

MINUTES OF THE REGULAR MEETING
OF THE
BUFFALO SEWER AUTHORITY
May 28, 2003

BUFFALO SEWER AUTHORITY

May 28, 2003

REGULAR MEETING

9:00 A.M.

1038 CITY HALL

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CALL OF THE ROLL

49627

Present: Herbert L. Bellamy, Jr.
Rev. Msgr. John R. Gabalski
John D. Kennedy, Sr.
Anthony A. Hazzan
Margaret Burke
Pamela DiPalma
Salvatore LoTempio
Frank DiMascio, P.E.
Joseph Baudo
Anthony Barone
Frank Belliotti
Nicole Elliott

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

Absent: James Naples
Rodney Richardson

Asst. Vice Chairman
Asst. Secretary

The meeting was called to order at 9:00 A.M. A quorum was present.

ITEM NO. 1

Motion to Adopt the Minutes of the Meeting of May 7, 2003

MOTION TO ADOPT
MADE BY MR. KENNEDY
2ND BY MSGR. GABALSKI
AYES 3 NOES 0

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

May 20, 2003

ISSUE DATE	MATURITY DATE	TOTAL DAYS	AMOUNT	BANK	RATE	INTEREST AMOUNT
CAPITAL IMPROVEMENT FUND						
15-Apr-02	MONEY MARKET		\$ 515,355.50	CHASE	1.51%	Erie Co.High Yield
CONSTRUCTION FUND						
08-Apr-02	MONEY MARKET		\$ 11,062,130.59	CHASE	1.51%	Erie Co.High Yield
LIABILITY AND CASUALTY RESERVE FUND						
22-Apr-02	MONEY MARKET		\$ 1,244,184.72	CHASE	1.51%	Erie Co.High Yield
OPERATING FUND						
08-Apr-02	MONEY MARKET		\$ 3,902,596.13	CHASE	1.51%	Erie Co.High Yield
TRUST & AGENCY FUND						
06-May-02	MONEY MARKET		\$ 47,941.82	CHASE	1.51%	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-Apr-03	27-May-03	32	\$500,000.00	M & T	1.17%	\$520.00
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
		0	\$11,212,500.00			
DEBT RESERVE FUND						
01-Jan-03	30-Jun-03	180	\$1,203,823.48	SERIES F U.S.TREAS.NOTES	5.375%	
			(1,179,000.00 units)			
14-Jul-93	13-Jul-03		\$7,622,950.00	SERIES G CITIBANK	5.54%	
13-Mar-03	15-Apr-32		\$2,825,593.00	SERIES H SLG	4.345%	
			\$11,652,366.48			
CONSTRUCTION FUND						
SERIES H						
13-Mar-03	MONEY MARKET		\$656.28	VISION		
24-Apr-03	22-May-03	28	\$4,625,541.30	M & T	1.17%	\$4,209.24
01-May-03	29-May-03	28	\$4,721,867.91	M & T	1.17%	\$4,296.90
08-May-03	05-Jun-03	28	\$4,318,818.09	M & T	1.16%	\$3,896.53
15-May-03	12-Jun-03	28	\$4,197,900.89	M & T	1.20%	\$3,918.04
			\$17,864,784.47			

RECEIVE & FILE

ITEM NO. 3

AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH M&T SECURITIES, INC., TO SECURE INVESTMENTS

WHEREAS: The Buffalo Sewer Authority seeks the highest investment rates possible; and

WHEREAS: M&T Securities, Inc., offers alternatives to Certificate of Deposit purchases including bonds, notes and mutual funds.

NOW THEREFORE

BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to execute an agreement to open an account with M&T Securities, Inc. for the purpose of investing in securities; and

AND, BE IT FURTHER
RESOLVED:

That the Board of Buffalo Sewer Authority hereby designates Margaret T. Burke, Executive Secretary, and Thomas J. Peltz, Supervising Accountant, as authorized persons in connection with all accounts hereafter maintained with M&T Securities, Inc., for the Buffalo Sewer Authority.

