

BOARD OF PUBLIC UTILITIES—Proceedings by Authority

State of New York:

Office of the Board:

City of Jamestown:

Regular meeting of the Board of Public Utilities, City of Jamestown, New York, held **Monday, March 26, 2018 at 4:00 P.M.** in the offices of the Board, 92 Steele Street, Jamestown, New York.

BOARD MEMBERS:	Present	Absent
Marie Carrubba	X	
Chuck Cornell	X	
Terrance Horner	X	
Maria Jones	X	
Jeffrey A. Lehman, PE (arrived at 4:08 P.M.)	X	
Gregory Rabb	X	
Mayor Samuel Teresi	X	
Ralph Wallace	X	
Martha Zenns	X	
STAFF:		
General Manager, David L. Leathers	X	
Deputy General Manager, Michael Saar, PE	X	
Finance & Customer Accts. Mgr., Kelly Hawkins	X	
Counsel, William Wright	X	
Sec. to the Board, Tammy J. Anderson	X	
Comm. Coordinator, Rebecca Robbins	X	
Transmission & Distribution Mgr., Chris Rodgers	X	
Electrical Engineer, Kris Sellstrom	X	
Associate Power Plant Supervisor, Cory Allen	X	

OTHER STAFF:

Data Programmer/Analyst, Hyla Brinkley

Personal Computer Specialist, Michael Brown

Information Technology Manager, Frank Galeazzo

Customer Service Supervisor, Christy Cuifolo

The media was notified of this meeting and was represented by Dennis Phillips, The Post-Journal.

On motion of Mr. Wallace, seconded by Mr. Horner, the minutes of the previous meeting were approved.

#180301 By Mrs. Jones:

Resolved, That the warrants be drawn on the proper funds to pay bills which have been duly audited for the period ending **March 26, 2018** as follows:

ELECTRIC LIGHT FUND	1,337,525.01
WATER RENT FUND	202,955.40
DISTRICT HEATING FUND	114,746.78
WASTEWATER OPERATING FUND	165,280.77
SOLID WASTE OPERATING FUND	93,351.33
Total	\$ 1,913,859.29

itemized copies of such audits to be placed on file in the office of this Board; and be it further

Resolved, that the action of the executive officers of this Board in drawing warrants on the General Fund in **February 2018** to pay the following payrolls and disbursements be approved and ratified:

Weekly Payroll No. 5	259,776.25
Weekly Payroll No. 6	194,028.70
Weekly Payroll No. 7	185,790.87
Weekly Payroll No. 8	233,023.97
EnergyMark LLC	59,804.00
NYISO	27,325.21
NYPA Purchases	474,796.68
Direct Energy Business Marketing	734,372.00
National Grid – Transmission Costs	101,964.36
Sprague Operating Resources	354,273.50
NYSERDA – ZEC's	74,481.06
United States Post Office - Rome	9,676.73
Mid-American Natural Resources	14,180.00
Crown Energy Services	248,743.00
NYS Sales Tax	85,000.00
Visa Corporate Payment Systems	8,000.02
Invoice Cloud	471.30
Sage Payment Solutions	7,113.46
Key Bank	320.14
Total	\$ 3,073,141.25

ADOPTED. Ayes: 9 Nays: 0
March 26, 2018

#180302 By Mr. Wallace:

Resolved, that the Board of Public Utilities Roster sheets dated November 16, 1976 as heretofore adopted, amended and continue be, and the same are hereby further amended as follows, subject to the approval of the Civil Service Commission:

Delete one (1) Power Plant Supervisor

Discussion: This position was held by Dave Gustafson who recently retired and whose workload was distributed to multiple successors, including Cory Allen, Associate Power Plant Supervisor, and Kris Sellstrom, Electrical Engineer. This resolution has been reviewed with and is recommended by the BPU Board Personnel Committee.

