

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF THE
CHAUTAUQUA UTILITY DISTRICT
May 15, 2025**

Present: Commissioners Faust, Boehner, Metzger, Waasdorp 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 Chairman Faust at the water treatment plant office.

After a review of the April 15, 2025 regular board meeting minutes, Commissioner Rovegno made a motion to approve, seconded by Commissioner Waasdorp and approved.

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

There was a brief review of the 1st quarter, 2025 financial statement. Commissioner Boehner went thru the financial statement, stating mainly how all expense budgets are currently under budget, except for the Wastewater Treatment Plant and that's due mainly to the installation of the new railings around the SBR Tanks. Commissioner Boehner also reiterated the items listed on the Overview of Statements. Commissioner Metzger made a motion to approve as written, seconded by Commissioner Rovegno and approved.

Superintendent Starks gave the board an update on the Polishing Filter at the Wastewater Treatment Plant. Superintendent stated that employees went thru and rebuilt bearings and drive wheels and that the polishing filter is back online. Superintendent Starks stated that employees are doing a cleaning process inside and out.

Superintendent Starks gave the board an update on an Operator Employment Search at the Wastewater Treatment Plant. Superintendent Starks stated that he has a year max to hire someone to come in to train at the Wastewater Treatment Plant before they have an employee set to retire. Superintendent Starks also stated that he is searching for part time summer help for the Water Treatment Plant.

Superintendent Starks gave the board an update on NCLSD. Superintendent Starks stated that there is a potential that NCLSD is going to be sending their sewer to South and Center, which is located in Celoron, NY. Superintendent Starks stated that in the meantime, he hopes to solidify a contract with NCLSD for the next couple of years.

Superintendent Starks gave the board an update on the Booster Station Water Main. Superintendent Starks stated that contractors finalized the water main bypass and installed it. Superintendent Starks stated that he received new design drawings that were approved and was glad to have something in writing as to how the contractors were going to pressure test and test the water after installation.

Superintendent Starks gave the board an update on a Feasibility Study at the Water Treatment Plant. Superintendent Starks stated that he'd like an engineer to come in and go over new regulations from the Department of Health, as part of a feasibility study to start renovation the water plant.

Superintendent Starks gave the board an update on the Root Ave., Forest Lane, and Wythe Ave. Water Mains. Superintendent Starks stated that all mains are complete and now tied together. Superintendent Starks stated that all new piping and valves were put in at those locations and that the whole project went very well.

Superintendent Starks gave the board an update on Street Lighting and National Grid Correspondence. Superintendent Starks stated that he talked with the gentleman from National Grid and is waiting to hear back from him with next steps regarding Street Lighting refund.

Commission Faust requested that board members review the personnel policy manual, specifically the Sick Time Policy, and would like to discuss changes at the next board meeting.

Superintendent Starks brought up two other items. First, Superintendent Starks discussed the EQ Tanks at the Wastewater Plant. Superintendent Starks stated that employees hosed out the EQ Tanks and that the concrete is starting to break apart. Superintendent Starks stated that he'd like to have the concrete filled with epoxy, patched and sealed and is hopeful it'll hold together. Second, Superintendent Starks discussed two leaking fire hydrants. Superintendent Starks stated that one fire hydrant on Massey was fixed, but the at Miller Park is still leaking. The water main to the hydrant in Miller Park is transite (asbestos cement), which will require a licensed asbestos removal contractor to be hired to remove the piece of main. The fix will then include installing a new plastic water line and a new fire hydrant.

The next board meeting is scheduled for Tuesday, June 10, 2025 at 9:30 A.M. at the water plant office.

Meeting Adjourned at 10:49 A.M. by Commissioner Waasdorp, seconded by Commissioner Metzger and approved.

Marge Metzger
Secretary