

**ERIE COUNTY SEWER DISTRICT NO. 2 (ECSD 2)
BOARD OF MANAGERS MEETING MINUTES
APRIL 6, 2017 @ 9:00 AM
DISTRICT ADMINISTRATION BUILDING**

MEMBERS PRESENT: Angela Horton, Anna Knack, Gifford Swyers

MEMBERS EXCUSED: Mayor Howard Frawley, Mayor Vincent George

OTHERS PRESENT: Glenn Absolom, Joseph Fiegl, Nancy Forys, Carl Horne, Richard Rezac

ITEM NO. 1 – CALL MEETING TO ORDER

Chairperson Knack called the meeting to order at 9:00 a.m.

ITEM NO. 2 – APPROVAL OF DECEMBER 8, 2016 MEETING MINUTES

On a motion by Mr. Swyers, seconded by Ms. Horton, the Board voted to approve the minutes from the December 8, 2016 meeting. The motion carried 3 – 0.

In an effort to be more cost effective and environmentally friendly, Ms. Horton requested that in the future the initial BOM minutes be distributed electronically rather than paper copies sent by mail. The Board members present had no issue with this change.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

Mr. Fiegl advised the Board that the potential Solar Array project on ECSD 2 property will not be going forward. There were issues with wetlands and it was determined that it was not cost effective.

ITEM NO. 4 – OLD BUSINESS

a. Classification of Sewer Taxes/Fees (Handout)

The Board received a copy of a memo prepared by Hodgson Russ Attorneys concerning the classification of taxes and fees for sewer districts in the 2016 and 2017 Erie County Budget. The memo confirmed what was noted by the Division of Sewerage Management during the December 2016 Board meeting regarding this topic.

ITEM NO. 5 – NEW BUSINESS

a. (V) North Collins Permission to Install New Pump at 10838 Main St (Handout)

Mr. Fiegl explained to the Board that the County took over the Village of North Collins sewers within the last decade under an agreement. At that time, the Village assumed that the County was responsible for two pumping units, located at 10838 Main St (two buildings tying into one unit), but they were not part of the transfer agreement. Larry Krug, retired Sr. Sewer District Manager, previously held a meeting with the Village to address this issue. A plan was discussed to reroute the forcemains and upgrade the pumps to grinder pumping units and at completion ECSD 2 would take over those grinder units. Recently the County did complete the installation of a new grinder unit at that address per the request of the Village. Once the Village redirects the second forcemain to the gravity manhole, the County will take over the grinder pumps as it does with other similar installations in the sewer district. A letter was sent to the Village invoicing them for the work already completed, which was completed under the estimate.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. District Payments (Handout)

Ms. Horton conveyed to the Board payments made to DiDonato for Meter Calibration in the amount of \$1,260.00 and two payments to Wendel Duscherer for the Energy Improvements Project in the amounts of \$59,249.70 and then \$2,871.05 which is the final payment for this project.

Mr. Swyers questioned the payment of \$59,249.70 made to Wendel. Ms. Horton looked into it and found that the payment was accidentally listed, it was actually paid in 2015 and reported previously. Only the final payment of \$2,871.05 was made to Wendel.

b. Operational Report

Mr. Horne provided the Board with an update on the ECSD 2 collection system activities. Since the last meeting, there was approximately 47,670 feet of sewerlines flushed and 10 manhole repairs. District inspectors performed 3 house inspections. The North Collins grinder pump upgrade at old Z&M site/Mecca building at 10838 Main Street was completed. There were a total of 48 complaints in the district: 12 pump station related (5 due to power outages from the recent wind storm, 6 flow/weather related, and 1 pump related at Evangola), 10 grinder related due to weather, 8 manhole related, 14 sanitary sewerline related (backups/slow drains/blockages), 2 sewerline repairs (grinder force mains in Farnham due to frost heave), and 2 odor complaints both sanitary sewerline related on High Street in North Collins.

