

MINUTES
SOUTH & CENTER CHAUTAUQUA LAKE SEWER DISTRICTS
ADMINISTRATIVE BOARD MEETING
AUGUST 9, 2022

PRESENT

Karen Rine – Chair
Pierre Chagnon
William Chandler
Thomas Erlandson
Thomas Walsh
Bryan Wilson

PRESENT VIA VIDEO CONFERENCE

Steve Abdella
Kristen Wright
Paul McGarvey – GHD

EXCUSED

Andrea McLean
William Ortman
Robert Yates

Chair Karen Rine called the meeting to order at 12 noon.

Pierre Chagnon moved to approve the June 7, 2022 Board Meeting Minutes as written and distributed. William Chandler seconded the motion and the motion carried unanimously.

Next Mr. Paul McGarvey of GHD provided his update related to the Phase 1 Sewer Extension. He reported that the Contractor is continuing the installation of the 10” force main pipe down Route 394. The 2” clean-outs are also being installed along that route as they go. Additionally, the bridge crossing material for Goose Creek has been put in. Testing of the (previously installed) 10” main continues to take place, too. It is expected that within the next week or two, the Electrical Contractor will come back on site and the General Contractor will start to work on the duplex booster pump stations near Chautauqua Avenue, Lakeview, Elm Street and Connelly Park. The Contractor is also intending on doing some of the directional drilling heading South of Goose Creek. There are also plans for further pressure testing of the (installed) 10” main south of BOCES towards Goose Creek. Mr. McGarvey indicated that he is very happy with the Contractor’s progress of the 10” main installation.

At this juncture, Mr. McGarvey displayed a screen that illustrated the headway made on the 10” main; he explained the graphic and it was clear to see that great strides were made pertaining to the installation of the main that has been tested and passed. Further, another portion was highlighted to show where the main has been installed, but not yet tested. The testing (on that portion) was being done “as we speak” according to Mr. McGarvey. In summation, Mr. McGarvey pointed out the small

remaining section still awaiting the 10" main. The visual was very helpful in showing the progress to date.

Chair Person Rine next asked Mr. McGarvey if he had any news to report surrounding Phase 2 activities. He stated that funding applications had been submitted by Chautauqua County and he would be happy to help with anything we may need from GHD related to this. Mr. Chagnon thanked Mr. McGarvey for his assistance with the WQIP Grant and added a 10 million dollar grant request had been successfully submitted. He expects to hear back before year end on this particular grant application.

Mr. Chagnon stated that the next grant application (Water Infrastructure Improvement Act - due September 9, 2022) is a 5 to 6 million dollar application and is being prepared right now for submittal prior to the September deadline.

Bryan Wilson added that we are in the process, too, of executing an Agreement of Service with Kucera, International. This will provide fly-over imagery and detailed mapping information for the Phase 2 area to be completed this fall. Design to follow in spring, 2023.

The next Sewer Extension Update meeting was set for Tuesday, August 23, 2022 @ 9:30 am.

ACTIONS BEFORE THE BOARD

After discussion and with the support of the Finance Committee, **Pierre Chagnon moved to recommend that the Legislature approve the proposed 2023 South & Center Chautauqua Lake Sewer Districts' Budget, as revised by the Finance Committee. Dr. Erlandson seconded the motion and the motion carried unanimously.**

Next, Kristen Wright spoke concerning the Chautauqua County Sewer Districts' Enforcement Response Plan. As this relates to Local Law 694, there is a provision stating the enforcement plan should be reviewed every 5 years. Attorney Kristen Wright, SCCLSD Director Thomas Walsh and NCLSD Director Scott Cummings collaborated on this effort with input from Mr. Chagnon. Once the updated text is approved by the Administrative Board, it will provide guidance to the Directors and Staff on how to initiate and follow-up on needed enforcement in their respective Districts.

After discussion **Thomas Erlandson moved to approve the Chautauqua County Sewer Districts' Enforcement Response Plan as updated. William Chandler seconded the motion and the motion carried unanimously.**

DIRECTOR'S REPORT

Southern Tier Brewery and Cummins Engine Plant continue to excel in their pretreatment efforts.

An unannounced NYSDEC Wastewater Treatment Plant facility Inspection took place on June 2, 2022 and no deficiencies requiring follow-up were found.

The New York State DOH conducted an (announced) in-depth Laboratory inspection on June 14th and 15th, 2022. Although some (minor) deficiencies were noted, overall the inspector was very pleased with the Districts' Staff and Laboratory.

