

**MINUTES
BOARD OF MANAGERS
ERIE COUNTY SEWER DISTRICT (ECSD) NO. 4
APRIL 5, 2017
NORTHERN REGION CONFERENCE ROOM**

MEMBERS PRESENT: Mr. William Cansdale, Mr. Robert Harris, Ms. Kristin McCracken, and Mr. Jesse Nikonowicz, Sr.

OTHERS PRESENT: Mr. Glenn Absolom, Mr. Joseph Fiegl, Ms. Brenda Rehac, Mr. Richard Rehac, Mr. William Strzeszynski and Ms. Nadine Wetzel

ITEM NO.1-CALL MEETING TO ORDER

Ms. McCracken called the meeting to order at 3:30 pm.

ITEM NO.2-APPROVAL OF DECEMBER 7, 2016 MEETING MINUTES

Mr. Nikonowicz, Sr., moved, seconded by Mr. Harris to approve the December 7, 2016 meeting minutes. The motion carried 4-0.

ITEM NO.3-ITEMS FROM THE PUBLIC

a. Welcome new Board Member

Ms. McCracken welcomed new Board Member, Mr. Cansdale to replace Mr. Gary Ambrose who resigned from the Board in 2016. Mr. Fiegl stated that Mr. Thomas Batt also resigned a few weeks ago because he retired.

ITEM NO.4-OLD BUSINESS

a. I&I Enforcement Hearing Update-Final Letters Sent

Mr. Fiegl updated the Board on the homeowners that were still in noncompliance after the enforcement hearing held on November 16, 2016. 75 Stutzman corrected their violation and the homeowner of 2798 George Urban Blvd was granted an extension due to health issues. Those were the only two (2) properties recommended for initiation of I&I Enforcement premium assessments in 2017.

b. 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. Contract 49-Stony Road Repair, Yarussi-Close Out (Handout)

The Board reviewed a copy of the handout. Ms. McCracken moved, seconded by Mr. Harris to confirm the previous phone poll for final payment to Yarussi Construction. The motion carried 4-0.

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ITEM NO. 6-MISCELLANEOUS & INFORMATION ITEMS

a. **Operation Reports-(November-February)**

The Board received copies of the operational reports. Mr. Strzeszynski described the sewer district's follow up to a blocked sewer complaint on Meadow Lea. Staff televised and root cut (6) six sewer lines, guided by camera unit. Additionally, two (2) pipe patches were completed in the same neighborhood on Hess and Biscayne. Staff have been completing inflow and infiltration manhole inspections and repairs along the Walden Avenue trunk, as well as the Bowmansville area. Flushing was completed for mini-systems 7, 13 and 14 with the exception of some back lot and high traffic areas.

Regarding the facilities, Northern Region staff completed:

Aurora South Pumping Station (PS): a comminutor repair utilizing components from the now defunct Aurora North PS, along with the replacement of the pump control phase monitor.

Broadway PS: refurbishment of both pumps. Staff are currently completing the fabrication and wiring of the new PLC unit for the station which is 85% complete.

Bowmansville PS: replacement of both VFD's. Also, staff repaired a broken air relief on the station's force main. Also painted all the pumps, valves and piping in the drywell.

Depew Overflow Retention Facility: the installation of the wash tank fill valve and actuator.

Hall Road PS: update of the Moscad Telemetry with a new Omni-Site system. Staff also replaced the check valve on pump #1.

Warner Road PS: replacement of the pump wear rings and painted all pumps, valves and piping within the drywell.

Haskell Road PS: update of the Moscad Telemetry with a new Omni-Site system.

b. **Pretreatment Report**

Mr. Fiegl noted the audit report from the EPA inspection completed last spring was received within the last week. The Division of Sewerage Management will be reviewing the report and anticipates the County's response will be a future agenda.

c. **Construction Status Report**

Mr. Fiegl discussed the Aurora North PS Elimination. The project is nearing completion, the interceptor passed all testing, and the station is in the process of being decommissioned. Mr. Carr is meeting with CATCO to discuss final restoration and claims. Coordination will occur with the Town of Lancaster and County Highways regarding the striping of William Street.

d. **Payments (Handout)**

The Board reviewed payments to CATCO for the Aurora North PS Elimination Project and Yarussi for the Stony Road Sewer Rehabilitation Project.

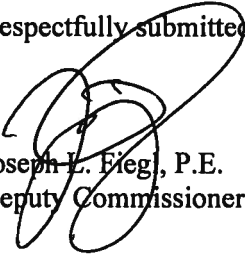
Ms. McCracken moved, seconded by Mr. Cansdale to receive and file the miscellaneous and information items. The motion carried 4-0.

ITEM NO. 7 ADJOURNMENT & NEXT MEETING

Mr. Harris moved, seconded by Ms. McCracken to adjourn the meeting at 3:44 pm. The motion carried 4-0.

