

**MINUTES OF THE REGULAR MEETING
OF THE
BUFFALO SEWER AUTHORITY
March 4, 2015**

55030.....55079

BUFFALO SEWER AUTHORITY

March 4, 2015

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)

February 23, 2015

ISSUE DATE	MATURITY DATE	TOTAL DAYS	AMOUNT	BANK	RATE	INTEREST AMOUNT
CONSTRUCTION/CAPITAL IMPROVEMENT FUND						
31-July-12	Money Market		\$35,093,389.20	First Niagara	0.15%	Municipal Premium
LIABILITY AND CASUALTY RESERVE FUND						
31-July-12	Money Market		\$1,093,477.97	First Niagara	0.15%	Municipal Premium
OPERATING FUND						
31-July-12	Super NOW		\$2,768,407.71	First Niagara	0.10%	Municipal Premium
TRUST & AGENCY FUND						
31-Jul-12	Money Market		\$34,735.61	First Niagara	0.02%	Municipal Premium
SURPLUS FUND						
			\$757.55	Wilmington Fund		
26-Nov-14	25-Feb-15	91	\$7,998,775.27	M&T Securities	0.11%	\$2,224.73
			<u>\$7,999,532.82</u>			
NET REVENUE FUND						
			\$534.42	Wilmington Fund		
08-Dec-14	25-Feb-15	79	\$3,999,034.44	M&T Securities	0.11%	\$965.56
30-Dec-14	31-Mar-15	91	\$5,999,724.24	M&T Securities	0.15%	\$2,275.76
14-Jan-15	13-Jul-15	180	\$6,999,642.65	M&T Securities	0.21%	\$7,357.35
28-Jan-15	29-Apr-15	91	\$14,999,828.05	M&T Securities	0.11%	\$4,171.95
			<u>\$31,998,763.80</u>			

DEBT RESERVE FUND**Series J**

02-Jul-14	15-Nov-33	7076	\$515,879.00	SLG	2.70%
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Series K

02-Jul-14	15-Feb-33	6803	\$361,415.00	SLG	2.70%
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Series L

27-Jul-06	01-Oct-35	10658	\$952,666.00	SLG	4.52%
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Series M Construction

			\$317,870.30	Wilmington Fund	
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Series M

27-Jun-14	01-May-44	10901	\$595,613.00	SLG	2.70%
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Series N

15-Nov-12	15-Apr-32	7091	\$2,167,157.00	SLG	2.42%
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RECEIVE & FILE

Board Meeting of March 4, 2015

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 the Buffalo Sewer Authority's operating budget.

Wastewater Treatment Plant

2/10/2015	00280105 SWWP Equip. Maintenance	-\$330.00	00240105 PSED Equip. Maintenance	\$330.00
2/11/2015	00280105 SWWP Equip. Maintenance	-\$380.00	00520105 Maintenance Gas & Lubricant	\$380.00
2/11/2015	00520106 Maintenance Contract Equip	-\$61,895.00	00380106 Incinerator Maintenance Contact	\$61,895.00

Sewer Maintenance Division

2/9/2015	00660105 SWRR Rd & HW Maintenance	-\$300.00	00670105 SWRC Clothing - Safety	\$300.00
2/17/2015	00660105 SWRR Road Maintenance	-\$3,000.00	00690105 Auto Automotive Repairs	\$3,000.00
2/20/2015	00210105 RWWP Equip. Maintenance	-\$31,635.00	00400105 South Equip. Maintenance	\$31,635.00
2/20/2015	00210105 RWWP Equip. Maintenance	-\$950.00	00410105 Hamburg Equip. Maintenance	\$950.00

General Financial Charges

2/13/2015	00800183 Financial Contingency	-\$225,000.00	00820102 Fr Hospital & Surgical	\$225,000.00
2/18/2015	00800183 Financial Contingency	-\$6,000.00	00820102 Fringe Benefits	\$6,000.00
2/20/2015	00800183 Financial Contingency	-\$13,600.00	00600106 Eng. Advertising	\$13,600.00
2/20/2015	00800183 Financial Contingency	-\$3,000.00	00110106 Admin Engineering & Tech	\$3,000.00
2/23/2015	00800183 Financial Contingency	-\$500.00	00110103 Administration Telephone	\$500.00

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Board Meeting of March 4, 2015

ITEM NO. 4

INFORMATIVE: REPORT ON FISCAL YEAR 2014-2015 RATES AND CHARGES FOR SEWER SERVICES

Periodically a report on the rates and charges for sewer service is prepared for the Buffalo Sewer Authority. This report presents findings regarding the revenue requirements of the sewer system and the adequacy of the budgeted sewer rates and charges.

The Report on Fiscal Year 2014-2015 Rates and Charges for Sewer Services has been made available to your Honorable Body.

This report has been reviewed by the Audit Committee for the Buffalo Sewer Authority Board and is presented for the Board for their information to be acknowledged and received and filed.

RECEIVE AND FILE

Board Meeting of March 4, 2015

BUFFALO SEWER AUTHORITY

**Report on Fiscal Year 2014-15 Rates and
Charges for Sewer Services**

February 18, 2015

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Buffalo Sewer Authority
1038 City Hall
Buffalo, NY 14202

To the Board Members of the Buffalo Sewer Authority

I am pleased to submit my report on the adequacy of Fiscal Year July 1, 2014 – June 30, 2015 (Fiscal Year 2014-15) rates and charges for sewer service in the City of Buffalo. The report presents background information regarding the Sewer System and the anticipated cash receipts and disbursements of the Sewer System for the Fiscal Year 2014-15 as well as a mid-year analysis of actual cash receipts and disbursements for Fiscal Year 2014-15.

