

**ERIE COUNTY SEWER DISTRICT (ECSD) NO. 8  
BOARD OF MANAGERS MEETING  
FEBRUARY 11, 2014  
AURORA TOWN HALL**

MEMBERS PRESENT: Ms. Susan Friess, Mr. Matthew Hoeh, and Mr. Bryan Smith

OTHERS PRESENT: Mr. Steven Canestrari, Mr. Joseph Fiegl, Ms. Laurie Gier, and Mr. Kevin Kaminski

MEMBERS ABSENT: Mr. Edward Paolini

ITEM NO. 1 – CALL MEETING TO ORDER

Ms. Friess opened the meeting at 9:01am.

ITEM NO. 2 – APPROVAL OF MINUTES OF PREVIOUS MEETING (Handout)

On a motion by Mr. Hoeh, seconded by Mr. Smith, the Board voted to approve the minutes from the October 8, 2013 meeting. The motion carried 3-0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

There were no items from the public.

ITEM NO. 4 – NEW BUSINESS

- a. Confirmation of Telephone Poll – Construction Inspection Services (Handout)

On a motion by Ms. Friess, seconded by Mr. Smith, the Board voted to confirm the telephone poll conducted on November 25, 2013 regarding professional services associated with construction inspection for the Division of Sewerage Management. The motion carried 3-0.

ITEM NO. 5 – OLD BUSINESS

- a. Olean Road Request for Sewer Service Letter

The Board briefly discussed the potential Olean Road Sewer Extension. Ms. Friess stated that she would follow up on this issue and contact Mr. Fiegl regarding the same.

*Item 2*

ITEM NO. 6 - MISCELLANEOUS / INFORMATIONAL ITEMS

- a. Payments (none)
- b. Operational Report

Mr. Kaminski gave a brief update on the #1 aeration tank repair. He reported that there have been no issues recently; it has been working well all winter.

Mr. Kaminski also reported that the treatment plant generator is out of service at this time. Sewer district staff are waiting on a part to repair it; a portable generator has been placed at the facility as the backup power source.

Mr. Canestrari reported on recent weather events, particularly rain/snow melt events during the weekends of 12/21/13 and 1/11/14 and the blizzard on 1/7/14. He noted that preparations were made in advance of these events in a proactive manner, including scheduling staff ahead of time to perform work around the clock. He also discussed the designation of sewer district staff as "essential employees" and that the fact that the sewer district locations never close.

Mr. Fiegl discussed the role that the ECSD No. 8 Board plays in the sewer district response in these instances. The Board has been very supportive when it comes to budgeting for portable pumps, portable and permanent generators, four-wheel drive vehicles, 24/7 vehicle authorization for certain staff, overtime, etc. It is items such as those that provide valuable assistance to the Division of Sewerage Management in making sure that we are responsive to our ratepayers and are able to provide service under adverse conditions.

- c. Pretreatment Report

Mr. Fiegl reported that there is a new pediatric dental office in ECSD No. 8, the office has been inspected, and is in compliance.

There was a discussion about pharmaceuticals being flushed down the sewers by doctors and patients. Mr. Smith inquired as to whether the County conducts prescription drop-offs during the year. Mr. Fiegl reported that the County does partner in local pharmaceutical drop-offs with other organizations and he will inform the Board of upcoming events.

- d. Construction Report
  - i. Reed Hill Heights Subdivision (Handout)

Mr. Fiegl reported that the developer has submitted plans and specification sheets for the generator set, fuel tank, and modifications of the landscape in the cul-de-sac, as required prior to issuance of the remaining sewer permits. Mr. Smith reported that the Town would like to see the final plan prior to ECSD No. 8 approval. Mr. Fiegl noted that it would be forwarded to the Town later that day.

ii. Contract 12 – Brooklea and Creekside LPG Replacement

Mr. Fiegl reported that the installations are complete and payment requests will be forthcoming.

iii. Contract No. 70 – Notice to Proceed 2014 Work Orders (Handout)

Mr. Fiegl reported that the Cured-in-Place Pipe Lining work for 2014 will begin in the next few months.

e. Local Law No. 4 – Hydraulic Fracturing (Handout)

A local law was recently passed regarding Hydraulic Fracturing activities on County owned land and the storage, disposal, or treatment of natural gas waste and fracturing wastes at any wastewater treatment facility owned or operated by Erie County. Mr. Fiegl focused on Section 6 – which states that all Erie County Sewer Districts must develop policies to carry out the requirements of this new law. Mr. Fiegl wanted it to be clear that the County has not previously accepted any of the above mentioned wastes. Pursuant to the local law, the Division of Sewerage Management will be evaluating its “Rules and Regulations” in the near future to ensure compliance and Mr. Fiegl will keep the Board apprised.