ADOPTED. Ayes: 9 Nays: 0
March 26, 2018

#180303 By Mr. Horner:

Whereas, It has been determined that the fuel nozzles on the LM6000 gas turbine at the Samuel A. Carlson Generating Station must be rotated regularly to insure reliability, efficiency, and longevity, and

Whereas, It has been determined that a spare set of nozzles should be maintained in inventory to maximize unit availability, and

Whereas, BPU Staff has determined that the spare set of nozzles must be reconditioned for reuse;

Now, Therefore, Be It

Resolved, That three-quarters of the members of this Board have decided that it is impractical to bid the reconditioning of the spare nozzles, and be it further

Resolved, That the General Manager is hereby authorized to enter into a contract with Aviation Power & Marine of Boynton Beach, FL, to recondition the spare set of fuel nozzles in the amount of \$46,350.

Discussion: The LM6000 utilizes water injection in its fuel combustion chamber to control NOx formation and to achieve environmental compliance with Title V permit requirements. As a result, the thermal stresses that exist in this area of the engine are severe. To insure reliability of the unit and to keep maintenance costs as low as possible, the nozzles must be rotated on a regular basis. The most effective way to do this is to maintain a spare set of nozzles within the BPU parts inventory. With this spare set in place, the BPU can rotate the nozzles out on a regular basis and have them reconditioned for reuse. This will maximize unit availability and prevent taking the unit out of service for an extended period. Aviation Power & Marine of Boynton Beach, FL is the GE approved fuel nozzle repair facility and is recommended

to conduct this work. These costs are included as part of the gas turbine's operational and maintenance 2018 Electric Division budget.

ADOPTED. Ayes: 9 Nays: 0
March 26, 2018

#180304 By Ms. Carrubba:

Resolved, That the General Manager is hereby authorized to enter into an agreement with Apollo Dismantling of Niagara Falls, NY to provide asbestos abatement of the insulated steam turbine # 5 main steam line and associated valves/piping located on the OP Floor of the Samuel A. Carlson Generating Station, for a sum not to exceed \$30,000, pursuant to their proposal dated March 9, 2018.

Discussion: During routine maintenance activities and inspection of asbestos-containing material in the power plant, the deteriorated condition of friable asbestos steam line insulation was discovered, which includes approximately 243 linear feet and associated valving. This material has been identified as requiring immediate abatement work be performed to eliminate the potential hazard associated with asbestos exposure throughout the facility. Two bids were received for the removal of asbestos containing material on the steam line feeding # 5 Steam Turbine. Stohl Environmental bid totaled \$31,200 and Apollo Dismantling bid totaled \$30,000. Apollo Dismantling provided the lowest cost proposal for the design/construction and abatement services required to assist the JBPU in ensuring the abatement project proceeds in a manner consistent with all state and federal regulations. Apollo Dismantling has satisfactorily provided these services to us in the past and is currently the contractor on record that provided asbestos abatement activities on the demolition of Boilers 11 & 12. This is included in the 2018 Electric Division Dismantling Fund Budget.

ADOPTED. Ayes: 9 Nays: 0
March 26, 2018

#180305 By Ms. Zenns:

Resolved, That the General Manager is hereby authorized to enter into an agreement for Professional Services with Stohl Environmental of Buffalo, NY, to provide project monitoring activities on the asbestos abatement on the insulated steam turbine # 5 main steam line and associated valves/piping located on the OP Floor of the Samuel A. Carlson Generating Station, for a sum not to exceed \$13,700, pursuant to their proposal dated March 13, 2018.

Discussion: During routine maintenance activities and inspection of asbestos containing material in the power plant, the deteriorated condition of friable asbestos steam line insulation was discovered (approx. 243 linear feet and associated valving). This material has been identified as requiring immediate abatement work be performed to eliminate the potential hazard associated with asbestos exposure throughout the facility. The State of New York requires that an independent air/project monitoring service that is licensed and approved by the State be retained by the owner for any large asbestos abatement project. In addition, Stohl Environmental

will also provide Project Management Services to assist the JBPU in ensuring the abatement project proceeds in a manner consistent with all state and federal regulations. Stohl Environmental has satisfactorily provided these services to the JBPU effectively at different times across the past 10 years. This is included in the 2018 Electric Division Dismantling Fund Budget.