There will usually be differences between budgeted and actual results because events and circumstances frequently do not occur as expected and those differences may be material. I have no responsibility to update this report for events and circumstances occurring after the date of this report.

I appreciate the opportunity to be of service to the Sewer Authority and would be pleased to answer any questions you may have regarding the rate study methodology or findings.

Lisa A Foti

Lisa A. Foti, CPA
Rate Consultant

Buffalo, New York
February 18, 2015

SECTION I – INTRODUCTION

A. Overview of the Fiscal Year 2014-15 Rates

This report presents the rate findings for the City of Buffalo Sewer System. The Report presents findings regarding the Fiscal Year 2014-15 revenue requirements of the Sewer System and the adequacy of budgeted sewer rates and charges.

The report is structured in four sections:

- I. Introduction
- II. Revenue Requirements of the Sewer System
- III. Sewer Rates and Revenues
- IV. Conclusions

Section I of the Report provides background information regarding the Sewer System, as well as an outline of the responsibilities of the Buffalo Sewer Authority (Authority) and City of Buffalo (City). This Section also summarizes several potential rate-setting objectives for consideration by the Authority and reviews the methodology, which was used in preparing the Report.

B. The Buffalo Sewer System

The Buffalo Sewer Authority, a public benefit corporation, was created by an Act of the Legislature in 1935. The Authority was given the responsibility for providing an effective means of relieving the Niagara River from pollution by sewage and waste. Operation of the sewage treatment plant serving the City of Buffalo began by the Buffalo Sewer Authority on July 1, 1938. The Bird Island Sewage Treatment Plant receives sewage from approximately 840 miles of sewer and clarifies, deodorizes and disinfects it. The effluent finally discharged into the Niagara River meets all Federal and State water quality standards. Solids removed from the sewage in its passage through the plant are disposed of by incineration. The City's waste water generally includes liquids and waterborne solids from domestic, industrial or commercial uses, as well as other water that has been used, whose quality has been degraded, and discharged to the sewage system.

C. The Roles of the Authority and the City

The Authority establishes rates and charges for sewer service and related services to provide sufficient revenue to pay the operating expenses of the system and for debt service (principal and interest) on the Authority's bonds. The Authority is responsible for financing capital improvements to the Sewer System of the City of Buffalo. The Authority also issues revenue bonds, the proceeds of which are used to pay for capital improvements to the Sewer System. The previously issued bonds and future bonds of the Authority are backed by revenues of the Sewer System. The City has granted the Authority the right to use the agents, employees, records and equipment of the Division of Water, the Division of Treasury, Department of Audit and Control, Department of Assessment and Department of Law. The City of Buffalo charges the Authority for services rendered by City departments.

D. Rate Setting Considerations

In evaluating the rates and charges for sewer service in the City of Buffalo, there are a number of potential objectives, which should be considered by the Sewer Authority:

- Sufficient cash receipts must be raised by rates and charges and other sources of revenues to satisfy the revenue requirements of the Sewer System;
- Rates and charges should be equitable and fair, in the sense that charges levied on different users reflect the associated costs incurred as a result of serving those users;
- The rate structure should provide a reasonably stable and predictable flow of revenue;
- The rate structure should be relatively simple and inexpensive to administer; and
- The rate structure should be understandable to the customer.

E. Fiscal Year 2014-15 Rate Methodology and Report Structure

The Fiscal Year 2014-15 Rate Study has two principal components:

- A determination of the budgeted cash requirements for the Sewer System in Fiscal Year 2014-15; and
- An analysis of the approved budgeted rates and charges and the anticipated annual budgeted cash receipts of the System.

Section II of the Report illustrates the cash requirements and hence revenue required from the Sewer System in Fiscal Year 2014-15. Section III summarizes the customer base, the expected cash receipts from other sources and the amounts to be raised from user charges. The conclusions are presented in Section IV.

F. Sources of Data

The information utilized in the preparation of the Report was obtained from several sources. Historical cash disbursements and cash receipts data was derived from the financial statements of the Sewer Authority and the supporting records for those statements. Current information concerning the Fiscal Year 2014-15 budget for the Sewer System, customer account data and sewer billings and anticipated cash receipts was obtained from the records of the Authority.

SECTION II – REVENUE REQUIREMENTS

This section of the report provides an overview of the current cash requirements of the Sewer System. Fiscal Year 2014-15 cash disbursements for the Sewer System can be classified into ten major categories of cost. A description of each category and the current estimates of Fiscal Year 2014-15 cash disbursements are provided below. Estimated cash requirements are provided for each category of expenditure.

Debt Service (\$4,890,000)

This category of cash disbursements includes the scheduled interest payments to the debt service trustee in Fiscal Year 2014-15 on the outstanding Sewer System Revenue Bonds. The Fiscal 2014-15 Capital Plan reflects a \$33M funding commitment, \$25.2 of which is for treatment plant rehabilitation projects and \$7.8M is for new storm sewers and renovations to the current collection system. The plan will be funded in the most cost effective manner, either by additional bonded indebtedness, lease, and/or potential use of reserves. Approximately \$1.5M has been factored into the FY2014/15 cash requirements in anticipation of funding this capital plan.

The proceeds of the bond issues, together with interest earnings on available funds, are used for three purposes:

- Deposits to the construction fund – This represents the amount necessary to meet the construction needs identified in the Authority’s Capital Improvement Plan.
- Deposits to the Debt Service Reserve Fund – This is a standard requirement for revenue bond issues. The Reserve Fund is intended to protect bondholders by providing a dedicated fund which is available to pay debt service in the event the Authority fails to make its annual principal and interest payment. It is typically structured to be equal to the maximum annual debt service, which occurs during the term of the bond issue.
- Cost of issuance – These costs cover the expenses associated with bond underwriters, attorneys, consultants and related expenses.

