

**ERIE COUNTY SEWER DISTRICT NO. 1
BOARD OF MANAGERS
FEBRUARY 15, 2018
CHEETOWAGA TOWN HALL
MINUTES**

MEMBERS PRESENT: Ms. Diane Benczkowski, Mr. Patrick Bowen, Mr. William Hanley,
Ms. Sheila Meegan and Mr. Matt Salah

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

ITEM NO. 1-CALL MEETING TO ORDER

Ms. Meegan called the meeting to order at 1:32 pm.

a. **Nominations for Board Officers**

Ms. Benczkowski moved, seconded by Ms. Meegan to re-elect Ms. Meegan as Chairperson and Ms. Benczkowski as Vice Chairperson. Mr. Salah will remain as the Secretary for District No. 1. The motion carried 5-0.

ITEM NO. 2-APPROVAL OF OCTOBER 13, 2017 MINUTES

Ms. Meegan moved, seconded by Mr. Bowen to approve the October 13, 2017 meeting minutes. The motion carried 5-0.

ITEM NO. 3-ITEMS FROM THE PUBLIC

There were no items from the public.

ITEM NO. 4-OLD BUSINESS

None

ITEM NO. 5-NEW BUSINESS

a. **Potential Division of Sewerage Management (DSM) Name Change (Handout)**

The Division of Sewerage Management is contemplating a Division name change. Seven (7) proposed name changes were provided for the Board's review and input. Sewerage is an antiquated term and the "dirty water" image deters people interest in learning and supporting the critical services provided. The Division by changing its name would hope to further educate the public of the value of water in all forms. It was noted that the use of the word "utility" is being checked with the County Attorney's office. The District will still be referred to as Erie County Sewer District No. 1. At this time, Mr. Fiegl is looking for feedback and opinions from the Board. One item of concern that arose was potential confusion in the public between 'water' centric names and the Erie County Water Authority.

b. **Funding of Division-Wide Projects (Handout)**

Along with the handout provided, Mr. Fiegl explained there are 7 districts with 4 separate budgets and individual districts capital reserve funds. From time-to-time Division-wide projects are advanced that benefit every Erie County Sewer District (ECSD); however there are limited options to fund such initiatives. The DSM proposes transferring a proportional share of capital reserve funds from each ECSD to fairly allocate costs for

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such projects. Initially, it is anticipated that the DSM will proceed with updating its front-end specifications using these monies. Ms. Benczkowski moved, seconded by Mr. Bowen to approve the transfer of \$30,000 from the capital reserve account to a single capital account designated by the DSM for the purpose of funding Division-wide projects. The motion carried 5-0.

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

The Board received a copy of the property owners, whom upon the Boards approval, will be scheduled for the next Enforcement Hearing. Mr. Fiegl updated Mr. Hanley on the County's house inspection program and the steps taken before a property owner is brought for a hearing before the County's Hearing Officer. Ms. Meegan moved, seconded by Ms. Benczkowski to approve an Enforcement Hearing for the property owners submitted. The motion carried 5-0.

ITEM NO. 6-MISCELLANEOUS &INFORMATIONAL ITEMS

a. Operational Report

Mr. Strzeszynski updated the Board with the operational reports for District #1. At the Cayuga Creek pumping station, staff rebuilt pump #2 and rebuilt the check valves on pumps #1 and #3. Pumps #2 and #4 were previously completed, now all the check valves at this station have been rebuilt. At the Industrial Park pumping station, all the shafts have been repaired and reinstalled. Three (3) OEM shaft sections have been ordered. While pump #6 was out of service, crew pulled the turning assembly and replaced it with a rebuilt spare unit. All the piping in the drywell was scraped and painted.

