

ERIE COUNTY SEWER DISTRICT (ECSD) NO. 8
BOARD OF MANAGERS MEETING
APRIL 4, 2017
AURORA TOWN HALL

MEMBERS PRESENT: Susan Friess, Matthew Hoeh, Garry Pecak and Bryan Smith

OTHERS PRESENT: Steve Canestrari, Joseph Fiegl, Kevin Kaminski, Rick Rehac and Cynthia Schuman

ITEM NO. 1 – CALL MEETING TO ORDER

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

ITEM NO. 2 – APPROVAL OF MINUTES OF PREVIOUS MEETING

On a motion by Mr. Hoeh, seconded by Mr. Pecak, the Board voted to approve the minutes from the December 6, 2016 meeting. The motion carried 4-0. Mr. Pecak asked for, and received approval to distribute the minutes electronically in the future.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

Mr. Fiegl informed the Board that a public hearing was held to discuss the Aurora Mills subdivision sewer extension project. No one spoke in opposition to the project. The next step entails the Legislature passing an approving resolution for the project.

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

There were no items to discuss.

ITEM NO. 6 - MISCELLANEOUS / INFORMATIONAL ITEMS

a. Payments (Handout)

The Board received a handout detailing payments. Mr. Pecak discussed that the payments were for Contracts 15 and 16 at the East Aurora Waste Water Treatment Plant (EAWWTP). It is expected that there will be one more payment for each Contract.

b. Operational Report

Mr. Kaminski reported that the facility centrifuge has been rebuilt and the hydraulic power drive has been repaired.

Mr. Canestrari reported that repairs were made to manholes on Riley and North Willow. Chemical Root Control Treatment was also done in the North Willow area. Mr. Canestrari explained the process of the treatment and the guarantee of service from the contractor.

Item 2

c. Pretreatment Report

None

d. Construction Report

i. Contract 76 – CIPP Lining – Notice to Proceed (Handout)

The Board received the handout detailing the starting date of the contract.

Mr. Pecak gave an update on Construction in the District:

- o Contract 76 – Cured in Place Lining began last week with preliminary televising and cleaning. Lining will begin in a few weeks.
- o Contract 75 – The Cured in Place Pipe Lining Term Contract is in the process of award through the County’s Purchasing Department. Notice to Proceed is anticipated late April or early May.
- o Contract 15 – EAWWTP Control Building Rehabilitation and Contract 16-EAWWTP Tank No. 1 Airline Replacement are both complete and in the process of being closed out.
- o A repair on Beech Road late last year was stopped due to conflicts with other utilities. The sewer line will be relocated instead. The project will be put out to bid in the near future and be completed before the Town paves the road.

Mr. Hoeh reported that reconstruction of West Filmore Avenue will begin in late April.

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

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

Mr. Smith made a motion to adjourn the meeting at 9:38 a.m. Mr. Hoeh seconded the motion. The motion carried 4-0.

Tuesday, June 20, 2017 @ 9:30 A.M.
Town of Aurora

Respectfully submitted,



Garry Pecak, P.E., Secretary
ECSD No. 8 Board of Managers

Motion to approve minutes of April 4, 2017

Moved By: M. Smith

Seconded By: m. Hoeh

Approved/Disapproved: 4-0

Date: 6/20/17

Signed: Garry Pecak

**ERIE COUNTY SEWER DISTRICT NO. 8
BOARD OF MANAGERS MEETING
JUNE 20, 2017
AURORA TOWN HALL**

MEMBERS PRESENT: Susan Friess, Matthew Hoeh, Garry Pecak and Bryan Smith

OTHERS PRESENT: Steve Canestrari, Joseph Fiegl, Kevin Kaminski, Rick Rehac and Cynthia Schuman

ITEM NO. 1 – CALL MEETING TO ORDER

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

ITEM NO. 2 – APPROVAL OF MINUTES OF PREVIOUS MEETING

On a motion by Mr. Smith, seconded by Mr. Hoeh, the Board voted to approve the minutes from the April 4, 2017 meeting. The motion carried 4-0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

There were no items from the public.

ITEM NO. 4 – OLD BUSINESS

Mr. Fiegl informed the Board that the Aurora Mills extension project is official as of June 19, 2017.

ITEM NO. 5 – NEW BUSINESS

- a. Presentation and Approval of 2018 Budget (Handout)
- i. Proposed 2018 Budget (Handout)

Mr. Fiegl presented the proposed ECSD No. 8 Budget to the Board.

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. The Memorandum of Understanding essentially 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.
- Debt service, revenues, fund balance, and capital reserve allocations are exclusive to each sewer district.

