

MINUTES OF THE REGULAR MEETING
OF THE
BUFFALO SEWER AUTHORITY
November 13, 2002

BUFFALO SEWER AUTHORITY

November 13, 2002

REGULAR MEETING

9:00 A.M.

1038 CITY HALL

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CALL OF THE ROLL

49455

Present: Herbert L. Bellamy, Jr.
Rev. Msgr. John R. Gabalski
James Naples
Rodney Richardson
Anthony A. Hazzan
Margaret Burke
Pamela DiPalma
Salvatore LoTempio
Frank DiMascio, P.E.
Joseph Baudo
Anthony Barone
Nicole Elliott

Absent: John D. Kennedy, Sr.

Chairman
Vice Chairman
Asst. Vice Chairman
Asst. Secretary
General Manager
Executive Secretary
Director of Employee Relations
Treatment Plant Superintendent
Principal Sanitary Engineer
Engineering Dept.
Director of Sewer Maintenance
Erie Co. Environment & Planning

Secretary

The meeting was called to order at 9:19 A.M. A quorum was present.

ITEM NO. 1

Motion to Adopt the Minutes of the Meeting of October 23, 2002

MOTION TO ADOPT
MADE BY MR. RICHARDSON
2ND BY MR. NAPLES
AYES 4 NOES 0

Board Meeting of November 13, 2002

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

October 31, 2002

<i>ISSUE DATE</i>	<i>MATURITY DATE</i>	<i>TOTAL DAYS</i>	<i>AMOUNT</i>	<i>BANK</i>	<i>RATE</i>	<i>INTEREST AMOUNT</i>
CAPITAL IMPROVEMENT FUND						
15-Apr-02	MONEY MARKET		\$516,263.48	CHASE	2.00%	Erie Co.High Yield
CONSTRUCTION FUND						
08-Apr-02	MONEY MARKET		\$3,718,691.34	CHASE	2.00%	Erie Co.High Yield
SERIES 2001 BOND ANTICIPATION NOTES						
08-Apr-02	MONEY MARKET		\$638,185.89	CHASE	2.00%	Erie Co.High Yield
LIABILITY AND CASUALTY RESERVE FUND						
22-Apr-02	MONEY MARKET		\$ 1,283,429.79	CHASE	2.00%	Erie Co.High Yield
OPERATING FUND						
08-Apr-02	MONEY MARKET		\$3,007,420.14	CHASE	2.00%	Erie Co.High Yield
SURPLUS FUND						
28-Jun-02	31-Dec-02	186	\$2,362,665.00	CHASE	1.80%	\$21,972.78
NET REVENUE FUND						
25-Oct-02	25-Nov-02	31	\$500,000.00	M&T	1.66%	\$714.72
25-Jun-02	31-Dec-02	189	\$2,900,000.00	M&T	1.76%	\$26,796.00
28-Jun-02	31-Dec-02	186	\$1,881,275.00	CHASE	1.80%	\$17,495.86
25-Jul-02	31-Dec-02	159	\$5,965,000.00	CHASE	1.80%	\$47,421.75
26-Aug-02	31-Dec-02	127	\$3,100,000.00	M&T	1.60%	\$17,497.78
26-Sep-02	31-Dec-02	96	\$2,000,000.00	CHASE	1.65%	\$8,800.00
25-Oct-02	31-Dec-02	67	\$1,100,000.00	M&T	1.65%	\$3,377.92
			\$17,446,275.00			
DEBT RESERVE FUND						
SERIES F						
01-Jul-02	31-Dec-02	183	\$1,221,434.14	U.S.TREAS.NOTES	5.125%	
			(1,201,000.00 units)			
14-Jul-93	13-Jul-03		\$7,622,950.00	CITIBANK	5.54%	
			\$8,844,384.14			

RECEIVE & FILE

ITEM NO. 3

ADJUSTMENT OF SEWER RENT

WHEREAS: In accordance with the Resolution adopted on December 15, 1982, requests for sewer rent cancellations, adjustments or refunds in excess of \$400.00 must be submitted to the Board for its consideration and action; and

WHEREAS: Family Dollar Store, of the premises located at 2589 Bailey Avenue, Buffalo, NY, requests a refund of sewer rent based on water use for the June 2002 billing period; and

WHEREAS: Family Dollar Store's June 2002 sewer rent based on water consumption was over billed due to an erroneous water meter reading. It has been determined that the account was over billed \$790.60; and

WHEREAS: Buffalo Sewer Authority staff has reviewed this account and recommends the requested refund of sewer rent.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes and directs the General Manager to reduce the sewer rent based on water use in the amount of \$790.60 for the premises located at 2589 Bailey Avenue for the June 2002 billing period.

