

**MINUTES OF THE ANNUAL MEETING**  
**OF THE**  
**BUFFALO SEWER AUTHORITY**  
**July 2, 2012**



# **BUFFALO SEWER AUTHORITY**

**July 2, 2012**

**ANNUAL MEETING**

**9:00 A.M.**

**TREATMENT PLANT**

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**CALL OF THE ROLL**

Present:	<u>Herbert L. Bellamy, Jr.</u>	<u>Chairman</u>
	<u>John D. Kennedy, Sr.</u>	<u>Vice Chairman</u>
	<u>Christopher Roosevelt</u>	<u>Assistant Vice Chairman</u>
	<u>John E. Kennedy, Jr.</u>	<u>Assistant Secretary</u>
	<u>Ronald Brown</u>	<u>Executive Secretary</u>
	<u>Oluwole McFoy, P.E.</u>	<u>Associate Engineer</u>
	<u>Scott Steinwald</u>	<u>Intergovernmental Coordinator</u>
	<u>James Keller</u>	<u>Treatment Plant Superintendent</u>
	<u>Thomas Caulfield</u>	<u>Administrator of Capital</u>
	<u>Yusef Myrick</u>	<u>Improvements &amp; Development</u>
	<u>Laura Surdej</u>	<u>Superintendent of Mechanical</u>
	<u>Jill Terreri</u>	<u>Maintenance</u>
	<u></u>	<u>Erie County Dept. of Sewerage</u>
	<u></u>	<u>Buffalo News</u>
	<u></u>	<u></u>
	<u></u>	<u></u>
Absent:	<u>Eleanor C. Wilson-DiVincenzo</u>	<u>Secretary</u>

The meeting was called to order at 9:01 AM. A quorum was present.

## ITEM NO. 1

Motion to Adopt the Minutes of the Meeting of June 13, 2012

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

Board Meeting of July 2, 2012

## ITEM NO. 2

**ELECTION OF OFFICERS**

WHEREAS: The officers of the Board of the Buffalo Sewer Authority are elected at the Annual Meeting.

NOW THEREFORE  
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby approves the following officers for the fiscal year 2012-2013:

CHAIRMAN HERBERT L. BELLAMY, JR.

VICE CHAIRMAN JOHN D. KENNEDY, SR.

ASSISTANT VICE CHAIRMAN CHRISTOPHER ROOSEVELT

SECRETARY ELEANOR WILSON-DIVINCENZO

ASSISTANT SECRETARY JOHN E. KENNEDY, JR.

MOTION TO APPROVE

MADE BY MR. KENNEDY, JR.

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

AYES 4 NOES 0

Board Meeting of July 2, 2012

## ITEM NO. 3

**ELECTION OF MEMBERS TO AUDIT COMMITTEE**

WHEREAS: The members of the Audit Committee of the Board of the Buffalo Sewer Authority are elected at the Annual Meeting.

NOW THEREFORE  
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby approves the following members to the Audit Committee for the fiscal year 2012-2013:

CHAIRPERSON JOHN D. KENNEDY, SR.

MEMBER ELEANOR WILSON-DIVINCENZO

MEMBER CHRISTOPHER ROOSEVELT

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

Board Meeting of July 2, 2012

## ITEM NO. 4

**ELECTION OF MEMBERS TO GOVERNANCE COMMITTEE**

WHEREAS: The members of the Governance Committee of the Board of the Buffalo Sewer Authority are elected at the Annual Meeting.

NOW THEREFORE  
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby approves the following members to the Governance Committee for the fiscal year 2012-2013:

CHAIRPERSON CHRISTOPHER ROOSEVELT

MEMBER ELEANOR WILSON-DIVINCENZO

MEMBER JOHN E. KENNEDY, JR.

MOTION TO APPROVE

MADE BY MR. KENNEDY, JR.

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

AYES 4 NOES 0

Board Meeting of July 2, 2012





**CERTIFICATE**

I, John E. Kennedy, Jr., Assistant Secretary of the Buffalo Sewer Authority in the County of Erie, State of New York, HEREBY CERTIFY that the foregoing annexed extract from the Minutes of a meeting of the Board of Directors of said Authority, duly called and held on July 2, 2012, and at which a quorum was present and acting throughout and the resolution contained therein is a true and complete copy of the resolution thereupon adopted and recorded in the Minutes of said Authority and that the foregoing extract has been compared by me with the original minutes as officially recorded in my office in the Minute Book of said Authority and is a true, complete and correct copy thereof and of the whole of said original minutes so far as the same relate to the subject matters referred to in said extract, and that said resolution has not been amended or repealed but is in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said Authority this 2<sup>nd</sup> day of July, 2012.

(SEAL)

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John E. Kennedy, Jr.  
Assistant Secretary

## ITEM NO. 6

**CHANGE ORDER NO. 1 – CONTRACT NO. 85100034**

CONTRACTOR:	ORIGINAL CONTRACT COST	\$1,143,000.00
J W Danforth	PREVIOUS CHANGE ORDER	N/A
300 Colvin Woods Parkway	THIS CHANGE ORDER	<u>87,354.00</u>
Tonawanda, NY 14150	ADJUSTED CONTRACT COST	\$1,230,354.00

WORK:        Various HVAC Improvements

**DESCRIPTION OF CHANGE OR EXTRA WORK:**

- Item #1    Provide additional piping for Chilled & Condenser Water at new absorption Chiller #1.
- Item #2    Add balancing valves to glycol system on return side of GHHW primary supply to AHU's 7-14.
- Item #3    Install in-line strainers to glycol system loop above return line control valve.
- Item #4    Re-size chiller pumps condenser water pipe # 24.
- Item #5    Install modifications to motor control center buckets to include upgraded breakers.
- Item #6    The new unit component dimensions were larger than required for the new unit air handling unit.

**REASON FOR CHANGE OR EXTRA WORK:**

- Item #1    This piping has deteriorated through the years and associated valves are inoperable.
- Item #2    The pre-existing balancing valves were not included in the contract documents.
- Item #3    BSA staff agreed that the strainers will provide a more efficient finished product to accompany the new installations.
- Item #4    The chiller pump specifications were not consistent with the requirements of the new chiller.
- Item #5    The existing motor control breakers were over 33 years old and obsolete to accommodate new air handler and VFD.
- Item #6    The new unit component dimensions were larger than required for the new unit air handling unit.



NOW THEREFORE  
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby approves Change Order No. 1 to Contract No. 85100034 as written in the above Agenda Item, increasing the contract cost in the amount of \$87,354.00 making the adjusted contract cost \$1,230,354.00.

MOTION TO APPROVE

MADE BY MR. KENNEDY, JR.

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

AYES 4 NOES 0

Board Meeting of July 2, 2012

ITEM NO. 7

**ADJOURNMENT OF MEETING**MOTION TO                     APPROVE                    MADE BY                     MR. KENNEDY, SR.                    2<sup>ND</sup> BY                     MR. KENNEDY, JR.                    AYES           4           NOES           0          

Board Meeting of July 2, 2012