

**MINUTES OF THE REGULAR MEETING  
OF THE  
BUFFALO SEWER AUTHORITY  
May 8, 2019**

**56722.....56747**

# BUFFALO SEWER AUTHORITY

May 8, 2019

**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 April 10, 2019	56722
2	Informative: Temporary Investments	56723-24
3	Informative: Reallocation of Funds	56725-26
4	Informative: Public Notice – MS4 Annual Report (March 2018 – March 19) and Stormwater Management Plan (SWMP)	56727
5	Adoption of Amended “Final Schedule of Sewer Rents and Other Charges for 2019-2020”	56728
6	Claim Against Liability and Casualty Reserve Fund	56729
7	Claim Against Liability and Casualty Reserve Fund	56730
8	Claim Against Liability and Casualty Reserve Fund	56731
9	Travel Authorization – Alexandria, VA	56732
10	Report on Bids Received – Removal and Disposal of Sewage Grit	56733
11	Report on Bids Received – Removal and Disposal of Sewage Screenings	56734-35
12	Report on Bids Received – Removal & Disposal of Aeration System Grit	56736-37
13	Change Order to Purchase Order Number 21900593 – GEA Mechanical Equipment	56738
14	Authorization for Purchase of AUMA Actuator Parts for the Diversion Channel Gate	56739

15	Authorization for Purchase of Discharge Check Valves for the Scum Ejectors	56740
16	Authorization for Purchase of Henry Pratt Plug Valves for the Thickeners	56741
17	Authorization for Purchase of GEA Westfalia VFD for the Centrifuge	56742
18	Authorization for Change Order to Blanket Order No. 21900127 for Disposal of Construction Debris	56743
19	Authorization to Purchase a 2019 Doosan Air Compressor Under New York State Contract	56744
20	Amendment to Schedule of Job Classification Plan	56745
21	Confirmation of Appointments	56746
22	Adjournment of Meeting	56747

Attachment A – Final Schedule of Sewer Rents and Other Charges for 2019-2020

**CALL OF THE ROLL**

Present:	<u>Herbert L. Bellamy, Jr.</u>	<u>Chairman</u>
	<u>John D. Kennedy, Sr.</u>	<u>Vice Chairman</u>
	<u>Christopher Roosevelt</u>	<u>Assistant Vice Chairman</u>
	<u>Eleanor Petrucci</u>	<u>Secretary</u>
	<u>Oluwole A. McFoy, P.E.</u>	<u>General Manager</u>
	<u>Ronald Brown</u>	<u>Executive Secretary</u>
	<u>Thomas Smith</u>	<u>Secretary to the General Manager</u>
	<u>Gelea James</u>	<u>Director of Employee Relations</u>
	<u>Latoya Cunningham</u>	<u>Special Assistant</u>
	<u>Allison Lack</u>	<u>General Counsel</u>
	<u>Catherine Knab, P.E.</u>	<u>Principal Sanitary Engineer</u>
	<u>Frank Rafferty</u>	<u>Treatment Plant Superintendent</u>
	<u>Roberta Gaiek, P.E.</u>	<u>Treatment Plant Administrator</u>
	<u>Paul Harris</u>	<u>Superintendent of Mechanical Maintenance</u>
	<u>Laura Surdej</u>	<u>Erie County Department of Sewerage</u>
Absent:	<u>none</u>	

The meeting was called to order at 9:02 AM. A quorum was present.

ITEM NO. 1

Motion to Adopt the Minutes of the Meeting of April 10, 2019

MOTION TO	<u>ADOPT</u>
MADE BY	<u>MR. KENNEDY</u>
2 <sup>ND</sup> BY	<u>MR. ROOSEVELT</u>
AYES	<u>4</u> NOES <u>0</u>

