

**MINUTES OF THE REGULAR MEETING
OF THE
BUFFALO SEWER AUTHORITY**

October 4, 2017

BUFFALO SEWER AUTHORITY

October 4, 2017

REGULAR MEETING

9:00 A.M.

1038 CITY HALL

<u>ITEM NO.</u>	<u>CONTENTS</u>	<u>PAGE NO.</u>
	Roll Call	
1	Motion to Adopt the Minutes of September 20, 2017	56138
2	Informative: Temporary Investments	56139-40
3	Authorization to Amend Board Resolution No. 5 of the Board Meeting of September 20, 2017 – Fund Balance Designation	56141
4	Payments from Judgment and Claims	56142
5	Contract Extension – Natural Gas Supply	56143
6	Authorization for Purchase of AUMA Actuators	56144
7	Authorization for Purchase of Limitorque Actuators	56145
8	Report on Bids Received - Digester No. 5 Rehabilitation Project	56146
9	Authorization to Dispose of Various Obsolete Vehicles and Equipment	56147
10	Authorization to Purchase Vehicle Under the Onondaga Bid 2017 7974	56148
11	Authorization to Purchase Two (2) Vehicles Under the Onondaga Bid 2017 7974	56149
12	Report on Bids Received – Hazelwood Avenue Real Time Control Project	56150-51
13	Amend C.S.E.A. Salary Schedule (Exempt) XVB M36	56152
14	Amendment to Schedule of Job Classification Plan	56153
15	Confirmation of Appointment	56154
16	Adjournment of Meeting	56155

ITEM NO. 2

INFORMATIVE: TEMPORARY INVESTMENTS (CERTIFICATES OF DEPOSIT AND TREASURY BILLS)
MARKET VALUE

As of August 31, 2017

ISSUE DATE	MATURITY DATE	TOTAL DAYS	AMOUNT	BANK	RATE	INTEREST AMOUNT
CONSTRUCTION/CAPITAL IMPROVEMENT FUND						
31-Jul-12	Money Market		\$406,125.13	Key	0.15%	Public NOW
			\$202.79	Federated Govt. Oblig.	0.88%	
05-Jun-17	07-Sep-17	94	\$2,004,524.37	Key Banc Capital	1.11%	\$5,811.16
19-Jan-17	16-Oct-17	270	\$9,587,539.17	M&T Securities	1.35%	\$97,230.37
15-Nov-16	13-Nov-17	363	\$13,929,287.00	JP Morgan Securities	1.62%	\$228,060.00
07-June-17	08-Dec-17	184	\$9,963,425.00	Key Banc Capital	1.42%	\$72,577.78
05June-17	05-Jan-18	214	\$9,926,710.00	JP Morgan Securities	1.34%	\$79,655.56
08-Aug-17	07-Feb-18	183	\$2,295,123.60	Key Banc Capital	1.51%	\$17,828.07
10-Jul-17	27-Mar-18	260	2,975,040.03	Key Banc Capital	1.75%	\$37,916.67
			\$51,087,977.09			
LIABILITY AND CASUALTY RESERVE FUND						
31-July-12	Money Market		\$1,097,769.12	Key	0.15%	Public Savings
OPERATING FUND						
31-Jul-12	Super NOW		\$2,578,424.18	Key	0.15%	Public NOW
TRUST & AGENCY FUND						
31-Jul-12	Money Market		\$30,576.66	Key	0.02%	Public Savings
SURPLUS FUND (185181898)						
			\$82,228.57	Wilmington Fund		
30-Jun-17	02-Jan-18	186	\$9,955,200.00	Key Banc Capital	1.60%	\$82,666.67
			\$10,037,428.57			
NET REVENUE FUND (185316114)						
			\$581.25	Wilmington Fund		
30-Jun-17	05-Sep-17	67	\$6,999,090.00	Key Banc Capital	1.40%	\$18,238.89
12-Jul-17	13-Oct-17	93	8,488,525.00	Key Banc Capital	1.46%	\$32,059.17
31-Jul-17	03-Oct-17	64	\$3,196,704.00	Key Banc Capital	1.35%	\$7,680.00
18-Aug-17	27-Oct-17	70	\$3,094,358.00	Key Banc Capital	1.35%	\$6,931.94
			\$21,779,258.25			