Item 2

For this year, Central Region shares in approximately 39% of the Division-wide expenses and 62% of Laboratory expenses. Overall, within Central Region ECSD No. 8 is responsible for approximately 9% of ECSD Nos. 3 and 8 costs, except for Professional Services, debt service, capital reserves, and personnel.

Reviewing the overall summary for ECSD No. 8, total appropriations are projected to increase approximately \$31,000 when compared to 2017. The major component of this increase is an additional \$50,000 allocated to capital reserves. Offsetting the appropriation increase are small anticipated increases in the amount collected for user charges and approximately \$15,000 in additional fund balance revenues when compared to the 2017 budget. As a result, the typical ratepayer (single family home) in ECSD No. 8 will pay essentially the same in 2018 as in the current year.

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 over \$869,000 of the Central Region budget. The major items includes various treatment plant equipment replacements throughout the Region, shared equipment purchases to be used across all Erie County Sewer Districts, replacement of two (2) vehicles, technology upgrades, and 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 fund balance and utilized as revenue to offset future rate impacts. Items listed in the budget as "DSM" are expenses for the Downtown office. Again, Central Region contributes approximately 39% of these Downtown office expenses.

A review of the individual budget codes was provided. Specific items highlighted included the budgeting on fuel, various changes in Maintenance and Repair supply codes, adjustments in chemicals, the \$1,000,000 increase in I&I repair, increases in capital reserves, decreases in utility costs, and personnel costs. Mr. Fiegl noted that there is a possibility that funds may be transferred for SCADA maintenance and support from other codes in the budget. Should this change be made, it would be completed as a budget neutral transaction with no impact to the ratepayer.

Fund balance usage as an offsetting revenue is budgeted at 50% of the available amount on 12/31/16. The available district fund balance represents approximately 3.8 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 remain at \$50.00 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 voting on the ECSD No. 8 portion of the Central Region

budget. At the Combined Budget Meeting on June 21st, the entire budget is voted upon. If at that time any changes are proposed by the ECSD No. 3 Board of Managers that impact the ECSD No. 8 portion of the budget, said changes will be presented and discussed at the July 2017 ECSD No. 8 Board of Managers meeting.

On a motion by Ms. Friess, seconded by Mr. Smith, the Board voted to approve the proposed budget. The motion carried 4-0.

ii. 271 Resolution (Handout)

On a motion by Mr. Smith, seconded by Mr. Hoeh, the Board voted to approve the proposed 271 Resolution with approximately 71% and 29% of the total sanitary sewer tax levy of \$1,194,059 being raised from the assessed value and footage charges, respectively. This approval is contingent upon the approval of the combined budget with Sewer District No. 3 at the combined budget meeting on June 21, 2017. 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.

b. Contract No. 15 Closeout East Aurora WWTP Control Building (Handout)

On a motion by Mr. Smith, seconded by Ms. Friess, the Board voted to approve the closeout resolution for Contract No. 15. The motion carried 4-0.

c. Contract No. 16 Closeout East Aurora WWTP Airline Replacement (Handout)

On a motion by Ms. Friess, seconded by Mr. Hoeh, the Board voted to approve the closeout resolution for Contract No. 16. The motion carried 4-0.

ITEM NO. 6 - MISCELLANEOUS / INFORMATIONAL ITEMS

a. Payments (Handout)

The Board received a handout detailing payments. Mr. Pecak discussed that the payments were to Wendel for closeout work related to Contract No. 15.

b. Operational Report

Mr. Kaminski reported that the No. 1 clarifier at the East Aurora Water Resource Recovery Facility is down for service. They are replacing a broken sweep. While the tank is down, they will do any other necessary repairs and any preventative maintenance tasks that are due. After this tank repair is complete, it will be put back in service. Soon thereafter, the No.2 tank will be taken out of service for repairs and maintenance.

Mr. Canestrari reported that crews are raised manholes on Rt. 20A that had been paved over during work by NYSDOT.

c. Pretreatment Report

None

d. Construction Report

Mr. Pecak reported that lining work under the CIPP Lining Contract No. 76 had been completed in District No. 8. The Beech Rd sewer relocation project has been bid through the Department of Purchase, which is in the process of awarding to the low bidder.

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

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

Mr. Hoeh made a motion to cancel the July 11, 2017 Board meeting contingent on the approval of the budget at the combined budget meeting with Sewer District No. 3 on June 21, 2017. Mrs. Freiss seconded the motion. The motion carried 4-0.

Mr. Smith made a motion to adjourn the meeting at 9:57 a.m. Mr. Hoeh seconded the motion. The motion carried 4-0.