*****NEXT MEETING***
Combined Budget Meeting
Wednesday, June 21, 2017 @ 3:00 p.m.
Northern Region Admin Bldg.**

Respectfully submitted,



Joseph L. Fieg, P.E.
Deputy Commissioner

Motion to approve minutes of 4/5/17

Moved By: WC

Seconded By: RH

Approved/Disapproved: 4-0

Date: 6/21/17

Signature: Nadine Netzel

JF:br

**ERIE COUNTY SEWER DISTRICT NO 4
BOARD OF MANAGERS MEETING MINUTES
JUNE 21, 2017
NORTHERN REGION CONFERENCE ROOM**

MEMBERS PRESENT: Mr. William Cansdale, Mr. Robert Harris, Ms. Kristin McCracken
And Ms. Nadine Wetzel

MEMBERS ABSENT: Mr. Jesse Nikonowicz, Sr.

OTHERS PRESENT Mr. Glenn Absolom, Mr. James Carr (3:35), Mr. Joseph Fiegl,
Ms. Brenda Rehac, Mr. Richard Rehac, Mr. Matt Salah,
Mr. William Strzeszynski and Mr. Kevin Zynda

ITEM NO.1-CALL MEETING TO ORDER

Ms. McCracken called the meeting to order at 3:00 p.m.

ITEM NO.2-APPROVAL OF APRIL 5, 2017 MEETING MINUTES

Mr. Cansdale moved, seconded by Mr. Harris to approve the April 5, 2017 minutes. The motion carried 4-0.

ITEM NO.3-ITEMS FROM THE PUBLIC

Ms. McCracken welcomed new Board Member, Ms. Nadine Wetzel of the Division of Sewerage Management (DSM). Ms. Wetzel will be taking over the duties of the District 4 Secretary.

ITEM NO.4-OLD BUSINESS

None

ITEM NO.5-NEW BUSINESS

On a motion by Mr. Cansdale, seconded by Mr. Harris, the regular District No. 4 meeting was adjourned at 3:02 p.m. for the Combined Budget Meeting. The motion carried 4-0. The regular District No. 4 meeting reconvened at 3:32 p.m.

a. Presentation and Approval of 2018 Budget

i. Proposed 2018 Budget (Handout)

The 2018 Budget was presented by Mr. Fiegl to the Board during the Combined Budget Meeting. Mr. Harris moved, seconded by Ms. McCracken to approve the 2018 Budget as presented. The motion carried 4-0.

ii. 271 Resolution (Handout)

After the Combined Budget Meeting, Mr. Fiegl presented the 271 resolution to the Board for review and approval. Approximately 71% and 29% of the total sanitary sewer tax levy of \$2,130,611 shall be raised from the assessed value and footage charges respectively.

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Mr. Cansdale moved, seconded by Ms. McCracken to approve the 271 Resolution with a flat usage charge of \$200.00 and footage charge of \$0.80. 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 major changes are necessary, the Board of Managers will be informed.

ITEM NO 6-MISCELLANEOUS & INFORMATIONAL ITEMS

a. **Operation Report**

Mr. Strzeszynski updated the Board with the operation report. The Zoeller Road pump station Moscad Telemetry was replaced with a new Omni-Site. The station's spare pump was rebuilt, and repairs and reinstallation of the comminutor was completed. Staff completed VFD replacement, installation, and setup at both the Warner Road and Bowmansville pump stations.

Staff continued progress with investigations of the collection systems tributary to the Walden Trunk, as well as the Bowmansville pump station, completing roughly fourteen (14) manhole/inflow & infiltration inspections. Staff identified and eliminated a substantial leak at a manhole at Home and East Home Rd through repair of both the exterior and interior of the structure.

Mr. Fiegl suggested if there were no objections from the Board, the operation reports could be viewed on the County's website rather than distributed in hard copy format. The Board agreed that this was acceptable.

b. **Pretreatment Report**

Nothing new to report.

c. **Construction Status Report**

i. **Contract No. 75, CIPP Lining-Work Order No.1 (Handout)**

The Board received a copy of Work Order 1 for Contract 75 Cured in Place Pipe Lining Term Contract awarded to United Survey, Inc., for Districts No. 1, 2, 3, 4, 5, 6, and 8. Work Order 1 was issued on May 18, 2017 and work will be commencing in District 4 soon. Work includes approximately 700 linear feet of pipe lining on Markey Avenue in the Town of Lancaster. Work Order 2 is anticipated to be issued in August or September of this year.

ii. **Contract 40RB Resident Paving Letters (Handout)**

The Board received a copy of letters sent to the homeowners regarding pavement restoration work on William Street and Transit Road that were respectively completed in April and June. This work was associated with final restoration activities for the Aurora North Pumping Station (PS) Elimination project. Ms. Wetzel reported a final walk-through with Catco was conducted on June 21, 2017. Mr. Carr stated the project is very close to completion with a few punch list items to address. Mr. Fiegl discussed the status of a few claim items that have yet to be resolved.

d. Payments (Handout)

The Board reviewed the payment made to Catco for the Aurora North PS Elimination Project for \$122,260.64.

e. Basement Bathroom Facility Resident Letter (Handout)

The Board received a copy of a sample informational letter sent to homeowners identified as having basement bathroom facilities and or basement floor drain(s) connected to the sanitary sewer noted during their house inspection. The homeowners were advised that while this type of connection is not a violation, it can put the homeowner at higher risk for sewer backups.