DEBT RESERVE FUND**Series J (1004209)**

02-Jul-14	15-Nov-33	7076	\$515,879.00	UST State/Local Govt	2.70%
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Series K (1004925)

02-Jul-14	15-Feb-33	6803	\$361,415.00	UST State/Local Govt	2.70%
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Series L (3001357)

12-Nov-15	01-Oct-35	7263	\$689,547.00	UST State/Local Govt	2.44%
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Series M (1039308)

27-Jun-14	01-May-44	10901	\$595,613.00	US State/Local Govt	2.70%
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Series N (1002070)

15-Nov-12	15-Apr-32	7091	\$2,167,157.00	UST State/Local Govt	2.42%
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RECEIVE & FILE

Board Meeting of October 4, 2017

ITEM NO. 3

AUTHORIZATION TO AMEND BOARD RESOLUTION NO. 5 OF THE BOARD MEETING OF SEPTEMBER 20, 2017 - FUND BALANCE DESIGNATION

WHEREAS: On September 20, 2017, the Board of the Buffalo Sewer Authority approved the following designation of the fund balance for the fiscal year ending June 30, 2017:

Fund Balances:	
Non-Spendable	\$ 130,324
Committed	
Encumbrances	\$ 3,300,743
Loss Contingencies	\$ 5,000,000
Capital Projects	\$ 18,888,901
Unassigned	\$ <u>10,000,000</u>
Total Fund Balances	\$ 37,319,968

; and

WHEREAS: Due to an internal accounting posting error, the dollar amounts for the Encumbrances and Capital Projects were incorrect.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby approves the following **amended** designation of the fund balance for the fiscal year ending June 30, 2017:

Fund Balances:	
Non-Spendable	\$ 130,324
Committed	
Encumbrances	\$ 2,006,257
Loss Contingencies	\$ 5,000,000
Capital Projects	\$ 20,028,569
Unassigned	\$ <u>10,000,000</u>
Total Fund Balances	\$ 37,165,150

MOTION TO	<u>APPROVE</u>
MADE BY	<u>MS. PETRUCCI</u>
2 ND BY	<u>MR. KENNEDY</u>
AYES	<u>3</u> NOES <u>0</u>

Board Meeting of October 4, 2017

ITEM NO. 4

PAYMENTS FROM JUDGMENT AND CLAIMS

WHEREAS: Board approval is required for charges made against the Buffalo Sewer Authority's current budget for services and/or materials received during a prior fiscal year; and

WHEREAS: The following services and materials were received during a prior fiscal year and charged to the 2017-2018 budget account no. 00800108-480214:

Joe Johnson Equipment	\$2,098.62 for Vactor Repairs
City of Buffalo Accounts Receivable	\$463.88 for Fuel for BSA vehicles
State University of NY at Buffalo	\$115.00 for Leak Test & Calibration

; and

WHEREAS: The General Manager and staff recommend the above payments from the Judgment and Claims account.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby approves the above payments from the Judgment and Claims account.

MOTION TO APPROVE
MADE BY MR. KENNEDY
2ND BY MS. PETRUCCI
AYES 3 NOES 0

Board Meeting of October 4, 2017

ITEM NO. 5

CONTRACT EXTENSION - NATURAL GAS SUPPLY

WHEREAS: Informal bids were solicited by United Energy, the Buffalo Sewer Authority's energy consultant, to supply natural gas to the Bird Island Wastewater Treatment Plant and outlying stations for various terms beginning October 1, 2014; and

WHEREAS: Upon review of the bids received United Energy recommended that the Buffalo Sewer Authority enter into an agreement with Energy Mark, LLC for a two-year period, October 1, 2014 through September 30, 2016; and

WHEREAS: Due to the volatile market for this commodity and recent market conditions, United Energy solicited a contract extension with Energy Mark, LLC; and

WHEREAS: United Energy recommends extending the existing contract proposed by Energy Mark, LLC for the period of through September 30, 2018; and

WHEREAS: The General Manager and committee concur with United Energy and recommend extending this contract with Energy Mark, LLC to September 30, 2018.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to enter into a contract extension with Energy Mark, LLC for natural gas supply for the Bird Island Wastewater Treatment Plant and outlying stations for a period through September 30, 2018, at a cost of \$0.40/Dth for the Treatment Plant and a cost of \$0.55/Dth for the outlying stations, plus the monthly closing price on the New York Mercantile Exchange (NYMEX). The purchase of this commodity will be charged to various Treatment Plant accounts.