MOTION TO APPROVE

MADE BY MR. KENNEDY

2ND BY MSGR. GABALSKI

AYES 3 NOES 0

Board Meeting of May 28, 2003

ITEM NO. 4

CONTRACT APPROVAL - AUDIT AND ACCOUNTING SERVICES

WHEREAS: The Buffalo Sewer Authority has received a proposal from Deloitte and Touche, Certified Public Accountants, for audit and accounting services for a one-year period beginning July 1, 2003, for a fee of \$49,500.00, and for a cost allocation schedule for a maximum of \$4,500.00; and

WHEREAS: The use of Certified Public Accountants is necessary in order that the Buffalo Sewer Authority submit financial statements in accordance with generally accepted auditing standards, prepares a Comprehensive Annual Financial Report for submission to the New York State Comptroller, and develops accurate cost allocation schedules of operation at the Wastewater Treatment Plant; and

WHEREAS: The Executive Secretary and her Committee recommend the approval of this contract.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby approves and authorizes the General Manager to enter into an agreement with Deloitte & Touche, Certified Public Accountants, to develop the cost allocation schedule and perform the required auditing services of the Authority's affairs for the fiscal year beginning July 1, 2003. The cost for performing the required financial audit is \$49,500.00 and will be charged to account no. 00110106-432001. The fee for cost allocation schedules, up to a maximum of \$4,500.00, will be charged to account no. 0550106-432001.

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

Board Meeting of May 28, 2003

ITEM NO. 5

CONTRACT APPROVAL - SELF INSURED WORKERS' COMPENSATION PROGRAM

WHEREAS: The use of a professional claims management company is necessary for the successful continuation of the Buffalo Sewer Authority's self insured Workers' Compensation Program; and

WHEREAS: The Buffalo Sewer Authority has received a proposal from Naples Claims Management, Inc., a member of the Joseph J. Naples Companies, to extend the Workers' Compensation Administrative Agreement for a one-year period beginning July 1, 2003, and ending June 30, 2004, for a fee of \$29,000.00; and

WHEREAS: The Director of Employee Relations and her committee recommend renewing this Agreement.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby approves the proposal from Naples Claims Management, Inc., to extend the Workers' Compensation Administrative Agreement for a one-year period at a cost of \$29,000.00 and authorizes the General Manager to enter into an Agreement with Naples Claim Management, Inc., for this service. This expense will be charged to account nos. 00110108-452000, 00200108-452000, and 00650108-452000 on a pro-rata basis.

MOTION TO APPROVE

MADE BY MR. KENNEDY

2ND BY MSGR. GABALSKI

AYES 3 NOES 0

Board Meeting of May 28, 2003

ITEM NO. 9

EXTENSION OF CONTRACT FOR GUARD SERVICE

WHEREAS: On May 30, 2001, the Board of the Buffalo Sewer Authority awarded a contract to U. S. Security Associates, Inc., to provide guard service at the Treatment Plant through June 30, 2002. This contract provides for two one-year renewals if agreeable to both U. S. Security Associates, Inc., and the Buffalo Sewer Authority. On April 17, 2002, the Board authorized a one-year renewal through June 30, 2003; and

WHEREAS: U. S. Security Associates, Inc., has agreed to extend the contract for one (1) additional year provided that the performance bond for this contract be reduced to 10% of the contract amount, or \$17,500.00; and

WHEREAS: A legal opinion was requested. Section 3 (a) "Contract, Bond and Warranty" of the Buffalo Sewer Authority Regulations states "Said surety to be approved by the Corporation Counsel of the City of Buffalo as to sufficiency of the security." The Corporation Council advised that the performance bond for this contract be reduced to 10% of the contract amount, or \$17,500.00; and

WHEREAS: The General Manager, Treatment Plant Superintendent, and staff recommend this extension, up to a maximum amount of \$175,000.00, with the reduction of the performance bond to 10% of the contract amount, or \$17,500.00.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to extend the contract with U. S. Security Associates, Inc., to provide guard service at the Treatment Plant for a one-year period beginning July 1, 2003, up to a maximum amount of \$175,000.00, with the reduction of the performance bond to 10% of the contract amount, or \$17,500.00. Expenses for this contract will be charged to account no. 00200106-434000.

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

Board Meeting of May 28, 2003

ITEM NO. 11

AMEND BOARD RESOLUTION ITEM NO. 7 OF BOARD MEETING OF FEBRUARY 26, 2003

WHEREAS: The Board of the Buffalo Sewer Authority authorized the General Manager to approve the refurbishing of the No. 9 and No. 10 digester gas compressors by Ingersoll-Rand Company at a total cost not to exceed \$70,000.00 at the February 26, 2003, meeting; and

WHEREAS: This Resolution should be amended to read that Ingersoll-Rand submitted quotes for refurbishing the No. 9 and No. 10 digester gas compressors in the amounts of \$35,443.34 and \$31,908.51 respectfully; and

WHEREAS: This Resolution should be further amended to read that the Board authorizes the General Manager to approve the refurbishing of the No. 9 and No. 10 digester gas compressors by Ingersoll-Rand Company at a total cost not to exceed \$117,500.00; and

WHEREAS: This amendment will increase this service from \$70,000.00 to \$117,500.00 due to additional costs incurred when Digester #10 was disassembled and inspected; 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. 7 of the Board Meeting of February 26, 2003, and increases this service by Ingersoll-Rand Company from \$70,000.00 to \$117,500.00 due to additional costs incurred when Digester #10 was disassembled and inspected.