Board Meeting of May 8, 2019

## ITEM NO. 2

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

As of March 31, 2019

ISSUE DATE	MATURITY DATE	TOTAL DAYS	AMOUNT	BANK	RATE	INTEREST AMOUNT
<b>CONSTRUCTION/CAPITAL IMPROVEMENT FUND</b>						
31-Jul-12	Money Market		\$2,502,340.01	Key	0.15%	Public NOW
08-Aug-18	24-Apr-19	259	\$5,989,080.00	Key Banc Capital	2.70%	\$116,550.00
20-Feb-19	29-Apr-19	68	\$2,230,150.04	Key Banc Capital	2.46%	\$10,385.30
22-Feb-19	29-Apr-19	66	\$1,995,660.01	Key Banc Capital	2.46%	\$9,020.00
22-Jan-19	22-May-19	120	\$7,884,606.40	Key Banc Capital	2.71%	\$71,498.83
31-Jan-19	31-May-19	120	\$4,579,392.00	Key Banc Capital	2.56%	\$39,253.33
26-Mar-19	17-Jun-19	83	\$2,982,933.33	Key Banc Capital	2.53%	\$17,499.17
05-Mar-19	27-Jun-19	114	\$2,394,576.00	Key Banc Capital	2.46%	\$18,773.90
15-Oct-18	02-Jul-19	260	\$5,164,871.19	Key Banc Capital	2.90%	\$108,911.11
28-Jan-19	29-Jul-19	182	\$5,918,207.03	Key Banc Capital	2.74%	\$82,697.77
			<u>\$41,641,816.01</u>			
<b>LIABILITY AND CASUALTY RESERVE FUND</b>						
			\$113,155.70	Key	0.15%	Public NOW
11-Mar-19	02-May-19	52	\$897,858.01	Key Banc Capital	2.46%	\$3,198.00
			<u>\$1,011,013.71</u>			
<b>OPERATING FUND</b>						
31-Jul-12	Super NOW		\$4,285,596.31	Key	0.15%	Public NOW
<b>TRUST &amp; AGENCY FUND</b>						
31-Jul-12	Money Market		\$5,211.61	Key	0.02%	Public Savings
<b>SURPLUS FUND</b>						
			\$620.76	Wilmington Fund	1.77%	
29-Mar-19	25-Jun-19	88	\$10,003,196.01	Key Banc Capital	2.56%	\$62,992.06
			<u>\$2,425.36</u>	Accrued Income		
			<u>\$10,006,242.13</u>			
<b>NET REVENUE FUND</b>						
			\$0.33	Wilmington Fund		
03-Oct-18	01-Apr-19	180	\$7,399,875.00	Key Banc Capital	2.67%	\$100,681.25
19-Feb-19	29-Apr-19	69	\$1,791,478.50	Key Banc Capital	2.47%	\$8,521.50
20-Feb-19	29-Apr-19	68	\$1,409,420.32	Key Banc Capital	2.46%	\$6,579.68
29-Mar-19	25-Jun-19	88	\$9,195,903.68	Key Banc Capital	2.56%	\$57,908.21
29-Jan-19	29-Jul-19	181	\$5,917,343.34	Key Banc Capital	2.74%	\$82,656.66
			<u>\$139,823.21</u>	Accrued Income		
			<u>\$25,853,844.38</u>			

**DEBT RESERVE FUND**

				<b>Series J</b>	
02-Jul-14	15-Nov-33	7076	\$515,879.00	UST State/Local Govt	2.70%
			\$5,271.37	Accrued Income	
			<u>\$521,150.37</u>		
				<b>Series K</b>	
02-Jul-14	15-Feb-33	6803	\$361,415.00	UST State/Local Govt	2.70%
			\$1,213.04	Accrued Income	
			<u>\$362,628.04</u>		
				<b>Series L</b>	
12-Nov-15	01-Oct-35	7263	\$689,547.00	UST State/Local Govt	2.44%
			\$8,412.47	Accrued Income	
			<u>\$697,959.47</u>		
				<b>Series M</b>	
27-Jun-14	01-May-44	10901	\$595,613.00	US State/Local Govt	2.70%
			\$6,708.05	Accrued Income	
			<u>\$602,321.05</u>		
				<b>Series N</b>	
15-Nov-12	15-Apr-32	7091	\$2,167,157.00	UST State/Local Govt	2.42%
			\$24,205.48	Accrued Income	
			<u>\$2,191,362.48</u>		
			\$0.01	<b>DSF PRN &amp; INT</b>	

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Board Meeting of May 8, 2019

## ITEM NO. 3

## INFORMATIVE: REALLOCATION OF FUNDS

The following budgetary transfers have been made to cover unforeseen shortages. These transfers do not change the total amount of the Buffalo Sewer Authority's operating budget.

