

**MINUTES OF THE REGULAR MEETING
OF THE
BUFFALO SEWER AUTHORITY
May 1, 2024**

58904

58919

BUFFALO SEWER AUTHORITY

REGULAR MEETING

May 1, 2024

9:00 A.M.

**Bird Island Treatment Facility, 90 West Ferry St.
Teleconference +1 917- 933-2166, ID #245 952 913#**

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CALL OF THE ROLL

Present:	Herbert Bellamy, Jr.	Chairman of Board
	Christopher Roosevelt	Vice Chairman of the Board
	Eleanor Petrucci	Secretary of the Board
	Oluwole McFoy, P.E.	General Manager
	Gelea Y. James	Director of Employee Relations
	LaToya Cunningham	Special Assistant
	Charles Riley	Executive Secretary
	Cheryl Colston	General Counsel
	Alexander Emmerson	Treatment Plant Superintendent
	Paul Harris	Superintendent of Mechanical Maintenance
	Adam Sassone	Secretary to General Manager
	Rosaleen Nogle, P.E.	Principal Sanitary Engineer
	William Ferguson	City of Buffalo Accountant
	Laura Surdej	Erie County Department of Sewerage

The meeting was called to order at 9:03 AM.. A quorum was present.

ITEM NO. 1

Motion to Adopt the Minutes of the Meeting of April 3, 2024

MOTION TO	<u>ADOPT</u>
MADE BY	<u>MRS. PETRUCCI</u>
2 ND BY	<u>MR. ROOSEVELT</u>
AYES	<u>3</u> NOES <u>0</u>

Board Meeting of May 1, 2024

ITEM NO. 2

APPROVAL OF CONSENT AGENDA

CONTENTS

- A. Informative: Temporary Investments
- B. Informative: Reallocation of Funds
- C. Confirmation of Appointments

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

Board Meeting of May 1, 2024

2-A

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

As of March 31st, 2024

ISSUE DATE	MATURITY DATE	TOTAL DAYS	AMOUNT	BANK	RATE	INTEREST AMOUNT
CONSTRUCTION/CAPITAL IMPROVEMENT FUND						
31-Jul-12	MONEY MARKET		\$13,504,916.35	Key	0.01%	Public NOW
1-Feb-24	11-Apr-24	70	\$999,825.09	M&T Securities	5.18%	\$10,174.91
13-Feb-24	23-Apr-24	70	\$3,375,554.26	M&T Securities	5.19%	\$34,445.74
28-Mar-24	9-May-24	42	\$4,250,803.38	Key Banc Capital	5.25%	\$26,196.62
			\$22,131,099.08			
LIABILITY AND CASUALTY RESERVE FUND						
31-Jul-12	MONEY MARKET		\$104,826.44	Key	0.01%	Public NOW
18-Jan-24	18-Apr-24	91	\$742,115.38	Key Banc Capital	5.20%	\$9,884.62
			\$846,941.82			
OPERATING FUND						
31-Jul-12	Super NOW		\$2,670,275.64	Key	0.01%	Public NOW
TRUST & AGENCY FUND						
31-Jul-12	Super NOW		\$15,638.31	Key	0.01%	Public NOW
SURPLUS FUND						
30-Nov-23	30-May-24	182	\$564.85	Wilmington U.S. Treasury	4.79%	
			\$10,004,297.41	Key Banc Capital	5.15%	\$267,702.59
			\$10,004,862.26			
NET REVENUE FUND						
26-Dec-23	25-Apr-24	121	\$198,097.93	Wilmington U.S. Treasury		
			\$6,999,677.67	M&T Securities	5.26%	\$101,069.66
30-Jan-24	28-May-24	119	\$5,999,104.90	Key Banc Capital	5.15%	\$103,895.10
			\$13,196,880.50			
BSA 2021 EIB FUND						
24-Nov-23	23-May-24	181	\$319,329.22	Cash	0.00%	
			\$32,617,080.26	Key Banc Capital	5.19%	\$873,919.74
21-Dec-23	20-Jun-24	182	\$9,985,782.90	Key Banc Capital	5.08%	\$263,217.10
31-Jan-24	5-Jul-24	156	\$10,102,633.92	M&T Securities	4.97%	\$222,366.08
			\$53,024,826.30			