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

Board Meeting of May 28, 2003

ITEM NO. 12

AUTHORIZATION TO PURCHASE PARTS FOR INCINERATORS

WHEREAS: On September 11, 2002, the Board of the Buffalo Sewer Authority designated Hauck Manufacturing, the original equipment manufacturer, as a sole source for Hauck Manufacturing brand products for the Incinerators located at the Treatment Plant; and

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

WHEREAS: Hauck Manufacturing has submitted a quote in the amount of \$11,870.56 for parts needed for the Incinerators; and

WHEREAS: The Treatment Plant Superintendent, Superintendent of Mechanical Maintenance, and staff recommend the purchase of these parts from Hauck Manufacturing at a total cost of \$11,870.56, 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 parts needed for the Incinerators at the Treatment Plant from Hauck Manufacturing at a total cost of \$11,870.56, plus any incurred freight charges. Expenses for this purchase will be charged to account no. 00380105-466107.

MOTION TO APPROVE

MADE BY MR. KENNEDY

2ND BY MSGR. GABALSKI

AYES 3 NOES 0

Board Meeting of May 28, 2003

ITEM NO. 15

REPORT ON BIDS RECEIVED - STEAM SYSTEM REPAIR CONTRACT

WHEREAS: Formal bids were advertised and solicited for a steam system repair contract at the Treatment Plant. The following bids were received and opened by the Buffalo Sewer Authority on May 16, 2003:

Nicholson & Hall Corp.	\$64.26/hr. (boilermakers)
Quackenbush Co., Inc.	\$53.58/hr. (steamfitters)
; and	

WHEREAS: According to codes established by the Joint Boilermakers-United Association Committee, steam system repairs require the services of boilermakers; and

WHEREAS: The bid from Quackenbush Company, Inc., reflects the services of steamfitters; and

WHEREAS: The Treatment Plant Superintendent, Superintendent of Mechanical Maintenance, and staff reviewed the bids and recommend awarding a contract to the only bidder for boilermakers, Nicholson & Hall Corporation.

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 Nicholson & Hall Corporation, for a steam system repair contract at the Treatment Plant for a one-year period beginning July 1, 2003, with an option to renew for two (2) additional one-year periods if agreeable to both parties, at a cost not to exceed \$30,000.00. Expenses for this contract will be charged to account no. 00380106-443421.

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

Board Meeting of May 28, 2003

ITEM NO. 16

REPORT ON BIDS RECEIVED - DISPOSAL OF INCINERATOR ASH

WHEREAS: Formal bids were advertised and solicited for the disposal of incinerator ash at the Treatment Plant. The following bids were received and opened by the Buffalo Sewer Authority on May 16, 2003:

	<u>Cost per ton</u>	<u>Cost for wait charges per fifteen minutes</u>	<u>Charge for no load fee per incident</u>
Modern Disposal Services, Inc.	\$25.32	No charge	\$45.00
Zoladz Construction Co., Inc.	\$27.47	\$15.00	\$150.00
Chautauqua County Landfill	\$28.00	\$50.00	No charge
BFI Waste Systems of North America	\$28.25	No charge	\$120.00

; and

WHEREAS: The Treatment Plant Superintendent, Superintendent of Mechanical Maintenance, and staff reviewed the bids and recommend awarding a contract to the low bidder, Modern Disposal Services, 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 Modern Disposal Services, Inc., for the disposal of incinerator ash at the Treatment Plant for a one-year period beginning July 1, 2003, at a cost of \$25.32 per ton, up to a maximum amount of \$178,140.00, with an option to renew for three (3) additional one-year periods if agreeable to both parties. Expenses for this contract will be charged to account no. 00380106-442100.