At the Wastewater Treatment Plant (WWTP): aeration lines were repaired in the aeration basins; a new A-frame winch system was fabricated and installed in the boat to perform maintenance on the aeration lines; routine maintenance (including painting to prevent corrosion) was conducted inside the Main Blower, Digester Blower, basement of Solids, and basement of Lab buildings; received a new conditioning tank for solids wasting process; drained and inspected old flotation thickener and put a new one into service; the upgrade (mechanical parts) of the Filter Press was completed by Ascension; the installation and startup of new Hach phosphax meter was completed; ran and tested plant generator under load of plant; hauled radioactive sludge from December to the landfill; and sent operators to training.

The following activities occurred at the Pump Stations: at Evangola – repaired guide rails, cleaned the wet well, and repaired the bracket to the #2 Pump; at North Creek – replaced thermostat on the emergency generator; at Eighteen Mile – repaired hydraulic motor on the muffin monster; at Pinehurst – started controller upgrade (budget line item for 2017); at Brant Farnham – repaired Bioxide pumps.

Ms. Knack asked the question why there has been an increase in the incidence of radioactive sludge. Mr. Horne responded by stating that it is radioactive iodine for the treatment of thyroid cancer coming in the lines, and it appears to be found more and more throughout the region. Mr. Horne also stated that there is a new meter at the landfill which possibly is more sensitive and is picking up more radioactivity.

As informational to the Board, Mr. Fiegl noted that there are needed upgrades at the Evangola Pumping Station, which is actually owned by NYS Parks & Recreation and they are responsible for any capital improvements. Mr. Horne identified areas which need to be upgraded at the pumping station. He will be advising NYS Parks & Recreation of this by letter in the near future.

c. Pretreatment Report

Ms. Horton wanted to inform the Board that one of the companies approved under the Trucker's Discharge Permits has had a name change as a result of being sold. Crescent Moon is now called United Rentals.

d. Construction Report

i. Contract 76, ECSD Nos. 2, 3, and 8 Cured In Place Pipe (CIPP) Lining – Notice to Proceed (Handout)

Ms. Horton noted that this is a 2016 lining contract which covers the Central Region and Southern Region. The CIPP lining under this contract are sewerlines located in Derby and the lining should be starting this month or next.

On a motion by Ms. Knack, seconded by Mr. Swyers, the informational items listed above were all received and filed. The motion carried 3 - 0.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Ms. Knack, seconded by Mr. Swyers, the meeting was adjourned at 9:15 am. The motion carried 3 – 0.

Next meeting is scheduled for Thursday, June 22, 2017 at 9:00 am.

Respectfully submitted,



Angela M. Horton, P.E.
Secretary - ECSD No. 2 - Board of Managers

Approval of Minutes:

Motioned By: Angela M. Horton

Seconded By: A. Knack

Approved/Disapproved: 4/0

Date: 6/22/17

Signed: Angela M. Horton

**ERIE COUNTY SEWER DISTRICT NO. 2 (ECSD 2)
BOARD OF MANAGERS MEETING MINUTES
JUNE 22, 2017 @ 9:00 AM
DISTRICT ADMINISTRATION BUILDING**

MEMBERS PRESENT: Mayor Howard Frawley, Mayor Vincent George, Angela Horton, Anna Knack

MEMBERS EXCUSED: Gifford Swyers

OTHERS PRESENT: Joseph Fiegl, Nancy Forys, Carl Horne, Richard Rehac

ITEM NO. 1 – CALL MEETING TO ORDER

Chairperson Knack opened the meeting at 9:00 a.m.

ITEM NO. 2 – APPROVAL OF APRIL 6, 2017 MEETING MINUTES

On a motion by Ms. Horton, seconded by Ms. Knack, the Board voted to approve the minutes from the April 6, 2017 meeting. The motion carried 4 – 0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

a. Resident Letter – Inquiring Extension of Seneca Street (Handout)

Mr. Fiegl informed the Board that he received a letter from Richard & Mary Jo LaClair regarding concerns over a possible sewer extension on Seneca Street and flooding issues in that area. Mr. Fiegl stated he coordinated with the Town of Evans before issuing the May 22, 2017 response and that no further correspondences were received from Mr. and Mrs. LaClair.