For the collection system, staff installed seven (7) pipe patches on Brentwood Dr., Como Park Blvd, Janice Ct., Transit Hill Terr. and three (3) on Losson Rd. An open cut repair was completed on Croyden St. and at 1709 Union Rd. Restoration for the open cut repairs will be completed in the spring. 10,318 LF of pipe televising was completed in mini-system 7. Most of the televising was on the French Rd collection system. Twenty-five (25) runs were televised on French Rd. Next, staff will be televising sewer lines on the upstream side that ties in at Borden Rd. Routine sewer cleaning in mini-system 1 was performed on Como Park Blvd, Broadway, Felber Ln, and Rowley Rd. Also, staff completed 3,510 feet of mechanical root cutting on Como Park Blvd, Lemans Ave., Basswood Rd., Autumnwood Ln. and Gaby Ln.

Mr. Fiegl discussed the Kingswood Apartments on French Road and the issues they have had, particularly during rain events in Fall 2017. Part of the complex was designed with apartments below grade, which are ultimately at risk for sewer back- ups. The owner had previously addressed the Board in 2011 for the same issue and at that time, it was recommended they install additional protections to address the problem. The DSM has recently been performing significant work in the area to identify and remove infiltration/inflow where practical; however, the below grade apartments will continue to be at risk. Mr. Absolom informed the Board that the owner had requested by-pass pumps be set up during future rain events, which is not the answer. A letter is being drafted to the owners updating them on the DSM's work to date in the area and reiterating what was told to them in 2011.

b. Pretreatment Report

There was nothing new to report.

c. Construction Report

i. Sewer Repair Term Contract-Work Order Nos. 1 (Handout)

The Board received a copy of the letter to Visone Construction outlining the sewer repair term construction contract No. 79. Work order No. 1 consists of a repair on Vern Lane in the Town of Cheektowaga.

d. District Payments (Handout)

The Board received a copy of the payments made to United Survey for pipe lining in the amount of \$70,788.40.

e. Basement Bathroom Facility Resident Letter (Handout)

The Board received a sample letter which was sent to the property owners that were found to have bathroom facilities and/or a basement floor drain connected to the sanitary during recent house inspection. The items are not in violation; however it may provide a pathway for sanitary sewer back-ups. This item was also discussed at length under in item 6a., along with Kingswood Apartments.

Mr. Salah moved, seconded by Ms. Meegan to receive and file the informational items on the agenda. The motion carried 5-0.

ITEM NO. 7-ADJOURNMENT & NEXT MEETING

Mr. Salah moved, seconded by Ms. Meegan to adjourn the meeting at 2:18 pm. The motion carried 5-0.

*****NEXT MEETING***
Friday, April 13, 2018 @ 9:30 AM
CHEEKTOWAGA TOWN HALL**

Respectfully submitted,



Matt Salah, P.E.
Secretary-ECSD No.1
Board of Managers

Motion to approve minutes of 2/15/18

Moved By: MR. SALAH

Seconded By: MR BOWEN

Approved/Disapproved: (3, 3)

Date: 4-13-18

Signed: Mr. Salah

MS:br

**ERIE COUNTY SEWER DISTRICT NO. 1
BOARD OF MANAGERS
APRIL 13, 2018
CHEETOWAGA TOWN HALL
MINUTES**

MEMBERS PRESENT: Ms. Diane Benczkowski, Mr. Patrick Bowen, Mr. William Hanley (9:38 AM)
and Mr. Matt Salah

MEMBERS ABSENT: Ms. Sheila Meegan

OTHERS PRESENT: Mr. Joseph Fiegl, Mr. Rick Rehac, Ms. Brenda Rehac, and Mr. William Strzeszynski

ITEM NO. 1-CALL MEETING TO ORDER

Ms. Benczkowski called the meeting to order at 9:35 AM.

ITEM NO. 2-APPROVAL OF FEBRUARY 15, 2018 MINUTES

Ms. Salah moved, seconded by Mr. Bowen to approve the February 15, 2018 meeting minutes. The motion carried 3-0. Mr. Hanley was not present during the vote.

ITEM NO. 3-ITEMS FROM THE PUBLIC

There were no items from the public.

