

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF THE
CHAUTAUQUA UTILITY DISTRICT
March 18, 2025**

Present: Commissioners Faust, Boehner, Metzger and Rovegno
Also Present: Superintendent Michael Starks, Personnel/Financial Administrator,
Jami Koresko
Also Present: General Counsel Bill Wright from Wright Calimeri, PLLC.
Guest: James Alexander and Rhiannon Carnahan from Buffamante Whipple
Buttaro, PC

The meeting was called to order at 9:27 A.M. by Chairman Faust at the water treatment plant office.

After a review of the January 14, 2025 regular board meeting minutes, Commissioner Rovegno made a motion to approve, seconded by Commissioner Metzger and approved.

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

Mr. James Alexander from BWB begin the review of the 2024 audit and financials with the Commissioners making remarks for clarification in certain areas. During the discussion regarding street lighting, the board requested a break down regarding note 9 in the final copy of the audit, which Mr. Alexander said he would update per their request. Mr. Alexander specifically commented that the audit went well and stated that Jami Koresko provided a quick turn around on all materials that were asked for. Mr. Alexander stated that the audit was done remotely and that the books were closed quickly. Mr. Alexander noted that the Chautauqua Utility District received a "Clean Opinion" for the 2024 year, which is the highest level of assurance given by a CPA during an Audit. Upon there being no further questions, Mr. Alexander was thanked for his efforts and excused from the balance of the board meeting.

After a brief discussion, Commissioner Boehner made a motion to reinvest the \$722,000 from the district's current US Treasury bill, plus an additional \$278,000 from the district's operating account, for a total of \$1,000,000, in a 4-month US Treasury at 4.20% thru Key Bank, seconded by Commissioner Rovegno and approved.

Superintendent Starks gave the board an update on the flows at the Wastewater Treatment Plant. Superintendent Starks stated that flows have been extremely high with snow melt and rain and that employees have been having to babysit the plant overnight. Superintendent Starks stated 950,000 gallons were treated in one day.

Superintendent Starks gave the board an update on the alarms at the Wastewater Treatment Plant. Superintendent Starks stated that the alarm at the North End lift station equipment has been updated with a new pump controller and level sensing unit. The board requested that the same controller and sensor be purchased for the Asbury lift station and installed.

Superintendent Starks gave the board an update on the Dissolved Oxygen blower at the Wastewater Treatment Plant. Superintendent Starks stated that they've received the repaired blower back. The new blower has been working well since it was put into service. Superintendent Starks stated it's about \$5,400 to repair a backup blower, so we now have a backup to the three that are in service if another one goes bad.

Superintendent Starks gave the board an update on the booster station water main. Superintendent Starks stated that Chautauqua Institution is building a new theater building that was set to be built on top of the 10" ductile iron suction line to the booster station. The design drawings had it slated to be removed. Superintendent Starks stated that he has requested for the builder to tap into the water line on Palestine instead of live tapping the 10" main that runs under the new building. The engineers of the theater project are working to submit information to the CUD regarding how they are going to proceed with the water main relocation.

Superintendent Starks gave the board an update on the sludge tractor and main panel at the Water Treatment Plant. Superintendent Starks stated a repair tech came in and figured out what the problem was and was later able to locate replacement parts. Superintendent Starks stated that he received a quote of \$4,500 for main panel assessment and repair, but it going to call the vendor and get more clarification on what is specifically included in that quote.

Superintendent Starks gave the board an update on the New York State Department of Health Source Water Protection Plan. The State has finished the first part of the plan. Superintendent Starks stated the Town of Chautauqua board approved the first stage in their March meeting, which has identified the critical areas (CUD's intake, Mayville's wells, and Chautauqua Lake Estate's intake) and give them levels of protection in the Town's building codes. It will also require some building projects to complete a State Quality Environmental Review (SEQR) study completed before the project can start.

Superintendent Starks gave the board an update on Street Lighting. Superintendent Starks stated that he received a customer concern regarding lighting at 44 Ramble Ave. Superintendent Starks stated that he would come in at night and look at the lighting and do an evaluation to present to the board.

The next board meeting is scheduled for Tuesday, April 15, 2025 at 9:30 A.M. at the water plant office.

Commissioner Rovegno made a motion to end the regular board meeting and to go into executive session to discuss policy issues and ongoing litigation, seconded by Commissioner Boehner and approved.

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

Marge Metzger
Secretary