Mr. Harris moved, seconded by Mr. Cansdale to receive and file the informational items on the agenda. The motion carried 4-0.

ITEM NO. 7-ADJOURNEMENT AND NEXT MEETING

With the passage of the budget, Ms. McCracken moved, seconded by Mr. Cansdale to cancel the July 12th meeting. The motion carried 4-0.

On a motion by Mr. Cansdale, seconded by Mr. Harris, the Board moved to adjourn the meeting at 3:49 pm. The motion carried 4-0.

*****NEXT SCHEDULED MEETING***
WEDNESDAY, OCTOBER 11, 2017 @ 3:30 PM
NORTHERN REGION CONFERENCE ROOM**

Respectfully submitted,



Nadine Wetzel, P.E.
Board of Managers Secretary
District 4

Motion to approve minutes of 6/21/17

Moved By: RH

Seconded By: WC

Approved/Disapproved: 5-0

Date: 10/11/17

Signed: Nadine Wetzel

NW:br

**ERIE COUNTY SEWER DISTRICT (ECSD) NO. 4
BOARD OF MANAGERS MEETING MINUTES
OCTOBER 11, 2017
NORTHERN REGION CONFERENCE ROOM**

MEMBERS PRESENT: Mr. William Cansdale, Mr. Robert Harris, Ms. Kristin McCracken
Mr. Jesse C Nikonowicz, Sr., and Ms. Nadine Wetzel

OTHERS PRESENT Mr. Glenn Absolom, Mr. Joseph Fiegl, Mr. Peter Monteferrante (3:40),
Ms. Mary Plesh, Ms. Brenda Rehac, Mr. Richard Rehac, and
Mr. William Strzeszynski

ITEM NO.1-CALL MEETING TO ORDER

Ms. McCracken called the meeting to order at 3:31 p.m.

ITEM NO.2-APPROVAL OF JUNE 20, 2017 MEETING MINUTES

Mr. Harris moved, seconded by Mr. Cansdale, to approve the June 20, 2017 minutes. The motion carried 5-0.

ITEM NO.3-ITEMS FROM THE PUBLIC

Mr. Peter Monteferrante was present to discuss his interest as a potential property owner at 17 Margareta Street in the Town of Lancaster. Currently the property is within the district but is vacant and is not fronted by a sanitary sewer. Mr. Monteferrante would like to gather information on the feasibility and possible costs associated with having a sanitary sewer extended to the property. Mr. Fiegl suggested the Division of Sewerage Management (DSM) research the various options and follow up with the Board at the next meeting.

On a motion by Mr. Cansdale, seconded by Mr. Nikonowicz, Sr., the Board voted to direct the DSM to further investigate the options available and make a recommendation to the Board at the next meeting. The motion carried 5-0.

ITEM NO.4-OLD BUSINESS

None

ITEM NO.5-NEW BUSINESS

- a. 2018 User Charge
 - i. Public Hearing Notice & Meeting Minutes (Handout)

The Board received a copy of the proposed 2018 User Charge Rates Public Hearing Notice and meeting minutes from the hearing on September 20, 2017. Now that the public hearing was held, the next step is for the individual Boards of Managers to adopt the rates. Ms. Wetzel stated the biochemical oxygen demand (BOD), total suspended solids (TSS), and phosphorus rates are

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established by the Buffalo Sewer Authority. A Notice of Adoption will be published in the Buffalo News and the County's official papers. If there are no objections, the rates will take effect on January 1, 2018.

ii. Approval of Resolution (Handout)

The Board reviewed a copy of the User Charge Resolution. Ms. McCracken moved, seconded by Ms. Wetzel, to approve the 2018 User Charge Rates for ECSD No. 4. The motion carried 5-0.

b. 2018 Meeting Schedule

The Board reviewed the 2018 proposed meeting schedule. Mr. Cansdale moved, seconded by Mr. Nikonowicz, Sr., to approve the 2018 schedule as submitted. The motion carried 5-0.

Mr. Fiegl explained the current Board's term will be ending December 31, 2017. He asked if the Board Members would be interested in serving another term. Mr. Harris notified the Board he will be retiring in mid-October 2017. Subsequently, he will complete his term on the ECSD No. 4 Board of Managers on December 31, 2017. The remaining Board Members replied in the affirmative.