DEBT RESERVE FUND

Series J						
02-Jul-14	13-Nov-33	7076	\$515,879.00	UST State/Local Govt	2.70%	
Series K						
02-Jul-14	15-Feb-33	6803	\$361,415.00	UST State/Local Govt	2.70%	
Series L						
12-Nov-15	1-Oct-35	7263	\$689,547.00	UST State/Local Govt	2.44%	
Series M						
27-Jun-14	1-May-44	10901	\$595,613.00	UST State/Local Govt	2.70%	
Series N						
15-Nov-12	15-Apr-32	7091	\$2,167,157.00	UST State/Local Govt	2.42%	
EFC 2021						
			\$9,165.39	Wilmington U.S. Treasury	4.79%	
29-Feb-24	22-Aug-24	175	\$332,562.62	Key Banc Capital	5.09%	\$ 8,437.38
			\$341,728.01			
DSF PRIN &INT						
			\$0.01	Wilmington Fund		
DSF 2021 EIB						
			\$1,339,260.06	Wilmington Fund	4.79%	

RECEIVE & FILE

Board Meeting of May 1st, 2024

2-B

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

03/15/2024	00330105 FINA Chemical & Gases	-\$5,000.00	00430103 BAB Water	\$5,000.00
03/19/2024	00290106 AER Repairs to Equipment	-\$80,000.00	00380106 INCIN Maint.	\$80,000.00
03/20/2024	00680105 EQUIP Maint & Repair	-\$21,000.00	00370105 CENT Equipment Maint.	\$21,000.00
03/21/2024	00330105 FIN Chem & Gas	-\$74,678.98	00380106 INCIN Repairs to Equipment	\$74,678.98
03/22/2024	00510105 LAB Chemical & Gas	-\$3,150.94	00510106 LAB Maint. Contract	\$3,150.94
03/22/2024	00510105 LAB Laboratory Supplies	-\$6,149.06	00510106 LAB Maint. Contract	\$6,149.06
03/26/2024	00410105 HAMB Equipment Maint.	-\$1,904.00	00500105 WALD Equipment Maint.	\$1,904.00
03/26/2024	00410105 HAMB Equipment Maint.	-\$918.00	00370106 CENT Repairs to Equipment	\$918.00
03/26/2024	00410105 HAMB Equipment Maint.	-\$2,127.50	00280105 SWWP Building Materials	\$2,127.50
04/02/2024	00330105 FINA Chemical & Gases	-\$20,000.00	00380106 INCIN. Refuse Disposal Serv.	\$20,000.00

General Financial Charges

04/11/2024	00800183 FIN Contingency	-\$10,000.00	00110107 ADMIN Office Equipment	\$10,000.00
4/12/2024	00800183 FIN Contingency	-\$2,000.00	00110107 ADMIN Office Supplies	\$2,000.00

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Board Meeting of May 1, 2024

2-C

CONFIRMATION OF APPOINTMENTS

STOCK CLERK (PERMANENT)
SEWAGE TREATMENT PLANT DIVISION
\$22.71 PER HOUR
EFFECTIVE: JULY 1, 2024

YOGESWARAN JEYAKARAN
184 DODGE ST.
BUFFALO, NY

SEWER CONSTRUCTION WORKER (PROVISIONAL)
SEWAGE MAINTENANCE DIVISION
\$26.64 PER HOUR
EFFECTIVE: APRIL 15, 2024

TYSHAWN BROOKS
278 HASTINGS AVE. UPPER
BUFFALO, NY

SEWER CONSTRUCTION WORKER (PROVISIONAL)
SEWAGE MAINTENANCE DIVISION
\$25.84 PER HOUR
EFFECTIVE: APRIL 15, 2024

ANDEL ANDERSON
115 HUMBER AVE.
BUFFALO, NY

ASSISTANT SANITARY CHEMIST (PROVISIONAL)
SEWAGE TREATMENT PLANT DIVISION
\$63,049 PER ANNUM
EFFECTIVE: APRIL 8, 2024

LYNDA BRUNDIGE
26 18TH STREET
BUFFALO, NY

CLERK (PROVISIONAL)
SEWAGE TREATMENT PLANT ADMINISTRATION
\$46,579 PER ANNUM
EFFECTIVE: APRIL 29, 2024

ADRIANNA GAYMON
366 MARTHA AVE.
BUFFALO, NY

LABORER I (PERMANENT)
SEWAGE MAINTENANCE DIVISION
\$21.40 PER HOUR
EFFECTIVE: APRIL 22, 2024

MARIO MCGEE JR.
170 FLORIDA ST APT. 210
BUFFALO, NY

LABORER I (PERMANENT)
SEWAGE MAINTENANCE DIVISION
\$21.40 PER HOUR
EFFECTIVE: APRIL 29, 2024

THOMAS LOUGEN
63 DOWNING ST.
BUFFALO, NY

LABORER I (PERMANENT)
SEWAGE TREATMENT PLANT DIVISION
\$21.40 PER HOUR
EFFECTIVE: MAY 6, 2024

ANDREW GIBLIN
19 SHENANDOAH RD.
BUFFALO, NY

LABORER I (PERMANENT)
SEWAGE MAINTENANCE DIVISION
\$21.40 PER HOUR
EFFECTIVE: APRIL 22, 2024

FERDINAND ARROYO
2809 MAIN ST. APT 3
BUFFALO, NY

EQUIPMENT OPERATOR (PERMANENT)
SEWAGE MAINTENANCE DIVISION
\$27.15 PER HOUR
EFFECTIVE: APRIL 29, 2024

MICHAEL SILER
76 LORRAINE AVE.
BUFFALO, NY

WHEREAS: The preceding appointments were made by the General Manger 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