ITEM NO. 4-OLD BUSINESS

None

ITEM NO. 5-NEW BUSINESS

- a. Proposed Update-Memo of Understanding-Combined NR Budget (Handout)

Mr. Fiegl discussed the proposed updates to the Memorandum of Understanding between ECSD Nos. 1, 4, and 5 for the combined Northern Region Budget. The DSM proposes minor updates to clarify contractual treatment charges being the responsibility of each individual district and to amend the requirement to hold a combined budget meeting should each district approve the budget independently. Ms. Salah moved, seconded by Mr. Bowen to approve the updated Memorandum of Understanding. The motion carried 4-0.

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

The Board reviewed a copy of the property owners, whom upon the Boards approval, will be scheduled for the next Enforcement Hearing. Mr. Benczkowski moved, seconded by Mr. Hanley to approve referring these property owners to an Enforcement Hearing. The motion carried 4-0.

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ITEM NO. 6-MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Strzeszynski updated the Board with the operational report for District #1. Staff continued efforts to reduce the inflow and infiltration in the areas tributary to the French Road sewers. Twenty-nine (29) manhole inspections, along with twenty-seven (27) repairs and four (4) pipe patches were completed. Between District Staff and the Central Maintenance Televising Crew, over 30,000 feet of sewer lines were televised on Seneca Creek Rd and Mineral Springs Rd. Staff mechanically cleaned and root cut five (5) sections each within the 21" diameter pipe in back lots fronting Indian Church Rd. The level monitor at the manhole near 70 Empire Drive was discovered to be defective and replaced with a new one. All other activities were generally routine in nature.

c. Construction Report

Mr. Salah updated the Board with the construction report. Contract #75 Cured-In-Place Pipe lining work order #2 to USI is ongoing and approximately 60% complete in District 1. Work order #1K was issued to Kenyon in March, 2018 and included 6,800 LF in District 1. Worker order #3 will be issued to USI in May this year. For Contract #79 - Sewer Repair Contract; Visone Construction completed a spot repair on Vern Lane in Cheektowaga.

i. CIPP Lining Contract #75-Work Order #1K (Handout)

The Board received a copy of the letter to Visone Construction outlining the Notice to Proceed for Contract #75 and a letter to Kenyon regarding the issuance of Work Order #1K for Erie County Sewer Districts No. 1, 3, and 6 for CIPP lining. The handout included a list of the sewer sections to be investigated and lined.

d. District Payments (Handout)

The Board received a copy of the payments made to United Survey for pipe lining and to Visone for sewer repair work.

e. Constituent Letter-Kingswood Estates Apartments (Handout)

The Board received a copy of a letter from Mr. Strzeszynski to Kingswood Estates apartments, dated February 28, 2018 in response to a recent sewer back up issues. The letter included the work performed by District 1 staff to investigate any structural deficiencies along with televising, flushing and ongoing property inspections. The letter also strongly recommends Kingswood Estates to consider protections as outlined in the Board meeting minutes of April 1, 2011 that could greatly reduce the risk of having below grade apartment back-ups. The minutes of the April 1, 2011 Board of Manager's meeting was attached to the letter.

Mr. Salah moved, seconded by Mr. Hanley to receive and file the informational items on the agenda.

ITEM NO.7-ADJOURNMENT & NEXT MEETING

Mr. Salah moved, seconded by Mr. Hanley to adjourn the meeting at 9:47 AM. The motion carried 4-0.

*****NEXT MEETING***
FRIDAY, JUNE 15, 2018 @ 9:30 AM
CHEEKTOWAGA TOWN HALL**

Respectfully submitted,



Matt Salah, P.E.
Secretary-ECSD No.1
Board of Managers

Motion to approve minutes of 4/13/18

Moved By: P. Bowen

Seconded By: W. Hanley

Approved/Disapproved: 3-0

Date: 6/15/18

Signed: _____

MS:br



**ERIE COUNTY SEWER DISTRICT (ECSD) NO. 1
BOARD OF MANAGERS
JUNE 15, 2018
CHEEKTOWAGA TOWN HALL
MINUTES**

MEMBERS PRESENT: Ms. Diane Benczkowski, Mr. Patrick Bowen and Mr. William Hanley

MEMBERS ABSENT: Ms. Sheila Meegan and Mr. Matt Salah

OTHERS PRESENT: Mr. Glenn Absolom, Mr. Joseph Fiegl, Ms. Brenda Rezac, Mr. Rick Rezac, and Mr. William Strzeszynski

ITEM NO.1-CALL MEETING TO ORDER

Ms. Benczkowski called the meeting to order at 9:41 am.