MOTION TO	<u>APPROVE</u>	
MADE BY	<u>MR. RICHARDSON</u>	
2 ND BY	<u>MR. NAPLES</u>	
AYES	<u>4</u>	NOES <u>0</u>

Board Meeting of November 13, 2002

ITEM NO. 4

SCHEDULE OF BOARD MEETINGS FOR CALENDAR YEAR 2003

WHEREAS: It is suggested that the new schedule for the calendar year 2003 be approved as follows:

2003

January 8	July 1 (ANNUAL MEETING) and 23
February 5 and 26	September 10
March 19	October 1 and October 22
April 16	November 12
May 7 and 28	December 10
June 18	

All meetings are scheduled for Wednesdays at 9 AM including the Annual Meeting scheduled for Tuesday, July 1.

NOW THEREFORE

BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby approves the above Schedule of Board Meetings for the calendar year 2003.

MOTION TO _____ APPROVE _____

MADE BY _____ MR. RICHARDSON _____

2ND BY _____ MSGR. GABALSKI _____

AYES _____ 4 _____ NOES _____ 0 _____

Board Meeting of November 13, 2002

ITEM NO. 5

TRAVEL AUTHORIZATION - PHOENIX, AZ

WHEREAS: Currently, the Buffalo Sewer Authority is utilizing State Revolving Fund grants to finance a number of projects; and

WHEREAS: The Council of Infrastructure Financing Authorities annual State Revolving Fund Workshop is being held in Phoenix, Arizona, from November 17-20, 2002. This Workshop will offer a wide array of training sessions as well as the opportunity to learn about the latest policy developments in the State Revolving Fund programs, ranging from financial and accounting questions to technical program issues; and

WHEREAS: This Workshop will also provide information on the State Revolving Fund's reauthorization legislation regarding major changes in program management and requirements. The U.S. Environmental Protection Agency is pursuing a strategy of fiscal sustainability for wastewater infrastructure that may result in policy changes; and

WHEREAS: It is necessary for the General Manger to travel to Phoenix, Arizona, to attend this Workshop in order to remain informed on the most recent requirements of the State Revolving Fund. A number of training sessions will be offered.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to travel to Phoenix, Arizona, from November 17-20, 2002, to attend the Council of Infrastructure Financing Authorities annual State Revolving Fund Workshop. The total cost for this travel is not to exceed \$1,000.00. Funds are available in account no. 00100104-458010.

MOTION TO	<u>APPROVE</u>
MADE BY	<u>MSGR. GABALSKI</u>
2 ND BY	<u>MR. RICHARDSON</u>
AYES	<u>4</u> NOES <u>0</u>

Board Meeting of November 13, 2002

ITEM NO. 6

AUTHORIZATION FOR RENEWAL OF AGREEMENT FOR SOFTWARE MANAGEMENT SERVICES AND AUTHORIZATION TO ENTER INTO AN AGREEMENT FOR SUPPORT SUBSCRIPTION SERVICES WITH ABB, INC.

WHEREAS: Buffalo Sewer Authority installed a Supervisory Control and Data Acquisition (SCADA) System for its daily plant operations in 1999. This system monitors and controls plant processes; and

WHEREAS: On April 17, 2002, the Board of the Buffalo Sewer Authority authorized the General Manager to enter into an agreement with ABB, Inc., the original equipment manufacturer and sole source, for software management from April 1, 2001 through June 30, 2002; and

WHEREAS: ABB, Inc., has agreed to renew this agreement for a one-year period, July 1, 2002 through June 30, 2003, at a cost of \$35,294.00. This would provide the latest software versions and would insure the continued viability of the SCADA System; and

WHEREAS: ABB, Inc., has further proposed that the Buffalo Sewer Authority enter into an agreement for support subscription services that would provide for telephone and internet-based technical support for all SCADA System hardware and software at a cost of \$8,000.00; and

WHEREAS: The Treatment Plant Superintendent and Computer Systems Engineer Coordinator recommend approval for the renewal of the software management services with ABB, Inc., at a cost of \$35,294.00 and further recommend approval to enter into an agreement with ABB, Inc., for support subscription services at a cost of \$8,000.00.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to enter into and execute a renewal agreement with ABB, Inc., for software management from July 1, 2002 through June 30, 2003, for the SCADA system at a cost of \$35,294.00. The Board of the Buffalo Sewer Authority further authorizes the General Manager to enter into and execute an agreement with ABB, Inc., for support subscription services at a cost of \$8,000.00. Funds for these agreements shall be charged to account no. 00200106-443420.

