

MINUTES OF THE REGULAR MEETING
OF THE
BUFFALO SEWER AUTHORITY
April 16, 2003

BUFFALO SEWER AUTHORITY

April 16, 2003

REGULAR MEETING

9:00 A.M.

1038 CITY HALL

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

April 8, 2003

ISSUE DATE	MATURITY DATE	TOTAL DAYS	AMOUNT	BANK	RATE	INTEREST AMOUNT
CAPITAL IMPROVEMENT FUND						
15-Apr-02	MONEY MARKET		\$ 515,354.00	CHASE	1.65%	Erie Co.High Yield
CONSTRUCTION FUND						
08-Apr-02	MONEY MARKET		\$ 10,240,387.59	CHASE	1.65%	Erie Co.High Yield
LIABILITY AND CASUALTY RESERVE FUND						
08-Apr-02	MONEY MARKET		\$ 1,242,570.48	CHASE	1.65%	Erie Co.High Yield
OPERATING FUND						
22-Apr-02	MONEY MARKET		\$ 3,000,000.00	CHASE	1.65%	Erie Co.High Yield
SURPLUS FUND						
13-Jan-03	30-Jun-03	168	\$ 2,845,386.00	CHASE	1.25%	\$16,598.09
NET REVENUE FUND						
25-Mar-03	25-Apr-03	31	\$500,000.00	M & T	1.17%	\$503.75
25-Mar-03	30-Jun-03	97	\$600,000.00	M & T	1.13%	\$1,826.83
31-Dec-02	30-Jun-03	181	\$10,112,500.00	CHASE	1.25%	\$63,554.25
			\$11,212,500.00			
DEBT RESERVE FUND						
SERIES F						
01-Jan-03	30-Jun-03	180	\$1,203,823.48	U.S.TREAS.NOTES	5.375%	
			(1,179,000.00 units)			
SERIES G						
14-Jul-93	13-Jul-03		\$7,622,950.00	CITIBANK	5.54%	
SERIES H						
13-Mar-03	15-Apr-32		\$2,800,000.00	SLG	4.345%	
			\$11,626,773.48			
CONSTRUCTION FUND						
SERIES H						
13-Mar-03	MONEY MARKET		\$656.28	VISION		
21-Mar-03	10-Apr-03	20	\$4,705,341.00	CHASE	1.25%	\$3,267.60
21-Mar-03	17-Apr-03	27	\$4,705,340.47	CHASE	1.25%	\$4,411.26
28-Mar-03	24-Apr-03	27	\$4,639,984.66	CHASE	1.20%	\$4,175.99
03-Apr-03	01-May-03	28	\$4,717,464.94	CHASE	1.20%	\$4,402.97
			\$18,768,787.35			

RECEIVE & FILE

ITEM NO. 3

CONSIDERATION OF THE OPERATING FUND BUDGET FOR FISCAL YEAR 2003-2004

BE IT RESOLVED: That the Board of the Buffalo Sewer Authority does hereby adopt the attached Operating Fund Budget and Five-Year Capital Plan for the fiscal year commencing July 1, 2003.

MOTION TO APPROVE

MADE BY MR. NAPLES

2ND BY MR. RICARDSON

AYES 4 NOES 0

Board Meeting of April 16, 2003

ITEM NO. 4

PROPOSED AMENDED "SCHEDULE OF SEWER RENTS AND OTHER CHARGES"

WHEREAS: The Buffalo Sewer Authority has hereto adopted a "Schedule of Sewer Rents and Other Charges" pursuant to Section 1180 of Title 8, Article 5 of Chapter 870 of the Laws of 1939 of the State of New York; and

WHEREAS: Such "Schedule of Sewer Rents and Other Charges" now requires adjustments to provide the required revenue to finance our Operating Fund Budget for the fiscal year July 1, 2003 to June 30, 2004.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority does hereby adopt the attached proposed amended "Schedule of Sewer Rents and Other Charges."

MOTION TO APPROVE

MADE BY MR. NAPLES

2ND BY MR. RICHARDSON

AYES 4 NOES 0

Board Meeting of April 16, 2003

PROPOSED AMENDED SCHEDULE OF SEWER RENTS
AND OTHER CHARGES
FOR 2003-2004

TO PROVIDE FUNDS FOR THE FIXED CHARGES AND FOR THE OPERATION AND MAINTENANCE OF THE ENTIRE SEWER SYSTEM IN THE CITY OF BUFFALO AND ALL OF THE BUFFALO SEWER AUTHORITY FACILITIES FOR THE CONVEYANCE, TREATMENT AND DISPOSAL OF SEWAGE AND STORM WATER OPERATED BY THE BUFFALO SEWER AUTHORITY.

I. SEWER RENTS FOR PREMISES SITUATED WITHIN THE LIMITS OF THE CITY OF BUFFALO

(a) \$12,050,000 shall be collected from all real property in the City of Buffalo by apportioning the said amount upon such property within the City of Buffalo as the same is set down on the last completed annual assessment rolls of the City, except that no ad valorem sewer rent shall be assessed against real property exempt from real property taxes pursuant to subdivision one of section four hundred, sections four hundred four, four hundred six, four hundred twelve, four hundred eighteen, subdivision one section four hundred twenty, section four hundred forty-six, four hundred fifty-two, four hundred sixty-two and four hundred seventy-seven of the real property tax law.

(b) In the event a lot, parcel of land, building or premises, other than a city department discharging sewage, water or other liquids into the sewer system, either directly or indirectly, is a user of water supplied by the Buffalo Water Board or from any other source, and the quantity of water used is measured by a water meter acceptable to the Buffalo Sewer Authority, then in each such case, the quantity of water used, as measured by said meter, shall be used to determine the sewer charge or rental, and the charge for such use shall be as follows: the first four thousand (4,000) cubic feet of water used per quarter year shall bear a sewer charge or rental of \$48.30, and any water used in excess thereof shall bear a sewer charge or rental of \$11.09 per thousand cubic feet (\$.0111 per cubic foot);

Provided that the minimum charge shall be \$16.10 per month if the meter is read monthly and \$48.30 per quarter year if the meter is read quarterly.

