

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, June 25, 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 (arrived at 4:10 P.M.)	X	
Terrance Horner	X	
Maria Jones	X	
Jeffrey A. Lehman, PE	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:

Information Technology Manager, Frank Galeazzo

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

On motion of Ms. Carrubba, seconded by Mrs. Jones, the minutes of the previous meeting were approved.

On motion of Mrs. Jones, seconded by Mr. Lehman, the Board convened into executive session to discuss one personnel issue.

Mr. Cornell arrived at 4:10 P.M. during executive session.

On motion of Mayor Teresi, seconded by Mrs. Jones, the Board convened into open session.

#180601 By Ms. Carrubba:

Whereas, The Personnel Committee, with input from the Board, has completed the review of the General Manager for the 2017-2018 evaluation period, and

Whereas, The Personnel Committee has studied and approved the appraisal,

Now, Therefore, Be It

Resolved, That the General Manager be given a salary increase of 2.5% effective as of March 18, 2018.

ADOPTED. Ayes: 8 Nays: 0
June 25, 2018

#180602 By Mrs. Jones:

Whereas, the Board has been provided with proposed written resolutions prior to this meeting and,

Whereas, each Board Member has been given adequate opportunity to discuss each resolution,

Now, Therefore, Be It

Resolved, that proposed resolutions **#180602A-C** be, and hereby are approved as written.

ADOPTED. Ayes: 8 Nays: 0
June 25, 2018

#180602A:

Resolved, That the warrants be drawn on the proper funds to pay bills which have been duly audited for the period ending **June 25, 2018** as follows:

ELECTRIC LIGHT FUND	1,517,886.75
WATER RENT FUND	276,029.39
DISTRICT HEATING FUND	85,335.80
WASTEWATER OPERATING FUND	220,273.79
SOLID WASTE OPERATING FUND	98,803.86
Total	\$ 2,198,329.59

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 **May 2018** to pay the following payrolls and disbursements be approved and ratified:

Weekly Payroll No. 18	181,155.82
Weekly Payroll No. 19	189,004.67
Weekly Payroll No. 20	180,482.56
Weekly Payroll No. 21	200,316.38
Weekly Payroll No. 22	194,488.29
EnergyMark LLC	2,177.00
NYPA Purchases	485,225.47
Direct Energy Business Marketing, LLC	39,150.00
National Grid – Transmission Costs	244,621.59
Sprague Operating Resources	4,595.00
NYISO	17,519.42
NYSERDA – ZEC’s	77,577.70
NYSERDA – REC’s	2,075.22
United States Post Office - Rome	10,149.14
Jesse C. Lind	239.30
NYS Sales Tax	40,000.00
Visa Corporate Payment Systems	16,242.66
Invoice Cloud	367.20
Sage Payment Solutions	7,371.45
Key Bank	255.90
Wellness Program	7,546.15
Total	\$ 1,900,560.92

#180602B:

Resolved, That the bid of Jamestown Roofing, Inc. of Jamestown, NY, on BD-09-18 opened on May 22, 2018, for the installation of ballasted and unballasted membrane roofs on a total of four buildings in the amount of \$42,800 be accepted, and be it further

Resolved, That the General Manager is hereby authorized to issue a Wastewater Division Purchase Order to Jamestown Roofing, Inc. for these new roofs.

Discussion: This was the lowest bid of the two received and meets all the required specifications. This is for the installation of ballasted and unballasted membrane roofs at four (4) buildings; two (2) buildings at the Boatlanding lift station, one (1) at the Hopkins Avenue lift station, and one (1) at the Fluvanna Avenue lift station. This is included in the 2018 Wastewater Capital Budget.

#180602C:

Resolved, That the General Manager is hereby authorized to purchase from Ed Shults Chevrolet, Inc. of Jamestown, NY under City of Jamestown DPW Bid opened May 15, 2018, two (2) 2019 Chevrolet 3500 4x4 truck cab and chassis for a total amount of \$60,980 (\$30,490 each), for the Water and Wastewater Divisions.

Discussion: The truck cab and chassis will replace vehicle W72, a 2009 Ford F450 and WW76 a 2009 F350, both of which will be sold at a later date. These vehicles are included in the 2018 Water Division and 2018 Wastewater Division Capital Budgets, respectively.

#180603 By Mr. Cornell:

Resolved, That the bid of Virginia Transformer Corp. of Roanoke, VA, on BD-11-18 opened June 5, 2018, for one (1) power transformer for the Electric Division in the amount of \$330,261 be accepted; and be it further

Resolved, That the General Manager is hereby authorized to issue an Electric Division purchase order to Virginia Transformer Corp. for this transformer, pending approval by counsel.

Discussion: Virginia Transformer Corp. was the lowest of four (4) bids received and met specifications. This transformer is for the Huxley Substation project. Delivery is scheduled for the week of August 5, 2019. The purchase amount also includes some spare parts.

ADOPTED. Ayes: 8 Nays: 0
June 25, 2018

#180604 By Mr. Horner:

Whereas, Three-quarters of this Board concurs that it is impractical to take bids for proprietary Electric Vehicle Supply Equipment (EVSE) for installation at the city lot located on 4th and Lafayette;

Now, Therefore, Be It

Resolved, That the action of the General Manager in issuing an Electric Division Purchase Order to Charge Point of Campbell CA, in the amount of \$35,834 for supply of the EVSE, related software and technical support is hereby approved and ratified.