Debt Service costs have decreased from the levels in FY2011-12 by approximately \$3M as the result of the final payments on the Series I bonds that were originally issued in 2003. Series M bonds, in the amount of \$8.5M, are expected to be converted to long-term in early FY 2014-15. Debt service on this issuance is approximately \$454k for FY2014-15 and is included in the FY2014-15 cash requirements.

General Administration (\$1,626,000)

The management of the business and fiscal affairs of the Authority is the responsibility of the Administrative Department. In general, these affairs include all fiscal operations such as preparation and control of operating and construction budgets, keeping of accounts and books of records, billings and collections, purchasing, maintaining an insurance program against fire, theft and public liability, preparation of all matters relating to bond sales, preparation of payrolls and payroll records, handling investments of funds, and other related matters.

Waste Water Treatment Facilities (\$24,360,000)

The Sewage Treatment Department is responsible for operation, maintenance and repair of the various facilities at the Bird Island Treatment Plant and at the outlying pumping station included in the sewerage system. All units of the plant have been maintained to insure continuous pumping, disinfection and treatment of domestic and industrial wastes in fulfillment of the Authority's basic requirements.

The Bird Island laboratory is an important plant adjunct. Personnel are continually trained to be abreast of all technological advances in the field of sanitary science.

Industrial Waste (\$602,000)

The Industrial Waste Section operates an industrial waste control program, which was developed and initiated on January 1, 1976. This control program was instituted to enable the Buffalo Sewer Authority (Authority) to comply with its State Pollution Discharge Elimination System (SPDES) permit and with Environment Protection Agency (EPA) requirements associated with the acceptance of federal aid by the Authority to upgrade existing facilities and to construct secondary treatment facilities. This control program has been updated and expanded to comply with the requirements of the EPA General Pretreatment Regulations.

The primary objective of the Industrial Waste Section is to monitor and control these industrial discharges, as necessary, to:

- protect the public health,
- protect the receiving stream quality (i.e. the Niagara River),
- enable the Authority to comply with its SPDES permit,
- protect the integrity of the Authority's facilities, and
- administrate Industrial Surcharges and outside service area agreements and charges.

Sewer System Engineering (\$959,000)

The Engineering Department handles engineering studies, surveys, preparation of plans and specifications, contract preparation, the construction budget and construction supervision and inspection. It continues to be actively engaged in design, and the preparation of contract drawings and specifications for needed storm water relief sewers and for sewer extension for local area development, and in other work pertinent to the Authority's operations.

Sewer Maintenance Department (\$3,878,000)

Routine inspection is made of all sewers and of appurtenances of the system such as intercepting and overflow chambers and inverted siphons. Sewers, street inlets and catch basins are cleaned both on a routine preventative maintenance basis and in response to flooding complaints. Sewer repairs are made as necessary and are usually of an emergency nature.

The Sewer Maintenance Department also cares for the East Amherst Street retention basin and pumping station. This basin, which has proven effective in flood prevention in the Kensington area, is cleaned after every use and maintained in sanitary condition.

Employee Benefits (\$9,641,000)

Employee benefits include the disbursements for the fringe benefits provided to the Authority employees including hospital, dental and life insurance, social security, pension, unemployment insurance and worker's compensation. The Buffalo Sewer Authorities labor agreements with CSEA Local 815, which is the white collar union of the Authority and with the Communications Workers of America (CWA), the blue collar union runs through June 30, 2014. The agreement addressed issues surrounding insurance, compensated absences, and the number of step increase classifications.

City of Buffalo Services (\$3,900,000)

Services provided by the City of Buffalo include Division of Water billings for sewer rent, treasury functions, assessment of properties, and billing of sewer rent based on assessed value, data processing and payroll services as well as legal and auditing services. This amount remains unchanged and is consistent with FY 2013-14.

Miscellaneous and Contingencies (\$1,919,000)

Miscellaneous disbursements include a contingency provision for judgments and claims, a sewer rent adjustment and a contingency for unanticipated expenditures not otherwise covered in the budget.

Capital Improvements Including Departmental Capital Outlays—On-Going Projects (\$530,000)

Departmental capital outlays are budgeted capital improvements to be made to the System from current operating revenues.

The capital improvement fund is provided to make necessary improvements to the system on an as needed basis. Expected cash disbursements must be adjusted to arrive at the cash requirements for the Sewer System.

Debt Service Coverage Provision (\$734,000)

Lastly, debt service coverage must be at 115% of debt service. Thus 15% of debt service must be added to cash requirements.

Total Operation and Maintenance Costs for the Sewer System

Based on the preceding categories of cost, the total expected operation and maintenance cash disbursements for the Sewer System in Fiscal Year 2014-15 are \$47,415,000.

SECTION III SEWER RATES AND REVENUES

A. Sewer Rents

The authority has adopted a schedule of sewer rates based upon the assessed valuation of real estate and also based upon water usage. Additionally, the Authority provides for assigning sanitary sewer construction costs to benefiting property owners as a condition precedent to granting a permit to connect such facilities. Outlying communities also utilize the services of the facilities. This is provided under a separate agreement with each of the municipalities.

Largest Customers of the System

An analysis of the customer base of the Sewer System shows that the users of the System are diversified. Only two customers, BMHA and OAB represent more than 2% of the sewer billings. Each of these customers individually is less than 1.5% of the billed amounts for sewer.

B. Comparison of Buffalo Sewer Rates with the Rates of Other Communities

A significant consideration in evaluating sewer rates is the reasonableness of current rates and charges compared to those of other communities. Rates for the City of Buffalo and other municipalities within New York State have been compared for purposes of comparison, residential user charges are based upon information provided by the identified cities and standardized assumptions regarding water consumption namely 12,000 cubic feet or the equivalent of 89,760 gallons. Annual water use at this volume figure is used consistently for comparative purposes, recognizing that the typical customer in each class in each city may use different volumes of sewer. Finally, average assessed value in each community was considered.

