

**MINUTES OF THE REGULAR MEETING  
OF THE  
BUFFALO SEWER AUTHORITY  
December 7, 2005**

50572.....50589



# BUFFALO SEWER AUTHORITY

December 7, 2005

**REGULAR MEETING**

**9:00 A.M.**

**1038 CITY HALL**

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## ITEM NO. 2

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

**November 28, 2005**

ISSUE DATE	MATURITY DATE	TOTAL DAYS	AMOUNT	BANK	RATE	INTEREST AMOUNT
<b>CAPITAL IMPROVEMENT FUND</b>						
15-Apr-02	Money Market		\$500,000.00	Chase	3.70%	High Yield
<b>CONSTRUCTION FUND</b>						
08-Apr-02	Money Market		\$15,551,270.82	Chase	3.70%	High Yield
<b>LIABILITY AND CASUALTY RESERVE FUND</b>						
22-Apr-02	Money Market		\$1,132,452.84	Chase	3.70%	High Yield
<b>OPERATING FUND</b>						
08-Apr-02	Money Market		\$2,369,124.38	Chase	3.70%	High Yield
<b>TRUST &amp; AGENCY FUND</b>						
06-May-02	Money Market		\$31,362.85	Chase	3.70%	High Yield
<b>SURPLUS FUND</b>						
31-Oct-05	04-Jan-06	65	\$4,187,536.67	M&T Securities	4.00%	\$30,463.33
<b>NET REVENUE FUND</b>						
			\$849.45	MTB Funds		
25-Aug-05	29-Nov-05	96	\$2,900,725.39	M&T Securities	3.62%	\$28,274.61
25-Jul-05	30-Dec-05	158	\$5,739,893.87	M&T Securities	3.56%	\$91,106.13
26-Oct-05	25-Jan-06	91	\$7,599,377.00	M&T Securities	4.00%	\$77,623.00
			<u>\$16,240,845.71</u>			

ISSUE DATE	MATURITY DATE	TOTAL DAYS	AMOUNT	BANK	RATE	INTEREST AMOUNT
<b>DEBT RESERVE FUND</b>						
30-Jun-04	31-May-06	700	\$1,156,364.75	U.S. Treasury Notes	2.50%	
23-Sep-03	15-Aug-08	1788	\$7,350,000.00	M&T Securities	3.25%	\$119,437.50
13-Mar-03	15-Apr-32		\$2,825,593.00	Series H SLG	4.35%	(2/15/06)
04-Mar-04	15-Nov-33		\$774,061.00	Series J SLG	3.82%	
22-Jul-04	15-Feb-33		\$498,654.00	Series K SLG	5.26%	
<b>CONSTRUCTION FUND SERIES H</b>						
17-Nov-05	01-Dec-05	14	\$612,813.49	M&T	3.91%	\$931.82
<b>CONSTRUCTION FUND SERIES K</b>						
17-Nov-05	01-Dec-05	14	\$53,122.47	M&T	3.91%	\$80.78

**RECEIVE & FILE**

Board Meeting of December 7, 2005

## ITEM NO. 3

**CONSTRUCTION FUND AMENDMENT**

WHEREAS: The Buffalo Sewer Authority desires to fund the Five Year Capital Plan in order to continue its program of improving the sewer system; and

WHEREAS: There is funding available from the 2004-2005 Fund Balance designated for Capital Projects; and

WHEREAS: The General Manager recommends approval of this transfer.

NOW THEREFORE  
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby approves the transfer of funds from the Fund Balance Designated for Capital Projects to the Construction Fund Budget Amendment for 2005-2006 for the funding of the listed projects as designated by the Amendment.

MOTION TO APPROVE

MADE BY MR. ROOSEVELT

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

AYES 3 NOES 0

Board Meeting of December 7, 2005



**BUFFALO SEWER AUTHORITY  
CONSTRUCTION FUND BUDGET AMENDMENT #1  
2005-2006 FISCAL YEAR**

This Amendment to the Construction Fund utilizes funds from prior years to provide improvements to the infrastructure of the Buffalo Sewer Authority as designated by the Five Year Capital Plan.

