

**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF COMMISSIONERS OF THE  
CHAUTAUQUA UTILITY DISTRICT  
June 6, 2023**

Present: Commissioners Faust, Waasdorp, Boehner, Metzger, and Rovegno  
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 9:33 A.M. by Chairman Faust at the water treatment plant office.

After a review of the May 9, 2023 regular board meeting minutes, Commissioner Boehner made a motion to approve as changed, seconded by Commissioner Rovegno and approved.

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

Ms. Koresko went over the Water and Sewer Billing Collection. Ms. Koresko stated that there are a total of 40 unpaid accounts and she expects most of them to be paid within the next week. Water termination is scheduled for Thursday, June 15, 2023 for the remaining unpaid balances.

After a brief discussion, Commissioner Rovegno made a motion to send out bid requests to audit firms for a 3-year proposal for yearly internal audits, seconded by Commissioner Metzger and approved.

Superintendent Starks gave the board an update on the Wastewater Treatment Plant. Superintendent Starks stated that the odor control is turned on and the filter is cleaned and ready to be turned on also. Superintendent Starks also stated that they are starting to haul more sludge and will continue to do so throughout the summer.

Superintendent Starks gave the board an update on the Water Treatment Plant. Superintendent Starks stated that he's hired a part-time seasonal employee that started yesterday and will be training over the next couple of weeks. Superintendent Starks stated that the sludge tractor at the Water Treatment Plant needs repaired, so it will be drained and worked on. Superintendent Starks stated a couple water leaks have been repaired throughout the grounds, along with a replacement of a curb stop. Superintendent Starks stated that he talked to Chautauqua Institution about their new maintenance building regarding their water options. Superintendent Starks stated that Chautauqua Institution decided to install a booster pump that would connect directly to one of the district's mains instead of connecting to Mandolin Ridge and being billed thru the Town of Chautauqua. Superintendent Starks also stated that the water tanks are currently in the process of being cleaned and expect it to be completed very quickly.

Superintendent Starks gave the board an update on the Water Meter Reading System. Superintendent Starks stated that the change-outs are going well and that more are getting installed daily. Superintendent Starks stated that about 400-500 are completed to date. Superintendent Starks also stated that employees have found about 10 additional sump pumps that needed addressed while changing out meter reading system.

Superintendent Starks stated that there were no incident reports.

Superintendent Starks gave the board an update on the Street Lighting Project. Superintendent Starks stated that he is still waiting for inspection from National Grid. After a brief discussion, it was decided to take another look at the Street Lighting Policy and make adjustments as the board sees fit.

Superintendent Starks stated that grease trap inspections are underway and that he's done inspections at both the Brick Walk and Bellinger Hall. Superintendent Starks stated that both places installed new grease traps.

After a brief discussion, the board requested an estimate to do a website for the district. The board would like the estimate by September.

Commissioner Boehner made a motion to go into executive session for ongoing litigation, seconded by Commissioner Rovegno and approved.

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

The next board meeting is scheduled for Tuesday, July 18, 2023 at 8:30 A.M. at the water plant office.

Meeting Adjourned by Commissioner Rovegno, seconded by Commissioner Metzger and approved.

Marge Metzger  
Secretary