ITEM NO. 4 – OLD BUSINESS – None.

ITEM NO. 5 – NEW BUSINESS

a. Presentation and Approval of 2018 Budget

i. Proposed 2018 Budget (Handout)

Mr. Fiegl presented the proposed 2018 ECSD No. 2 Budget to the Board.

Reviewing the detailed summary for ECSD No. 2, appropriations or expenses are budgeted in 2018 to increase approximately \$226,000. Capital reserve allocations, I&I repair, and equipment replacements are the primary areas of increase. Under revenues, an increase in fund balance utilization of approximately \$119,000 offsets that increase in projected expenditures, thereby mitigating the impact to the ratepayers. The overall summary also reflects the classification of the District's flat charge in 2018 as a usage or user revenue.

As a result of the above, the estimated impact to the typical ratepayer (single family home) in ECSD No. 2 in 2018 is an increase of approximately 1.7% or less than \$1 per month.

ECSD No. 2 is one of seven sewer districts administered by the Division of Sewerage Management. There are shared costs that each District contributes to. As noted on Page 6, ECSD No. 2 contributes towards 14% of the consolidated laboratory costs and approximately 9.2% towards the non-laboratory shared costs.

Item 2

Fringe benefits for employees are being calculated at 64% in this budget – a slight increase from 2017. Actual numbers are not available at this time, but this is a conservative estimate.

The 2018 equipment line items represent approximately \$434,000 of the ECSD No. 2 budget. The major items include several replacements for treatment plant and pumping station equipment, the replacement of a plow truck, several Division-wide “shared” items, and the ECSD No. 2 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 fund balance and utilized as revenue to offset future rate impacts. Items listed in the budget as “DSM” are expenses for the Downtown office. As noted earlier, ECSD No. 2 contributes approximately 9.2% of the overall Downtown office expenses.

A review of the individual budget codes was provided. Specific items highlighted included the budgeting for fuel, adjustments in maintenance and repair supplies, an increase of \$100,000 in I&I services, an additional \$100,000 capital reserve allocation, utility costs, and personnel costs.

Fund balance usage as an offsetting revenue is budgeted at 56% of available balance. The available district fund balance at 12/31/16 represents approximately 3.6 months of 2018 budgeted appropriations. Observing recent trends on amount available and amount used, it is believed that this allocation of fund balance is prudent.

It is recommended for the 2018 Budget that the flat usage charge be \$295.00 per unit and the footage charge in ECSD No. 2 remain at \$1.00 / foot.

At the end of Mr. Fiegl’s presentation of the 2018 Budget, as well as during his presentation, questions and concerns were brought up by the board members.

Ms. Knack had asked for clarification on some specific line items, including the Infrared Testing under Professional Services. Mr. Fiegl responded to each; specifically with regard to the Infrared Testing, this was proposed as an equipment line item but deemed to be more appropriate in the Professional Services budget. The testing is for aging electrical equipment at the treatment plant.

Mayor Frawley posed questions regarding the cost to the district for the recent repair to the administration building, options regarding hauling dewatered sludge to a closer location, the status of fuel tanks in the District, and any potential plans to install new sewers along Route 5. Mr. Fiegl and Ms. Horton provided appropriate answers to his questions. Specific to the new sewers on Route 5, it was noted that the County works with local municipalities to determine options should development proposals be advanced.

On a motion by Mayor Frawley, seconded by Mayor George, the Board voted to approve the 2018 Budget. The motion carried 4 – 0.

ii. 271 Resolution

It was resolved that approximately 70% and 30% of the total sanitary sewer tax levy of \$3,686,255.00 shall be raised from the assessed value and footage charges, respectively, for ECSD No. 2.