ITEM NO.2-APPROVAL OF APRIL 13, 2018 MEETING MINUTES

Mr. Bowen moved, seconded by Mr. Hanley to approve the April 13, 2018 meeting minutes. The motion carried 3-0.

ITEM NO.3-ITEMS FROM THE PUBLIC

There were no items from the public.

ITEM NO.4-OLD BUSINESS

None

ITEM NO.5-NEW BUSINESS

a. Presentation and Approval of 2019 Budget

i. Proposed 2019 Budget (Handout)

Mr. Fiegl presented the proposed ECSD No. 1 Budget to the Board.

ECSD No. 1 is one of three sewer districts that comprise the Division of Sewerage Management's "Northern Region." The Northern Region budget is developed based upon a Memorandum of Understanding updated in April 2018. 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 personnel, supplies, equipment, "Division-wide" expenses, etc. are shared based upon the ratio of units in each sewer district and the total units in Northern Region.
- Contractual treatment charges, debt service, revenues, fund balance, and capital reserves are exclusive to each sewer district.

For this year, Northern Region shares in the following percentages of Division-wide expenses:

- 3% of Centralized Laboratory Expenses based on the volume of laboratory work.
- 26% of Centralized Vehicle Expenses based on the ratio of the number of vehicles serviced for the Northern Region to the total number serviced Division-wide.
- 47.5% of Centralized Division of Sewerage Management expenses based on the ratio of units served by the Northern Region to the total units served by all Districts.

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Within Northern Region, ECSD No. 1 is responsible for approximately 35% of the costs.

Reviewing the Detail Summary for ECSD No. 1, total appropriations are projected to increase almost \$293,000 when compared to 2018. The change can be most attributed to a proposed \$100,000 increase in treatment costs, a \$150,000 increase in Northern Region's "I&I Repair / Sewer Relining", and labor cost increases primarily due to new collective bargaining agreements. On the revenue side, the major changes include a projected "user charges" increase of approximately \$293,000 and a small increase in the ECSD No. 1 fund balance when compared to the 2018 budget.

The proposed budget is such that it is estimated there will be roughly a 1% increase to the typical ratepayer (single family home) in ECSD No. 1 in 2019. A proposed increase in the footage rate is offset by a decrease in the assessed valuation rate, which for the typical ratepayer means the total amount paid will only increase approximately \$5 for the year when compared to 2018.

The total number of positions proposed in the Northern Region for 2019 is the same as 2018. There were a few changes made including a dedicated Assistant Sewer District Manager position, but again the total number of positions remained the same.

Fringe benefits for employees are being calculated at 60% in this budget – a decrease from 2018. Actual numbers are not available at this time, but this is a conservative estimate.

The 2019 equipment line items represent approximately \$410,000 of the Northern Region budget. The major items include shared purchases amongst all of the Erie County Sewer Districts, the replacement of assets at pumping stations and buildings throughout the Northern Region, replacement of a portable bypass pump, two (2) vehicle purchases, and Northern Region's 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, Northern Region contributes approximately 47.5% of these Downtown office expenses.

A review of the individual budget codes was provided. Specific items highlighted included the new code for central vehicle maintenance, increased funds for LED lighting upgrades, various adjustments in Account 506200, changes in the engineering design and subdivision inspection codes, the \$150,000 increase in I&I repair / Sewer Lining, the Buffalo Sewer Authority bills, monies added to miscellaneous construction contracts, debt service, capital reserves, utility costs, and personnel costs.

