financing for same.

The next update meeting with Mr. McGarvey will be @ 9:30 am on May 17, 2022.

Mr. Chagnon interjected that the Map and Plan for Phase 2 was unanimously approved by the Chautauqua County Sewer Agency and a Resolution is being sent to the County Legislature (this month) to set a public hearing for the project on June 22, 2022 @ 6:35 pm. Mr. Chagnon indicated that they would like for Mr. McGarvey to be present at that meeting to address any questions; Mr. McGarvey stated that he could be there.

ACTIONS BEFORE THE BOARD

Regarding Action Item #1, Director Walsh explained the proposed by-pass line into the aeration basin made necessary to address the issue of excessive wet weather flow. After discussion, **Mr. William Ortman moved to approve the proposal for Professional Engineering Services for a system by-pass related to the Primary Settling Tank @ the WWTP. The proposed services were authored by Barton & Loguidice for a lump sum amount of \$17,800. William Chandler seconded the motion and the motion carried unanimously.**

Action Item #2 pertaining to an Emergency Generator fuel tank replacement at a cost of \$81,330 was discussed. Director Walsh brought the Board up to speed with the background information and the proposal was reviewed and recommended by the Technical Committee. **Mr. Ortman moved that the Districts' Emergency Generator Fuel Tank be replaced at a cost of \$81,330. Pierre Chagnon seconded the motion and the motion carried unanimously.**

Action Item #3 was asking the Board to authorize an RFP for the Phase 2 Design Engineering. Mr. Chagnon reiterated that the plan was to have a Public Hearing (relating to the Phase 2 extension) currently scheduled for June 22, 2022. He further stated that immediately following this public hearing, the hope is that the Legislature will vote to extend the District. At this point, Grant Applications could be submitted for Phase 2 funding. Additionally, he stated that if we were to already have in place an Agreement with an Engineer (for the Phase 2 design), this fact would enhance our Grant probabilities. At this juncture and at the recommendation of the County Attorney, **Mr. Chagnon moved to authorize an RFP for the Phase 2 Design Engineering. Dr. Erlandson seconded the motion and the motion carried unanimously.**

DIRECTOR'S REPORT

Director Walsh made mention that the Southern Tier Brewery and Cummins Engine Plant both continue to do an exceptional job related to their pretreatment.

Online Bill Pay is progressing nicely and was well received with the exception of the convenience fee associated with the on-line payment option.

Director Walsh reported that SCCLSD had 5 people from our group attending the New York Water Environment Association - Greater Buffalo Environmental Conference in Buffalo on March 8, 2022.

Lastly, Mr. Walsh displayed a picture of the current state of the original Celoron Wastewater Treatment Administrative Office building. The building is beginning to lean and he stated he felt it was time to demolish the building. All present concurred and it was noted that there is no plan to replace the building.

COMMITTEE REPORTS

Finance Committee:

Chair Pierre Chagnon stated no substantial updates other than the Districts' continue to operate well within the 2022 Budget.

Technical Committee:

Engineer II Bryan Wilson updated the Board on the situation with the Field Order Change that was issued pertaining to the alignment for the 10" force main between Hadley Bay and BOCES Pump Station. This was a no cost change and Mr. Wilson noted that the change has already been submitted to and approved by, the NYSDOT.

Personnel Committee:

Chair Karen Rine stated that the Personnel Committee has not had occasion to meet and there is nothing to report from this Committee.

ATTORNEY'S REPORT

Mr. Abdella noted nothing further from him and deferred to Ms. Wright. At this interval, **Karen Rine moved that the Administrative Board go into Executive Session to discuss proposed, pending or current litigation. Mr. Chagnon seconded the motion and the Board went into Executive session @ 12:59 pm.**

Mr. Chagnon moved to come out of Executive Session @ 1:21 pm and William Ortman seconded the motion. The motion carried unanimously.

With no further business to conduct for the good of the Districts, **Mr. Chagnon moved to adjourn the meeting @ 1:22 pm and Mr. Ortman seconded the motion. 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