ITEM NO. 3

CONTRACT APPROVAL - PROPERTY INSURANCE

WHEREAS: The Buffalo Sewer Authority currently receives property insurance coverage through Affiliated FM Insurance Company; and

WHEREAS: Affiliated FM Insurance Company has proposed a renewal extension to the Buffalo Sewer Authority for property insurance coverage for the period April 15, 2024 through April 15, 2025, at a cost of \$304,000.00, which represents an increase of \$19,535 or 7% over last year’s cost. This follows a prior year increase of 9%; and

WHEREAS: The appraised value of insured Buffalo Sewer Authority property has increased from \$596,991,000 to \$620,889,000; and

WHEREAS: The Buffalo Sewer Authority’s independent broker, Gallagher Insurance, received coverage proposals from Affiliated FM, AIG, Chubb, and Hartford, it was determined that Affiliated FM’s pricing, terms, and conditions provided stronger coverage than other insurance providers and represented the best value to the Authority; and

WHEREAS: The Executive Secretary of the Buffalo Sewer Authority has reviewed the policy and concurs with the recommendation from Gallagher Insurance to accept the proposal.

WHEREAS: Due to time constraints, the Board was polled on April 12, 2024, and verbally authorized acceptance of this proposal; and

WHEREAS: It is now necessary to formally ratify that authorization.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby approves property insurance coverage through Affiliated FM Insurance Company at a cost not to exceed \$304,000.00, effective April 15, 2024, for a one-year period. The cost shall be charged to account nos. 00200108-452000 and 00650108-452000 on a pro rata basis.

MOTION TO APPROVE

MADE BY MRS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of May 1, 2024

ITEM NO. 4

AUTHORIZATION TO PURCHASE 42" RING COUPLINGS- VICTAULIC STYLE

WHEREAS: Due to the ongoing Secondary System Rehabilitation project it has been determined that there will be a need to replace 46 Victaulic Couplings to accommodate Contract A RAS Piping Replacement, (82000052). and;

WHEREAS: Formal bids were advertised and solicited for the purchase of 42" ring couplings - Victaulic Style 44 (or equivalent). The following bids were received and opened by the Buffalo Sewer Authority on April 16, 2024:

<u>Bidder</u>	<u>Cost Each</u>	<u>Total Cost</u>
Core & Main	\$4,875.00	\$224,250.00
FW Webb	\$5,093.00	\$234,278.00
Commercial Pipe	No Response	No Response
Lake Pipe & Supply	No Response	No Response

; and

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

WHEREAS: The Buffalo Sewer Authority's Treatment Plant Superintendent, Superintendent of Mechanical Maintenance, and capital improvement Staff have reviewed the bid packages and recommend awarding the contract to the lowest responsible bidder, Core & Main, at a cost not to exceed \$224,250.00; and

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 Core & Main for the purchase of 42" ring couplings – Victaulic Style 44 (or equivalent) in an amount not to exceed \$224,250.00. Expenses for this contract will be charged to account no. 00290107-474100.

MOTION TO APPROVE

MADE BY MRS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of May 1, 2024

ITEM NO. 5

REPORT ON BIDS RECEIVED - NATURAL GAS SUPPLY

WHEREAS: Bids were formally opened and reviewed on April 10, 2024 as part of the competitive bid process for natural gas for both fixed pricing and “basic-plus” services requested for one-and two-year contracts (12 and 24 months respectively) for Buffalo Sewer Authority facilities; and

WHEREAS: On April 3, 2024, the Buffalo Sewer Authority and its energy consultant, United Energy, issued a Request for Proposal (RFP) for wholesale natural gas supply to actively registered natural gas suppliers and

WHEREAS: On April 10, 2024, four natural gas suppliers submitted pricing in accordance with the RFP. The Buffalo Sewer Authority and United Energy reviewed the four supply bid submissions with the following results:

	Bird Island Treatment Facility (Fixed price)	STBA Satellite Stations (Fixed price)
	2 Yr. (24 month)	2 Yr. (24 month)
New Wave Energy	\$3.17	\$3.990
ENERGYMARK	\$3.260	\$4.630
NRG	\$3.281	\$4.311
Energo P&G	\$3.455	\$4.647

and:

WHEREAS: United Energy makes a two-year supply term advisement due to high volatility in the natural gas markets.