II. SEWER RENTS FOR PREMISES SITUATED OUTSIDE THE LIMITS OF THE CITY OF BUFFALO

(c) An annual service charge for the privilege of connecting with the facilities of the Authority, using for each \$1,000 of assessed valuation as determined on the last completed annual assessment, the same rate of \$2.71239 per \$1,000 of assessed valuation for 2003-2004.

(d) In the event a lot, parcel of land, building or premises, other than a city department discharging sewage, water or other liquids into the sewer system, either directly or indirectly, is a user of water supplied by the Buffalo Water Board or from any other source, and the quantity of water used is measured by a water meter acceptable to the Buffalo Sewer Authority, then in each such case, the quantity of water used, as measured by said meter, shall be used to determine the sewer charge or rental, and the charge for such use shall be as follows: the first four thousand (4,000) cubic feet of water used per quarter year shall bear a sewer charge or rental of \$48.30, and any water used in excess thereof shall bear a sewer charge or rental of \$11.09 per thousand cubic feet (\$.0111 per cubic foot);

Provided that the minimum charge shall be \$16.10 per month if the meter is read monthly and \$48.30 per quarter year if the meter is read quarterly.

III. GENERAL PROVISIONS

(e) In the event a lot, parcel of land, building or premises discharging sewage, water or other liquids into the sewage system, either directly or indirectly, is a user of water supplied by the Buffalo Water Board, and the quantity of water used is not measured by a water meter acceptable to the Buffalo Sewer Authority, then in each such case, the sewer charge or rental shall be 122.87 percent of the water bill for regular accounts and shall be 191.57 percent of the water bill for qualified senior citizen accounts.

(f) In the event a lot, parcel of land, building or premises discharging sewage, water or other liquids into the sewerage system, with directly or indirectly, uses water obtained from a source other than the Buffalo Water Board, and the water so obtained is not measured by a water meter acceptable to the Buffalo Sewer Authority, then, in each such case, the owner or other interested party shall, at his own expense, furnish, install, and maintain a water meter or other water or sewage measuring device acceptable to the Buffalo Sewer Authority and the quantity of water used, as measured by said meter, or as otherwise determined, shall be used to determine the sewer charge or rental and there shall be charged an amount determined as set forth in paragraphs (c) and (e) as the case may be.

(g) In the event a lot, parcel of land, building or premises discharging sewage, water or other liquids into the sewerage system, either directly or indirectly, uses water in excess of 4,000 cubic feet per quarter year and it can be shown to the satisfaction of the Buffalo Sewer Authority, that a portion of the water as measured by the water meter does not and cannot enter the sewerage system, then the Buffalo Sewer Authority may determine in such manner as may be found practicable the percentage of metered water entering the sewerage system and the quantity of water used to determine the sewer charge or rental shall be that percentage, so determined, of the quantity of water measured by the water meter, or the Buffalo Sewer Authority may require or permit the installation of additional meters or measuring devices in such a manner as to determine the quantity of water or sewage actually entering the sewerage system, in which case the quantity of water used to determine the sewer charge or rental shall be the quantity of water actually entering the sewerage system and so determined.

(h) In the event a lot, parcel of land, building or premises discharges into the sewerage system sewage or other wastes which, in the opinion of the Buffalo Sewer Authority, contain unduly high concentrations or any substances which add to the operating costs of the sewage disposal works, then the Authority may elect to establish special rates of charge, based on the quantity of these substances, which rate of charge may be established in such manner as the Authority may elect, or it may elect to exclude such sewage or other wastes from its facilities.

(i) As a condition of a Buffalo Discharge Elimination System Permit (BPDES), as defined in the Sewer Regulations of the Buffalo Sewer Authority, a user may be required to pay an industrial waste surcharge for discharging a waste stream exhibiting a strength of waste greater than normal domestic sewage. The Industrial Waste Surcharge Formula reflecting the Treatment Plant unit costs for treatment of Biochemical Oxygen Demand (BOD₅) Total Suspended Solids (TSS) and Total Phosphate (TPO₄) is as follows:

$$\text{Surcharge} = 8.34 \text{ QMGY} (0.134 (\text{BOD}_5\text{-250}) + 0.132 (\text{TSS-250}) + 0.013(\text{TPO}_4\text{-15.35}))$$

\$0.134 Cost/lb. for treatment of BOD₅

\$0.132 Cost/lb. for treatment of TSS

\$0.013 Cost/lb. for treatment of TPO₄

QMGY - Annual total industrial and sanitary discharge - water retention

BOD₅ - Average concentration of BOD₅ in waste stream discharged to the Buffalo Sewer Authority

TSS - Average concentration of TSS in waste stream discharged to the Buffalo Sewer Authority

TPO₄ - Average concentration of TPO₄ in waste stream discharged to the Buffalo Sewer Authority

Surchargeable concentrations are as follows:

BOD₅ - Over 250 mg/L; TSS - Over 250 mg/L; TPO₄ - Over 15.35 mg/L

This Formula shall be applied in computing the Buffalo Industrial Waste Surcharge subsequent to July 1, 2002 and ending June 30, 2003 for all users that discharge a waste stream exhibiting a strength of waste greater than normal domestic sewage. In addition, this Formula with the above rates will be used to calculate all monthly, quarterly, semiannual, and annual accounts subsequent to July 1, 2003.