Fund balance usage as an offsetting revenue is budgeted at 48%. The available district fund balance at 12/31/17 represents approximately 3.2 months of 2019 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 2019 Budget that the flat usage charge remain unchanged at \$200.00 per unit and the footage charges in ECSD No. 1 be increased at \$0.90 / foot. At this time, the Board would be voting on the budget for ECSD No. 1. If any changes are proposed by either the ECSD No. 4 or ECSD No. 5 Board of Managers that impact the ECSD No. 1 budget, said changes would be presented and discussed at a combined budget meeting (scheduled as needed).

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.

After a question and answer period Ms. Benczkowski moved, seconded by Mr. Hanely to approve the 2019 Budget as proposed. The motion carried 3-0.

ii. 271 Resolution (Handout)

Mr. Fiegl presented the budget resolution to the Board for review and approval. Approximately 77% and 23% of the total sanitary sewer tax levy of \$3,360,750 [**note this amount is a correction**] shall be raised from the assessed value and footage charges respectively. Mr. Bowen moved, seconded by Mr. Hanley to approve budget resolution with a flat charge of \$200.00 and footage charge of \$.90. The motion carried 3-0.

ITEM NO. 6-MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Strzeszynski updated the Board with the operational report. Staff upgraded the telemetry to Omni-Sites at both Clinton and Borden Pump Stations. Cured in place pipe (CIPP) lining was completed on thirty-seven (37) segments within ECSD No. 1 since the last meeting. Six (6) were completed in the French Road and Kingswood Apartments area. Staff mechanically bucketed an ECSD No. 1 trunkline and root cut a 21" diameter back lot subtrunk line, in an effort to restore flow capacity. Televising was completed on non pvc pipe within mini-system 10 which included Seneca Creek, Indian Church and Mineral Springs. 95% of this area is now complete. In addition, five (5) open cut repairs within mini-system 10 on Jeffrey Court, Frank Court and Schultz Road were completed. The house inspection program in mini-system 7 in the neighborhoods tributary to French Rd., is on-going and will continue through the year.

b. Pretreatment Report

None

c. Construction Report

i. CIPP Lining Contract 75-Work Order 3-United Survey (Handout)

Mr. Fiegl updated the Board with the construction report.

Contract No. 40 at Mineral Springs Road Flowmeter Station was awarded to Quackenbush Company. Construction includes replacing the couplings; piping pieces, pipe stands, and sump pump to eliminate leaks contained within the station. The Notice to Proceed is expected to be issued at the end of this month with work to occur in July or August. The project will involve bypass pumping around the station because this is a main trunk line. The contractor will coordinate with neighboring facilities. Work should not impact any other customers.

Contract 75 (CIPP Term Lining) as follows:

Work Order 2 (USI) lining work is complete in ECSD No. 1; Work Order 3 (USI) was issued to USI in May, includes about 1,100 lf in ECSD No. 1. Televising and prep work will begin soon. There are plans to issue one or two more work orders in the fall.

Contract 79 (Sewer Repair Contract): Turf restoration took place at the spot repair on Vern lane by Visone.

d. District Payments (Handout)

The Board received a copy of the payments made United Survey for pipe lining, along with Arcadis for the Industrial Parkway Pump Station evaluation.

e. National Fuel Letter-Sewer Cross Bore Safety & DMS Response (Handout)

For the Boards review, a copy of the letter from National Fuel and the Division of Sewerage Management's (DSM's) response was provided. The response letter from the DSM noted concerns with National Fuel's recommendations and suggested an alternative that would address the issue of cross bores before a problem is encountered.

f. Sewer Permit Expiration Time Changes

Mr. Fiegl noted the Division Sewerage Management has revised the repair permit time change from six (6) months to thirty (30) days. This permit fee has remained unchanged at \$2.00.

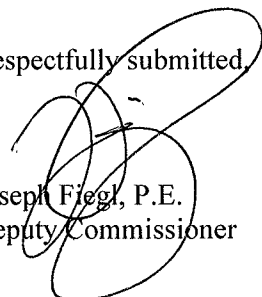
ITEM NO.7-ADJOURNMENT & NEXT MEETING

Ms. Benczkowski moved, seconded by Mr. Hanley to receive and file the miscellaneous and informational items. The motion carried 3-0.

