

MINUTES OF THE REGULAR MEETING

OF THE

BUFFALO SEWER AUTHORITY

December 5, 2012

BUFFALO SEWER AUTHORITY

December 5, 2012

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 26, 2012

ISSUE DATE	MATURITY DATE	TOTAL DAYS	AMOUNT	BANK	RATE	INTEREST AMOUNT
CAPITAL IMPROVEMENT FUND						
15-Apr-02	Money Market		\$1.00	Chase	0.20%	High Yield
31-Jul-12	Money Market		\$500,000.00	First Niagara	0.15%	Municipal Premium
			<u>\$500,001.00</u>			
CONSTRUCTION FUND						
08-Apr-02	Money Market		\$1.00	Chase	0.20%	High Yield
31-July-12	Money Market		\$39,827,357.61	First Niagara	0.30%	Municipal Premium
			<u>\$39,827,358.61</u>			
LIABILITY AND CASUALTY RESERVE FUND						
22-Apr-02	Money Market		\$1.01	Chase	0.20%	High Yield
31-July-12	Money Market		\$1,001,547.86	First Niagara	0.20%	Municipal Premium
			<u>\$1,001,548.87</u>			
OPERATING FUND						
08-Apr-02	Money Market		\$3,777.31	Chase	0.20%	High Yield
31-July-12	Money Market		\$1,778,805.16	First Niagara	0.20%	Municipal Premium
			<u>\$1,782,582.47</u>			
TRUST & AGENCY FUND						
06-May-02	Money Market		\$1.00	Chase	0.20%	High Yield
31-Jul-12	Money Market		\$33,367.21	First Niagara	0.02%	Municipal Premium
			<u>\$33,368.21</u>			
SURPLUS FUND						
			\$796.24	Wilmington US Treasury		
27-Sep-12	28-Dec-12	92	\$6,143,429.58	M&T Securities	0.10%	\$1,570.42
			<u>\$6,144,225.82</u>			
NET REVENUE FUND						
			\$80.78	Wilmington US Treasury		
29-Aug-12	28-Nov-12	91	\$4,999,103.79	M&T Securities	0.15%	\$1,896.21
28-Sep-12	28-Dec-12	91	\$3,499,115.28	M&T Securities	0.10%	\$884.72
29-Oct-12	29-Jan-13	92	\$7,399,919.22	M&T Securities	0.11%	\$2,080.78
			<u>\$15,898,219.07</u>			

ISSUE DATE	MATURITY DATE	TOTAL DAYS	AMOUNT	BANK	RATE	INTEREST AMOUNT
DEBT RESERVE FUND						
Series F						
09-May-12	09-May-13	365	\$245,000.00	FDIC Brokered CD	0.35%	
01-Jun-12	31-May-13	364	\$245,000.00	FDIC Brokered CD	0.45%	
01-Jun-12	05-Jun-13	369	\$245,000.00	FDIC Brokered CD	0.30%	
13-Jun-12	12-Jun-13	364	\$245,000.00	FDIC Brokered CD	0.45%	
14-Jun-12	14-Jun-13	365	\$245,000.00	FDIC Brokered CD	0.40%	
15-Jun-12	14-Jun-13	364	\$132,000.00	FDIC Brokered CD	0.35%	
			\$1,357,000.00			
Series I						
01-Aug-08	06-Sep-13	1862	\$8,240,877.50	FHLB	4.00%	
Series H						
13-Mar-03	15-Apr-32	10,626	\$2,825,593.00	SLG	4.35%	
Series J						
04-Mar-04	15-Nov-33	10,848	\$774,061.00	SLG	3.82%	
Series K						
22-Jul-04	15-Feb-33	10,435	\$498,654.00	SLG	4.63%	
Series L						
27-Jul-06	01-Oct-35	10,658	\$952,666.00	SLG	4.52%	

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Board Meeting of December 5, 2012

ITEM NO. 3

INFORMATIVE: REALLOCATION OF FUNDS

The following budgetary transfers have been made to cover unforeseen shortages. These transfers do not change the total amount of Buffalo Sewer Authority's operating budget.