On a motion by Ms. Horton, seconded by Ms. Knack, the Board voted to approve the 271 resolution. The motion carried 4 - 0.

Mr. Fiegl’s final comments related to the 2% Tax Cap. As the sewer district levies are part of the County’s overall tax cap calculation, there is additional coordination required prior to finalization. If any changes are necessary, the Board of Managers will be informed.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. District Payments (Handout)

Ms. Horton conveyed to the Board a payment made to Kenyon Pipeline Inspection for the Cured in Place Pipe (CIPP) Lining in the amount of \$99,645.50.

b. Operational Report

Mr. Horne provided the Board with an update on the ECSD 2 collection system activities. Since the last meeting, there were approximately 77,353 feet of sewerlines flushed and 12 manhole repairs. District inspectors performed 109 house inspections and 68 manhole inspections. Central Maintenance televised 49,151 feet of sewerlines in minisystem 3, Evans/Angola. Crews completed walk-through inspections of the North Collins, Eden, Sweetland, Lake Street and Evangola trunklines. Forcemain air release valves were cleaned and inspected. There were a total of 50 complaints in the district, including 8 related to odors. Mayor Frawley discussed Baypoint Avenue and Goya.

At the WWTP: staff repaired aeration lines in north & south aeration basins; replaced a mechanical seal on raw influent pump #3; replaced the north sand filter backwash pump; rebuilt thickened sludge pump #2 with a new rotor and stator; started repairs to one of the flotation thickeners by replacing flights; installed HMI units throughout plant to tie equipment into the SCADA system; and performed annual preventive maintenance on the plant and ultraviolet disinfection system generators.

At the Pump Stations: performed annual preventive maintenance of all station generators; at Sweetland, repaired dry well lighting, performed annual preventive maintenance on all variable frequency drives; at Wide Beach, replaced the generator governor; at Evangola, met with NYS Parks Department representatives in regard to upgrading the station.

c. Pretreatment Report – There was nothing new to report at this time.

d. Construction Report

i. Contract 75 CIPP – Work Order No. 1 (Handout)

The 2017 Term Contract effective May 18, 2017 covers work to be completed in our district under the budget allocations. Ms. Horton pointed out she is pleased that there was an increase to include pipe diameter's up to 21 inches. The next work order will cover areas of Derby and North Collins.

e. Basement Bathroom Facility Resident Letter (Handout)

Ms. Horton advised the Board that the annual series of informational letters were sent in April to 50 properties in ECSD 2 that were inspected in 2016 and 2017 and found to have basement bathroom facilities. This letter is provided to homeowners as informational and advises that such connections put the property at a greater risk for a sanitary sewer backup into the home.

f. 2016 Annual I&I Report – SPDES NY 002-243 (Handout)

Ms. Horton informed the Board that the annual standard report which covers assessment, monitoring, repairs and corrections for the I&I program was sent to the NYSDEC on April 28, 2017.

g. Draft SPDES Permit NY 002-2543 (Handout)

The DSM's questions, concerns and comments on the proposed modifications to the SPDES permit for the Big Sister Creek facility were mailed to the NYSDEC on May 16, 2017. The Board will be kept informed regarding any responses received.

h. Letter Regarding Evangola State Park Sanitary Sewer Pumping Station (Handout)

This letter preceded a meeting with Mr. Fiegl, Mr. Horne, other District personnel as well as representatives of NYS Parks Department on June 2, 2017 at the Evangola Pumping Station (PS) site to discuss repairs and upgrades to that station. The NYS Parks representatives at the site stated they would be recommending installation of a new PS and would discuss with their management. It should be noted that NYS Parks owns the PS while ECSD 2 provides operation and maintenance on the facility.

On a motion by Ms. Knack, seconded by Ms. Horton, the Miscellaneous & Informational Items listed above were all received and filed. The motion carried 4 – 0.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING


Mr. Fiegl advised the Board that a new bond account is needed for ECSD 2. A Sewer Agency Report is in development and will be forwarded to the Board for their consideration and email vote in the next few weeks.