The funds will be added to the various appropriation accounts as listed below:

REVENUES & RESOURCES

FUND BALANCE DESIGNATED FOR CAPITAL PROJECTS	<u>\$5,719,853</u>
TOTAL REVENUE & RESOURCES	<u>\$5,719,853</u>

APPROPRIATIONS

**TREATMENT PLANT:**

CENTRIFUGE PROJECT – PHASE II	\$3,400,000
INCINERATOR REHAB	250,000
REHAB SWW PUMP	100,000
HVAC REHAB	125,000
PRIMARY SLUDGE PUMP REPLACEMENT	350,000

COLLECTION SYSTEM:

SEWER RELINING	\$ 300,000
SEWER CLEANING	300,000
RECONSTRUCTION-UNDESIGNATED PROJECTS	569,853
SEWER RENOVATIONS	<u>325,000</u>

<b>TOTAL APPROPRIATIONS</b>	<b><u>\$5,719,853</u></b>
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## ITEM NO. 4

**CLAIM AGAINST LIABILITY AND CASUALTY RESERVE FUND**

WHEREAS: On March 24, 2000, the Buffalo Sewer Authority received a summons from National Fuel Gas Distribution Corporation for alleged damages to their underground facility located near 160 Kilhoffer. The total amount of the summons was \$7,067.43; and

WHEREAS: The City of Buffalo Department of Law represented the Buffalo Sewer Authority in negotiations to settle this Claim; and

WHEREAS: The City of Buffalo Department of Law made a Final Settlement Offer in the amount of \$1,000.00; and

WHEREAS: The General Manager reviewed the Claim and Final Settlement Offer and recommends payment in the amount of \$1,000.00.

NOW THEREFORE  
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to make payment to National Fuel Gas Distribution Corporation, in the amount of \$1,000.00. This Claim will be paid out of the Liability and Casualty Reserve Fund.

MOTION TO APPROVE

MADE BY MR. ROOSEVELT

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

AYES 3 NOES 0

Board Meeting of December 7, 2005

ITEM NO. 5

**CLAIM AGAINST LIABILITY AND CASUALTY RESERVE FUND**

WHEREAS: On June 30, 2005, Mark Stanley of 443 Richmond Avenue, Buffalo, New York, filed a Claim with the Buffalo Sewer Authority for plumbing costs totaling \$1,500.00; and

WHEREAS: The Claim was reviewed by the City of Buffalo Law Department and it was determined that there was some liability on the part of the Buffalo Sewer Authority; and

WHEREAS: The General Manager reviewed the Claim and recommends a total settlement in the amount of \$800.00.

NOW THEREFORE  
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to make payment to Mark Stanley, 443 Richmond Avenue, Buffalo, New York, in the amount of \$800.00. This Claim will be paid out of the Liability and Casualty Reserve Fund.

MOTION TO APPROVE

MADE BY MR. ROOSEVELT

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

AYES 3 NOES 0

Board Meeting of December 7, 2005

## ITEM NO. 6

**TRAVEL AUTHORIZATION - NEW YORK CITY**

WHEREAS: The Buffalo Sewer Authority must be up to date on current environmental regulations in order to maintain compliance; and

WHEREAS: The 78<sup>th</sup> Annual Meeting of the New York Water Environment Association, Inc., (NYWEA) is being held in New York City from February 5 – 8, 2005, covering an overview of environmental requirements; and

WHEREAS: The Treatment Plant Administrator and Associate Chemist need to remain current with regulations affecting their respective programs.

NOW THEREFORE  
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the Treatment Plant Administrator and Associate Chemist to travel to New York City from February 4 – 8, 2005, to attend the 78<sup>th</sup> Annual Meeting of the New York Water Environment Association, Inc., at a total cost not to exceed \$4,000.00. Funds are available in account nos. 00200104-458010 and 00200104-458012.

MOTION TO APPROVE

MADE BY MR. ROOSEVELT

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

AYES 3 NOES 0

Board Meeting of December 7, 2005



## ITEM NO. 8

**AUTHORIZATION TO ENTER INTO AN ENGINEERING SERVICES AGREEMENT WITH INCINERATOR Rx CORPORATION**

WHEREAS: The Buffalo Sewer Authority installed a new centrifuge as part of the sludge dewatering process. This centrifuge will produce a much dryer sludge, which is then incinerated in the multiple hearth incinerators; and

WHEREAS: In order to obtain optimal and efficient sludge cake burn and minimize natural gas usage, modifications will be needed to the incinerator operations and equipment; and

WHEREAS: Incinerator Rx Corporation, a specialist in multiple hearth incinerator engineering services, has previously provided excellent engineering services to the Authority relating to the multiple hearth incinerators, and developed the Buffalo Sewer Authority's current standard operating procedures; and

WHEREAS: The Authority requested and received a proposal from Incinerator Rx Corporation to address the incinerator modifications including operational assistance, development of a revised standard operating procedure, and an incinerator equipment needs assessment for high cake solids sludge at a cost of \$24,890.00; and

WHEREAS: The Treatment Plant Superintendent, Treatment Plant Administrator, and staff reviewed Incinerator Rx Corporation's proposal and recommend its acceptance.