(j) Any user who violates the Sewer Regulations of the Buffalo Sewer Authority or the conditions of the permits issued there under shall be subject to fines as specified in said regulations.

(k) Whenever sewage or other wastes result in conditions in the sewerage system as to cause blockage or a substantial reduction in the flow, charges for the work necessary to eliminate such blockage or reduction in flow may be made, based upon costs of labor, materials, equipment hire, insurances, and other overhead, against the property or premises that caused the discharge of such sewage or other wastes into the sewerage system.

(l) Where sewer facilities have been installed to serve improved and unimproved property and have been paid for in whole or in part by the Buffalo Sewer Authority, a charge shall be made based on a proportionate share of the original cost, determined by the foot frontage of the parcel served, or by the area of such parcels, or by such other method the Authority determines more equitable, as a condition to a permit for a connection to said sewer facilities.

(m) An application and inspection fee of \$100.00 for a residential sewer permit, a \$200.00 fee for a commercial sewer permit, and a \$300.00 fee for an industrial sewer permit shall be paid at the time said application is filed.

(n) All persons owning or operating a pump truck or other transport vehicle and desiring to discharge wastes, directly or indirectly, into sewerage facilities of the Authority shall first secure a valid Truckers Discharge Permit after paying an annual permit fee of \$100.00. In addition to said permit fee, a separate charge shall be billed based upon the quantity and character of the waste discharged and, if applicable, the point of discharge.

The following Surcharge Rates are for such wastehaulers who are located outside the City of Buffalo:

DISCHARGE LOCATION	TOTAL SUSPENDED SOLIDS	BOD ₅	TOTAL PHOSPHATE
Inlet/South Buffalo Pump	\$0.1996/lb	\$0.2007/lb.	\$0.0188/lb.
Mixing Tank	\$0.1739/lb	\$0.1013/lb.	\$0.0188/lb.
Thickener/Digester	\$0.1821/lb	\$0.1058/lb.	\$0.0188/lb.

The above surcharge rates, along with costs incurred when handling, testing, conveying, and administrating each Wastehauler, will be used to determine the cost per gallon of each wastestream. The Wastehauler User Charges for various wastestreams are as follows:

1. Septage and portable toilet wastes - The rate of \$0.030 per gallon discharged will be assigned to all permitted septage and portable toilet wastehaulers.
2. Grease trap wastes - The rate of \$0.10 per gallon discharged will be assigned to all permitted grease trap wastehaulers.
3. Sludge wastes - This rate will vary dependent on strength and volume. Sludge rates will be calculated using the parameter costs for the mixing tank location.
4. Miscellaneous Wastes - This rate will vary dependent on strength of waste, volume and discharge location.

These rates will be used for all permits effective July 1, 2003.

(o) In the event a lot, parcel of land, building, structure, premises or person threatens to discharge or discharges sewage or waste into or near the Buffalo Sewer Authority's publicly owned treatment works, either directly or indirectly, which in the opinion of the Buffalo Sewer Authority will or is likely to bypass, upset, harm or endanger the facilities of the Buffalo Sewer Authority, then such person or the owner or operator of such lot, parcel of land, building, structure or premises shall pay to the Buffalo Sewer Authority charges for any and all clean up and removal costs actually incurred by the Buffalo Sewer Authority, including but not limited to labor, materials, equipment, insurances or laboratory services for the (i) containment or attempted containment of such discharge or threatened discharge, (ii) sampling and analysis of such discharge or threatened discharge, (iii) removal or attempted removal of such discharge or threatened discharge, (iv) taking of reasonable measures to prevent or mitigate damage to property, public health, safety or welfare, or (v) treatment, storage or disposal of such discharge or threatened discharge.

(p) All industrial users shall pay to the Buffalo Sewer Authority a charge for the actual costs of analysis incurred by the Buffalo Sewer Authority for the annual monitoring of any an all discharges of such industrial users.

(q) Any person who is granted a temporary permit to discharge into the facilities of the Buffalo Sewer Authority shall pay a permit fee of \$300.00 to the Buffalo Sewer Authority as a condition of the issuance of such permit.

(r) Except as otherwise defined herein, all terms and phrases used or contained in this schedule of sewer rents shall bear the same meaning and definition as set forth in the Buffalo Sewer Authority's Sewer Use Regulations 21 N.Y.C.R.R. Part 10075.

(s) Sewer rents as herein provided shall be payable at the office of the Director of the Treasury for the City of Buffalo and shall become due as follows:

1. So much of the Sewer rents as are based upon water use shall become payable from the first day of July 1938, and shall be billed and shall become payable at the same time that water bills covering the respective premises become due and payable;
2. So much of the charge as is based upon the assessed valuation of chargeable real estate shall become payable from the first day of July 1938, and each year thereafter, and may be paid without interest on or before September 30th next succeeding, and if not paid by such date shall be charged at a rate of 18% per annum.

Except as provided in (s) 2 herein, interest will continue to be charged at the rate of 18 percent per annum upon Buffalo Sewer Authority billings based upon water use (i) if issued quarterly which remain unpaid 90 days after the billing date, and (ii) if issued monthly which remain unpaid 30 days after the billing date, all other Buffalo Sewer Authority billings which remain unpaid 45 days after billing date. All users shall be subject to paying reasonable costs and expenses, including attorney fees incurred in the collection of sewer rents that remain unpaid, as may be determined by the Board of the Buffalo Sewer Authority.

IV. LIEN OF SEWER RENT

From and after the due date thereof, such sewer rents shall constitute a lien upon the real property served by the facilities. Such lien shall have the same priority and superiority as the lien of the general tax of the City.

V. EFFECTIVE DATE OF THIS AMENDED SCHEDULE

This amended schedule of sewer rents shall become effective July 1, 2003.