Wastewater Treatment Plant

11/1/2012	00380105 Incinerator Supplies	-\$3,429.50	00200105 Plant Supplies	\$3,429.50
11/1/2012	00520105 Maintenance Supplies	-\$5,080.15	00200105 Plant Supplies	\$5,080.15
11/2/2012	00230105 Grit Supplies	-\$1,450.00	00320105 Chemical Supplies	\$1,450.00
11/15/2012	00520105 Maintenance Supplies	-\$250.00	00530105 Yard Supplies	\$250.00
11/15/2012	00520105 Maintenance Supplies	-\$230.00	00380105 Incinerator Supplies	\$230.00

General Financial Charges

11/14/2012	00800183 Financial Contingency	-\$211.24	00110107 Admin Capital Outlay	\$211.24
11/19/2012	00800183 Financial Contingency	-\$5,500.00	00200103 Plant Utilities	\$5,500.00

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Board Meeting of December 5, 2012

ITEM NO. 4

INFORMATIVE: CONSTRUCTION IN PROGRESS TRANSITION

The Buffalo Sewer Authority's Capital Asset Guide, states that Construction in Progress reflects project construction costs for buildings and other structures, infrastructure additions, alterations, reconstruction, and installations that are incomplete.

In accordance with the Capital Asset Guide the Board of the Buffalo Sewer Authority shall approve the Certificate of Occupancy, or an informational item indicating that the project is complete.

The date the Certificate of Occupancy or informational item is approved by the Board shall be the date that a project is moved from Construction in Progress to Fixed Asset Infrastructure Inventory for accounting purposes.

As such the attached schedule represents the relative costs which are deemed complete to be assigned to a fixed asset category.

This item is presented to the Board for their information to be acknowledged and received and filed.

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Board Meeting of December 5, 2012

**Buffalo Sewer Authority
Analysis of CIP
Completed Projects as of 11/15/12**

The following projects are deemed by the Engineering Department of the BSA as being complete, and should be added to fixed assets.

<u>Contract #</u>	<u>Description</u>	<u>Amount</u>	<u>Sewer System</u>	<u>Treatment Plant</u>
83900011	Engineering services CSOLTAP	644,706.31	644,706.31	
83900012	Engineering services CSOLATP	1,623,136.36	1,623,136.36	
83900013	Engineering services CSOLATP	961,897.00	961,897.00	
83900014	LTCP for CSO Agreement	4,529,695.26	4,529,695.26	
	CSO 2001 Abatement Project	25,000.00	25,000.00	
84400004	Pre-Design Sludge Dewatering	624,043.44		624,043.44
84500009	Centrifuge Equip. Sludge Dewatering	954,651.06		954,651.06
84700008	Engineering Serv-Centrifuge #2	299,000.00		299,000.00
84500014	South Buffalo Pump Station	336,789.90	336,789.90	
PO# 20801432	New York Chiller #2 & #3 Rehab	194,980.00		194,980.00
84800019	HVAC Evaluation	43,600.00		43,600.00
84700013	Inspect Storage Sphere	89,963.07		89,963.07
84800006	Modify Water Supply System	12,500.00		12,500.00
85100011	Equipment-Upgrade Aeration Blower	490,500.00		490,500.00
84700010	Engineering-CSOLTAP Caz. Creek	480,076.32	480,076.32	
84900011	Engineering-Green Treat Caz. Creek	43,436.81	43,436.81	
PO# 21101351	Colvin Estates Sewers	73,196.07	73,196.07	
PO# 21101363	Colvin Estates Sewers	28,435.41	28,435.41	
PO# 21101387	Colvin Estates Sewers	15,675.00	15,675.00	
Total to remove from CIP G/L #08000000-165000		11,471,282.01	8,762,044.44	2,709,237.57
<u>Add to Fixed Assets:</u>				
Sewer System G/L #08000000-166070			8,762,044.44	
Treatment Plant Improvements G/L #08000000-162010				2,709,237.57

