

MINUTES
SOUTH & CENTER CHAUTAUQUA LAKE SEWER DISTRICTS
ADMINISTRATIVE BOARD MEETING
JANUARY 12, 2023

PRESENT

Karen Rine – Chairperson
Thomas Erlandson
Andrea McLean
Tom Walsh
Bryan Wilson

PRESENT VIA VIDEO CONFERENCE

Pierre Chagnon
William Ortman
Kristen Wright
Paul McGarvey – GHD

EXCUSED

Robert Yates
William Chandler

Chair Karen Rine called the meeting to order @ 12:02 pm.

Paul McGarvey of GHD provided a status update related to the Phase 1 Sewer Extension. He reported that the Contractor has been installing grinders in both the Lakeland Drive and Chautauqua Avenue areas. Additionally, mainline (including service laterals) has been being installed in the Lakeland Drive location. He stated that generally, good progress is being made south of I-86 and there are about 6 grinders left to be installed in this area.

Over the next couple of weeks, Mr. McGarvey stated that they anticipate the Contractor to continue work on the grinders and the laterals north of I-86. He reported that we are approximately 90% complete with the laterals on Lakeland and about half of the mainline on Lakeland, as well. After Lakeland, efforts are going to be focused on Watson Road.

The main pump station equipment (for BOCES and Hadley Bay) has been received and they are expecting the Contractor to have a separate crew mobilized on-site for its installation.

Effort continues on the matter of the electrical power at the duplex station. Alternatives have been explored and Mr. McGarvey stated they have arrived at a resolution (that meets the NEC - National Electric Code). Currently, they are working to bring all involved together and get approval so they can formally move forward with the contract.

Project Manager Bryan Wilson interjected that he was just informed by the Contractor that there are 38 grinders left to be installed north of I-86. Mr. McGarvey stated that sounded about right and he showed a graphic of the installed grinders so Board members could get a better visual (of the status of the project).

Regarding Phase 2, Mr. McGarvey reported that GHD did receive a copy of the Engineering Services contract from the County and it has been executed. He said the County will be certifying that it is in place to the Environmental Facilities Corporation (EFC). This was important, Ms. Wright explained because we have a very large and significant submittal due to EFC tomorrow (January 13, 2023) related to the Bipartisan Infrastructure Law (BIL Grant). Our Phase 2 project was awarded a \$12 million grant and this submission is the first step in accepting that grant. Kristen Wright applauded Mr. McGarvey for his hand in expediting the quick turn-around.

Mr. Chagnon made mention of the long lead time breaker situation and asked Mr. McGarvey when he thought we may get some sort of acceptance on the alternative. He stated it's hard to predict because they need National Grid on board. In light of that, Mr. McGarvey stated he thought about 2 weeks. If the alternative approach is *not accepted*, the lead time on the circuit breakers is lengthy and it will impact the project.

After discussion, the next update meeting was scheduled for Thursday, January 26, 2023 @ 9:30 am.

The Board was not able to approve the December 6, 2022 Board meeting minutes as there was not a Quorum present. The minutes will be submitted for approval at the February 9, 2023 Board Meeting.

Next Director Walsh asked Kristen Wright if she would mind giving a brief update pertaining to what she has been working on related to the BIL Grant submittal. She stated that the EFC sent out a notice to advise us that we are eligible for BIL funding for the Phase 2 project. Along with that notice, we were notified of some documentation that needed to be submitted no later than tomorrow (January 13, 2023). She reported that the County Executive has signed one of those documents, our Purchasing Manager has signed another and we have one more signature to obtain. Of the two required forms we had to fill out, one of them is complete. The other is called a crosscutter review check list that assures that the Project is compliant with all Federal requirements. Mr. McGarvey performed some initial work on this and of the 15 regulatory items on the check list, but 7 of those items will not be completed by tomorrow. Ms. Wright spoke to Maire Cunningham (EFC) in regards to this and it was agreed that Kristen would put notes on the check list (for items not complete) to advise EFC of the progress made to date. It was felt that some of the items may not even be required of us and those items will be discovered as we move through this process. Overall, Kristen Wright reported that she is satisfied with our submittal and we will pursue all additional matters as we find out that we need to. Tom Walsh, as well as the Board thanked Kristen Wright for her tremendous amount of work on this grant submittal.

Director Walsh stated that he has been in touch with Town of Chautauqua Supervisor Donald Emhardt and plans to bring him up to speed on happenings related to the Phase 2 project. There was discussion about the possibility of adding another Board Member from the Town of Chautauqua and plans will be

made to look into that. Chairperson Rine said she would like to have that added to the February Meeting Agenda.

With no further business to discuss for the good of the Districts, **Andrea McLean moved to adjourn the meeting @ 12:35 pm. Thomas Erlandson seconded the motion and the motion carried unanimously.**

Respectfully submitted,

Lou Ann Peterson
Recording Secretary

c: Thomas Walsh, Director SCCLSD
Patrick Slagle, Chautauqua County and Districts' Attorney
Board
File