

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF THE
CHAUTAUQUA UTILITY DISTRICT
December 13, 2022**

Present: Commissioners Faust, Waasdorp, Boehner, Kushmaul, and Metzger
Also Present: Superintendent Michael Starks, Personnel/Financial Administrator,
Jami Koresko
Also Present: General Counsel Bill Wright from Wright Calimeri, PLLC.

The meeting was called to order at 9:32 A.M. by Chairman Faust at the water treatment plant office.

After a review of the November 16, 2022 regular board meeting minutes, Commissioner Kushmaul made a motion to approve, seconded by Commissioner Boehner and approved.

Commissioner Waasdorp made a motion to confirm the bills for payment, seconded by Commissioner Kushmaul and approved.

Ms. Koresko went over the Water and Sewer Billing Collection. Ms. Koresko stated that water termination is set for Thursday, December 15th and she anticipates receiving most outstanding bills, but does expect some service terminations to happen.

Superintendent Starks gave the board an update on the Wastewater Treatment Plant. Superintendent Starks stated that the plant is running along well with the filter being offline and that tests completed twice a month are still coming back good. With the filter being offline, the district is saving on electrical costs, along with bearings. Superintendent Starks stated that he's received a couple prices on dissolved oxygen meter probes and they range from \$3,500 to \$7,500 per tank. Superintendent Starks stated that the Wastewater Treatment Plant will budget for these in the coming years to be able to replace entire system. Superintendent Starks also stated that flows have been low.

Superintendent Starks gave the board an update on the Water Treatment Plant. Superintendent Starks stated that a filter system needed bearings replaced in order to spin, which was completed. Superintendent Starks also stated that the Water Treatment Plant employees are still trying to get the tank reading corrected. Superintendent Starks stated that we've been under filling the tanks because the signal sent to our tank reading charts has been incorrect, but we are still pumping 30,000 to 40,000 a day.

Superintendent Starks gave the board an updated on the Water Meter Reading System. Superintendent Starks stated that the rest of the items for the new reading system are still on track to be here between the end of the year and the beginning of the new year. Superintendent Starks stated once everything is on hand, we will start to install the new system into homes.

There was an update on the Street Lighting project given to the board. Superintendent Starks stated that he tried to calculate the amount to date that National Grid would owe the district for electrical costs per the boards request, but was unsuccessful because there is such a flux in billing numbers. Superintendent Starks stated himself, Bill Wright and Jami Koresko would go thru the billing numbers and come up with a solution after the meeting. Superintendent Starks also stated that he received notice from National Grid that the district failed their lighting inspection from last year due to one disconnect and identification stickers

on the Neri Lights. Superintendent Starks stated he contacted BECC to come back to fix the disconnect and place the identification stickers on the Neri Lights.

Commissioner Kushmaul made a motion to go into executive session, seconded by Commissioner Boehner and approved.

Commissioner Metzger made a motion to end the executive session, seconded by Commissioner Kushmaul and approved.

While during executive session, the board finalized employee salaries for 2023. Commissioner Metzger made a motion to approve the employee salaries for 2023, seconded by Commissioner Boehner and approved. The employee salaries for 2023 are as follows: Jarrett Bates – 5% increase, Dennis Dixon – 2% increase and a review in 6 months, Timothy Hammond – 6% increase, Jami Koresko – 6% increase, Gordon Pugh – 0% increase and a review in 3 months, Steve Spas – 5% increase and Michael Stark – 5% increase.

The board has also requested to finalize the Superintendent yearly review form.

The next two board meeting were scheduled for Tuesday, January 10th at 9:30 A.M. and Tuesday, February 14th at 9:30 A.M. at the water plant office.

Meeting Adjourned by Commissioner Kushmaul, seconded by Commissioner Metzger.

Marge Metzger
Secretary