The results indicate that the Buffalo Sewer Authority's rates are low on average in comparison to other communities.

C. Rate Setting Actions of the Buffalo Sewer Authority

The total assessed value of property applicable for sewer purposes will decrease by \$39,973,904 and the levy of sewer rents based on assessed value for 2014-15 will remain constant at \$12,050,000. This will result in an annual sewer rent of approximately \$1.71536492 per \$1,000 of assessed valuation which is an adjustment of (\$.000970575) from the previous year. All flat and metered accounts will continue to be assessed a capacity/drainage charge at a minimum of \$6.00 per month. The estimated user payments for Fiscal Year 2014-15 reflect these Sewer Authority actions.

D. Fiscal Year 2013-14 Receipts and Projected Fiscal Year 2014-15 Receipts

Metered and Flat Sewer Rents

Cash receipts from user charges are expected to be \$27.1M for Fiscal Year 2013-14. This is based upon cash receipts through June 2014. The expected cash receipts in Fiscal Year 2014-15 are projected at \$27.1M and reflect no increase in rates, a consistent trend in overall collection rates and the customer base in the City of Buffalo. Payments on current as well as in arrears accounts have been considered in this projection. Additionally, for FY 2014-15, through September 30, 2014 cash receipts total \$6.8M, and annualized \$27.3M.

Assessment Sewer Rent (\$12,100,000)

The Authority also charges a sewer rent based upon the assessed valuation of all real property in the City (except as exempted by law). The total assessment sewer rent is expected to be \$12,050,000 for Fiscal Year 2014-15. This is based upon the estimated assessed value of chargeable property for fiscal year 2014-15, which remained constant from the previous year.

Outside City Contracts (\$10,300,000)

There are currently eight service contracts involving communities outside the corporate limits of the city from which the Authority receives and treats sanitary sewage.

The contract areas are billed in accordance with an agreement using actual measured flows that are discharged into the Authority's facilities in relation to total flow received at the Treatment Plant. Actual operating and maintenance costs and capital costs of the facilities used are applied to each billing. The charge for the ensuing fiscal year is in an amount representing the actual capital and operating costs to the Authority over the most recently completed fiscal year of treating the estimated flow from the district.

Industrial Waste (\$1,875,000)

Industrial waste revenue accounts for less than 2.5% of Sewer Authority revenues. This category mainly includes charges for hauling and surcharges relating to industrial type waste from commercial users of the system

Interest Income (\$815,000)

Interest income includes interest on investments from both the operating and debt service funds which is considerably lower than the prior year due to decreases in interest rates and interest paid on overdue accounts by users of the System. The amounts, which are overdue, can fluctuate from year to year. Since the interest penalty is computed on the basis of the overdue amounts, the interest penalties would fluctuate from year to year as well.

Miscellaneous (\$900,000)

Miscellaneous revenue includes user fees for specific services provided. These revenues are derived from billing services for the Buffalo Sewer Authority.

SECTION IV – CONCLUSIONS

Based on the information presented in Sections I through III, current Authority budget estimates of cash receipts in Fiscal Year 2014-15 and actual cash receipts through September 30, 2014 are commensurate and in fact exceed the amount required for the anticipated annual budgeted cash requirements and are consistent with the stated goal of building a reserve balance to a level expected by rating agencies for an Authority the size of the Buffalo Sewer Authority.

No adjustments to current rates and/or drainage/capacity charges are proposed for consideration by the Authority at this time.

February 18, 2015

Exhibit 1**ANTICIPATED FISCAL 2014-15 CASH REQUIREMENTS****Cash Requirements**

Debt Service		\$ 4,890,000
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Operating Disbursements:

General administration	\$ 1,626,000
Waste Water Treatment Facilities	24,360,000
Industrial Waste	602,000
Sewer System Engineering	959,000
Sewer Maintenance Department	3,878,000
Employee benefits	9,641,000
City of Buffalo and Collection Services	3,900,000
Miscellaneous and contingency	1,919,000
Capital Improvements, including Departmental capital outlays & -on-going projects	530,000

Total operating disbursements	<u>47,415,000</u>
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Total cash disbursements	52,305,000
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Less amounts available for use for Capital Improvements	(530,000)
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Add debt service coverage provision ¹	<u>734,000</u>
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Total anticipated cash requirements	<u>\$52,509,000</u>
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Exhibit 2**ANTICIPATED FISCAL 2014-15 CASH RECEIPTS****Cash Receipts**

Operating Revenue:

Metered and Flat Sewer Rents	\$ 27,100,000
Assessment Sewer Rent	12,100,000
Outside City Contracts	10,300,000
Industrial Waste	1,875,000

Other Revenues:

Interest Income	815,000	
Miscellaneous	<u>900,000</u>	
Total anticipated cash receipts		<u>\$53,090,000</u>