***Wastewater Treatment Plant***

3/26/2019	00520106 Main Maintenance Contract	-\$305.00	00210105 RWWP Equipment Maintenance	\$305.00
4/3/2019	00520106 Main Maintenance Contract	-\$12,000.00	00530107 Yard Operating Equipment	\$12,000.00
4/3/2019	00520106 Main Maintenance Contract	-\$1,600.00	00530105 Yard Equipment Maintenance	\$1,600.00
4/3/2019	00300103 Blow Electric Light & Power	-\$500.00	00680103 Electricity	\$500.00
4/3/2019	00370106 Centrifuge Repairs to Equipment	-\$12,000.00	00370105 Centrifuge Equipment Maintenance	\$12,000.00
4/3/2019	00240105 PSED Equipment Maintenance	-\$3,300.00	00210105 RWWP Equipment Maintenance	\$3,300.00
4/3/2019	00240105 PSED Equipment Maintenance	-\$6,400.00	00200105 Plant Equipment Maintenance	\$6,400.00
4/3/2019	00240105 PSED Equipment Maintenance	-\$5,300.00	00250105 Plant Equipment Maintenance	\$5,300.00
4/5/2019	00240105 PSED Equipment Maintenance	-\$10,000.00	00200107 Plan Office Equipment	\$10,000.00
4/5/2019	00300103 Blow Electric Light & Power	-\$20,000.00	00200104 Plan Travel Expenses	\$20,000.00
4/8/2019	00270105 Gas Equipment Maintenance	-\$1,100.00	00250105 Plant Equipment Maintenance	\$1,100.00
4/8/2019	00270105 Gas Equipment Maintenance	-\$1,000.00	00520105 Main Building Materials	\$1,000.00
4/8/2019	00270105 Gas Equipment Maintenance	-\$600.00	00530105 Yard Janitorial and Operating	\$600.00
4/10/2019	00270105 Gas Equipment Maintenance	-\$1,600.00	00520105 Main Small Tools	\$1,600.00
4/12/2019	00270105 Gas Equipment Maintenance	-\$700.00	00510105 Lab Equipment Maintenance	\$700.00
4/12/2019	00270105 Gas Equipment Maintenance	-\$2,500.00	00520106 Main Laundry & Towel Service	\$2,500.00
4/12/2019	00200105 Plan Clothing Safety	-\$2,900.00	00380105 INCIN Equipment Maintenance	\$2,900.00
4/15/2019	00270105 Gas Equipment Maintenance	-\$7,000.00	00530105 Yard Janitorial and Operating	\$7,000.00
4/23/2019	00370106 Centrifuge Repairs to Equipment	-\$16,000.00	00370105 Centrifuge Equipment Maintenance	\$16,000.00
4/24/2019	00270105 Gas Equipment Maintenance	-\$2,500.00	00200107 Plan Office Equipment	\$2,500.00

***Sewer Maintenance Division***

4/11/2019	00650103 SWRM Gas	-\$6,000.00	00660105 SWRR Road and Highway Maintenance	\$6,000.00
4/11/2019	00650103 SWRM Electric Light & Power	-\$11,000.00	00660105 SWRR Road and Highway Maintenance	\$11,000.00
4/11/2019	00690107 Auto Cars and Other Vehicle	-\$23,000.00	00660105 SWRR Road and Highway Maintenance	\$23,000.00
4/11/2019	00690105 Auto Gasoline and Lubricants	-\$15,000.00	00660105 SWRR Road and Highway Maintenance	\$15,000.00
4/18/2019	00650106 SWRM Repairs to Equipment	-\$1,000.00	00690106 Auto Automotive Repairs	\$1,000.00

***Engineering Division***

4/16/2019	00600106 ENG Engineering and Tech	-\$11,500.00	00600103 Engineering Telephone	\$11,500.00
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***General Financial Charges***

4/9/2019	00800183 Fin Contingency	-\$1,500.00	00110107 Admin Office Equipment	\$1,500.00
4/10/2019	00800183 Fin Contingency	-\$619.59	00110103 Admin Telephone	\$619.59

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Board Meeting of May 8, 2019



## ITEM NO. 4

**INFORMATIVE: PUBLIC NOTICE - MS4 ANNUAL REPORT (MARCH 2018 - MARCH 2019)  
AND STORMWATER MANAGEMENT PLAN (SWMP)**

New York State's Municipal Separate Storm Sewer System (MS4) SPDES Permit, Section 2e: Public Involvement/Participation requires that the Buffalo Sewer Authority present the Draft Annual Report and the Stormwater Management Program (SWMP) Plan at a meeting that is open to the public, where the public attendees are able to ask questions about and make comments on the report(s).