MOTION TO	APPROVE	
MADE BY	MR. KENNEDY	
2 ND BY	MS. PETRUCCI	
AYES	3	NOES 0

Board Meeting of October 4, 2017

ITEM NO. 6

AUTHORIZATION FOR PURCHASE OF AUMA ACTUATORS

WHEREAS: On July 29, 2015, the Board of the Buffalo Sewer Authority designated AUMA Actuators, the original equipment manufacturer, and/or their authorized local service representative, as a sole source for replacement parts, supplies and services for Auma control products (valve positioners) installed at the Bird Island Wastewater Treatment Plant; and

WHEREAS: The Principal Chief Stationary Engineer has determined a need for AUMA actuators; and

WHEREAS: Upon request RM Headlee Company Incorporated, the authorized local representative, submitted a quote in the amount of \$14,510.00 for the AUMA actuators; and

WHEREAS: Monies payable to date to RM Headlee Company Incorporated, in the fiscal year 2017-2018 are \$60,852.00. This purchase will bring the total monies payable for purchase to \$75,362.00; and

WHEREAS: The Treatment Plant Superintendent, Treatment Plant Administrator, Principal Chief Stationary Engineer and staff reviewed the quote received and recommend this purchase; and

WHEREAS: Board approval is required on purchases over \$20,000.00.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to purchase the AUMA actuators from RM Headlee Company Incorporated, at a total cost of \$14,510.00, and further authorizes total monies payable to RM Headlee Company Incorporated, of \$75,362.00 for fiscal year 2017-2018. This purchase will be charged to account no. 00230105-466107.

MOTION TO APPROVE

MADE BY MS. PETRUCCI

2ND BY MR. KENNEDY

AYES 3 NOES 0

Board Meeting of October 4, 2017

ITEM NO. 7

AUTHORIZATION FOR PURCHASE OF LIMITORQUE ACTUATORS

WHEREAS: On July 29, 2015, the Board of the Buffalo Sewer Authority designated Limatorque (a division of Flowserve), the original equipment manufacturer, and/or their authorized local service representative, as a sole source for replacement parts, supplies and services for Limatorque brand valve actuators installed at the Bird Island Wastewater Treatment Plant; and

WHEREAS: The Principal Chief Stationary Engineer has determined a need for two (2) Limatorque actuators; and

WHEREAS: Upon request FCX Performance Incorporated, the authorized local representative, submitted a quote in the amount of \$52,571.00 for the Limatorque actuators; and

WHEREAS: The Treatment Plant Superintendent, Treatment Plant Administrator, Principal Chief Stationary Engineer and staff reviewed the quote received and recommend this purchase; and

WHEREAS: Board approval is required on purchases over \$20,000.00.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to purchase two (2) Limatorque actuators from FCX Performance Incorporated, at a total cost of \$52,571.00. This purchase will be charged to account no. 00240105-466068.

MOTION TO	_____	APPROVE	_____
MADE BY	_____	MR. KENNEDY	_____
2 ND BY	_____	MS. PETRUCCI	_____
AYES	_____	3	NOES _____ 0

Board Meeting of October 4, 2017

ITEM NO. 8

REPORT ON BIDS RECEIVED - DIGESTER NO. 5 REHABILITATION PROJECT

WHEREAS: Formal bids were advertised and solicited for the Digester No. 5 Rehabilitation Project at the Bird Island Wastewater Treatment Plant. The following bids were received and publically opened on September 19, 2017:

Contractor	Bid
Quackenbush Company, Inc.	\$2,596,420.00
Hohl Industrial, Inc.	\$3,171,580.00
K&E Fabricating, Inc.	\$3,657,870.00

; and

WHEREAS: The Buffalo Sewer Authority's Engineering consultant, AECOM, reviewed the bid packages and recommends awarding the contract to the low bidder, Quackenbush Company, Inc.; and

WHEREAS: The Treatment Plant Administrator and staff have reviewed the consultant's recommendation and concur with AECOM and recommend awarding the contract to the lowest bidder, Quackenbush Company, Inc., at a cost not to exceed \$2,596,420.00.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to enter into and execute a contract with Quackenbush Company, Inc., for the Digester No. 5 Rehabilitation Project at a cost not to exceed \$2,596,420.00. Expenses for this contract will be charged to account no. 02000426-490740.