ITEM NO. 8

CHANGE ORDER NO. 1 – CONTRACT NO. 85100031

CONTRACTOR:	ORIGINAL CONTRACT COST	\$285,132.00
Quackenbush Company, Inc.	THIS CHANGE ORDER	<u>40,391.56</u>
495 Kennedy Road	ADJUSTED CONTRACT COST	\$325,523.56
Buffalo, NY 14227		

WORK: Scrubber Water Discharge Pump Replacement

DESCRIPTION OF CHANGE OR EXTRA WORK:

- Item #1 BSA directed contractor to install additional piping for final effluent water to and from the filter system.
- Item #2 BSA directed contractor to install new isolation valves on discharge side of new scrubber water pumps.
- Item #3 BSA directed contractor to provide additional VFD programming that was not included in the original bid documents.

REASON FOR CHANGE OR EXTRA WORK:

- Item #1 This work will enable the plant water to be filtered for additional use in the wastewater treatment plant processes.
- Item #2 The existing isolations valves could not prevent backflow into the scrubber pumps during shutdown.
- Item #3 The new programming provided additional flexibility for automated control and sequencing of pump operation beyond that indicated in the specifications.

COST OF CHANGE OR EXTRA WORK:

- Item #1 Add \$28,675.00
- Item #2 Add \$10,176.56
- Item #3 Add \$1,540.00

THE TOTAL COST OF THE CHANGE OR EXTRA WORK \$40,391.56

The total INCREASE to the contract as a result of this Change Order is \$40,391.56

ITEM NO. 9

CONFIRMATION OF APPOINTMENTS

**SUPERINTENDENT OF MECHANICAL MAINTENANCE
(PERMANENT)
CHANGE OF STATUS ONLY
SEWAGE TREATMENT PLANT
\$70,551 PER ANNUM
EFFECTIVE: NOVEMBER 12, 2012**

YUSEF MYRICK
40 GORSKI ST.
BUFFALO, NY

**SENIOR INSTRUMENT TECHNICIAN (PERMANENT)
CHANGE OF STATUS ONLY
SEWAGE TREATMENT PLANT
\$56,215 PER ANNUM
EFFECTIVE: NOVEMBER 12, 2012**

TIMOTHY BLAKE
168 SHENANDOAH RD.
BUFFALO, NY

**SENIOR INSTRUMENT TECHNICIAN (PERMANENT)
SEWAGE TREATMENT PLANT
\$65,395 PER ANNUM
EFFECTIVE: NOVEMBER 12, 2012**

RICHARD BONNER
137 EDEN ST.
BUFFALO, NY

**SHIFT SUPERINTENDENT (SEWAGE TREATMENT)
(PERMANENT)
SEWAGE TREATMENT PLANT
\$72,017 PER ANNUM
EFFECTIVE: NOVEMBER 19, 2012**

GEORGE GIAMBRONE
1694 SENECA 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. KENNEDY

2ND BY MR. ROOSEVELT

AYES 4 NOES 0

Board Meeting of December 5, 2012

ITEM NO. 11

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>
Christopher Bogdan	Buffalo State	Basic Operations	100%	\$1,013.00

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby approves the above application for Tuition Reimbursement totaling \$1,013.00. This Reimbursement will be charged to account no. 00800108-480214.

MOTION TO APPROVE

MADE BY MS. WILSON-DIVINCENZO

2ND BY MR. ROOSEVELT

AYES 4 NOES 0

Board Meeting of December 5, 2012

ITEM NO. 12

ADJOURNMENT OF MEETING

MOTION TO APPROVE

MADE BY MR. ROOSEVELT

2ND BY MR. KENNEDY

AYES 4 NOES 0

Board Meeting of December 5, 2012