The next meeting is scheduled for Tuesday, October 10, 2017 at 9:30 pm.

Respectfully submitted,



Garry Pecak, P.E., Secretary
ECSD No. 8 Board of Managers

Motion to approve minutes of June 20, 2017

Moved By: B. Smith

Seconded By: M. Hoeh

Approved/Disapproved: 4-0

Date: 10/10/17

Signed: 

**MINUTES
ERIE COUNTY SEWER DISTRICT NO. 8
BOARD OF MANAGERS MEETING
OCTOBER 10, 2017
AURORA TOWN HALL**

MEMBERS PRESENT: Susan Friess, Matthew Hoeh, Garry Pecak and Bryan Smith

OTHERS PRESENT: Glenn Absolom, Steve Canestrari, Joseph Fiegl, Mary Plesh, Rick Rehac and Cynthia Schuman

ITEM NO. 1 – CALL MEETING TO ORDER

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

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

On a motion by Mr. Smith, seconded by Mr. Hoeh, the Board voted to approve the minutes from the June 20, 2017 meeting. The motion carried 4-0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

There were no items from the public.

ITEM NO. 4 – OLD BUSINESS

There was no old business.

ITEM NO. 5 – NEW BUSINESS

a. 2018 User Charge (Handout)

i. Public Hearing Notice & Meeting Minutes (Handout)

The Board reviews the Notice and Minutes for the Public Hearing held on September 20, 2017 regarding proposed 2018 User Charge Rates. This hearing is a requirement of County Law. No comments were received from the public at the meeting.

ii. Approval of Resolution (Handout)

On a motion by Mr. Hoeh, seconded by Mr. Pecak, the Board voted to approve the Resolution to approve the proposed 2018 User Charge Rates. The motion carried 4-0.

b. 2018 Meeting Schedule

Item 2

On a motion by Ms. Friess, seconded by Mr. Hoeh, the Board voted to approve the 2018 Board Meeting schedule. The motion carried 4-0.

Mr. Fiegl inquired about the Board Members interest in continuing to serve in 2018, noting that terms are set to expire at the end of the year. An additional representative from the Village of East Aurora was also discussed.

c. Out of District Customer Requests (Handout)

i. 462 Mill Rd. (Handout)

Letter of request to connect and survey has been received from Ms. Valerie Davis. On a motion by Ms. Friess, seconded by Mr. Hoeh, the Board voted to approve the connection request, contingent on approval by the Town Board. The motion carried 4-0.

ii. 111 Beech Rd. (Handout)

An Out of District Agreement is needed. In anticipation of approval as an out of district customer, the property owner was given permission to install a stub from the main to the right of way in conjunction with active construction on the road. The property owner proceeded to connect the two houses (3 residential units) to the County system without an Agreement in place. A letter was sent from the District office to the property owner stating that the connection was not approved and could be ordered to be disconnected should either the District 8 Board or Town Board not approve the Out of District Customer request.

On a motion by Ms. Friess, seconded by Mr. Smith, the Board voted to approve the connection request, contingent on approval by Town Board. The motion carried 4-0.

ITEM NO. 6 - MISCELLANEOUS / INFORMATIONAL ITEMS

a. Operational Report

Mr. Absolom reported that work done at the East Aurora Treatment Plant included rebuilding reactors and clarifiers and repairs to the centrifuge. A SPDES permit violation was experienced during the summer due to high ammonia levels when one of the reactors was down for repairs. Both reactors are back in full operation.

Mr. Canestrari reported that crews vapor rooted one section on Mill Rd. While investigating an odor complaint from a resident of Geneva, staff discovered an overflow pipe connecting the sanitary and storm sewer on Sycamore @ South Streets. After extensive smoke testing and telespection, staff discovered a surcharged main. The surcharge was not affecting nearby homes because an overflow cross connection was allowing the sanitary waste to flow into the storm sewer. Staff has since installed a mechanical plug in the overflow pipe to prevent this from occurring in the future. As with all SSO's, this was reported to NYSDEC along with a description of our corrective measures. The SSO was not shown on any records the County has.

Mr. Fiegl informed the Board that District staff had been asked, and assisted, in a sewer work scene for a day during the filming of the movie Cold Brook in the Village.

b. Pretreatment Report

None

c. Construction Report

Mr. Pecak reported that Contract No. 75 work order # 2 has been issued, with work order # 1 almost completed.

Mr. Pecak reported that Contract No. 17 involving the relocation of the sanitary sewer along Beech Rd was substantially complete with all laterals reconnected to the new main. Lawn restoration and street paving remain as open items.