On a motion by Mayor Frawley, seconded by Ms. Horton, the next meeting scheduled for Thursday, July 13, 2017 has been cancelled. The motion carried 4 – 0.

On a motion by Ms. Knack, seconded by Mayor Frawley, the meeting was adjourned at 10:00 a.m. The motion carried 4 – 0.

The next meeting is scheduled for Thursday, October 12, 2017 at 9:00 a.m.

Respectfully submitted,



Angela M. Horton, P.E.
Secretary - ECSD No. 2 - Board of Managers

Approval of Minutes:

Motioned By: Mayor Frawley

Seconded By: A. Horton

Approved/Disapproved: 4/0

Date: 10/12/2017

Signed: Angela M. Horton

**ERIE COUNTY SEWER DISTRICT NO. 2 (ECSD 2)
BOARD OF MANAGERS MEETING MINUTES
OCTOBER 12, 2017 @ 9:00 AM
DISTRICT ADMINISTRATION BUILDING**

MEMBERS PRESENT: Mayor Howard Frawley, Mayor Vincent George, Angela Horton, Anna Knack

MEMBERS EXCUSED: Gifford Swyers

OTHERS PRESENT: Glenn Absolom, Joseph Fiegl, Nancy Forys, Carl Horne, Richard Rehac,
Nadine Wetzel

ITEM NO. 1 – CALL MEETING TO ORDER

Chairperson Knack opened the meeting at 9:00 a.m.

ITEM NO. 2 – APPROVAL OF JUNE 22, 2017 MEETING MINUTES

On a motion by Mayor Frawley, seconded by Angela Horton, the Board voted to approve the minutes from the June 22, 2017 meeting. The motion carried 4 – 0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

Mayor Frawley brought up the sewer odor complaint by Catalano Motors while he was at their facility. Mr. Horne explained that ECSD 2 has all recommended odor control measures in place and believes the odors may be following the creek from the Goya Plant.

Mr. Fiegl wanted to advise the Board about discussions he had with Supervisor Mary Hosler (Town of Evans) when both attended a roundtable hosted by Senator Chris Jacobs. Supervisor Hosler had asked about the possibility of extending sanitary sewers into the Sturgeon Point Marina Area. Mr. Fiegl noted to the Supervisor that the County would be willing to coordinate with the Town to analyze the service needs for this or other potential development plans, but also mentioned that cost is likely the reason why sewers have not been provided in that area and that will be a key factor in any analysis. Mayor Frawley commented that there have been discussions about expansion of the Sturgeon Point Marina and other development in that area, and the possibility of adding additional facilities and converting from septic to sanitary sewers.

ITEM NO. 4 – OLD BUSINESS – None

ITEM NO. 5 – NEW BUSINESS

a. 2018 User Charge

i. Public Hearing Notice & Meeting Minutes (Handout)

Mr. Fiegl spoke on the process of the public hearing notice and meeting, which took place September 20, 2017. This occurs yearly in order to inform the public on the proposed user charge rates. Mr. Fiegl noted that this is the first year District 2 enacted a flat usage charge.

ii. Approval of Resolution (Handout)

On a motion by Mayor Frawley, seconded by Mayor George, the Board voted to approve the User Charge Resolution for ECSD 2. The motion carried 4 – 0.

b. 2018 Meeting Schedule (Handout)

The Board received the proposed 2018 ECSD 2 meeting schedule. On a motion by Ms. Knack, seconded by Ms. Horton, the Board voted to approve the 2018 meeting schedule. The motion carried 4 – 0.

Mr. Fiegl asked the Board members present to see if they would be interested in remaining in their current Board positions for the next 2 year term (1/1/2018-12/31/2019). All members present stated they would be interested in continuing for the next term.

c. I/I Approval for Enforcement Hearing (Handout)

The Board was provided with copies of letters to ECSD 2 property owners who have not complied with their house inspection (6722 Wayne Dr, 6551 Revere Dr, 6678 Gates Dr) or have not corrected a violation found during their house inspection (8234 Lake Shore Rd), pursuant to “Erie County Rules and Regulations for Erie County Sewer Districts”. The Division of Sewerage Management is recommending an Enforcement Hearing for those homeowners. Ms. Horton noted that the hearings are typically scheduled every year and a half, and the next hearing is anticipated in spring 2018.