Mr. Fiegl explained typically a July meeting is scheduled in the event the budget does not pass. Ms. Benczkowski moved, seconded by Mr. Hanley to cancel the July 13, 2018 meeting contingent on the results of the upcoming ECSD Nos. 4 and 5 budget meetings. The motion carried 3-0.

Mr. Hanley moved, seconded by Mr. Bowen to adjourn the meeting at 10:16 am.

Respectfully submitted,


Joseph Fiegl, P.E.
Deputy Commissioner

Motion to approve minutes of JUNE 15, 2018

Moved By: Ms. MEEGAN

Seconded By: MR. HANLEY

Approved/Disapproved: 5, 0

Date: OCTOBER 12, 2018

Signed: [Handwritten Signature]

JF:br

**ERIE COUNTY SEWER DISTRICT (ECSD) NO. 1
BOARD OF MANAGERS
OCTOBER 12, 2018 9:30 A.M.
WEST SENECA COMMUNITY CENTER
MINUTES**

MEMBERS PRESENT: Ms. Diane Benczkowski, Mr. Patrick Bowen, Mr. William Hanley,
Ms. Sheila Meegan, and Mr. Matt Salah

OTHERS PRESENT: Mr. Glenn Absolom, Mr. Joseph Fiegl, Ms. Brenda Rezac and
Mr. William Strzeszynski

ITEM NO. 1-CALL MEETING TO ORDER

Ms. Meegan called the meeting to order at 9:30 am.

ITEM NO. 2-APPROVAL OF JUNE 15, 2018 MINUTES

Ms. Meegan moved, seconded by Mr. Hanley to approve the June 15, 2018 meeting minutes. The motion carried 5-0.

ITEM NO. 3-ITEMS FROM THE PUBLIC

There were no items from the public.

ITEM NO. 4-OLD BUSINESS

None

ITEM NO. 5-NEW BUSINESS

- a. 2019 User Charge
 - i. Public Hearing Notice & Meeting Minutes (Handout)

The Board received a copy of the proposed 2019 User Charge Rates Public Hearing Notice and meeting minutes from the hearing on September 20, 2018. Now that the public hearing was held, the next step is for the individual Board of Managers to adopt the rates. A notice of Adoption will be published in the Buffalo News and County's official papers. After a 30 day comment period, the rates will take effect for the year 2019.

- ii. Approval of Resolution (Handout)

The Board reviewed the copy of the User and Utilization Charges Resolution. Ms. Benczkowski moved, seconded by Mr. Bowen to approve the 2019 User Charges. The motion carried 5-0.

- b. 2019 Meeting Schedule

The Board reviewed the proposed 2019 meeting calendar. After discussion, it was proposed that the February 15, 2019 meeting be moved to Thursday, February 14, 2019 at 11:00 at the West Seneca Community Center. It was also proposed that the April 12, 2019 meeting location be changed to Cheektowaga Town Hall. Ms. Meegan moved, seconded by Ms. Benczkowski, to approve the 2019 meeting schedule as amended. The motion carried 5-0.

Ham 2

c. I/I Enforcement Hearing-Approval for Fine Stages (Handout)

The Board reviewed a copy of the two (2) property owners who to date have failed to permit an inspection. A premium assessment was recommended by the hearing officer for non-compliance. If the Board approves the hearing officer's recommendation, property owners that do not comply within 30 days of the final written notice will be subject to a fine of \$100/month for each month of non-compliance. Ms. Meegan moved, seconded by Mr. Bowen to approve the hearing officer's recommendation. The motion carried 5-0.

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

The Board reviewed a copy of five (5) property owners, who upon the Board's approval, will be scheduled for the next Enforcement Hearing. Ms. Meegan moved, seconded by Mr. Bowen, to approve referring these property owners to an Enforcement Hearing. The motion carried 5-0.