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

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

Ms. Friess made a motion to adjourn the meeting at 9:53 a.m. Mr. Hoeh seconded the motion. The motion carried 4-0.

Respectfully submitted,



Garry Pecak, P.E., Secretary
ECSD No. 8 Board of Managers

Motion to approve minutes of October 10, 2017

Moved By: B. Smith

Seconded By: M. Hoeh

Approved/Disapproved: 4-0

Date: 12/5/17



MINUTES
ERIE COUNTY SEWER DISTRICT NO. 8
BOARD OF MANAGERS MEETING
DECEMBER 5, 2017
AURORA TOWN HALL

MEMBERS PRESENT: Susan Friess, Matthew Hoeh, Garry Pecak and Bryan Smith

OTHERS PRESENT: Steve Canestrari, Joseph Fiegl, Kevin Kaminski, Mary Plesh, Rick Rehac and Cynthia Schuman

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, seconded by Mr. Hoeh, the Board voted to approve the minutes from the October 10, 2017 meeting. The motion carried 4-0.

An update was provided by Mr. Fiegl regarding the discussion on appointing an additional Board Member from the Village of East Aurora. The Village has since submitted a recommendation for consideration.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

There were no items from the public.

ITEM NO. 4 – OLD BUSINESS

There was no old business.

ITEM NO. 5 – NEW BUSINESS

a. **Sewer Agency Report – Modification of Plans (Handout)**

Mr. Fiegl explained that the Bond account has approximately \$770,000.00 in remaining bond authorization due to changes in scope and/or previous projects costing less than originally estimated. The Bond account is set to expire and the Modification of Plans is necessary to extend the authorization. The amount of authorization would not change. A list and description of proposed projects that would benefit from the extension are detailed in the handout. Mr. Pecak added that the Board will need to vote on a resolution to approve and adopt the submitted Sewer Agency Report and recommend that it be further submitted to the County Legislature. The Sewer Agency Report must also be signed by Chairperson Friess.

On a motion by Mr. Smith, seconded by Mr. Pecak, the Board voted to approve the Resolution. The motion carried 4-0.

Item 2

b. Confirmation of E-mail Poll – Contract No. 76 Closeout CIPP Lining – Kenyon (Handout)

On a motion by Mr. Pecak, seconded by Mr. Hoeh, the Board voted to confirm the e-mail poll approving closeout of Contract No. 76. The motion carried 4-0.

ITEM NO. 6 - MISCELLANEOUS / INFORMATIONAL ITEMS

a. Operational Report

Mr. Kaminski reported that the East Aurora Plant has had operational issues with the facility's centrifuge. Specifically, the centrifuge is showing signs of excessive wear and vibration even after bearing replacement. Vibrations have caused anchor bolts to shear and require replacement with higher grade bolts. The unit has not yet reached its recommend run hours prior to scheduled rebuild. As the Board will recall, a new rotating assembly and roto-diff for the centrifuge were included as line items in the 2018 budget. The unit currently has no redundancy. District will order new assembly as soon as permissible under the 2018 budget. Lead time is estimated at 5 to 6 months. The existing assembly will be sent out for rebuild and will be kept as spare once the new rotating assembly is available.

Mr. Canestrari reported that the mechanical plug installed to remedy a recently discovered overflow pipe on Sycamore St. was effective during the recent rain events with no adverse impact on the system. A permanent bulkhead can be installed after the winter. CIPP lining work will continue in the Village of East Aurora over the winter, contingent upon the weather.

b. Pretreatment Report

None

c. Construction Report

i. Contract 79 – Sewer Repair Term Contract – Work order No. 1 (Handout)

Mr. Pecak reported that Work Order No. 1 is complete and work on Work Order No. 2 is anticipated to begin in January 2018.

ii. Contract 17 – Beech Road Sanitary Sewer Relocation – Work has been completed.

Due to washout from heavy rains in November topsoil needed to be replaced. Contractor will need to return in the spring to seed.

d. Payments

There is one payment to Tom Greenauer Development for Contract 17.

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.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

Mr. Smith made a motion to adjourn the meeting at 9:40 a.m. Ms. Friess seconded the motion. The motion carried 4-0.

Next meeting is scheduled for Tuesday, February 13, 2018 at 9:30 a.m.

Respectfully submitted,



Garry Pecak, P.E., Secretary
ECSD No. 8 Board of Managers

Motion to approve minutes of December 5, 2017

Moved By: M. Plesh

Seconded By: S. Friess

Approved/Disapproved: 3-0

Date: 2/13/18

Signed: Mary K Plesh