Mr. Walsh made mention of the planned Car Wash location on Fairmount Avenue in Lakewood. The NYS DEC has identified this site as a "sewer extension" because of the volume of water they expect to use. Due to this designation, the Car Wash will be required to submit a comprehensive flow analysis.

Mr. Walsh next shared that LaBella Engineering, Inc. is currently devising a plan to remove the 10,000 gallon underground fuel tank that will be replaced with an above ground tank. This project is still in the design phase.

Additionally, Barton & Loguidice Engineering, Inc. is currently engineering a high flow primary by-pass line that would eliminate structure 1 overflow during a high flow weather event. This project is currently in the research/design stage.

Director Walsh pointed out the repaving and lawn restoration in front of the secondary stair building. He further applauded Districts' Staff who were able to raise the driveway nearly 30" (using gravel and blacktop) to allow for easier access.

Lastly, Mr. Walsh included a letter of commendation for staff that was received from Jeffery and Sharon Present in July, 2022. All were pleased to receive this approval and Mr. Walsh again gave credit to our valuable, well-trained staff here at the Districts.

COMMITTEE REPORTS

Finance Committee:

Mr. Chagnon had nothing further to report after reviewing the proposed 2023 Districts' Budget.

Technical Committee:

Director Walsh spoke about the Technical Committee's review, and the RFQ (Request for Qualifications) pertaining to Engineering Design for Phase 2 of the Sewer Extension. Although Mr. Ortman (Chair of the Technical Committee) was not in attendance today, Chair Karen Rine indicated that Mr. Ortman (and the Technical Committee) were in support. Mr. Chagnon interjected that he had received some advice indicating that having our RFQ Advertised, would greatly enhance our chances of a positive outcome (for the WIIA grant).

At this juncture, **Pierre Chagnon moved that the Administrative Board authorize the advertisement of a Request for Qualifications for Phase 2 design engineering. Mr. Erlandson seconded the motion and the motion carried unanimously.**

Mr. Walsh stated he would coordinate with Purchasing (Becky Anderson) to get this moving tomorrow.

Personnel Committee:

Nothing further to discuss.

ATTORNEY'S REPORT

Mr. Walsh first gave the background information for what he referred to as a “unique situation,” which required input from Attorney Abdella. There are 9 residences on Route 394 that are contained within the boundary of the SCCLSD (est. in 1980) and are on private septic systems. Because of the Phase 1 project, these are *now* homes which are within 150’ of Districts’ infrastructure, and therefore, required to hook up to the public sewer. The necessary grinder pump system for these residences will be costly and Director Walsh wanted Mr. Abdella’s guidance pertaining to areas of enforcement and financial assistance for these residents.

Mr. Abdella offered his thoughts on the matter and pointed out that this situation is certainly not “typical” whereby the involved home owners knew full well going in (such as building a new house close to the infrastructure) that these costs were going to be incurred. Many years after the initial building of the Districts, they are now faced with costly sewer tie-in requirements. It was felt that the Districts could aid by purchasing and installing the grinder pumps, giving people the option to repay over a period of time (in conjunction with their quarterly billings). Mr. Abdella stated that there is a provision in the Law (with any addition or improvement to infrastructure) that would allow the Districts to do just that.

After much discussion Mr. Chagnon noted that the SCCLSD Administrative Board is desirous of pursuing a special zone of assessment for the 9 affected property owners who are now within 150’ of Districts’ infrastructure. With all present in agreement, **Pierre Chagnon moved that the SCCLSD Administrative Board recommend to the County Legislature, that it proceed with obtaining a map and plan to develop the special zone of assessment related to the (9 properties) on the Route 394 corridor, with the Sewer District providing the infrastructure. Mr. Chandler seconded the motion and the motion carried unanimously.**

At this point Mr. Abdella informed the Board of his plans to retire around the end of 2022. This announcement was met with comments regarding appreciation of his many years of service and stating that Mr. Abdella will be sorely missed.

With no further business to discuss for the good of the Districts, **Pierre Chagnon moved to adjourn the meeting @ 1:28 pm. Mr. Erlandson seconded the motion and the motion carried unanimously.**

Respectfully submitted,

Lou Ann Peterson
Recording Secretary

c: Thomas Walsh, Director SCCLSD
Steve Abdella, Chautauqua County and Districts' Attorney
Board
File