**BUFFALO SEWER AUTHORITY
CAPITAL PROJECTS
2015 - 2016 PRELIMINARY BUDGET**

<u>PROJECT TITLE:</u>	ESTIMATED COST
<u>TREATMENT PLANT:</u>	
FINAL CLARIFIER BUILDINGS REHAB	\$2,000,000
POWER DISTRIBUTION SYSTEM SURVEY AND IMPLEMENTATION	800,000
MISCELLANEOUS PIPE REPLACEMENT	200,000
ANNUAL DIGESTER CLEANING	200,000
PLANT-WIDE GRIT REMOVAL	330,000
INSTALL SECOND SCHWING PUMP	500,000
THICKENER REHABILITATION, PUMPS, CONTROL AND TOP COLLECTORS	700,000
INSTALL LOW NOX BURNERS AND STACK	271,000
NEW SCREENS IN TWO NORTH MLSS TROUGHS/EAST AND WEST INLET SCREENS	3,800,000
PLANT WATER SYSTEM IMPROVEMENTS	200,000
INTERIOR LIGHTING	1,600,000
ASH SYSTEM MODIFICATION STUDY/IMPLEMENTATION AND SCADA SYSTEM	3,000,000
PUMP STATION REHAB-ALL STATIONS	1,000,000
ELECTRICAL SUB –METERING AND DISTRIBUTION MODIFICATIONS	650,000
ENGINEERING TERM CONTRACTS	300,000
INSTALL SECOND NEW CHILLER	640,000
TERM PLANT CONTRACTS (IN-PLANT SERVICE FOR MECHANICAL, STEAM, AND ELECTRICAL)	1,000,000
INSTALL SECOND FLOOR IN STOCKROOM	250,000
FERROUS CHLORIDE TANK REPLACEMENT	70,000
WASTE HAULER MUFFIN MONSTER	750,000
THIRD CENTRIFUGE INSTALLATION	1,500,000
INCINERATOR RECONSTRUCTION WITH SCRUBBER AND FAN PURCHASE	6,200,000
REPLACE AHUS IN FINAL EFFLUENT BUILDING	250,000

CLEAN/REPAIR DIGESTER #5	450,000
REPLACE RAS LINES/VALVES ONE EACH SIDE	750,000
<u>COLLECTION SYSTEM:</u>	
SEWER CLEANING/TV INSPECTION	500,000
UNANTICIPATED SEWER REPLACEMENTS	500,000
SMITH STREET RTC/OPTIMIZATION	4,000,000
HAMBURG DRAIN OPTIMIZATIONS	900,000
GI PHASE 1	1,160,000
NIAGARA STREET GI BETTERMENT	750,000
VACANT LOT GI BETTERMENT	2,100,000
KENMORE AVENUE GI BETTERMENT	550,000
GENESEE STREET GI BETTERMENT	400,000
ALLEN STREET GI BETTERMENT	40,000
SPP 331 OPTIMIZATION	2,300,000
SPP 97A OPTIMIZATION	130,000
SPP 163 OPTIMIZATION	450,000
SPP 336A OPTIMIZATION	145,000
SPP 341A OPTIMIZATION	220,000
<u>GRAND TOTAL</u>	<u>\$41,556,000</u>

**BUFFALO SEWER AUTHORITY
REVENUE ESTIMATE
2015-2016 PRELIMINARY BUDGET**

Revenue	2012-2013 Actual	2013-2014 Actual	2014-2015 Budget	2015-2016 Budget
Assessment Sewer Rents	\$12,097,746	\$12,076,196	\$12,082,600	\$12,082,600
Water Use Sewer Rents	27,285,139	27,275,233	27,060,000	26,430,000
Outside City-Sewer Connection	11,501,201	9,561,086	10,300,000	11,000,000
Industrial Waste	1,850,214	2,045,476	1,871,000	2,622,000
Interest Income	1,086,255	1,169,642	815,400	906,400
Miscellaneous	1,834,589	1,061,721	909,000	909,000
Total Revenues	<u>\$55,655,144</u>	<u>\$53,189,354</u>	<u>\$53,038,000</u>	<u>\$53,950,000</u>

**BUFFALO SEWER AUTHORITY
APPROPRIATIONS BY DIVISION
2015-2016 PRELIMINARY BUDGET**

Division	2012-2013 Actual	2013-2014 Actual	2014-2015 Budget	2015-2016 Budget
General Offices	\$1,133,203	\$1,165,918	\$1,637,753	\$1,528,369
Wastewater Treatment Facility	16,912,279	16,921,866	24,506,257	23,401,454
Industrial Waste	513,905	508,944	605,398	506,283
Engineering	664,940	753,015	986,683	1,049,018
Sewer Maintenance	2,870,418	2,837,577	4,218,685	4,085,861
Miscellaneous Financial Chgs	4,180,866	4,391,943	5,818,690	6,549,690
Fringe Benefits	7,505,907	8,256,431	9,641,309	11,359,660
Debt Service & Reserve	5,446,145	12,570,021	5,623,225	5,469,665
Total Appropriations	<u>\$39,227,663</u>	<u>\$47,405,715</u>	<u>\$53,038,000</u>	<u>\$53,950,000</u>

ITEM NO. 7

REPORT ON BIDS RECEIVED FOR INCINERATOR ASH SYSTEM UPGRADES PROJECT

WHEREAS: Formal bids were advertised and solicited for the Incinerator Ash System Upgrades Project at the Bird Island Wastewater Treatment Plant. The following bids were received and opened on February 20, 2015:

Hohl Industrial Services, Inc.	\$3,414,499.59
Mark Cerrone	\$3,796,290.00
Quackenbush Co., Inc.	\$3,850,417.76
K&E Fabrication	\$4,005,859.00

; and

WHEREAS: The bids were received and the contract will be awarded on the basis of lump sum prices. The bids reflect the true amount of the contract; and

WHEREAS: The Buffalo Sewer Authority's staff reviewed the bids and recommend awarding the contract to the lowest bidder, Hohl Industrial Services, Inc., at a cost not to exceed \$3,414,499.59.

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 Hohl Industrial Services, Inc., for the Incinerator Ash System Upgrades Project at a cost not to exceed \$3,414,499.59. Expenses for this contract will be charged to account no. 02000388-490740.

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

Board Meeting of March 4, 2015

ITEM NO. 8

AUTHORIZATION TO ENTER INTO AGREEMENT WITH KOESTER ASSOCIATES, INC.