f. NYWEA Collection System Safety Award (Handout)

The NYWEA Collection System Safety Award for 2013 was presented to Erie County on Thursday, February 6, 2014. Mr. Fiegl stated that one of the main reasons for this award was that the County’s incident rate for the past 10-12 years has decreased by about 75%.

g. Erie County Utilities Aggregation (Handout)

A letter from Erie County Commissioner of Public Works was distributed to the Board. The letter explains that due to the extreme cold weather gripping much of the country, January’s electric invoices will likely be 2-3 times higher than normal. Mr. Fiegl explained to the Board that the Division does budget conservatively, but will have to monitor this closely over the next few months if the trend continues.

h. Buffalo News Article on America’s Infrastructure (Handout)

An article that appeared in the Buffalo News on November 10, 2013 was distributed to the Board, highlighting the state of America’s infrastructure. Mr. Fiegl reiterated the need to invest in our assets.

On a motion by Mr. Hoeh, seconded by Mr. Smith, the Board voted to receive and file the informational items on the agenda. The motion carried 3-0.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Ms. Friess, seconded by Mr. Hoeh, the meeting was adjourned at 9:24am. The motion carried 3-0.

Respectfully submitted,



Joseph L. Fiegl, P.E.  
Deputy Commissioner

Motion to approve minutes of February 11, 2014.

Moved By: Bryan Smith

Seconded By: Mr Hoeh

Approved/Disapproved: 4/0

Date: 6/24/14

ERIE COUNTY SEWER DISTRICT NO. 8  
BOARD OF MANAGERS MEETING  
JUNE 24, 2014  
AURORA TOWN HALL

MEMBERS PRESENT: Ms. Susan Friess, Mr. Matthew Hoeh, Mr. Ed Paolini, and Mr. Bryan Smith

OTHERS PRESENT: Mr. Steve Canestrari, Mr. Joseph Fiegl, Ms. Gier, and Mr. Kevin Kaminski

ITEM NO. 1 – CALL MEETING TO ORDER

Ms. Friess opened the meeting at 9:30 a.m.

ITEM NO. 2 – APPROVAL OF MINUTES OF PREVIOUS MEETING

On a motion by Mr. Smith, and seconded by Mr. Hoeh, the Board voted to approve the minutes from the February 11, 2014 meeting. The motion carried 4-0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

Mr. Fiegl reported on an issue regarding the Geneva Pumping Station. A neighborhood resident complained about the grass not being maintained at the pumping station, so County Sewer District personnel mowed the lawn. The resident adjacent to the pumping station was upset because when the lawn was mowed, some of the resident's lawn was also inadvertently mowed and some plants she had planted were mowed down. Mr. Fiegl commented that the resident that may submit a claim for the cost of the plants that were mowed down.

ITEM NO. 4 – NEW BUSINESS

- a. Presentation and Approval of 2015 Budget
  - i. Proposed 2015 Budget

Mr. Fiegl presented the proposed ECSD No. 8 Budget to the Board. Overall, the 2015 ECSD No. 8 tax levy is projected to increase \$20,815.00.

ECSD No. 8 is part of the combined ECSD Nos. 3 and 8 budget. The ECSD Nos. 3 and 8 budget is developed based upon a Memorandum of Understanding dated 6/17/08. Essentially, the Memorandum of Understanding outlines which costs or expenses are shared items and which items are exclusive to individual districts and their respective budgets. In summary:

- Costs such as supplies, equipment, "District-wide" expenses, etc. are shared based upon the ratio of units in each sewer district and the total units in the ECSD Nos. 3 and 8 service area.

Item 2

- Debt service, revenues, fund balance, and capital reserve are exclusive to each sewer district.

For this year, Central Region shares in approximately 39.3% of the Division-wide expenses. Within Central Region, ECSD No. 8 is responsible for 9.75% of the ECSD Nos. 3 and 8 costs (excluding debt service).

Reviewing the overall summary for ECSD No. 8, total appropriations are projected to decrease \$154,000 when compared to 2014. The 2014 budget included a large increase in the capital reserve allocation to account for a one-time transfer of \$120,000 from the former Town of Aurora sewer district accounts in accordance with the merger agreement. Therefore, both appropriations and fund balance utilization have decreased in the 2015 budget.

The typical ratepayer (single family home) in ECSD No. 8 will pay 1% higher (\$5-\$7 annually) when compared to 2014 budget.