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

ITEM NO. 17

AUTHORIZATION TO ENTER INTO AN ENGINEERING AGREEMENT WITH URS CORPORATION, FOR DESIGN, INSPECTION AND CONSTRUCTION ADMINISTRATION FOR INSTALLATION OF ANAEROBIC DIGESTER MIXING AND HEATING SYSTEMS AT THE BIRD ISLAND WASTEWATER TREATMENT PLANT

WHEREAS: The Buffalo Sewer Authority wants to improve the efficiency of the Anaerobic Digesters; and

WHEREAS: To improve the efficiency, a digester mixing and heating system needs to be installed; and

WHEREAS: A committee of Buffalo Sewer Authority staff, headed by the Treatment Plant Administrator, reviewed proposals from several firms; and

WHEREAS: The proposal submitted by URS Corporation, was to perform the required work in seven (7) separate tasks at a total cost not to exceed \$266,888.00; and

WHEREAS: The Treatment Plant Administrator and her committee have reviewed the proposal and recommends entering into a contract with URS Corporation.

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 URS Corporation for Engineering Services for design, inspection and construction administration for installation of Anaerobic Digester Mixing and Heating Systems at the Bird Island Wastewater Treatment Plant at a cost not to exceed \$266,888.00. Funds for this contract will be charged to account no.02000214-432004.

MOTION TO	APPROVE		
MADE BY	MSGR. GABALSKI		
2 ND BY	MR. KENNEDY		
AYES	3	NOES	0

Board Meeting of May 28, 2003

ITEM NO. 18

CHANGE ORDER NO. 1 – CONTRACT NO. 84200012

CONTRACTOR:	ORIGINAL CONTRACT COST	\$104,285.89
Modern Management	PREVIOUS CHANGE ORDER	0.00
747 Erie Avenue	THIS CHANGE ORDER	<u>14,375.00</u>
N. Tonawanda, New York 14120	ADJUSTED CONTRACT COST	\$118,660.89

WORK: Multiple Hearth Sludge Incinerator Rehabilitation

DESCRIPTION OF CHANGE OR EXTRA WORK:

Item 1 – Replace six (6) skewback bricks.

Item 2 – Waste heat recovery flue wall and damper repair (install two (2) new 310 S. S. damper blades).

Item 3 – Replace hearth no. 4 in incinerator no. 3, in lieu of two (2) hearths in incinerator no. 2.

REASON FOR CHANGE OR EXTRA WORK:

Item 1 – After an inspection by the Buffalo Sewer Authority Superintendent of Maintenance and staff, the skewback bricks were found damaged and in need of replacement.

Item 2 – After an inspection by the Buffalo Sewer Authority Superintendent of Maintenance and staff, it was determined the waste heat recovery flue wall and damper were damaged and in need of replacement.

Item 3 – Hearth no. 4 in incinerator no. 3 is in extremely poor condition and replacement is needed to be completed on an emergency basis.

COST OF CHANGE OR EXTRA WORK:

Item 1 – \$ 2,358.00

Item 2 – \$12,017.00

Item 3 – \$ 0.00

THE TOTAL COST OF THE CHANGE OR EXTRA WORK \$14,375.00

The total INCREASE to the contract as a result of this Change Order is \$14,375.00

ITEM NO. 19

CONTRACT NO. 84100020

FINAL ADJUSTMENT

CONTRACTOR: J.A, Brundage/ The Drain Doctor 1401 College Avenue Niagara Falls, NY 14305	ADJUSTED CONTRACT COST \$209,868.75 FINAL ADJUSTMENT <u> (3,036.95)</u> FINAL CONTRACT COST \$206,831.80
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WORK: Sewer Cleaning and Internal Television Inspection

DESCRIPTION OF FINAL ADJUSTMENT

Bids were received on a basis of estimated quantities at unit and lump sum prices, and the contract was awarded on the basis to be paid for the work constructed.

In conformity with the stipulation in the contract documents, actual quantities for the items have been measured in the field, and on the basis of these measurements, the total adjusted price is DECREASED by \$3,036.95, making the final contract price \$206,831.80.

WHEREAS: The Principal Sanitary Engineer reviewed the final adjustment and recommends its approval; and

WHEREAS: The Contractor completed the work on April 23, 2003, and the Buffalo Sewer Authority held the final inspection on April 23, 2003.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby approves the final adjustment for the sewer cleaning and internal television inspection, as written in the above Agenda Item, making the final contract cost \$206,831.80.