Discussion: This expenditure is in conjunction with the grant that the BPU received from the NYS DEC for the installation of a DC fast charger. Currently there are two main charging networks in New York State. Charge Point was selected due to their guarantee of operation and availability 97% of the time. The other network has no guarantees of operation and availability. Mr. Leathers said he is very excited to present this resolution to the Board. This is a purchase of a fast-charging electric vehicle station and we received a grant commitment from the Department of Environmental Conservation. This is a fast-charging station that will be located in the City-

owned lot at the corner of Fourth and Lafayette Streets. We plan to work on signage outside of the City to let people know that this charging station exists within the City and will automatically show up on the Fast-Charging Station App. Marie Carrubba asked how people are charged for use of the fast-charging station. Dave Leathers replied, there is an app and you sign up like a chargepoint app using your credit card. Ms. Carrubba asked how long it would take to charge a typical vehicle. Mr. Leathers replied, it depends on how depleted the battery is on the vehicle. If it's fully depleted, a fast-charging station could charge it in approximately 30 to 45 minutes, whereas a Level II charger would take closer to 6 hours. Mayor Teresi said, this will not replace the Level II chargers that are currently installed. Ms. Carrubba asked, approximately how much would it typically cost for a full charge on a vehicle? Mr. Leathers replied, to charge a full battery would cost around \$3 to \$4. He said, depending on the time of year and what is running inside the car, such as heat and air conditioning, the range could be anywhere between 150 to 300 miles on a full charge. Mr. Leathers said that the three existing Level II charging stations are currently free of charge for consumers through the Jamestown BPU's 1 mil adder program. Kris Sellstrom added that the rates will vary and continue to develop over time and as demand increases, rates could increase. Ms. Zenns asked if people could be ticketed if they don't move their vehicle in a timely manner and others are waiting to charge their vehicle. Kris Sellstrom said there are a lot of options, including the potential for separate fees for parking spaces. Mayor Teresi said that the new unit would be dual-head, which means that two cars could charge at the same time.

ADOPTED. Ayes: 8 Nays: 0
June 25, 2018

#180605 By Mrs. Jones:

Resolved, That the General Manager is hereby authorized to purchase from Cogsdale Company, Inc. of Charlottetown, PE C1E 2A1, Canada, the annual Maintenance and Support Agreement for the coverage period of July 1, 2018 through June 30, 2019 in the amount of \$127,389.93.

Discussion: This Maintenance and Support Agreement is to cover any upgrades to the software and solution we purchased from Cogsdale and to have Cogsdale available for any technical support needed for the continued operation of the CIS system. This is an annual support agreement that must be renewed every June and is included as part of our annual operating budget.

ADOPTED. Ayes: 8 Nays: 0
June 25, 2018

Mr. Leathers highlighted that a resolution that was originally included in the board packets was pulled prior to printing resolutions for today's board meeting. That resolution was for a steam separator at the Power Plant, however, the final proposal was not received prior to today's meeting. Staff will determine if we will need to move forward on that purchase, and a resolution will be included at the July Board meeting.

#180606 By Ms. Zenns

Whereas, the BPU has reached an agreement with Time Warner Cable Northeast, LLC 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 Time Warner Cable Northeast, LLC, pending approval by counsel.

Discussion: BPU staff and counsel have been working with Time Warner Cable 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. The previous cable operator agreement dates to 1965 with Jamestown Cablevision, Inc. This new agreement will be similar to our other pole attachment agreements, except this is for an existing attacher. Mr. Leathers said that Chris Rodgers and Bill Wright have been working diligently on this agreement for the past three months or more. This is to update and standardize the agreement with Time Warner Cable Northeast.

ADOPTED. Ayes: 8 Nays: 0
June 25, 2018

Dave Leathers provided a General Manager's Report. The LM6000 simple cycle stack replacement project is complete. Mr. Leathers commended the power plant team for doing a great job in managing through this project. We are currently running in simple cycle mode. The LM6000 is back in operation and that project is deemed complete.

The recruitment for the Business Development Coordinator position is back in process. The process was delayed for a bit so as to not interfere with the similar recruitment process at the Chautauqua County Industrial Development Agency.

Dave Leathers, along with Board members Greg Rabb and Terry Horner, attended the APPA National Conference in New Orleans last week. Overall, Mr. Leathers said he felt the conference was interesting and productive. The three plan to meet in the coming weeks to review the information that was presented at the conference.

The Chadakoin River Shoreline Restoration Project is in process and is progressing nicely. There is a Riverwalk Phase V Chadakoin Bikepath Ribbon Cutting scheduled for Friday, June 29th. Mayor Teresi added that the event is scheduled for 1:30 P.M. Mayor Teresi said that the dedication of the two pedestrian bridges that connect to Panzarella Island will be held at 10:30 A.M. on Saturday, July 7th. The ceremony will be held at the base of the path of Comedy Park at the National Comedy Center.

Dave Leathers announced that Tammy Anderson will organize volunteers and support for the Kaboom Playground Project which is taking place on Saturday, August 25th.

Upcoming meetings are as follows:

- Board Strategic Planning Committee Meeting – Monday, July 9th at 3:00 P.M.
- Board Finance & Capital Projects Committee Meeting – Monday, July 16th at 3:00 P.M. (This meeting was cancelled.)
- Board Meeting - Monday, July 23rd at 4:00 P.M.

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

Mr. Cornell departed 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 Mr. Horner, the Board meeting was declared adjourned.

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