MOTION TO APPROVE

MADE BY MS. PETRUCCI

2ND BY MR. KENNEDY

AYES 3 NOES 0

Board Meeting of October 4, 2017

ITEM NO. 9

AUTHORIZATION TO DISPOSE OF VARIOUS OBSOLETE VEHICLES AND EQUIPMENT

WHEREAS: The Buffalo Sewer Authority’s current inventory of fixed assets contains equipment and vehicles that are obsolete; and

WHEREAS: The Treatment Plant Superintendent and Principal Sanitary Engineer recommend disposing of the following vehicles and equipment:

BSA#	Description	VIN#
Vehicles		
287-E	2009 Ford Escape	1FMCU02779KA99795
295-S	2009 Ford F450	1FDAW47R19EA23619
296-D	2009 GMC TC5500	1GDE5C3G49F409190
Equipment		
07264	Toro Workman 1110	270000708
30626	Toro Groundmaster 328D	260000226
P185WIR	Ingersoll Rand Compressor	317277UKK295
709	Ingersoll Rand/Bobcat Mini Hoe Attachment	270008258
	Three (3) BDP Belt Filter Presses	
	Two (2) Roediger Belt Filter Presses	

; and

WHEREAS: The Authority will first hold an auction utilizing Erie County Bid No. 216159-002 awarded to Cash Realty and Auctions; and

WHEREAS: Any vehicle and/or equipment remaining after the auction will then be scrapped utilizing the City of Buffalo’s Informal Price Agreement; and

WHEREAS: The results of the auction and scrapping of the vehicles and equipment will be presented subsequently to the Board.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to dispose of the above listed vehicles and equipment by auction with the remaining listed items disposed of under the City of Buffalo’s Informal Price Agreement.

MOTION TO APPROVE
 MADE BY MR. KENNEDY
 2ND BY MS. PETRUCCI
 AYES 3 NOES 0

ITEM NO. 10

AUTHORIZATION TO PURCHASE VEHICLE UNDER THE ONONDAGA BID 2017 7974

WHEREAS: The Principal Sanitary Engineer and staff request approval to purchase the following vehicle, with additional options, available under Onondaga County Contract to add to the existing fleet:

County Contract	Vendor	Vehicle	Cost
Bid No. 2017 Award No. 7974	Van Bortel Ford	One (1) 2018 Ford F-450 XL Super Cab 4x4 168 WB:	\$36,000.15
		6.7 L Powerstroke Diesel V-8 Engine:	\$ 7,996.50
		9' 130U Steel Cross-Member-less body cab shield w/flashers forward-sides manual gate 18" sides-24" gate stop/turn w/flashers. Rear post stop/turn w/flashers rear apron elec/hyd power unit double acting scissors hoist ladder driver/passenger side rear hitch plate w/8-ton pintle-safety d-rings w/trailer plug mini bar light mnt on cab shield aluminum B-Pack tool box w/under body boxes painted to match fleet:	\$21,957.60
		8' Western Tornado Poly Spreader Hopper Model No. 78006:	\$ 5,995.00
		Various Options Totaling:	\$ 3,136.50
		Delivery Charge:	<u>\$ 110.00</u>
		Total Vehicle Cost:	\$75,195.75

; and

WHEREAS: The Principal Sanitary Engineer and staff recommend the purchase of the above vehicle at the total cost of \$75,195.75.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority authorizes the General Manager to purchase the above vehicle and additional options indicated from Van Bortel Ford, at a total cost of \$75,195.75. This purchase will be charged to account no. 00690107-474200.