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

The Board received copies of final violation notices from the DSM to (4) four property owners in ECSD No. 4 who have not corrected a violation found during their house inspection. Mr. Strzeszynski explained several attempts have been made to reach out to the homeowners without a response. Ms. McCracken moved, seconded by Mr. Cansdale, to recommend an Enforcement Hearing for the listed properties. The motion carried 5-0.

d. Out of District Customer Request-17 Margareta, Lancaster (Handout)

A copy of Mr. Peter Monteferrante's correspondence letter was provided for the Board's review and discussed in item No. 3. It was noted that this item was not an "Out of District Customer Request" but rather a request for DSM design services and materials for construction.

ITEM NO 6-MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operation Report

Mr. Strzeszynski updated the Board with the operational report. Replacement of variable frequency drives (VFD's) was performed at the Bowmansville and Warner Road pump stations. Comminutor #2 at the Depew Pump Station was refurbished and re-installed. Installation of underground conduit and wiring for the Depew overflow retention facility (ORF) basin drain valve actuator was completed. The ORF odor control system was installed and tested. The Broadway wet weather pump station upgrade is nearing completion. A VFD was replaced and programmed, and the new transfer switch was installed and successfully tested. Replacement of the control system is underway.

Staff continued assessing and repairing manholes tributary to both the Bowmansville pump station and the Walden Avenue trunkline. Manhole repairs are being completed in these areas primarily for inflow reduction. Chemical root treatment was applied to both Markey Avenue and Impala Parkway.

All other work completed during this period was routine in nature.

b. Pretreatment Report

Nothing new to report.

c. Construction Status Report

i. Contract No. 75, CIPP Lining-Work Order No.2 (Handout)

The Board received a copy of the letter to United Survey, Inc., regarding Contract 75, Work Order No. 2, outlining the term agreement for Cured-in-Place Pipe Lining effective September 25, 2017. Ms. Wetzel informed the Board that United Survey has completed lining work on Markey Avenue under Work Order No. 1. Work Order No. 2 includes lining of about 6,300 linear feet of sewers on Transit, Meadow Lea, and Impala. Work will proceed through the winter if the weather permits.

Ms. Wetzel informed the Board Contract No. 79 for sewer repairs was awarded to Visone Construction and a notice to proceed will follow shortly. Ms. Wetzel also discussed an improvement project for the Iroquois Pumping Station that was previously postponed due to budget constraints. Wendel Engineers is resuming design phase services, and construction is anticipated to begin in 2018.

Mr. Fiegl discussed the Aurora North Pumping Station (PS) Elimination, Contract 40RB. The project is nearing completion with final punch list items remaining, primarily restoration work and claim sign-offs. The DSM is preparing the house on Michael Anthony Lane that was purchased by Erie County to be placed on the market. The easement for the new sewer that crosses the property will need to be established. Mr. Fiegl also updated the Board on the memorandum of agreement with the Erie County Department of Public Works, which no longer requires a transfer of monies from ECSD No. 4 to Erie County Highways for restoration work. Additional, unanticipated services were provided for Erie County Highways under Contract 40RB which were essentially equal in value to the restoration work Erie County Highways completed on Losson Road.

d. Payments (Handout)

Ms. Wetzel reviewed the payments provided with the handout to the Board. Payment was made to Catco for the Aurora North PS Elimination for \$445,989.75, and also to United Survey for cured in place pipe lining for \$5,616.00.

Mr. Harris moved, seconded by Mr. Cansdale, to receive and file the miscellaneous and informational items on the agenda. The motion carried 5-0.

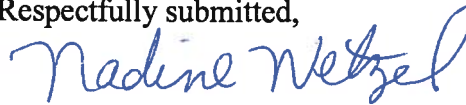
Mr. Fiegl mentioned the DSM recently received a copy of an internal NYSDEC memorandum that described the NYSDEC eliminating ORFs and emergency bypasses from SPDES permits. This change could have a major impact on the District. The DSM has already been in contact with the NYSDEC regarding this item and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

ITEM NO. 7-ADJOURNEMENT AND NEXT MEETING

Mr. Nikonowicz, Sr., moved, seconded by Mr. Harris to adjourn the meeting at 4:01. The motion carried 5-0.

*****NEXT SCHEDULED MEETING***
WEDNESDAY, DECEMBER 6, 2017
3:30 PM
NORTHERN REGION CONFERENCE ROOM**

Respectfully submitted,



Nadine Wetzel, P.E.
Board of Managers Secretary

Motion to approve minutes of 10/11/17

Moved By: J. Nikonowicz

Seconded By: K. McCracken

Approved/Disapproved: 4-0

Date: 2/14/18

Signature: Nadine Wetzel
NW:br