Provided, however, that the sewer rents herein set forth, applicable to water use, shall become effective on all billings on and after August 1, 2003, excepting only monthly metered accounts for July 2003, and Section "W" of the quarterly metered accounts for the period May, June, and July 2003, which shall be billed at the rents in effect prior to July 1, 2003.

ITEM NO. 5

AUTHORIZATION TO PUBLISH NOTICE OF PROPOSED AMENDED "SCHEDULE OF SEWER RENTS AND OTHER CHARGES"

WHEREAS: The Buffalo Sewer Authority requires an amendment to the "Schedule of Sewer Rents and Other Charges."

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes and directs that the proposed amended "Schedule of Sewer Rents and Other Charges" be published as a notice once a week for three (3) successive weeks, in *The Buffalo News* and the City Record on Friday, April 25, May 2, and May 9, 2003. This notice shall state that the proposed amended "Schedule of Sewer Rents and Other Charges" will remain open for inspection in the office of the Authority for thirty (30) days from the date of said notice, and that objections thereto may be filed during said period with said Authority by any person conceiving himself or herself aggrieved thereby, and that the Authority shall hear and examine such complaints and may modify the proposed Schedule and shall adopt the final amended "Schedule of Sewer Rents and Other Charges" within sixty (60) days of such notice.

MOTION TO APPROVE

MADE BY MR. NAPLES

2ND BY MR. RICHARDSON

AYES 4 NOES 0

Board Meeting of April 16, 2003

ITEM NO. 6

PURCHASES BY OTHER LOCAL GOVERNMENTS OR GOVERNMENT AGENCIES

WHEREAS: It is in the public interest for all government entities to obtain goods and services of maximum quality at the most economical price; and

WHEREAS: The Buffalo Sewer Authority (BSA) proposes the following resolution for the purpose of allowing the following-named local governmental or governmental agencies to make purchases through the BSA bidding procedures; and

WHEREAS: Under the following conditions, the General Manager or his designee may make purchasing services available to the following participants:

1. When in the opinion of the Division of Purchase it will not create any burden or hardship upon the BSA and the anticipated prices will not be adversely affected thereby, the General Manager or his designee is authorized when he deems appropriate and as may be requested by the participants to provide in any particular BSA bid specification that the participants shall have the right to make purchases based upon the bids received by the BSA.
2. The General Manager or his designee, within the limits of his time and manpower, shall disseminate relevant contract information to the participants.
3. The participants in BSA contracts will issue purchase orders directly to vendors within the specified contract period referencing the BSA contract involved and be liable for any payments due on such purchase order.

Bidders shall take notice that as a condition of the award of a BSA contract pursuant to these specifications; the successful bidder agrees to accept the award of a similar contract with any of the participants in BSA if called upon to do so. The BSA however, will not be responsible for any debts incurred by participants pursuant to this or any other agreement.

Necessary deviations from the BSA's specifications in the award of a participant's contract, particularly as such deviations may relate to quantities or delivery point, shall be a matter to be resolved between the successful bidder and participants. All inquiries regarding prospective contracts shall be directed to the attention of:

Buffalo City of, Division of Purchasing, 1901 City Hall, 65 Niagara Square
Buffalo, NY 14202

Erie County of, Division of Purchasing, 95 Franklin, Buffalo, NY 14202

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority Authorizes the General Manager to enter into an agreement allowing the aforementioned governmental or governmental agencies, "Exhibit A Signatories", to make purchases through the BSA bidding procedures.



BUFFALO SEWER AUTHORITY

ANTHONY A. HAZZAN
GENERAL MANAGER

DIVISION OF PURCHASE

PURCHASES BY OTHER LOCAL GOVERNMENTS OR ITS AGENCIES & AUTHORITIES

The Board of the Buffalo Sewer Authority has adopted the following resolution for the purpose of allowing the following named local governmental or its agencies and authorities to make purchases through the Buffalo Sewer Authority (BSA) bidding procedures.

Under the following conditions, the General Manager, or his designee, may make purchasing services available to the following participants:

1. When in the opinion of the General Manager or designee it will not create any burden or hardship upon the BSA and the anticipated prices will not be adversely affected thereby, the General Manager or designee is authorized when he deems appropriate and as may be requested by the participants to provide in any particular BSA bid specification that the participants shall have the right to make purchases based upon the bids received by the BSA.
2. The BSA General Manager or designee, within the limits of his/her time and manpower, shall disseminate relevant contract information to the participants.
3. The participants in BSA contracts will issue purchase orders directly to vendors within the specified contract period referencing the BSA contract involved and be liable for any payments due on such purchase order.

Bidders shall take notice that as a condition of the award of a BSA contract pursuant to these specifications the successful bidder agrees to accept the award of a similar contract with any of the participants in BSA if called upon to do so. The BSA however, will not be responsible for any debts incurred by participants pursuant to this or any other agreement.

Necessary deviations from the BSA's specifications in the award of a participant's contract, particularly as such deviations may relate to quantities or delivery point, shall be a matter to be resolved between the successful bidder and participants. All inquires regarding prospective contracts shall be directed to the attention of:

Buffalo City of, Division of Purchasing, 1901 City Hall, 65 Niagara Square, Buffalo, NY 14202
Erie County of, Division of Purchasing, 95 Franklin Street, Buffalo, NY 14202