On a motion by Ms. Knack, seconded by Mayor Frawley, the Board voted to move forward with Enforcement Hearings. The motion carried 4 – 0.

d. Trucker Discharge Permits Approval (Handout)

On a motion by Ms. Horton, seconded by Ms. Knack, the Board voted to approve the 2018 Trucker’s Discharge Permits for Delo Drain & Septic Services, Holland, NY; JB Enterprises Inc./DBA, Ball Toilets & Septic, Blasdell, NY; and United Rentals (NA), Inc. Farmington, NY. The motion carried 4 – 0.

e. Confirmation of Email Poll – Sewer Agency Report (Handout)

The Board was asked to re-affirm their email/phone poll approval for the Sewer Agency Report for ECSD 2 to pursue an increase and improvement of facilities (2017) in the amount of \$2.8 million with the Erie County Legislature pursuant to Article 5A of County Law. The Board had unanimously approved this report by email/phone poll dated July 10, 2017.

On a motion by Ms. Horton, seconded by Mayor George, the Board voted to re-affirm their approval for the Sewer Agency Report as taken on July 10, 2017. The motion carried 4 – 0.

f. Contract Closeout – Wendel Energy Performance Services (Handout)

Ms. Horton noted the final change and the final adjustment of quantities to Contract 90 Closeout for the Big Sister Creek Wastewater Treatment Plant (WWTP), Energy Performance Services Project by Wendel Energy Service LLC is a net decrease of \$14,199.71, resulting in a final contract amount of \$1,145,724.59.

On a motion by Ms. Knack, seconded by Mayor Frawley, the Board voted to approve Contract 90 Closeout in the final amount of \$1,145,724.59. The motion carried 4 – 0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. District Payments (Handout)

Ms. Horton conveyed to the Board the ECSD 2 payments to Kenyon for cured in place pipe (CIPP) lining in the amounts of \$47,374.12 and \$54,710.50; to United Survey for CIPP lining in the amounts of \$44,422.50, \$62,999.10 and \$8,476.20; to Kandey for manhole rehabilitation in the amount of \$4,872.50 and to Nussbaumer & Clarke for construction inspection in the amount of \$19,726.63.

Ms. Horton elaborated on the payment to Nussbaumer & Clarke, which was for 2 projects including: Deer Springs Phase 2 development in Lakeview and Kelly's Place Apartments in Eden. The inspections included testing and observation of all the sewer installation done by the contractors.

Mayor Frawley raised a question regarding the issuance of sewer permits and the fees collected. Mr. Fiegl and Ms. Horton shared in the response advising that sewer permits are issued by the appropriate ECSD and inspections are included in the sewer permit fees. They further went on to provide details on the process for obtaining sewer permits as well as the requirements for approval of the design stage of projects submitted to our engineering department in order to get projects approved and permits issued.

b. Operational Report

Mr. Horne provided the Board with an update on the ECSD 2 collection system activities. Since the last meeting, there were approximately 12,208 feet of sewerlines flushed and 86 manhole repairs. District inspectors performed 626 house inspections in Minisystem (MS) 11 (Derby/Evans). Central Maintenance televised 1,869 feet of sewerlines in MS 3 (Evans/Angola) and MS 16 (Lakeview), and installed 5 internal pipe patch repairs. There were a total of 66 complaints in the district including 11 odor complaints.