WHEREAS: The Board of the Buffalo Sewer Authority authorized the installation of a fine bubble diffusion system on 16 aeration tanks at the Bird Island Wastewater Treatment Plant in 1995. Sanitaire, the original equipment manufacturer of the diffuser and the holder of the patent on the gas cleaning procedure, recommends annual gas cleaning of the diffuser elements. Lack of cleaning results in severe bio-fouling and loss of oxygen-transfer efficiency; and

WHEREAS: Performance reports have proven that the continued cleaning and maintenance of these diffusers lowers electrical usage and improves oxygen-transfer efficiency; and

WHEREAS: The annual cleaning was last performed in the spring of 2014. Plant staff recommend that annual cleaning of 14 aeration tank diffusers be performed at this time; and

WHEREAS: Koester Associates, Inc., a representative for Sanitaire, has submitted a quote in the amount of \$106,101.94 for the cleaning of 14 aeration tanks. The quote includes labor and chemicals (18 tanks of nitrogen and 79 tanks of hydrogen chloride); and

WHEREAS: The Treatment Plant Superintendent and staff recommend accepting the quote from Koester Associates, Inc., for labor and chemicals at a total cost not to exceed \$106,101.94.

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., for the annual cleaning of 14 aeration tank diffusers at a total cost not to exceed \$106,101.94. Expenses for this agreement will be charged to account no. 00290106-443301.

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

Board Meeting of March 4, 2015

ITEM NO. 12

EXTENSION OF THE CONTRACT FOR ELEVATOR SERVICE

WHEREAS: On December 7, 2011, the Board of the Buffalo Sewer Authority awarded a contract to Otis Elevator Company for maintenance on five (5) elevators located at the Bird Island Wastewater Treatment Plant for the initial term anticipated to be nineteen months, not to exceed the pro-rated amount of \$191,000.00 from the period beginning on the date of the signed agreement through June 30, 2013, with an option to renew for three (3) one-year periods through June 30, 2016; and

WHEREAS: On February 12, 2014, the Board authorized the extension of this contract for the period July 1, 2014 to June 30, 2015; and

WHEREAS: Otis Elevator Company has agreed to extend this contract for one (1) additional year under the same terms and conditions for fiscal year 2015-2016; and

WHEREAS: The Treatment Plant Superintendent and staff recommend this extension at a total cost not to exceed \$120,800.00.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to renew the contract with Otis Elevator Company for elevator maintenance on five (5) elevators in various buildings located at the Bird Island Wastewater Treatment Plant for the period July 1, 2015 to June 30, 2016, at a total cost not to exceed \$120,800.00. Expenses for this contract will be charged to account nos. 00380106-443421, 00520106-443421 and 00650106-443421.

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

Board Meeting of March 4, 2015

ITEM NO. 15

EXTENSION OF THE CONTRACT FOR THE PURCHASE OF POLYMER DEWATERING AID

WHEREAS: On May 9, 2012, the Board of the Buffalo Sewer Authority awarded a contract to Polydyne, Inc., for the purchase of dewatering polymer aid at a cost of \$0.950 per lb. and for thickening polymer at a cost of \$0.114 per pound for a two-year period, July 1, 2012 to June 30, 2014, up to maximum annual amount of \$1,083,000.00, with an option to renew for three (3) one-year periods; and

WHEREAS: On March 19, 2014, the Board authorized the extension of this contract for the period July 1, 2014 to June 30, 2015; and

WHEREAS: Polydyne, Inc., has agreed to extend this contract for one (1) additional year under the same terms and conditions for fiscal year 2015-2016; and

WHEREAS: The Treatment Plant Superintendent, Superintendent of Mechanical Maintenance and staff recommend this extension at a total cost not to exceed \$1,083,000.00.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to renew the contract with Polydyne, Inc., for the purchase of polymer dewatering aid at a cost of \$0.950 per lb and for thickening polymer at a cost of \$0.114 per lb for use at the Bird Island Wastewater Treatment Plant for the period July 1, 2015 to June 30, 2016, at a cost not to exceed \$1,083,000.00. Expenses for this contract will be charged to account nos. 00340105-467044 and 00360105-467044.

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

Board Meeting of March 4, 2015

ITEM NO. 16

EXTENSION OF THE CONTRACT FOR PREVENTIVE MAINTENANCE OF OVERHEAD DOORS

WHEREAS: On September 11, 2013, the Board of the Buffalo Sewer Authority awarded a contract to Legacy Overhead & Entry Door Co. LLC, for preventive maintenance of overhead doors at a total cost not to exceed \$48,120.00, for a one-year period, July 1, 2013 through June 30, 2014, with an option to renew for four (4) one-year periods; and

WHEREAS: On February 12, 2014, the Board authorized the extension of this contract for the period July 1, 2014 to June 30, 2015; and

WHEREAS: Legacy Overhead & Entry Door Co. LLC, has agreed to extend this contract for one (1) additional year under the same terms and conditions for fiscal year 2015-2016; and

WHEREAS: The Treatment Plant Superintendent, Superintendent of Mechanical Maintenance and staff recommend this extension at a total cost not to exceed \$48,120.00.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manger to renew the contract with Legacy Overhead & Entry Door Co. LLC, for preventive maintenance of overhead doors & entry for the period July 1, 2015 to June 30, 2016, at a total cost not to exceed \$48,120.00. Expenses for this contract will be charged to account nos. 00520106-443421 and 00650106-443421.