WHEREAS: The General Manager and Treatment Plant Superintendent concur with United Energy and recommend awarding a twenty-four (24) month contract to New Wave Energy for natural gas supply for the Bird Island Treatment Facility and outlying stations.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to enter into a contract with New Wave Energy for natural gas supply for the Bird Island Treatment Facility and outlying stations for a twenty-four (24) month period, July 1, 2024 through June 30, 2026 at a cost of \$3.17/Dth for the Bird Island Treatment Facility and a cost of \$3.990/Dth for the outlying stations. The purchase of this commodity will be charged to various Treatment Plant accounts.

MOTION TO APPROVE

MADE BY MR. ROOSEVELT

2ND BY MRS. PETRUCCI

AYES 3 NOES 0

Board Meeting of May 1, 2024

ITEM NO. 6

AUTHORIZATION FOR PREVENTATIVE MAINTENANCE FOR HIGH EFFICIENCY TURBO BLOWERS

WHEREAS: On September 29, 2021, the Board of the Buffalo Sewer Authority designated APG-Neuros Corporation, the original equipment manufacturer, and/or their local representative, as a sole source for equipment repairs and supplies for the five (5) High Efficiency Turbo Blowers; and

WHEREAS: In accordance with the standards outlined with the Turbo Blower O&M manual, an Extended Preventative Routine Maintenance plan (EPRM) is necessary to be conducted to prevent unnecessary equipment down time, emergency service and enhance overall reliability, and

WHEREAS: APG-Nueros supplied a quote for the EPRM services in the amount of \$36,665.00 for the 2023-2024 fiscal year; and

WHEREAS: The Superintendent of Mechanical Maintenance and staff reviewed the quote received and recommend the repairs needed at a cost not to exceed \$36,665.00; and

WHEREAS: Board approval is required for services over \$35,000.00.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to authorize the services needed for the High Efficiency Turbo Blowers at a total estimated cost of \$36,665.00. Account no. 00300106-443301 will be charged for these repairs.

MOTION TO APPROVE

MADE BY MRS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of May 1, 2024

ITEM NO. 7

AMEND BOARD RESOLUTION NO. 18 FROM NOVEMBER 1, 2023 BOARD MEETING – CHANGE ORDER NO. 3– ADDITIONAL CONSTRUCTION OBSERVATION SERVICES CONTRACT NO. 81900016 BROADWAY AT OAK REAL TIME CONTROL STRUCTURE ENGINEERING SERVICES

WHEREAS: At the November 1, 2023 Board Meeting, the Board of the Buffalo Sewer Authority authorized a change order to CHA’s Broadway at Oak Real Time Control Structure Engineering Services in an amount not to exceed \$4,536.00 bringing their total contract to \$498,470.00; and

WHEREAS: This contract was authorized to be funded from account no. 02000509-432004; and

WHEREAS: Account no. 02000490-432004 should have been assigned to fund this project.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby amends Board Resolution No. 18 from the November 1, 2023, Board Meeting – Change Order No. 3- Additional Construction Observation Services Contract No. 81900016 Broadway at Oak Real Time Control Structure Engineering Services to read as follows:

“That the Board of the Buffalo Sewer Authority hereby approves Change Order No. 3 to Contract No. 81900016 as written in the above Agenda Item, increasing the contract cost in the amount of \$4,536.00, making the adjusted contract cost \$493,934.00. These funds shall be drawn from account no. 02000490-432004.”

MOTION TO APPROVE

MADE BY MRS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of May 1, 2024

ITEM NO. 8

AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH STANTEC CONSULTING SERVICES, INC., FOR PROFESSIONAL ENGINEERING SERVICES

WHEREAS: The Buffalo Sewer Authority issued a request for qualifications (RFQ) for the purposes of prequalifying various firms for delivery of green infrastructure capital improvement projects and approved these entities on September 30, 2020; and

WHEREAS: Stantec Consulting Services, Inc., as a prequalified firm, submitted a proposal for delivery of professional engineering services in support of Environmental Impact Bond Support; and

WHEREAS: Stantec Consulting Services, Inc., brings a wealth of experience in delivering programmatic large scale Green Infrastructure capital projects, and assessments, while managing risks and providing necessary engineering support; and

WHEREAS: Based upon the review of the Principal Sanitary Engineer and staff, it is recommended to proceed with the proposal and scope of work for professional services at an agreed upon cost not to exceed \$3,270,248.31.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to execute an agreement with Stantec Consulting Services, Inc. to provide professional engineering services at a cost not to exceed \$3,270,248.31. The cost of this contract will be funded from account no. 02000585-432004.

MOTION TO APPROVE

MADE BY MRS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of May 1, 2024

ITEM NO. 9

ADJOURNMENT OF MEETING

MOTION TO APPROVE

MADE BY MRS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of May 1, 2024