ADOPTED. Ayes: 9 Nays: 0
March 26, 2018

#180306 By Mrs. Jones:

Whereas, The Jamestown Board of Public Utilities issued Bond Anticipation Notes in 2017 to provide partial funding for the purchase of the EmKey Transportation, Inc., natural gas pipeline and compressor assets in the amount of \$2,000,000, and

Whereas, Bond Anticipation Notes expire and must be paid in full, on a yearly basis,

Now, Therefore, Be It

Resolved, That the Board does hereby request the City Council to resolve to issue a new Bond Anticipation Note in the amount of \$1,600,000 at prevailing interest rates, and be it further

Resolved, That the proceeds therefore be paid into the Board of Public Utilities general fund with the purpose of funding a portion of the pipeline purchase.

Discussion: Mr. Leathers said that this resolution was reviewed with the BPU Board Finance & Capital Projects Committee last week and is a continuation of the bond anticipation note process for the EmKey Pipeline asset purchase. There was a commitment to do bond anticipation notes for that purchase which requires an annual update process. Ms. Zenns asked if the difference of the \$400,000 is cash. Mr. Leathers responded, yes, it is cash.

ADOPTED. Ayes: 9 Nays: 0
March 26, 2018

#180307 By Mr. Lehman:

Whereas, the BPU has reached an agreement with Empire Long Distance Corporation on the terms and conditions of a Utility Pole Attachment Agreement,

Now, Therefore, Be It

Resolved, That the General Manager be, and hereby is, authorized to execute the Utility Pole Attachment Agreement with Empire Long Distance Corporation of Prattsburgh, NY 14873, pending approval by counsel.

Discussion: BPU staff and counsel are working with Empire Long Distance Corporation on the pole attachment agreement which is acceptable to each party and follows the guidelines of the New York State Public Service Commission Order in Case No. 14-E-0243 dated April 24, 2017 on Municipal Pole Attachment Rates. The Agreement is for wireline attachments and follows our standard terms of previous agreements. Empire Communications is looking to enter the Jamestown market to offer fiber services as part of the Verizon wireless project and may eventually branch out and offer additional broadband services to business and residential customers. Mr. Leathers explained that this is a new utility pole attachment agreement. He said that Empire does quite a bit of work across the state, primarily in smaller municipal and rural areas. Chris Rodgers said this company is coming into town to provide fiber services and they need pole attachments. Bill Wright said this may lead into some additional services.

ADOPTED. Ayes: 9 Nays: 0
March 26, 2018

The General Manager's Report began with a presentation from Becky Robbins related to the proposed redesign of the Jamestown BPU's website. Including herself, Ms. Robbins said the website redesign team also consists of Tammy Anderson, Hyla Brinkley, Michael Brown, Christy Cuifolo, and Kris Sellstrom. Ms. Robbins said the current website is approximately 20 years old. She explained that the main focus of the redesign of the new website is to be customer-centric. The new website will also be mobile-friendly, ADA compliant, possess language translation availability, provide a search engine, include an area on the home page for alerts and for customers to report water issues and electric outages, and will provide the ability for each BPU department to update their own web pages. She said that future updates to the website may include a customer service phone wait time indicator, capability for on-line chat with a customer service representative, and outage maps. We are working toward adding a customer portal, where customers can complete forms on-line. Ms. Robbins reviewed the proposed timeline and said the go live goal is December 2018 or early January 2019. Hyla Brinkley added that one of the main reasons we launched this project is to provide to our customers a more enhanced and positive experience. She continued, not only do we want to make our new website mobile-friendly, we want to add a more modern look and feel to the new site which will help our customers find the information they are looking for. Mr. Horner said that he likes all of the content that is currently on our BPU website and asked if that would change. Ms. Brinkley responded that all of the current content will remain on the new website, but will be structured differently. Ms. Zenns asked if the option for customers to submit their information in a non-electronic format would continue to be available. Ms. Brinkley replied, yes, they can continue to submit their information as they currently do, but other, electronic options will be added to enhance the customer experience and to improve internal efficiencies. Mr. Leathers explained that the request for proposal process will be launched as a two-phase project, the first being a standard website redesign project and the second being the customer content and integration portion, which is more complex. Once quotes are received, staff will consider budgets and scheduling timeframes. Mr. Leathers mentioned that BPU staff touched base with City staff seeking advice and reviewing their recent experience with the City's website redesign process. Mayor Teresi added, through recent experience of the City website redesign process, the search engine function is necessary in this modern world.