ITEM NO. 7

JOINT BIDDING/PURCHASING AGREEMENT WITH “EXHIBIT A SIGNATORIES” TO BUFFALO SEWER AUTHORITY (BSA) PURCHASING CONTRACTS

- WHEREAS: It is in the public interest for all government entities to obtain goods and services of maximum quality at the most economical price; and
- WHEREAS: All participating government entities would benefit from a program designed to purchase those items that are in common use under the umbrella of a cooperative single bid procedure; and
- WHEREAS: The Board of the Buffalo Sewer Authority adopted a resolution authorizing several governmental entities to make purchases through the BSA bidding procedures (these governmental entities are listed on Exhibit "A" of the standard BSA bid specifications); and
- WHEREAS: The Buffalo Sewer Authority (BSA) desires to enter into a joint Bidding/Purchasing Agreement with the “Exhibit A Signatories” so as to take advantage of the said “Exhibit A Signatories” substantial purchasing power for certain goods and materials; and
- WHEREAS: A joint bidding/purchasing agreement with the “Exhibit A Signatories” will have the added advantage of allowing the BSA and Part A signatories to take advantage of the purchasing power of other “Exhibit A Signatories”; and
- WHEREAS: The “Exhibit A Signatories” have the expertise to let and award bids for certain materials and services to make purchases of these materials and services; and
- WHEREAS: The BSA desires to purchase through the “Exhibit A Signatories” bidding process certain materials with which the “Exhibit A Signatories” have special expertise in purchasing; and
- WHEREAS: The “Exhibit A Signatories” will initiate a cooperative single bid procedure for certain materials which will afford all of the municipalities and government subdivisions currently listed on the "Exhibit A" portion of all BSA formal bids to access; and
- WHEREAS: The “Exhibit A Signatories” would not be bound to any greater degree than at present when bids are taken and would include said entities in selected bid specifications thereby affording them an opportunity for cost savings at no additional cost burden to said “Exhibit A Signatories” or municipal entity; and
- WHEREAS: Under this agreement it is understood and agreed that each participating entity will make its own separate purchase order with selected bidders, that

each entity shall only be liable to the successful bidder for materials/supplies/services contracted by such entity, without any liability for purchases contracted for by any other participating entity and each bid winner shall be required to bill each participating entity directly for purchases contracted by it; and

WHEREAS: The specifications, as prepared by the “Exhibit A Signatories” and made available to the participating entity under this agreement shall be accepted for the purchase at the lowest responsible bid price recommended by the “Exhibit A Signatories”; and

WHEREAS: New York State General Municipal Law sets forth the policies and procedures that govern all municipal purchasing practices, those regulations in their entirety will be incorporated in all such intermunicipal agreements.

NOW THEREFORE
BE IT RESOLVED: That the BSA hereby agrees to participate in cooperative bidding initiatives with the “Exhibit A Signatories” for the acquisition of commodities and services requested and approved by the appropriate fiscal officer of the BSA; and be it further

RESOLVED: That the Board of the BSA authorizes the General Manager to enter into a joint bidding/purchasing agreement with the “Exhibit A Signatories” for the purpose of accruing cost savings by utilizing "economies of sale" in joint purchasing initiatives; and be it further

RESOLVED: That the “Exhibit A Signatories” shall let and award bids for certain materials on behalf of the BSA, at the quantities requested by the Authority’s Division of Purchase, for certain materials and services; and be it further

RESOLVED: That the governmental entities listed under the "Exhibit A" of the standard BSA bid specifications may also participate in the “Exhibit A Signatories” purchasing process, under the same terms and conditions as the agreements these governmental entities have with BSA, and be it further

RESOLVED: That the Board of the Buffalo Sewer Authority authorizes the General Manager to enter into an agreement, with the “Exhibit A Signatories” for joint bidding and purchasing.

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

ITEM NO. 8

PAYMENT FROM JUDGMENT & CLAIMS

WHEREAS: In the fall of 2002, sewer installation was constructed in Belmont & Skillen between Vulcan and Roesch by Mar-Wal Construction Co., Inc., under contract with the Buffalo Sewer Authority; and

WHEREAS: During the course of construction, water service connections were encountered; and

WHEREAS: In February, 2003, the homeowner at 399 Skillen complained of no water service; and

WHEREAS: The Principal Sanitary Engineer directed Mar-Wal Construction Co., Inc., to return to the site and investigate the complaint; and

WHEREAS: Upon investigation by Mar-Wal Construction Co., Inc., it was determined that the water service was frozen and not related to any previous construction work undertaken; and

WHEREAS: Mar-Wal Construction Co., Inc., did the necessary repairs which were observed by Buffalo Sewer Authority personnel; and

WHEREAS: Mar-Wal Construction Co., Inc., has agreed to accept \$2,096.20 for their work.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby approves payment to Mar-Wal Construction Co., Inc., in the amount of \$2,096.20. Payment is to be made from the Judgment and Claims account no. 00800108-480214.

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

Board Meeting of April 16, 2003

ITEM NO. 10

CLAIM AGAINST LIABILITY CASUALTY RESERVE FUND

WHEREAS: On February 19, 2003, Mark Holzerland of 90 West Winspear Avenue, Buffalo, New York, filed a Claim with the Buffalo Sewer Authority for basement damages caused by water and sewage back up on December 12, 2002. A complaint crew did investigate and found that the main sewer was indeed blocked. The total amount of this claim was \$773.22; and

WHEREAS: The Claim was forwarded to the City of Buffalo Law Department. The Law Department determined that there was some liability on the part of the Buffalo Sewer Authority. The General Manager recommended a total settlement of \$285.22; and

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to make payment to Mark Holzerland, 90 West Winspear Avenue, Buffalo, New York, in the amount of \$285.22 as a final settlement to his claim filed February 19, 2003. This Claim will be paid out of the Liability and Casualty Reserve Fund.

