MINUTES OF A REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF THE
CHAUTAUQUA UTILITY DISTRICT
August 12, 2025

Present: Commissioners Faust, Boehner, Metzger, Rovegno and Waasdorp
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 8:31 A.M. by Chairman Faust at the water treatment plant office.

After a review of the July 8, 2025 regular board meeting minutes, Commissioner Boehner 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 Metzger and approved.

There was a brief review of the 2nd quarter, 2025 financial statements. Commissioner Boehner stated that all departments are currently under budget, except for the Wastewater Treatment Plant. Commissioner Boehner stated that the Wastewater Treatment Plant is overbudget due to the installation of the railings for the SBR Tanks that were in last year's budget, but were not installed until this year. Commissioner Boehner made a motion to approve as written, seconded by Commissioner Rovegno and approved.

There was a review of the 2026 Budget presented by Kelly Dawson. Ms. Dawson stated that all items in the budget look in line, especially based on the rising costs in the economy. Ms. Dawson stated that Employee Benefits are higher than last year's budget and stated that is due to an increase in health insurance rates, along with an employee taking a higher health insurance policy. Ms. Koresko stated that the district came in at $73 under the max amount for the Tax Levy and the Tax Levy increase from last year was 2.84%. All Commissioners were in agreeance to raising usage rates for the 2026 budget. After a review of the 2026 Budget and Tax Levy, Commissioner Waasdorp made a motion to approve the 2026 Budget and Tax Levy, seconded by Commissioner Metzger and approved and signed. Chairman Faust thanked Ms. Dawson for her work at the district and was excused for the balance of the board meeting.

Superintendent Starks gave the board an update on 41 Peck Sewer Backup. Superintendent Starks stated that he has submitted the invoice for the backup, which was around $5,000, to our insurance company to see if they'll cover it. Superintendent Starks stated he expects to hear back from our insurance company very soon.

Superintendent Starks gave the board an update on the Square Engineering Meeting at the Wastewater Treatment Plant. Superintendent Starks stated the Engineer from Square Engineering is writing up a proposal for the upgrades to the Equalization Tanks and expects to have the proposal back very soon.

Superintendent Starks gave the board an update on NCLSD. Superintendent Starks stated that he talked with Matt from NCLSD and that Matt is discussing options with his board. Superintendent Starks stated that they still may be looking to continue with a percentage increase every year, like our current contract states.

Superintendent Starks gave the board an update the Howard Hanson Hydrant. Superintendent Starks stated that the hydrant located on Howard Hanson got ran over by an employee from Westfield Nursery and broke. Superintendent Starks stated the Water Treatment Plant employees repaired the broken hydrant and that Westfield Nursery was billed for the parts to repair the hydrant.

Superintendent Starks gave the board an update on Square Engineering Meeting. Superintendent Starks stated that Matt from Square Engineering is going to do a deeper dive at the Water Treatment Plant, than the Wastewater Treatment Plant. Superintendent Starks stated the items Matt is going to be focusing on are the main control panel, the clear well and new water regulations that may be coming in the future from the county health department. Superintendent Starks stated that Matt believes the updates to the plant will be able to fit into our current foot print, which is good news. Superintendent Starks stated that with these upgrades, he believes there is potential to have additional revenue for the CUD.

Superintendent Starks gave the board an update on Street Lighting and National Grid Correspondence. Superintendent Starks stated that BECC came in and repaired a few lights that were out around the grounds. Superintendent Starks also stated that he was notified that the CUD has a new representative with National Grid and he's hoping that this representative will be able to help with the reimbursement.

The next board meeting is scheduled for Tuesday, September 16, 2025 at 9:30 A.M. at the water plant office.

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

Marge Metzger
Secretary