The Buffalo Sewer Authority (BSA) will have the MS4 Annual Report and the SWMP at their City Hall Office, Room 1038, Buffalo, New York, from 9:00 a.m. to 12:00 p.m. on Thursday, May 16, 2019.

The MS4 Annual Report for March 10, 2018 – March 9, 2019 will be completed and submitted to the NYS Department of Environmental Conservation (NYSDEC) after the public review and comment period. The MS4 Annual report and the SWMP will also be available on the BSA's website: [www.buffalosewer.org/about/transparency](http://www.buffalosewer.org/about/transparency).

This item is presented to the Board for their information to be acknowledged and received and filed.

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Board Meeting of May 9, 2018



## ITEM NO. 6

**CLAIM AGAINST LIABILITY AND CASUALTY RESERVE FUND**

WHEREAS: Peter Kyaw of 68 Briggs Avenue, Buffalo, N.Y. 14207, filed a Claim with the City of Buffalo for damage to his property on August 18, 2018; and

WHEREAS: The General Counsel (BSA) and General Manager reviewed this Claim and have negotiated a final settlement in the amount of \$1,600.00 in full and complete settlement of this matter.

NOW THEREFORE  
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to make payment to Peter Kyaw, of 68 Briggs Avenue, Buffalo, N.Y. 14207 in the final settlement amount of \$1,600.00 in full and complete settlement of this matter. This Claim will be paid out of the Liability and Casualty Reserve Fund.

MOTION TO APPROVE

MADE BY MS. PETRUCCI

2<sup>ND</sup> BY MR. ROOSEVELT

AYES 4 NOES 0

Board Meeting of May 8, 2019

ITEM NO. 7

**CLAIM AGAINST LIABILITY AND CASUALTY RESERVE FUND**

WHEREAS: Crystal Michalski of 150 North Ogden Street, Buffalo, N.Y. 14206, filed a Claim with the City of Buffalo for damage to her property on October 23, 2018; and

WHEREAS: The City of Buffalo Law Department, General Counsel (BSA) and General Manager reviewed this Claim and have negotiated a final settlement in the amount of \$1,273.46 in full and complete settlement of this matter.

NOW THEREFORE  
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to make payment to Crystal Michalski, of 150 North Ogden Street, Buffalo, N.Y. 14206 in the final settlement amount of \$1,273.46 in full and complete settlement of this matter. This Claim will be paid out of the Liability and Casualty Reserve Fund.

MOTION TO APPROVE

MADE BY MS. PETRUCCI

2<sup>ND</sup> BY MR. KENNEDY

AYES 4 NOES 0

Board Meeting of May 8, 2019

## ITEM NO. 8

**CLAIM AGAINST LIABILITY AND CASUALTY RESERVE FUND**

WHEREAS: On January 29, 2019, Geraldine Rankin of 40 Sherman Street, Buffalo, N.Y. 14206, filed a Claim with the City of Buffalo for damage to her property on December 2, 2018; and

WHEREAS: The City of Buffalo Law Department, General Counsel (BSA) and General Manager reviewed this Claim and have negotiated a final settlement in the amount of \$2,193.88 in full and complete settlement of this matter.

NOW THEREFORE  
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to make payment to Geraldine Rankin, of 40 Sherman Street, Buffalo, N.Y. 14206 in the final settlement amount of \$2,193.88 in full and complete settlement of this matter. This Claim will be paid out of the Liability and Casualty Reserve Fund.

MOTION TO APPROVE  
MADE BY MR. KENNEDY  
2<sup>ND</sup> BY MR. ROOSEVELT  
AYES 4 NOES 0

Board Meeting of May 8, 2019

ITEM NO. 9

**TRAVEL AUTHORIZATION - ALEXANDRIA, VA**

WHEREAS: The Water Environment Federation is holding it's 2019 Water Leadership Institute Face to Face Training at the Alexandria Renew Enterprises Facility in Alexandria, VA, from June 18 - 20, 2019; and

WHEREAS: The Water Leadership Institute program is aimed at educating, training and providing opportunities that enable developing and emerging leaders to engage in management training and leadership development through a blended learning approach that includes the examination of complex challenges facing the water and wastewater industries; and

WHEREAS: A Wastewater Operator II, Daniel O'Sullivan, has been accepted into the 2019 Water Leadership Institute Program and is required to attend this training as part of this year's program; and

WHEREAS: The General Manager recommends attendance by the Wastewater Operator II to the Face to Face Training.