MOTION TO	_____ APPROVE _____		
MADE BY	_____ MR. KENNEDY _____		
2 ND BY	_____ MR. ROOSEVELT _____		
AYES	_____ 3 _____	NOES	_____ 0 _____

Board Meeting of March 4, 2015

ITEM NO. 17

EXTENSION OF THE CONTRACT FOR INDUCED DRAFT (ID) FAN INSPECTION, PREVENTIVE MAINTENANCE & REPAIR SERVICE

WHEREAS: On May 7, 2014, the Board of the Buffalo Sewer Authority awarded a contract to Mollenberg Betz Contracting, LLC dba Custom Sheet Metal Contracting, LLC for induced draft (ID) fan inspection, preventive maintenance & repair services at the Bird Island Wastewater Treatment Plant for a one year period, July 1, 2014 to June 30, 2015, with an option to renew for four (4) one-year periods, at a cost not to exceed \$54,440.00; and

WHEREAS: Mollenberg Betz Contracting, LLC dba Custom Sheet Metal Contracting, LLC has agreed to extend this contract for one (1) additional year under the same terms and conditions for fiscal year 2015-2016; and

WHEREAS: The Treatment Plant Superintendent, Superintendent of Mechanical Maintenance and staff recommend this extension at a total cost not to exceed \$54,440.00.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to renew the contract with Mollenberg Betz Contracting, LLC dba Custom Sheet Metal Contracting, LLC for induced draft (ID) fan inspection, preventative maintenance & repair services for the period July 1, 2015 to June 30, 2016, at a total cost not to exceed \$54,440.00. Expenses for this contract will be charged to account no. 00380106-443421.

MOTION TO APPROVE

MADE BY MR. ROOSEVELT

2ND BY MR. KENNEDY

AYES 3 NOES 0

Board Meeting of March 4, 2015

ITEM NO. 20

EXTENSION OF THE CONTRACT FOR THE REMOVAL AND DISPOSAL OF AERATION SYSTEM GRIT

WHEREAS: On May 8, 2013, the Board of the Buffalo Sewer Authority awarded a contract to Allied Waste Niagara Falls Landfill LLC, for the removal and disposal of aeration system grit at the Bird Island Wastewater Treatment Plant, at a cost of \$58.99 per ton, up to a maximum annual amount not to exceed \$17,697.00, for a one-year period, July 1, 2013 through June 30, 2014, with an option to renew for four (4) one-year periods; and

WHEREAS: On March 19, 2014, the Board authorized the extension of this contract for the period July 1, 2014 to June 30, 2015; and

WHEREAS: Allied Waste Niagara Falls Landfill LLC, has agreed to extend this contract for one (1) additional year under the same terms and conditions for fiscal year 2015-2016; and

WHEREAS: The Treatment Plant Superintendent, Treatment Plant Administrator, Principal Chief Stationary Engineer and staff recommend this extension at a cost not to exceed \$17,697.00.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to renew the contract with Allied Waste Niagara Falls Landfill LLC, for removal and disposal of aeration system grit for the period July 1, 2015 to June 30, 2016, at a total cost not to exceed \$17,697.00. Expenses for this contract will be charged to account no. 02000270-474080.

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

Board Meeting of March 4, 2015

ITEM NO. 21

EXTENSION OF THE CONTRACT FOR THE REMOVAL AND DISPOSAL OF SEWAGE SCREENINGS

WHEREAS: On May 8, 2013, the Board of the Buffalo Sewer Authority awarded a contract to Allied Waste Niagara Falls Landfill LLC, for the removal and disposal of sewage screenings at the Bird Island Wastewater Treatment Plant at a cost of \$46.47 per ton for an annual amount not to exceed \$25,558.50 for a one-year period, July 1, 2013 to June 30, 2014, with an option to renew for four (4) one-year periods; and

WHEREAS: On March 19, 2014, the Board authorized the extension of this contract for the period July 1, 2014 to June 2015; and

WHEREAS: Allied Waste Niagara Falls Landfill LLC, has agreed to extend this contract for one (1) additional year under the same terms and conditions for fiscal year 2015-2016; and

WHEREAS: The Treatment Plant Superintendent, Treatment Plant Administrator, Principal Chief Stationary Engineer and staff recommend this extension at a total cost not to exceed \$25,558.50.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to renew the contract with Allied Waste Niagara Falls Landfill LLC, for the removal and disposal of sewage screenings for the period July 1, 2015 to June 30, 2016, at a total cost not to exceed \$25,558.50. Expenses for this contract will be charged to account no. 00230106-442100.

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

Board Meeting of March 4, 2015

ITEM NO. 24

REPORT ON BIDS RECEIVED TO PURCHASE ONE (1) NEW AND UNUSED CATCH BASIN CLEANING UNIT MOUNTED ON ONE (1) NEW AND UNUSED 2015 INTERNATIONAL 4300

WHEREAS: Formal bids were advertised and solicited for the purchase of one (1) new and unused catch basin cleaning unit mounted on one (1) new and unused 2015 International 4300 SBA 4x2 (MA025) or equivalent. The following bids were received and opened by the Buffalo Sewer Authority on December 30, 2014:

Vendor	Catch Basin Cleaning Unit	2015 Internaitonl 4300 SBA 4x2 (MA025)	Total Cost
Joe Johnson	2015 or Newer Stetco Model 950T / 13 \$84,913.00	2016 International 4300 SBA 4x2 (MA025) \$75,406.00	\$160,319.00
Cyncon	No Reply	No Reply	No Reply
Pierce Eagle	No Reply	No Reply	No Reply
Skywork	No Bid	No Bid	No Bid
Tracey Road Equipment	No Bid	No Bid	No Bid

;and

WHEREAS: The Director of Sewer Maintenance and staff reviewed the bids and recommend that the purchase be awarded to the lowest and only bidder, Joe Johnson, at a total cost of \$160,319.00; and

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority authorizes the General Manager to award the purchase of one (1) new and unused catch basin cleaning unit mounted on one (1) new and unused 2016 International 4300 SBA 4x2 (MA025) at a cost not to exceed \$160,319.00. Funds for this purchase will be charged to account no. 00690107-474200.