Personnel – including some DSM reorganization – were discussed. Fringe benefits for employees are being calculated at 69.5% in this budget. Actual numbers are not available at this time, but the County's budget office believes this is a conservative estimate. There are factors outside the County's control that influence the rate. The County's Administration has attempted to address the rising fringe benefit costs with recent Union Contract proposals.

The 2015 equipment line items represent over \$692,000 of the Central Region budget. The major items include various treatment plant equipment replacements throughout the Region, a replacement of the Region's camera system, replacement of a portable bypass pump, replacement of a backhoe, three (3) vehicles, and the Central Region's standard unanticipated replacement item.

Before going into specific details of the budget line codes, Mr. Fiegl explained that the budgets are developed conservatively, with the understanding that monies left over at year end are transferred to the fund balance and utilized as a revenue to offset future rate impacts. Items listed in the budget as "DSM" are expenses for the Downtown office. Central Region contributes 39.3% of these Downtown office expenses.

A review of the individual budget codes was provided. It was noted that certain items such as "Air Filters – HVAC" were increased, but there was a corresponding decrease elsewhere in the budget ("H&V Filters" in this instance). This was a result of moving items to different account code/material groups. Specific items highlighted included the budgeting on fuel, various changes in Maintenance and Repair supply codes, the \$100,000 increase in I&I repair, breakdown on capital reserve allocation (\$200,000 total for ECSD No. 8), utility costs, and personnel costs.

Fund balance usage as an offsetting revenue is budgeted at 40%. The available district fund balance at 12/31/13 represents approximately 3.2 months of 2015 budgeted appropriations. Observing recent trends on the amount available and the amount used, it is believed that this allocation of fund balance is prudent.

It is recommended for the 2015 Budget that the flat charge be increased to \$40.00 per unit, footage charges remain at \$1.50/foot, and the water use charge remain at \$3.50/1,000 gallons. At this time, the Board would be approving the budget for ECSD No. 8. At the Combined Budget Meeting on June 25<sup>th</sup>, the entire Central Region budget is voted upon. If at that time any changes are proposed by the ECSD No. 3 Board of Managers that affect ECSD No. 8, said changes will be presented and discussed at the July 2014 ECSD No. 8 Board of Managers meeting.

On a motion by Mrs. Smith, seconded by Mr. Hoeh, the Board voted to approve the ECSD No. 8 2015 Budget. The motion carried 4-0.

i. 271 Resolution

Mr. Fiegl presented to the Board the 271 Resolution. Mr. Fiegl advised the Board that based on the draft 2015 Budget, approximately 64%, 26% and 10% of the total sanitary sewer tax levy of \$1,316,763.00, for 2015 shall be raised from the assessed value, footage and flat charges, respectively.

On a motion by Mr. Smith, seconded by Ms. Friess, the Board voted to approve the 271 Resolution. The motion carried 4-0. Again, this resolution will be modified at the July 2014 Board of Managers meeting should any budget amendments be implemented that affect ECSD No. 8.

b. Contract No. 12 – Brooklea and Creekside Contract Close Out

Mr. Paolini presented to the Board a Suggested Resolution for the close-out of Contract No. 12, – the Brooklea and Creekside Low Pressure Grinder Replacement, contract dated July 11, 2013 in the amount of \$83,950.00. On a motion by Ms. Friess, seconded by Mr. Hoeh, the Board voted to approve the Resolution. The motion carried 4-0.

ITEM NO. 5 – OLD BUSINESS

a. Olean Road Request for Sewer Service Letter

The Board briefly discussed the Olean Road Sewer Extension. Ms. Friess explained that there hasn't been any further progress on this request and the majority of the residents are not in favor of the extension at this time. She also recommended that this item be dropped from the agenda until such time as the residents show some renewed interest.

ITEM NO. 6 - MISCELLANEOUS / INFORMATIONAL ITEMS

a. Payments

Mr. Paolini advised the Board that there has been one payment to CMH Construction related to Contract No. 12.

b. Operational Report

Mr. Kaminski gave a brief update on the Aurora STP No. 1 Clarifier Tank, which is not in operation and in the process having an aeration drop installed. He stated that the parts will cost from \$8,000 to \$10,000, and that this maintenance is completed one time per year on each tank.

c. Pretreatment Report

There is nothing to report at this time.

d. Construction Report

Mr. Paolini explained that there is no active construction at this time.

On a motion by Mr. Smith, seconded by Mr. Hoeh, the Board voted to receive and file the informational items. The motion carried 4-0.

