

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF THE
CHAUTAUQUA UTILITY DISTRICT
July 18, 2023**

Present: Commissioners Faust, Waasdorp, Boehner, 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 8:30 A.M. by Chairman Faust at the water treatment plant office.

Commissioner Faust wanted stated that Superintendent Starks did a very good job during the Chautauqua Bird, Tree and Garden Club tour of the Water Plant.

After a review of the June 6, 2023 regular board meeting minutes, Commissioner Rovegno made a motion to approve as changed, seconded by Commissioner Boehner and approved.

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

Ms. Koresko went over the Water and Sewer Billing receivable. Ms. Koresko stated that there was a total of three customers that had service terminated due to non-payment.

There was a brief discussion on Employee Health Insurance renewal rates. Ms. Koresko stated that she was able to get next year's pricing for Univera, Independent Health, Blue Cross Blue Shield, Delta Dental, and VSP. There was not an increase for Delta Dental and VSP. Ms. Koresko supplied a cost breakdown to the board with Univera's current pricing vs. the renewal pricing for all three health insurance companies and it showed there would be an estimated 8.33% increase if the district remains with Univera, a 2.96% decrease with Independent Health and a 2.15% increase with Blue Cross Blue Sheild. Ms. Koresko also stated that the renewal date for health insurance is September 1st. After a brief discussion, Commissioner Waasdorp requested that the district remain with the current Univera plan, seconded by Commissioner Boehner and approved.

Ms. Koresko requested that the Commissioners make a motion to adopt a resolution for the election of Commissioners. Upon motion of Commissioner Rovegno and seconded by Commissioner Waasdorp, the foregoing attached Resolution, setting the date, time, place and rules for conducting the election of Commissioners, was approved.

Ms. Koresko discussed schedules for the upcoming election, stating that the time of the election will be 12:00 – 4:00 and it would be necessary to have two commissioners available to conduct the election. Commissioners Boehner and Rovegno stated that they could be there from 12:00-2 and Commissioners Waasdorp and Faust stated that they could be there from 2-4:00. Ms. Koresko stated that everything was in place for the election on August 8th.

After a brief discussion, Commissioner Boehner made a motion to invest the entire Key Bank Savings, minus the minimum required in the account, in a 6 month US Treasury at 5.37%, seconded by Commissioner Rovegno and approved.

After a brief discussion about the Chautauqua Utility District website, the board requested that a list of items needed for the website be available for the September board meeting.

Superintendent Starks gave the board an update on the Wastewater Treatment Plant. Superintendent Starks stated that the Wastewater Treatment Plant is currently hauling a lot of sludge and that the plant is running good. Superintendent Starks stated that a level transmitter has been purchased to replace the broken one for the SBR. Superintendent Starks also stated that the Asbury lift station has been having some issues. Superintendent Starks stated that the lift station is checked twice a day and during one of the checks, it was noticed that one starting capacitor was blown inside the panel and that the pump wasn't running. The capacitor was replaced and the pump was unable to run, so the pump was replaced and the old pump is being rebuilt for a backup.

Superintendent Starks gave the board an update on the Water Treatment Plant. Superintendent Starks stated that the Water Treatment Plant is struggling to find parts to fix the sludge tractor because parts are obsolete for it. Superintendent Starks stated that a quote was requested to retrofit the sludge tractor with new up-to-date parts. Superintendent Starks stated that there was an issue with the Potassium Carbonate clogging up the pumps, so they are treating the pumps and are cleaning them out.

Superintendent Starks gave the board an update on the Water Meter Reading System. Superintendent Starks stated that we are moving along nicely and we are about a third of the way done with new installation.

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 we received an incentive check from National Grid in the amount of \$8,325. Superintendent Starks stated that an inspection on the lights was done and there were stickers that weren't placed on the physical head of the light, so they needed to be replaced. BECC came in and replaced the stickers and replaced a broken light. The inspector is scheduled to come back.

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

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

Commissioner Boehner made a motion to increase Gordon Pugh's hourly wage by 3% starting immediately for better performance since last review, seconded by Commissioner Rovegno and approved.

The next board meeting is scheduled for Tuesday, August 15, 2023 at 8:30 A.M. at the water plant office.

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

Marge Metzger
Secretary