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

Board Meeting of May 28, 2003

ITEM NO. 20

CONTRACT NO. 84100020

CERTIFICATE OF ACCEPTANCE AND OCCUPANCY

WORK: Sewer Cleaning and Internal Television Inspection

BID: \$177,350.00

CONTRACTOR: J.A, Brundage/ The Drain Doctor
1401 College Avenue
Niagara Falls, NY 14305

WHEREAS: The Principal Sanitary Engineer of the Buffalo Sewer Authority has certified that the Contractor completed the work in accordance with the plans and specifications on April 23, 2003.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby finds and determines that:

- a. The work to be performed under the terms of the contract has been complete and is accepted;
- b. The date of entrance and occupancy be fixed as of April 23, 2003;
- c. The maintenance period commence on April 23, 2003;
- d. Final payment be made to the Contractor in the amount of \$17,466.59, increased \$32,518.75 by change order, then decreased \$3,036.95 by final adjustment, making the final cost of the contract \$206,831.80.

MOTION TO APPROVEMADE BY MR. KENNEDY2ND BY MSGR. GABALSKIAYES 3 NOES 0

Board Meeting of May 28, 2003

CONFIRMATION OF APPOINTMENTS

ASSISTANT SHIFT SUPERINTENDENT (PERMANENT)
SEWAGE TREATMENT PLANT
\$47,856 PER ANNUM
EFFECTIVE: MAY 19, 2003

JOSEPH CORDARO
79 WINSTON RD.
BUFFALO, NY

INDUSTRIAL WASTE ADMINISTRATOR (PERMANENT)
CHANGE OF STATUS ONLY
INDUSTRIAL WASTE SECTION
\$70,326 PER ANNUM
EFFECTIVE: MAY 19, 2003

LESLIE SEDITA
247 SUMMIT AVE.
BUFFALO, NY

MOTOR EQUIPMENT MECHANIC (TEMPORARY)
CHANGE OF STATUS ONLY
SEWAGE TREATMENT PLANT
\$20.15 PER HOUR
EFFECTIVE: MAY 19, 2003

ROBERT PACE
411 BAYNES AVE.
BUFFALO, NY

SENIOR SANITARY CHEMIST (PERMANENT)
SEWAGE TREATMENT PLANT
\$53,252 PER ANNUM
EFFECTIVE: MAY 19, 2003

ROMAN TSCHIP
87 KRAKOW
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 MSGR. GABALSKI
2ND BY MR. KENNEDY
AYES 3 NOES 0

Board Meeting of May 28, 2003

ITEM NO. 22

REQUEST FOR LEAVE WHILE ON UNION BUSINESS

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

“May 15, 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 Local Government Workshop in Buffalo, NY, on Friday, May 30, 2003, Saturday, May 31, 2003, and Sunday, June 1, 2003.

I will need Friday, May 30, 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. KENNEDY	_____
2 ND BY	_____	MSGR. GABALSKI	_____
AYES	_____	3	NOES _____ 0

Board Meeting of May 28, 2003

ITEM NO. 23

REQUEST FOR LEAVE WHILE ON UNION BUSINESS

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

“May 15, 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 meeting in Dunkirk, NY, on Friday, June 13, 2003, and Saturday, June 14, 2003.

I will need Friday, June 13, 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	_____	MSGR. GABALSKI	_____
2 ND BY	_____	MR. KENNEDY	_____
AYES	_____	3	NOES _____ 0

Board Meeting of May 28, 2003

ITEM NO. 24

TUITION ASSISTANCE

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 Assistance:

<u>EMPLOYEE</u>	<u>SCHOOL</u>	<u>COURSE</u>	<u>SEMESTER</u>	<u>TUITION</u>
Charles Riley	Erie Community College	Accounting Principles I	5/19 – 6/26/03	420.00

WHEREAS: No funds will be expended at this time.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby approves the application for Tuition Assistance as detailed above.

MOTION TO APPROVE

MADE BY MR. KENNEDY

2ND BY MSGR. GABALSKI

AYES 3 NOES 0

Board Meeting of May 28, 2003

ITEM NO. 25

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/COURSE</u>	<u>TUITION%</u>	<u>REIMBURSEMENT TOTAL</u>
George Giambrone	Buffalo Environmental Conference	100%	130.00

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby approves the above applications for Tuition Reimbursement totaling \$130.00. This Reimbursement will be charged to Account No. 00800108-480214.

MOTION TO APPROVE
 MADE BY MSGR. GABALSKI
 2ND BY MR. KENNEDY
 AYES 3 NOES 0

Board Meeting of May 28, 2003

ITEM NO. 26

ADJOURNMENT OF MEETING

MOTION TO APPROVE

MADE BY MR. KENNEDY

2ND BY MSGR. GABALSKI

AYES 3 NOES 0

Board Meeting of May 28, 2003