NOW THEREFORE  
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the Wastewater Operator II to travel to Alexandria, VA from June 17 - 20, 2019, to attend the Water Environment Federation 2019 Water Leadership Institute Face to Face Training at a total cost not to exceed \$2,000.00. Funds are available in account nos. 00200104-458010 and 00200104-458012.

MOTION TO	<u>APPROVE</u>
MADE BY	<u>MS. PETRUCCI</u>
2 <sup>ND</sup> BY	<u>MR. ROOSEVELT</u>
AYES	<u>4</u> NOES <u>0</u>

Board Meeting of May 8, 2019

## ITEM NO. 10

**REPORT ON BIDS RECEIVED - REMOVAL & DISPOSAL OF SEWAGE GRIT**

WHEREAS: Formal bids were advertised and solicited for the Removal and Disposal of Sewage Grit for a one-year period, July 1, 2019 to June 30, 2020, with an option to renew for four (4) one-year periods; and

WHEREAS: The following bids were received and opened by the Purchase Department on March 26, 2019:

VENDOR	Price per ton based on estimated 300 tons	Total annual cost based on estimated quantity
Republic Services/Allied Waste	NO BID	NO BID
Modern Disposal	\$71.43	\$21,429.00
Geiter Done	NO BID	NO BID

; and

WHEREAS: The Treatment Plant Superintendent, Principal Chief Stationary Engineer and staff reviewed the quote received and recommend this service be awarded to the only bidder, Modern Disposal Services, at a total cost not to exceed \$21,429.90.

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 Modern Disposal Services, to provide the removal and disposal of sewer grit for the period beginning July 1, 2019 to June 30, 2020, with an option to renew for four (4) one-year periods, at an annual cost not to exceed \$21,429.00. Expenses for this contract will be charged to account no. 00230106-442100.

MOTION TO APPROVE

MADE BY MR. KENNEDY

2<sup>ND</sup> BY MR. ROOSEVELT

AYES 4 NOES 0

Board Meeting of May 8, 2019

## ITEM NO. 11

**REPORT ON BIDS RECEIVED - REMOVAL & DISPOSAL OF SEWAGE SCREENINGS**

WHEREAS: Formal bids were solicited and received for the Removal and Disposal of Sewage Screenings for a one-year period, July 1, 2019 to June 30, 2020, with an option to renew for four (4) one-year periods; and

WHEREAS: The following bids were received and opened by the Purchase Department on March 26, 2019:

VENDOR	Price per ton (approx. 800 tons)	Wait charge (per 15 min.)	No load fee	Total annual cost (based on estimated qty.)
<u>Geiter Done of WNY, Inc.</u> Disposal Site: Waste Management Chaffee Landfill	\$59.75	\$40.00	\$100.00	\$47,800.00
Republic Services/ <u>Allied Waste</u> Disposal Site: Allied Waste Nia. Falls Landfill	\$59.90	\$24.00	\$100.00	\$47,920.00
<u>Modern Disposal</u> Disposal Site: Modern Landfill	\$68.99	\$30.00	\$190.00	\$55,192.00

; and

WHEREAS: The Treatment Plant Superintendent, Principal Chief Stationary Engineer and staff reviewed the bids received and recommend this service be awarded to the lowest bidder, Geiter Done, of WNY, Inc., at a total cost not to exceed \$47,800.00.



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 Geiter Done of WNY, Inc., to provide the removal and disposal of sewage screenings for the period beginning July 1, 2019 to June 30, 2020, with an option to renew for four (4) one-year periods, at an annual cost not to exceed \$47,800.00. Expenses for this contract will be charged to account nos. 00230106-442100 and 00660106-442100.

MOTION TO APPROVE

MADE BY MS. PETRUCCI

2<sup>ND</sup> BY MR. KENNEDY

AYES 4 NOES 0

Board Meeting of May 8, 2019