At the WWTP staff repaired aeration lines in the north and south aeration basins; drained and inspected all 5 clarifiers and coated them with coal tar epoxy; repaired north clarifier weir supports/brackets; made repairs to the north sand filter system underdrain and installed new sand; replaced rail caps for north sand filter backwash trolley; replaced suction side valve from tank and piping before and after ferric chloride chemical feed pumps; replaced oil seal on digester blower 2; drained and inspected grit chamber; replaced all filter cloths in filter press and repaired drip tray pivot shaft.

Additionally, some outside vendors performed preventative maintenance including Koester Associates completing the semi-annual check of the UV System; Frontier Technical Services completed the 5-year CBS tank inspection of the ferric chloride tank; and Prime Time Services performed the annual cathodic protection system inspection of the underground diesel fuel tank.

At the pumping stations (PS), Point Breeze and Lake Street PS wet wells were cleaned and preventative maintenance performed on the muffin monster cutter assembly. At Pinehurst PS, both pumps were pulled and inspected for wear. At Brant Farnham PS, the Bioxide system suction and discharge hoses were replaced. At North Evans PS, the leaking fuel line from day tank fuel pump to the generator was replaced. At Shorecliff PS, the charcoal in odor control system was replaced. In addition, all interior and exterior of the PS were painted by seasonal laborers.

Ms. Knack questioned if sanitary sewer work is being done in the area of Evelyn Dr and Beverly Ave in Eden. Mr. Horne and Ms. Horton indicated there was no work that we are aware of but they will look into the matter. Immediately following the Board meeting, Ms. Horton questioned Carl Militello, Assistant Sewer District Manager, and both advised Ms. Knack that no sewer work was currently being done in that area. They surmised it must be another utility working there.

c. Pretreatment Report

There was nothing new to report at this time.

d. Construction Report

i. Big Sister WRRF Aeration System Replacement Contract Bid Schedule (Handout)

Ms. Horton introduced Nadine Wetzel as the project manager for Contract 96. The contract is opening bids on October 25, 2017 at 11:00am. Once the bids have been received for this contract, an email/ phone poll will be conducted for recommendation to proceed with the contract.

Mayor Frawley questioned the process of email/phone polls. Mr. Fiegl responded that ultimately, final approval of the actions that are typically done via phone poll comes from the County Legislature, not the Board. The Board provides a "recommendation" and the e-mail/phone polls provide the Board input into the item as the action continues through the Legislative process. The results of a poll are confirmed at the next Board meeting to document the action into the official record. Ms. Horton advised in addition to the phone poll, she concurrently uses email polls as way to have a paper trail.

ii. CIPP Lining Term Contract – Work Order No. 2 (Handout)

Mr. Horton advised the board that this work order is for the 2017 budget. Under Work Order 1, they completed over 4,500 feet of CIPP lining; under Work Order 2, it is anticipated they will complete around 6,600 feet of CIPP lining in the Derby, Evans and North Collins area. They should complete the WO before spring of 2018.

e. Resident Letter & Response – House Inspection Program (Handout)

In July, Mr. Home received a letter from a homeowner regarding the necessity for the house inspections and responded. This homeowner did comply with their inspection on August 16, 2017.

On a motion by Ms. Knack, seconded by Ms. Horton, the Miscellaneous & Informational Items listed above were all received and filed. The motion carried 4 – 0.

Mr. Fiegl mentioned the DSM recently received a copy of an internal NYSDEC memorandum that described the NYSDEC eliminating ORFs and emergency bypasses from SPDES permits. This change could have a major impact on the District. The DSM has already been in contact with the NYSDEC regarding this item and anticipates further dialogue in the future. As more is known, the Board will be informed.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Ms. Knack, seconded by Mayor George the meeting was adjourned at 9:40 a.m. The motion carried 4 – 0.

Next meeting is scheduled for Thursday, December 7, 2017 at 9:00 a.m.

Respectfully submitted,



Angela M. Horton, P.E.

Secretary - ECSD No. 2 - Board of Managers

Approval of Minutes:

Motioned By: Mayor Frawley

Seconded By: Mayor George

Approved/Disapproved: 5/0

Date: 2/15/18

Signed: Angela M. Horton