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

Board Meeting of April 16, 2003

ITEM NO. 11

CLAIM AGAINST LIABILITY CASUALTY RESERVE FUND

WHEREAS: On December 3, 2002, Sahlen Packing Company, Inc., of P.O. Box 280, Buffalo, New York, filed a Claim with the Buffalo Sewer Authority for financial compensation for lost product due to water contamination that occurred after Buffalo Sewer Authority Maintenance Staff used a fire hydrant to flush out a main sewer. The use of this fire hydrant did cause some brown water to enter into the Sahlen Packing Company, Inc., facility. The total amount of this claim was \$1,336.00; and

WHEREAS: The Claim was forwarded to the City of Buffalo Law Department. The Law Department determined that there was some liability on the part of the Buffalo Sewer Authority. The General Manager recommended a total settlement of \$668.00; and

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to make payment to Sahlen Packing Company, Inc., P. O. Box 280, Buffalo, New York, in the amount of \$668.00 as a final settlement to their claim filed December 3, 2002. This Claim will be paid out of the Liability and Casualty Reserve Fund.

MOTION TO APPROVE

MADE BY MR. KENNEDY

2ND BY MR. RICHARDSON

AYES 4 NOES 0

Board Meeting of April 16, 2003

ITEM NO. 12

CLAIM AGAINST LIABILITY CASUALTY RESERVE FUND

WHEREAS: On July 23, 2002, Lee C. Harris of 69 Fordham Drive, Buffalo, New York, filed a Claim with the Buffalo Sewer Authority for damage sustained when his parked vehicle fell through a sewer grate along the curb line in the street near Delaware Park. The total amount of the estimate to repair damages is \$955.03; and

WHEREAS: The Claim was forwarded to the City of Buffalo Law Department. The Law Department determined that there was liability on the part of the Buffalo Sewer Authority. The General Manager recommended a total settlement of \$955.03; and

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to make payment to Lee C. Harris, 69 Fordham Drive, Buffalo, New York, in the amount of \$955.03 as a final settlement to his Claim filed July 23, 2002. This Claim will be paid out of the Liability and Casualty Reserve Fund.

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

Board Meeting of April 16, 2003

ITEM NO. 13

CLAIM AGAINST LIABILITY CASUALTY RESERVE FUND

WHEREAS: On December 18, 2002, Calumet Properties of 52-56 West Chippewa Street, Buffalo, New York, filed a Claim with the Buffalo Sewer Authority for damages that occurred when water and sewage backed up in their basements on October 18, 2002. The main sewer was televised and it showed that a portion of the brick sewer was missing and in need of repair. The total amount of this claim was \$3,450.00; and

WHEREAS: The Claim was forwarded to the City of Buffalo Law Department. The Law Department determined that there was liability on the part of the Buffalo Sewer Authority. The General Manager recommended a total settlement of \$3,450.00; and

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to make payment to Calumet Properties, 52-56 West Chippewa Street, Buffalo, New York, in the amount of \$3,450.00 as a final settlement to their claim filed December 18, 2002. This Claim will be paid out of the Liability and Casualty Reserve Fund.

MOTION TO APPROVE

MADE BY MR. RICHARDSON

2ND BY MR. NAPLES

AYES 4 NOES 0

Board Meeting of April 16, 2003

ITEM NO. 14

AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH KOESTER ASSOCIATES, INC.

WHEREAS: The Buffalo Sewer Authority installed a fine bubble diffusion system at the Treatment Plant in 1995. Sanitaire, the original equipment manufacturer of the diffusers and the holder of the patent on the gas cleaning system and procedure, recommends annual gas cleaning of these diffuser elements. The diffusers in these tanks have not been cleaned since installation. Sanitaire requires a one-time gas cleaning licensing fee per diffuser; and

WHEREAS: In May 1999 the Buffalo Sewer Authority sent four diffuser element samples to Sanitaire for analysis. Lack of cleaning has resulted in severe bio-fouling, which has led to a loss in oxygen-transfer efficiency; and

WHEREAS: Plant staff recommend cleaning six aeration tanks at this time; and

WHEREAS: Koester Associates, Inc., a representative for Sanitaire, has submitted a quote in the amount of \$94,646.00 for this cleaning. This cost includes installation of gas cleaning equipment, gaseous chlorine, and labor for hardware installation and gas cleaning; and

WHEREAS: The Treatment Plant Superintendent, Treatment Plant Administrator, and staff recommend accepting the quote from Koester Associates, Inc., in the amount of \$94,646.00 for the cleaning of six aeration tanks.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to enter into and execute an agreement with Koester Associates, Inc., to clean six aeration tanks at a total cost of \$94,646.00. Expenses for this agreement will be charged to account no. 02000204-490740.

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

Board Meeting of April 16, 2003

ITEM NO. 15

REPORT ON BIDS RECEIVED - SLUDGE DEWATERING AND REMOVAL SERVICES

WHEREAS: The Treatment Plant has operated with only four of its six digesters in service for over a year. This situation has led to a decrease in digester performance, creating an excess of biological solids being sent through the sludge dewatering and incineration processes; and

WHEREAS: An urgent need was acknowledged to reduce the solids inventory at the Treatment Plant by a minimum of one million pounds in order to maintain the proper solids inventory, and to prepare for the installation of the new return activated sludge (RAS) pumps and the new waste activated sludge (WAS) pumps. In accordance with the Department of Environmental Conservation's requirements, the installation of these pumps must be performed during the dry weather months of May through October. These installations will necessitate the alternate shutdown of one-half of the secondary treatment system; and

WHEREAS: Informal bids were solicited and received for sludge dewatering services, transportation, and disposal of sludge at the Treatment Plant as follows:

	<u>Cost per dry ton</u>	<u>Mobilization/ Demobilization</u>
Blue Heron Construction Co., LLC	\$425.00	\$26,600.00
Synagro Northeast, Inc.	\$529.12	\$30,000.00
Creative Waste Management	\$570.00	\$17,760.00

; and

WHEREAS: The Treatment Plant Superintendent, Treatment Plant Administrator, and staff reviewed the bids and recommended accepting the bid from Blue Heron Construction Co., LLC, based on their rate of \$425.00 per dry ton, plus a lump sum cost of \$26,600.00 for mobilization and demobilization. Due to the necessity to expedite this service, the Board was polled on April 7, 2003, and verbally authorized this service; and

WHEREAS: It is now necessary to formally ratify that authorization.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby formally authorizes the General Manager to enter into and execute an agreement with Blue Heron Construction Co., LLC, for sludge dewatering services, transportation, and disposal of sludge at the Treatment Plant, at a cost not to exceed \$325,000.00. Expenses for this service will be charged to account no. 00200106-434000.