MOTION TO APPROVE

MADE BY MSGR. GABALSKI

2ND BY MR. NAPLES

AYES 4 NOES 0

ITEM NO. 7

AUTHORIZATION TO PURCHASE REPAIR PARTS FOR MOYNO PROGRESSIVE CAVITY PUMPS

WHEREAS: On September 11, 2002, the Board of the Buffalo Sewer Authority designated Moyno, Inc., the original equipment manufacturer, as the sole source for the purchase of parts, supplies, and service on the Moyno brand progressive cavity pumps located throughout the Treatment Plant; and

WHEREAS: Board approval is required on purchases made over \$10,000.00; and

WHEREAS: Moyno, Inc., submitted a quote in the amount of \$19,697.16 plus freight for the parts necessary to repair Moyno Progressive Cavity Pumps; and

WHEREAS: The Treatment Plant Superintendent, the Superintendent of Mechanical Maintenance, and staff recommend the purchase of these repair parts from Moyno, Inc., at a total cost of \$19,697.16 plus any incurred freight charges.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to purchase the repair parts from Moyno, Inc., at a total cost of \$19,697.16 plus any incurred freight charges. Funds are available in account no. 00520105-466107.

MOTION TO APPROVE

MADE BY MR. RICHARDSON

2ND BY MSGR. GABALSKI

AYES 4 NOES 0

Board Meeting of November 13, 2002

ITEM NO. 8

AUTHORIZATION TO PURCHASE REPAIR PARTS FOR SLUDGE INCINERATORS

WHEREAS: On September 11, 2002, the Board of the Buffalo Sewer Authority designated BSP Thermal Systems, Inc., the original equipment manufacturer, as the sole source for the purchase of parts, supplies, and service on the sludge incinerators; and

WHEREAS: Board approval is required on purchases made over \$10,000.00; and

WHEREAS: BSP Thermal Systems, Inc., submitted a quote in the amount of \$32,634.30 plus freight for the parts necessary to repair the sludge incinerators; and

WHEREAS: The Treatment Plant Superintendent, the Superintendent of Mechanical Maintenance, and staff recommend the purchase of these repair parts from BSP Thermal Systems, Inc., at a total cost of \$32,634.30 plus any incurred freight charges.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to purchase the repair parts from BSP Thermal Systems, Inc., at a total cost of \$32,634.30 plus any incurred freight charges. Funds are available in account no. 00380105-466107.

MOTION TO APPROVE
MADE BY MSGR. GABALSKI
2ND BY MR. RICHARDSON
AYES 4 NOES 0

Board Meeting of November 13, 2002

ITEM NO. 9

REPORT ON BIDS RECEIVED - RAS/WAS PUMP STATION IMPROVEMENTS AT THE BIRD ISLAND SEWAGE TREATMENT PLANT – CONTRACT NO. 12

WHEREAS: Formal bids were advertised and solicited for RAS/WAS Pump Station Improvements at the Bird Island Sewage Treatment Plant – Contract No. 12. The following bids were received and opened by the Buffalo Sewer Authority on October 25, 2002:

<u>Contractor</u>	<u>Base Bid</u>	<u>Alternate A</u>	<u>Alternate B</u>
Quackenbush Co., Inc.	\$2,257,000.00	\$124,000.00	(\$12,000.00)
C.O. Falter Construction	\$2,389,101.00	\$121,000.00	(\$ 100.00)
John W. Danforth Co., Inc.	\$2,397,000.00	\$150,000.00	(\$19,000.00)
Kandey Company, Inc.	\$2,683,000.00	\$167,000.00	(\$10,000.00)

;and

WHEREAS: These proposals were received, and the contract will be awarded on the basis of lump sum prices; and

WHEREAS: The low bid by Quackenbush Co., Inc., does not reflect the true amount of the contract, but rather is subject to some variance. These variances are due to the Alternate bids received; and

WHEREAS: Our Consulting Engineers, Malcolm Pirnie, Inc., and staff from the Buffalo Sewer Authority recommend accepting the low base bid and Alternates A & B and awarding the contract to Quackenbush Co., 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 Quackenbush Co., Inc., for the RAS/WAS Pump Station Improvements at the Bird Island Sewage Treatment Plant – Contract No. 12, at a cost not to exceed \$2,381,000.00. Expenses for this contract will be charged to account no. 02000177-474080.

MOTION TO APPROVE
MADE BY MSGR. GABALSKI
2ND BY MR. NAPLES
AYES 4 NOES 0

Board Meeting of November 13, 2002

ITEM NO. 10

AUTHORIZATION TO ENTER INTO AN ENGINEERING SERVICE AGREEMENT WITH MALCOLM PIRNIE, INC., TO SECURE NYSERDA FUNDING

WHEREAS: The Buffalo Sewer Authority wishes to take advantage of the New York State Energy Smart Commercial/Industrial (C/I) Performance Program offered by NYSERDA; and

WHEREAS: The Buffalo Sewer Authority will engage Malcolm Pirnie, Inc., to enter into a Standard Performance Contract Agreement with NYSERDA; and

WHEREAS: NYSERDA will provide funding to Malcolm Pirnie/BSA to implement cost-effective electrical efficiency improvements for the RAS/WAS pump improvements. The total contract project incentive is between \$440,586.00 and \$666,135.00; and

WHEREAS: Malcolm Pirnie, Inc., will perform engineering services necessary to implement the project in three (3) phases: Detailed Energy Analysis, Installation, and Performance; and

WHEREAS: Malcolm Pirnie Inc., will perform the work at a cost not to exceed \$68,900.00; and

WHEREAS: Buffalo Sewer Authority staff has reviewed the proposal and recommends entering into a contract with Malcolm Pirnie, 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 Malcolm Pirnie, Inc., for engineering services to secure NYSERDA Funding, at a cost not to exceed \$68,900.00. Funds for this contract shall be charged to account no. 02000196-432004.