Mr. Leathers said the LM6000 gas turbine has been running every day over the last two weeks in simple cycle mode. The turbine is typically starting at 6:30 A.M. and running through approximately 9:00 P.M. each night. Now that the weather forecast is predicting mild weather, the unit has been shut down for semi-annual maintenance. By mid-April, the simple cycle stack deconstruction and replacement project will take place. The LM6000 will not be available for the months of April and May. Plans are to be back up and available at the beginning of June.

Freed Maxick should be wrapping up their annual financial audit. A draft report is planned to be provided to the BPU Board Finance & Capital Project Committee at the April 16th committee meeting. A full overview will be provided to the BPU Board at the April 23rd meeting.

Daytime water flushing is scheduled to begin during the weekend of April 28th. Communications have already begun.

The Yard Waste Site opens for the season starting on Saturday, April 14th. The site will be open on Saturdays from 9:00 A.M. to 3:00 P.M.

Mr. Leathers and Kris Sellstrom are heading to Glens Falls next week for the NYAPP Annual Conference.

Mayor Teresi, Chairman Rabb, and Mr. Leathers are planning to attend the annual APPA National Conference in June. The conference is taking place in New Orleans this year and Board members are welcome to attend.

Upcoming meetings are as follows:

- Board Finance & Capital Projects Committee Meeting is scheduled for Monday, April 16th at 3:30 P.M.
- Board Personnel Committee has added a “Special” Meeting which has been scheduled for Monday, April 9th at 3:00 P.M. and the regular committee meeting is scheduled for Monday, April 23rd at 3:00 P.M.
- Board Meeting - Monday, April 23rd at 4:00 P.M.
- Board Strategic Planning Committee Meeting is scheduled for Monday, April 30th at 3:30 P.M.

Mr. Leathers congratulated Dr. Rabb for his recent nomination and acceptance as Executive Director for the New York’s Municipal Clerk’s Institute at The Rockefeller Institute of Government.

Mr. Leathers declared that the project to removed the sheet pilings from the Chadakoin River has been completed. There is now a broad cross-functional effort to get the shoreline restoration project initiated. Some of the Riverwalk behind and around the BPU campus will be worked on over the next six months or so. There has been quite a bit of activity with the pedestrian bridges opening in the not too distant future and many upgrades taking place on the Riverwalk.

Mr. Horner praised the BPU for its participation recently at the Home & Garden Show on March 24th. He said it was a nice display and a good effort put forth by staff. He also commended staff for its recent work in turning the river green for the St. Patrick's Day celebration event.

On motion of Mr. Lehman, seconded by Mr. Wallace, the Board convened into executive session to discuss two contract negotiation issues and two personnel issues.

Mr. Wallace departed at 5:00 P.M. during executive session.

On motion of Mr. Lehman, seconded by Mr. Horner, the Board convened into open session.

On motion of Mr. Lehman, seconded by Ms. Zenns, the Board meeting was declared adjourned.

David L. Leathers, General Manager
Tammy J. Anderson, Secretary to the Board