MOTION TO APPROVE

MADE BY MR. KENNEDY

2ND BY MR. RICHARDSON

AYES 4 NOES 0

Board Meeting of April 16, 2003

ITEM NO. 16

AMEND BOARD RESOLUTION ITEM NO. 6 OF BOARD MEETING MARCH 19, 2003

WHEREAS: The Board of the Buffalo Sewer Authority authorized the General Manager to purchase repair parts for Chiller No. 1 from Gerster Trane at a total cost of \$12,700.00 at the March 19, 2003, meeting; and

WHEREAS: This Resolution should be amended to read that the Board authorizes the General Manager to purchase repair parts for Chiller No. 1 from Gerster Trane at a total cost of \$12,700.00, plus any incurred freight charges; and

WHEREAS: The Treatment Plant Superintendent, Superintendent of Mechanical Maintenance, and staff recommend acceptance of this amendment.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby amends Item No. 6 of the Board Meeting of March 19, 2003, to purchase repair parts for Chiller No. 1 from Gerster Trane at a total cost of \$12,700.00, plus any incurred freight charges.

MOTION TO APPROVE

MADE BY MR. RICHARDSON

2ND BY MR. NAPLES

AYES 4 NOES 0

Board Meeting of April 16, 2003

ITEM NO. 17

AUTHORIZATION TO PURCHASE REPAIR PARTS FOR INCINERATOR ASH HANDLING SYSTEM

WHEREAS: On September 11, 2002, the Board of the Buffalo Sewer Authority designated Beaumont Birch Industrial Division of Allen-Sherman-Hoff, the original equipment manufacturer and owner of the proprietary drawings, as a sole source for the incinerator ash handling system parts, supplies, and service. Beaumont Birch has recently been acquired by Allen-Sherman-Hoff. Diamond Power International, Inc., is the parent company of Allen-Sherman-Hoff; and

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

WHEREAS: The clinker grinder parts on the incinerator ash handling system are in need of repair. Beaumont Birch submitted a quote in the amount of \$15,969.80, plus estimated freight charges not to exceed \$200.00, for the parts necessary for this repair. The purchase of these parts is to be procured through Diamond Power International, Inc.; and

WHEREAS: The Treatment Plant Superintendent, Superintendent of Mechanical Maintenance, and staff recommend the purchase of these repair parts from Diamond Power International, Inc., at a total cost of \$15,969.80, plus estimated freight charges not to exceed \$200.00.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to purchase the repair parts from Diamond Power International, Inc., at a total cost of \$15,969.80, plus estimated freight charges not to exceed \$200.00. Funds are available in account no. 00380105-466107.

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

Board Meeting of April 16, 2003

ITEM NO. 19

AUTHORIZATION FOR INCREASE TO CONTRACT NO. 84200002

- WHEREAS: On May 31, 2000, the Board of the Buffalo Sewer Authority awarded a contract to Quackenbush Company, Inc., for mechanical maintenance at the Treatment Plant through June 30, 2001. This contract was approved at a cost not to exceed \$60,000.00 and provided for two (2) one-year renewals. On May 9, 2001, the Board authorized a one-year renewal through June 30, 2002, and on April 17, 2002, the Board authorized a one-year renewal through June 30, 2003; and
- WHEREAS: On February 26, 2003, the Board authorized a \$40,000.00 increase to this contract from \$60,000.00 to \$100,000.00 for unanticipated expenses for additional work as the result of the steam shutdown repairs; and
- WHEREAS: The Buffalo Sewer Authority's Title V permit requires reliable operation of the waste gas burners. The existing waste gas burners at the Treatment Plant are over 18 years old and worn due to the harsh operating environment of this equipment. The existing waste gas burners have severely damaged burner controls and must be lit using a hand-held torch or burning stick, putting employees at unnecessary danger. The original waste gas burner product line has been discontinued and new parts are unavailable from the manufacturer; and
- WHEREAS: Quackenbush Company, Inc., has submitted a quote in the amount of \$79,786.00 for the material, equipment, labor, and supervision to remove and replace the two necessary waste gas burners. Quackenbush Company, Inc., will not only replace the existing obsolete waste gas burners system, but will correctly pipe the pilot gas line to insure the safe and reliable operation of this system. Awarding this work to Quackenbush Company, Inc., will allow the repairs to be completed quickly, protecting employees from unnecessary danger and preventing further damage to the Treatment Plant digester gas system; and
- WHEREAS: The Treatment Plant Superintendent, Superintendent of Mechanical Maintenance, and staff recommend an authorization to increase this contract in the amount of \$88,000.00, to cover the necessary work with allowance for a 10% contingency.

ITEM NO. 21

REPORT ON BIDS RECEIVED - SEWER CLEANING AND INTERNAL TELEVISION INSPECTION

WHEREAS: Formal bids were advertised and solicited for Sewer Cleaning and Internal Television Inspection. The following were received and opened by the Buffalo Sewer Authority on March 17, 2003:

J.A. Brundage/The Drain Doctor	\$239,535.00
National Vaccum	\$593,715.00
; and	

WHEREAS: These proposals were received, and the contract will be awarded on the basis of a combined unit and lump sum bid; and

WHEREAS: The low bid by J.A. Brundage/The Drain Doctor, does not reflect the true amount of the contract, but rather is subject to some variance. These variances are due to the actual amount of the quantities used as they appear in the estimate column multiplied by the unit price as bid; and

WHEREAS: The Principal Sanitary Engineer reviewed the bids, recommends accepting the low bid and awarding the contract to J.A. Brundage/The Drain Doctor; and

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 J.A. Brundage/The Drain Doctor, at a cost not to exceed \$239,535.00. Expenses for this contract will be charged to account no. 02000208-490740.