In the event that the Board of Managers approves the 2015 ECSD No. 8 Budget at the Combined Budget meeting on June 25, 2014, Ms. Friess made a motion, seconded by Mr. Smith to cancel the July 8<sup>th</sup> ECSD No. 8 Board of Managers meeting. The motion carried 4-0.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Mr. Hoeh, seconded by Ms. Friess, the meeting was adjourned at 10:20 a.m. The motion carried 4-0.

Respectfully submitted,



Edward A. Paolini, P.E., Secretary  
ECSD No. 8 Board of Managers

Motion to approve minutes of June 24, 2014

Moved By: MATT HOEH

Seconded By: SUE FRIESS

Approved/Disapproved: 3/0

Date: 10/7/14



ERIE COUNTY SEWER DISTRICT NO. 8  
BOARD OF MANAGERS MEETING  
OCTOBER 7, 2014  
AURORA TOWN HALL

MEMBERS PRESENT: Susan Friess, Matthew Hoeh, Edward Paolini  
OTHERS PRESENT: Steve Canestrari, Joseph Fiegl, Laurie Gier and Kevin Kaminski  
MEMBERS ABSENT: Bryan Smith

ITEM NO. 1 – CALL MEETING TO ORDER

Ms. Friess opened the meeting at 9:28 a.m.

ITEM NO. 2 – APPROVAL OF MINUTES OF PREVIOUS MEETING (Handout)

On a motion by Mr. Hoeh, and seconded by Ms. Friess, the Board voted to approve the minutes from the June 24, 2014 meeting. The motion carried 3-0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

There were no items from the public.

ITEM NO. 4 – NEW BUSINESS

a. 2015 Meeting Schedule (Handout)

The 2015 Meeting Schedule was presented to the Board. On a motion by Ms. Friess, seconded by Mr. Hoeh, the Board approved the Meeting Schedule. The motion carried 3-0.

b. User Charges 2015 (Handout)

i. Minutes from the Public Hearing held on September 24, 2014 were distributed to the Board. There were no public comments on the proposed 2015 User Charges.

ii. Approval of Resolution (Handout)

*Item d*

The User Charge Resolution was distributed to the Board with the following new rates for 2015:

Flow (water use)	\$3.50/1000 gallons
Biochemical Oxygen Demand	\$ .03/lb
Suspended Solids	\$ .16/lb
Phosphorus	\$ .60/lb
Waste Hauler	\$ N/A/1000 gallons

Mr. Feigl briefly explained to the Board how the User Charges are determined. Mr. Paolini advised the Board that the Flow and Biochemical Oxygen Demand rates remained the same as 2014, the Suspended Solids Rate is higher, and Phosphorus rate is lower for 2015.

Mr. Hoeh made a motion, seconded by Mr. Paolini, to approve the User Charge Resolution. The motion carried 3-0.

c. Update – Structural Evaluation of Wastewater Treatment Plant

Mr. Kaminski reported that an engineering firm has been brought in to do the structural evaluation of certain areas in the Wastewater Treatment Plant. We are awaiting the final version of the report, and after review, we will determine where this need falls with the rest of the capital improvements in ECSD No. 8.

ITEM NO. 5 – OLD BUSINESS

There was nothing new to report.

ITEM NO. 6 - MISCELLANEOUS / INFORMATIONAL ITEMS

a. Payments

There were no payments at this time.

b. Operational Report

Mr. Kaminski gave an update on the repairs to be completed for the No. 2 tank. The purchase order has been issued and the work should be completed by the end of the year.

Mr. Canestrari reported on collection system activities. Routine flushing is being performed and 8 manholes have been repaired. Some work was completed over weekends during the summer months.

c. Pretreatment Report

There was nothing new to report.

d. Construction Report

There is no active construction at this time. There was a discussion on the Reed Hill Pumping Station. Mr. Canestrari reported that the Developer will be installing a stone wall around the pumping station site. Ms. Friess advised the Board that the stone wall work at the Reed Hill Pumping Station was approved by the Town Board, and there is no cost to ECSD No. 8 for the improvements.

On a motion by Mr. Hoeh, seconded by Ms. Friess, the Board voted to receive and file the informational items. The motion carried 3-0.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Mr. Hoeh, seconded by Ms. Friess, the meeting was adjourned at 9:42 a.m. The motion carried 3-0.

Respectfully submitted,



Edward A. Paolini, P.E., Secretary  
ECSD No. 8 Board of Managers

**\*\*\*NEXT MEETING\*\*\***

**Tuesday, December 2<sup>nd</sup>, 2014 at 9:30 a.m.**

**Town of Aurora**

Motion to approve minutes of October 7, 2014

Moved By: B. Smith

Seconded By: M. Noe

Approved/Disapproved: 4/0

Date: 2/10/15