MOTION TO APPROVE

MADE BY MR. KENNEDY

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of March 4, 2015

ITEM NO. 25

**SEQR TYPE II DETERMINATION REGARDING DEMOLITION PROTOCOL
STORMWATER CHANGES**

- WHEREAS: On March 18, 2014, the United States Environmental Protection Agency, with concurrence by the New York State Department of Environmental Conservation, issued an Amended Administrative Order which approved the Buffalo Sewer Authority's Combined Sewer Overflow Long Term Control Plan (LTCP); and
- WHEREAS: The City of Buffalo Office of Permits and Inspection Services demolishes, or causes to be demolished, severely dilapidated and dangerous structures, generally consisting of one to two family dwellings, but occasionally including larger commercial structures, located throughout the City of Buffalo (collectively referred to as Structures), in response to emergency site conditions that pose a risk to the health, safety and welfare of the community to protect the public health safety and welfare. These demolitions involve the removal of impervious surfaces, including structures and pavements or hardscapes; and
- WHEREAS: The LTCP includes a Green Infrastructure Master Plan (GIMP) that recognizes the value of impervious surface reduction through demolition of structures as a technique for reducing the flow of stormwater from impervious surfaces into the combined sewer collection system operated by the Authority; and
- WHEREAS: The LTCP GIMP, as approved in the Amended Administrative Order, included the Buffalo Sewer Authority's coordination with the City of Buffalo to revise the City of Buffalo's demolition specifications and bidding process with respect to the Structures, to improve the stormwater management function of post demolition vacant lots with the goal to reduce the flow of stormwater into the combined sewer collection system thereby helping to reduce combined sewer overflow events; and
- WHEREAS: The New York State Environmental Facilities Corporation provided a grant of \$1.8 million to the Authority to test the application of the revised demolition protocol with respect to the structures located on approximately 230 residential lots throughout the City of Buffalo to increase the stormwater retention capacity of such lots; and
- WHEREAS: The Buffalo Sewer Authority, as lead agency pursuant to the New York State Environmental Quality Review Act (SEQRA), undertook a coordinated review of the LTCP, including the GIMP, prior to the issuance of the Amended Administrative Order, and on July 18, 2012 issued a Negative Declaration with respect to the LTCP; and

ITEM NO. 26

CONTRACT WITH RESEARCH FOUNDATION FOR SUNY FOR VACANT LOT INSPECTION SERVICES

- WHEREAS: On March 18, 2014, the United States Environmental Protection Agency and New York State Department of Environmental Conservation issued an Amended Administrative Order approving the Buffalo Sewer Authority's Combined Sewer Overflow Long Term Control Plan (LTCP), including the Green Infrastructure Master Plan (GIMP); and
- WHEREAS: The LTCP GIMP calls for the inspection of the individual vacant lots identified in the plan to confirm that, post demolition, all impervious surfaces have been removed, vegetation has been established, and that the sites are not causing runoff; and
- WHEREAS: BSA was afforded a US Environmental Protection Agency technical assistance grant to develop a tablet based site inspection protocol including on site soil tests to confirm model assumptions; and
- WHEREAS: The State University of New York (SUNY) at Buffalo, also known as SUNY at Buffalo and/or University at Buffalo, through its Department of Civil, Structural, and Environmental Engineering operates a student internship program designed to give students practical experience in environmental and civil engineering practices, under the direction of qualified University faculty; and
- WHEREAS: The Research Foundation for SUNY is the fiscal agent for SUNY at Buffalo; and
- WHEREAS: Upon request, the University at Buffalo has prepared a proposal at a cost of \$79,114 to deploy teams of University at Buffalo students under the supervision of University faculty to inspect the vacant lots in support of the Long Term Control Plan and field test the site inspection protocol and tablet application during the 2015 field season; and
- WHEREAS: The General Manager, Principal Sanitary Engineer and staff reviewed the proposal and recommend this service; and
- WHEREAS: Board approval is required on services over \$35,000.00.

ITEM NO. 27

REQUEST FOR MEDICAL LEAVE OF ABSENCE

WHEREAS: We have received a request from Otis Barker Jr., a permanent Laborer I, for a six (6) month unpaid medical leave of absence beginning February 24, 2015. Mr. Barker's attending physician has provided the required supporting documentation; and

WHEREAS: The General Manager has reviewed this request and recommends approving this leave of absence request for a period of six (6) months.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby grants Otis Barker Jr. a six (6) month unpaid medical leave of absence without pay beginning February 24, 2015, and extending until August 24, 2015.

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

Board Meeting of March 4, 2015

ITEM NO. 28

CONFIRMATION OF APPOINTMENT

LABORER I (SEASONAL)
 SEWAGE TREATMENT PLANT
 \$105.00 PER DAY
 EFFECTIVE: FEBRUARY 23, 2015

PATRICK DONOHUE
 173 COLUMBUS AVE
 BUFFALO, NY

WHEREAS: The preceding appointment was 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 appointment is hereby confirmed by the Board of the Buffalo Sewer Authority.

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

Board Meeting of March 4, 2015

ITEM NO. 29

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 TOTAL</u>
Thomas Caulfield	Walden University	Dissertation in Public Administration: PPA 9000-5	90%	\$2,666.14
Frank Misso	California State University – Office of Water Programs	Manage for Success: Effective Utility Leadership Practices	100%	\$113.00

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby approves the above applications for Tuition Reimbursement totaling \$ 2,779.14. These Reimbursements will be charged to account no. 00820102-421026.

MOTION TO APPROVE

MADE BY MR. KENNEDY

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of March 4, 2015

ITEM NO. 30

ADJOURNMENT OF MEETING

MOTION TO APPROVE

MADE BY MR. ROOSEVELT

2ND BY MR. KENNEDY

AYES 3 NOES 0

Board Meeting of March 4, 2015