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

Board Meeting of April 16, 2003

ITEM NO. 22

DESIGNATION OF SOLE SOURCE FOR SERVICE TO XEROX 3030 COPY MACHINE

WHEREAS: The Engineering Department uses a Xerox 3030 copy machine to produce 24" x 36" or larger black line prints; and

WHEREAS: This machine is no longer under a service warranty agreement; and

WHEREAS: When equipment repairs are required, the only authorized service representative, Charrette, Inc., provides service and repair to the copier; and

WHEREAS: The Principal Sanitary Engineer recommends that Charrette, Inc., be designated as sole source for the service on the copy machine.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby designates Charrette, Inc., as sole source for the service of the Xerox 3030 copier located in the Engineering Department.

MOTION TO WITHDRAWN

MADE BY _____

2ND BY _____

AYES _____ NOES _____

Board Meeting of April 16, 2003

ITEM NO. 23

ESTABLISHMENT OF TEMPORARY POSITION - SENIOR FIRST CLASS STATIONARY ENGINEER

WHEREAS: The Buffalo Sewer Authority’s “Schedule of Job Classification Plan” provides, when so authorized by the Board, temporary positions may be established for a definite period which will not, without further action of the Board, exceed six (6) months. Such positions will be recorded under this section and will state the termination date thereof.

NOW THEREFORE
BE IT RESOLVED: That one (1) temporary Senior First Class Stationary Engineer is hereby established for a period not to exceed six (6) months, effective March 24, 2003, with a termination date of September 23, 2003.

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

Board Meeting of April 16, 2003

ITEM NO. 24

ESTABLISHMENT OF TEMPORARY POSITION - MOTOR EQUIPMENT MECHANIC

WHEREAS: The Buffalo Sewer Authority's "Schedule of Job Classification Plan" provides, when so authorized by the Board, temporary positions may be established for a definite period which will not, without further action of the Board, exceed six (6) months. Such positions will be recorded under this section and will state the termination date thereof.

NOW THEREFORE
BE IT RESOLVED: That one (1) temporary Motor Equipment Mechanic is hereby established for a period not to exceed six (6) months, effective April 14, 2003, with a termination date of October 13, 2003.

MOTION TO APPROVE

MADE BY MR. NAPLES

2ND BY MR. RICHARDSON

AYES 4 NOES 0

Board Meeting of April 16, 2003

CONFIRMATION OF APPOINTMENTS

**SHIFT SUPERINTENDENT (SEWAGE TREATMENT)
(PERMANENT)**

SEWAGE TREATMENT PLANT

\$56,954 PER ANNUM

EFFECTIVE: MARCH 24, 2003

MICHAEL LETINA
151 CHOATE
BUFFALO, NY

**LABORER I (PERMANENT)
CHANGE OF STATUS ONLY**
SEWAGE TREATMENT PLANT
\$13.10 PER HOUR
EFFECTIVE: MARCH 24, 2003

VITO NICOLOSI
472 COLVIN
BUFFALO, NY

SR. FIRST CLASS STATIONARY ENGINEER (TEMPORARY)
SEWAGE TREATMENT PLANT
\$19.09 PER HOUR
EFFECTIVE: MARCH 24, 2003

KENNETH MAZUR
262 SOBIESKI
BUFFALO, NY

LABORER I (SEASONAL)
ADMINISTRATIVE OFFICES
\$50.00 PER DAY
EFFECTIVE: APRIL 21, 2003

JOAN MUTKA
146 LEWIS ST.
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 April 16, 2003

ITEM NO. 26

REQUEST FOR LEAVE WHILE ON UNION BUSINESS

WHEREAS: The General Manager has received the following communication from the President of CSEA Local 815:

“April 3, 2003

Mr. Anthony A. Hazzan
General Manager
Buffalo Sewer Authority
1038 City Hall
Buffalo, NY 14202

Dear Tony,

As President of the Sewer Unit of C.S.E.A., I am being sent to the Region VI Women’s Conference In Dunkirk, NY, on Friday, May 2nd and Saturday, May 3rd, 2003.

I will need Friday, May 2, 2003, to attend. I am asking for Board approval as per our union contract for Union Business.

Very truly yours,

Richard Stoddard, Sr. /s/
President
CSEA Buffalo Sewer Unit”

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

Board Meeting of April 16, 2003

ITEM NO. 27

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 employees have applied for Tuition Reimbursement:

<u>EMPLOYEE</u>	<u>SCHOOL</u>	<u>COURSE</u>	<u>TUITION%</u>	<u>REIMBURSEMENT</u>
David W. Rossney	American Red Cross	Standard First Aid/CPR	100%	<u>TOTAL</u> \$70.00
Ronald Kwarciak	California State University Sacramento	Industrial Waste Volume II	100%	\$62.00
Paul Cieslak	NYS DEC	Trouble Shooting O & M	100%	\$398.00

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby approves the above applications for Tuition Reimbursement totaling \$530.00. This Reimbursement will be charged to Account No. 00800108-480214.

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

Board Meeting of April 16, 2003

49607

ITEM NO. 28

ADJOURNMENT OF MEETING

MOTION TO APPROVE

MADE BY MR. RICHARDSON

2ND BY MR. KENNEDY

AYES 4 NOES 0

Board Meeting of April 16, 2003