MOTION TO APPROVE
MADE BY MS. PETRUCCI
2ND BY MR. KENNEDY
AYES 3 NOES 0

ITEM NO. 12

REPORT ON BIDS RECEIVED - HAZELWOOD AVENUE REAL TIME CONTROL PROJECT

WHEREAS: Formal bids were advertised and solicited for the Hazelwood Avenue Real Time Control Project. The following bids were received and publically opened by the Buffalo Sewer Authority on Friday, September 22, 2017, at 11:00 AM:

<u>Contractor</u>	<u>Bid</u>
STC Construction, Inc.	\$1,238,000.00
Nicholas, Long & Moore Construction Corp.	\$1,333,485.00
4 th Generation Construction	\$1,540,000.00
Kandey Company, Inc.	\$1,581,907.00
Mark Cerrone, Inc.	\$1,658,500.00

; and

WHEREAS: The proposals were received and the contract will be awarded on the basis of unit bid and lump sum prices. The bids do not reflect the true amount of the contract; and

WHEREAS: The Buffalo Sewer Authority's Engineering consultant, CHA, reviewed the packages and recommends awarding this contract to the low bidder, STC Construction, Inc.; and

WHEREAS: The Principal Sanitary Engineer and staff have reviewed the consultant's recommendation and concur with the recommendation provided by CHA to award the contract to the low bidder, STC Construction, Inc.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to enter into and execute a contract with STC Construction, Inc., for the Hazelwood Avenue Real Time Control Project at a cost not to exceed \$1,238,000.00. Expenses for this contract shall be charged to account no. 02000462-490740.

MOTION TO	_____ APPROVE _____		
MADE BY	_____ MR. KENNEDY _____		
2 ND BY	_____ MS. PETRUCCI _____		
AYES	_____ 3 _____	NOES	_____ 0 _____

Board Meeting of October 4, 2017

ITEM NO. 13

AMEND C.S.E.A. SALARY SCHEDULE (EXEMPT) XVB M36

WHEREAS: The Board of the Buffalo Sewer Authority is restructuring its Exempt Administrative Managerial staff; and

WHEREAS: The Board of the Buffalo Sewer Authority has reviewed and approved the duties and responsibilities of its Exempt Administrative Managerial staff; and

WHEREAS: The Board desires to amend C.S.E.A. Salary Schedule (Exempt) XVB M36 from \$99,664 to \$109,695.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby approves the above amendment.

MOTION TO	<u>APPROVE</u>	
MADE BY	<u>MS. PETRUCCI</u>	
2 ND BY	<u>MR. KENNEDY</u>	
AYES	<u>3</u>	NOES <u>0</u>

Board Meeting of October 4, 2017

ITEM NO. 14

AMENDMENT TO SCHEDULE OF JOB CLASSIFICATION PLAN

WHEREAS: There is a need to modify the Job Classification Plan.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority approves the addition of the following positions to the Job Classification Plan:

One (1) Wastewater Treatment Plant Operator I	00210161-411001
One (1) Wastewater Treatment Plant Operator I	00240161-411001
One (1) Wastewater Treatment Plant Operator I	00250161-411001
One (1) Wastewater Treatment Plant Operator I	00280161-411001

MOTION TO	<u>APPROVE</u>
MADE BY	<u>MS. PETRUCCI</u>
2 ND BY	<u>MR. KENNEDY</u>
AYES	<u>3</u> NOES <u>0</u>

Board Meeting of October 4, 2017

ITEM NO. 15

CONFIRMATION OF APPOINTMENT

CLERK (SEASONAL)
 ENGINEERING
 \$110.00 PER DAY
 EFFECTIVE: SEPTEMBER 11, 2017

PAIGE T. RICE
 95 CALLODINE AVENUE
 BUFFALO, NY

WHEREAS: The preceding appointment was made by the General Manger since the last Board Meeting; and

WHEREAS: The General Manager requests confirmation of each appointment.

NOW THEREFORE
 BE IT RESOLVED: That the preceding appointment is hereby confirmed by the Board of the Buffalo Sewer Authority.

MOTION TO APPROVE
 MADE BY MR. KENNEDY
 2ND BY MS. PETRUCCI
 AYES 3 NOES 0

Board Meeting of October 4, 2017

ITEM NO. 16

ADJOURNMENT OF MEETING

MOTION TO APPROVE

MADE BY MR. KENNEDY

2ND BY MS. PETRUCCI

AYES 3 NOES 0

Board Meeting of October 4, 2017