

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF THE
CHAUTAUQUA UTILITY DISTRICT
May 14, 2024**

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 9:30 A.M. by Chairwoman Faust at the water treatment plant office.

After a review of the April 16, 2024 regular board meeting minutes, Commissioner Boehner made a motion to approve, seconded by Commissioner Metzger and approved.

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

There was a brief review of the 1st quarter, 2024 financial statement. Commissioner Boehner went thru the financial statement, stating mainly how all expense budgets are currently under budget. Commissioner Boehner also reiterated the items listed on the Overview of Statements. Commissioner Boehner made a motion to approve as written, seconded by Commissioner Waasdorp and approved.

Superintendent Starks gave the board an update on the Wastewater Treatment Plant. Superintendent Starks stated that they have figured out a better plan to individually drain the SBR tanks, without simultaneously inundating the other tank. He stated that after draining Basin #2, the employees got into the tank and scrubbed the diffused air membranes, but that didn't fix the problem of low air in that portion of the tank. Superintendent Starks stated that he got in touch with a company who supplies the membranes, so he ordered 50 of the membranes and the employees replaced them. The new membranes worked very well but because they were new, all the air went to that part of the tank and did not allow air to go to the larger section. Superintendent Starks then ordered another 130 membranes to replace the larger section, which should be arriving shortly. Superintendent Starks stated that he awarded the Tank Railing Bid to H&K with a bid of \$88,700.00 and expects to have everything in within the next month or so and will be ready for install after the season is over in the fall. Superintendent Starks stated that he wrote a letter to the NCLSD board stating that there needs to be a meeting to start discussing a new contract. The board would like a new contract completed by 2025.

Superintendent Starks gave the board an update on the Water Treatment Plant. Superintendent Starks stated that the Water Treatment Plant is flushing hydrants this week and it will be completed by Friday. Superintendent Starks stated that the 3" meter at the St. Elmo was installed and all of the condos are now completed with the new Meter Reading System. There are more appointments scheduled to get additional properties changed out. Superintendent Starks stated that the Water Plant/Office roof is set to be completed the first week of June. Superintendent Starks also stated that Chautauqua Institution doesn't want to do their section of the roof right now, so our roof is going to be completed to a point to make it easier for CI when they are ready to tie into the new roof. Superintendent Starks stated that

the road in front of the library was being dug up, so it was a perfect time to have the contractor dig up the valve box on Miller Ave. so that employees could replace the broken box and fix the nut on top of the valve that was also broken.

Superintendent Starks gave the board an update on Street Lighting. Superintendent Starks stated that a tractor trailer went thru the South Gate and caught the utility lines, snapped a CUD lighting pole and smashed the Cree light. BECC Electric is coming in today to fix that, along with fixing three other street lights, as well as a light at the Wastewater Treatment Plant. Superintendent Starks stated that he wrote a letter to National Grid and is having Bill Wright review it before it's sent out regarding lighting usage reimbursement.

Chairwoman Faust stated to the board that she will be going over the Superintendent review with Superintendent Starks following the completion of the board meeting.

The next board meeting is scheduled for Tuesday, June 11, 2024 at 9:30 A.M. at the water plant office.

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

Marge Metzger
Secretary