MOTION TO APPROVE
 MADE BY MSGR. GABALSKI
 2ND BY MR. RICHARDSON
 AYES 4 NOES 0

ITEM NO. 12

CONFIRMATION OF APPOINTMENTS

**HEAD MILLWRIGHT (PERMANENT)
CHANGE OF STATUS ONLY
SEWAGE TREATMENT PLANT
\$20.15 PER HOUR
EFFECTIVE: OCTOBER 28, 2002**

MARK MORABITO
37 BRITTANIA
EAST AMHERST, NY

**SUPT. OF MECHANICAL MAINTENANCE (PERMANENT)
CHANGE OF STATUS ONLY
SEWAGE TREATMENT PLANT
\$65,453 PER ANNUM
EFFECTIVE: OCTOBER 28, 2002**

ANGEL RIVERA
37 DANA RD.
BUFFALO, NY

**PRINCIPAL CHIEF STATIONARY ENGINEER (PERMANENT)
CHANGE OF STATUS ONLY
SEWAGE TREATMENT PLANT
\$56,954 PER ANNUM
EFFECTIVE: OCTOBER 28, 2002**

JAMES SKRABACZ
240 PINWOOD DR.
WEST SENECA, NY

LABORER II (PERMANENT)
SEWAGE TREATMENT PLANT
\$14.23 PER HOUR
EFFECTIVE: NOVEMBER 4, 2002

CHARLES MARTIN
60 WEYAND
BUFFALO, NY

MILLWRIGHT (PERMANENT)
CHANGE OF STATUS ONLY
SEWAGE TREATMENT PLANT
\$19.09 PER HOUR
EFFECTIVE: NOVEMBER 4, 2002

NORMAN TAYLOR
95 EMPRESS AVE.
AMHERST, NY

MILLWRIGHT HELPER (PERMANENT)
SEWAGE TREATMENT PLANT
\$16.28 PER HOUR
EFFECTIVE: NOVEMBER 4, 2002

RICHARD KANIA, JR.
3659 BRECKENRIDGE
HAMBURG, NY

ADMINISTRATIVE ASSISTANT (PROVISIONAL)
ADMINISTRATIVE OFFICES
\$46,682 PER ANNUM
EFFECTIVE: NOVEMBER 4, 2002

TERESA PLEASANT
40 SLATE CREEK DR.
CHEEKTOWAGA, NY

LABORER I (TEMPORARY)
SEWAGE TREATMENT PLANT
\$13.10 PER HOUR
EFFECTIVE: NOVEMBER 11, 2002

VITO NICOLOSI
472 COLVIN AVE.
BUFFALO, NY

WHEREAS: The preceding appointments were made by the General Manager since the last Board Meeting; and

WHEREAS: The General Manager requests confirmation of each appointment.

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

MOTION TO APPROVE
MADE BY MR. RICHARDSON
2ND BY MR. NAPLES
AYES 4 NOES 0

Board Meeting of November 13, 2002

ITEM NO. 13

TUITION REIMBURSEMENT

WHEREAS: In accordance with the Agreements between the Buffalo Sewer Authority and CSEA Local 815 and the Communications Workers of America, the following Buffalo Sewer Authority employee has applied for Tuition Reimbursement:

<u>EMPLOYEE</u>	<u>SCHOOL</u>	<u>COURSE</u>	<u>TUITION%</u>	<u>REIMBURSEMENT</u>
George Giambrone	NYWEA and NYSDEC	Common Metals Treatment	100%	<u>TOTAL</u> \$50.00

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby approves the above application for Tuition Reimbursement totaling \$50.00. This Reimbursement will be charged to Account No. 00800108-480214.

MOTION TO APPROVE

MADE BY MR. RICHARDSON

2ND BY MSGR. GABALSKI

AYES 4 NOES 0

Board Meeting of November 13, 2002

ITEM NO. 14

ADJOURNMENT OF MEETING

MOTION TO _____ APPROVE _____

MADE BY _____ MR. RICHARDSON _____

2ND BY _____ MSGR. GABALSKI _____

AYES _____ 4 _____ NOES _____ 0 _____

Board Meeting of November 13, 2002