NOW THEREFORE  
BE IT RESOLVED:

The Board of the Buffalo Sewer Authority authorizes the General Manager to enter into and execute an agreement with Incinerator Rx Corporation for engineering services to address the incinerator modifications including operational assistance, development of a revised standard operating procedure, and an incinerator equipment needs assessment for high cake solids sludge at the Treatment Plant at a cost not to exceed \$24,890.00. Funds are available in account 02000174-432004.

MOTION TO APPROVE

MADE BY MR. ROOSEVELT

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

AYES 3 NOES 0

Board Meeting of December 7, 2005

ITEM NO. 9

**AUTHORIZATION FOR SERVICE ON MECHANICAL EXHAUSTER NO. 1**

WHEREAS: On July 27, 2005, the Board of the Buffalo Sewer Authority designated Dresser Roots, the original equipment manufacturer, as a sole source for parts, supplies, and service for all Dresser Roots brand equipment, including blowers, exhausters, and compressors located at the Treatment Plant; and

WHEREAS: Mechanical Exhauster No. 1 was malfunctioning and was sent to Dresser Roots for evaluation and inspection; and

WHEREAS: Dresser Roots has submitted a quote in the amount of \$25,421.00 for needed repairs; and

WHEREAS: The Treatment Plant Superintendent, Superintendent of Mechanical Maintenance, and staff reviewed the quote and recommend repair of Mechanical Exhauster No. 1 at a cost not to exceed \$25,421.00.

NOW THEREFORE  
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to utilize the services of Dresser Roots for the needed repairs to Mechanical Exhauster No. 1 at a cost not to exceed \$25,421.00. Funds are available in account no. 00380106-443301.

MOTION TO APPROVE

MADE BY MR. ROOSEVELT

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

AYES 3 NOES 0

Board Meeting of December 7, 2005







ITEM NO. 12

**CONFIRMATION OF APPOINTMENTS**

**MILLWRIGHT HELPER (TEMPORARY)**  
SEWAGE TREATMENT PLANT  
\$16.28 PER HOUR  
EFFECTIVE: NOVEMBER 21, 2005

MARK GRONOWSKI  
12120 TOWNSEND RD.  
SPRINGVILLE, NY

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**SENIOR SANITARY ENGINEERING SUPERVISOR  
(PROVISIONAL)**  
ENGINEERING DEPARTMENT  
\$59,836 PER ANNUM  
EFFECTIVE: JANUARY 9, 2006

JAMES EAGAN  
32 EISMAN  
KENMORE, NY

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**SUPERVISOR OF GROUNDS I (PERMANENT)**  
SEWAGE TREATMENT PLANT  
\$52,616 PER ANNUM  
EFFECTIVE: DECEMBER 12, 2005

CHARLES ORLANDO  
91 HARTWELL RD.  
BUFFALO, NY

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**LABORER I (PERMANENT)**  
SEWER MAINTENANCE DEPARTMENT  
\$13.10 PER HOUR  
EFFECTIVE: DECEMBER 12, 2005

ANTHONY PARISI  
26 DELWOOD AVE.  
KENMORE, NY

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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 TABLED  
MADE BY MR. ROOSEVELT  
2<sup>ND</sup> BY MR. NAPLES  
AYES 3 0

Board Meeting of December 7, 2005

ITEM NO. 13

**AMENDMENT TO SCHEDULE OF JOB CLASSIFICATION PLAN**

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

NOW THEREFORE  
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority approves the deletion of the following position from the Job Classification Plan effective December 12, 2005:

**One (1) Labor Supervisor I**

**00670161-411001**

MOTION TO                                      TABLED                  

MADE BY                                      MR. ROOSEVELT                  

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

AYES                              3           NOES                              0          

Board Meeting of December 7, 2005

ITEM NO. 14

**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 TOTAL</u>
James S. Stephens	New York Rural Water Association	Basic Microsoft Access	50%	\$37.50

NOW THEREFORE  
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby approves the above application for Tuition Reimbursement totaling \$37.50. This Reimbursement will be charged to account no. 00800108-480214.

MOTION TO APPROVE  
 MADE BY MR. ROOSEVELT  
 2<sup>ND</sup> BY MR. NAPLES  
 AYES 3 NOES 0

Board Meeting of December 7, 2005

ITEM NO. 15

**ADJOURNMENT OF MEETING**MOTION TO                     APPROVE                    MADE BY                     MR. ROOSEVELT                    2<sup>ND</sup> BY                     MR. NAPLES                    AYES           3           NOES           0          

Board Meeting of December 7, 2005