ITEM NO.6-MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Strzeszynski updated the Board with the operational report for ECSD No. 1. On the facility side, a new ultrasonic meter was installed on the ECSD No. 1 ORF outfall. The telemetry was upgraded from radio to cellular at both Clinton and Borden Pump Stations. Staff replaced pump #5 and rebuilt the pump unit which was removed at the Industrial Park Pump Station. All of the plumbing was replaced within the wetwell and valve chamber at the Woodlands Pumping Station. For the collection system, staff completed open-cut repairs on French Lea and Lexington Green. 50,000 lineal feet of sewers were chemically treated for root control north and south of French Road and approximately 6,600 feet of sewers were mechanically root cut. Most will also be chemically treated in 2019 and 2020. Staff performed extensive cleaning at the Lakeside Siphon on the District #1 trunkline.

In addition, staff over the last month, assessed the areas that were represented at the Town Forum held by Supervisor Benczkowski to address the issues residents had experienced as a result of the 4-5" of rainfall in mid-August. See item 6.e.ii. Supervisor Benczkowski noted that she appreciated all the efforts completed in response to that event.

All other items were relatively routine in nature.

b. Pretreatment Report

None

c. Construction Report

i. Contract No 40-Mineral Springs Flow Meter Chamber Improvements (Handout)

For the Board's review, a copy of the Notice to Proceed to Quackenbush Co, Inc. for the Mineral Springs Flow Meter Chamber Improvements Project effective July 12, 2018. It was also stated that construction is now 100% complete.

ii. Contract No. 75-Work Order No. 4 (Handout)

For the Board's review, a copy of the Notice to Proceed for Cured-in-Place Pipe Lining Term Construction Contract No. 75 to United Survey, Inc.; along with a list of sewer sections to be investigated and lined.

d. District Payments (Handout)

Mr. Salah reviewed the payments made to United Survey, Arcadis and Visone.

e. South Cheektowaga Flooding Issues

i. Chronicle Article (Handout)

The Board received a copy of the article published in the Cheektowaga Chronicle regarding the community forum held on August 27, 2018.

ii. Follow-up Activities: 8/27/2018 (Handout)

The Board received a copy of Mr. Fiegl's memo to Supervisor Benczkowski, outlining the field activities completed by Erie County Division of Sewerage Management staff.

Ms. Meegan moved, seconded by Ms. Benczkowski to receive and file the miscellaneous and informational items on the agenda. The motion carried 5-0.

ITEM NO. 7-ADJOURNMENT & NEXT MEETING

Ms. Meegan moved, seconded by Mr. Hanley to adjourn the meeting at 9:50 am. The motion carried 5-0.

*****NEXT MEETING***
FRIDAY, DECEMBER 7, 2018 @ 9:30 AM
WEST SENECA COMMUNITY CENTER**

Respectfully submitted,



Matt Salah, P.E.
Secretary-ECSD No.1
Board of Managers

Motion to approve minutes of 10/12/18

Moved By: MR BOWEN

Seconded By: MR HANLEY

Approved/Disapproved: 4/0

Date: 2-14-19

Signed: MS

MS:br

**ERIE COUNTY SEWER DISTRICT (ECSD) NO. 1
BOARD OF MANAGERS
OCTOBER 12, 2018 9:30 A.M.
WEST SENECA COMMUNITY CENTER
MINUTES**

MEMBERS PRESENT: Ms. Diane Benczkowski, Mr. Patrick Bowen, Mr. William Hanley,
Ms. Sheila Meegan, and Mr. Matt Salah

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

ITEM NO. 1-CALL MEETING TO ORDER

Ms. Meegan called the meeting to order at 9:30 am.

ITEM NO. 2-APPROVAL OF JUNE 15, 2018 MINUTES

Ms. Meegan moved, seconded by Mr. Hanley to approve the June 15, 2018 meeting minutes. The motion carried 5-0.

ITEM NO. 3-ITEMS FROM THE PUBLIC

There were no items from the public.

ITEM NO. 4-OLD BUSINESS

None

ITEM NO. 5-NEW BUSINESS

- a. 2019 User Charge
 - i. Public Hearing Notice & Meeting Minutes (Handout)

The Board received a copy of the proposed 2019 User Charge Rates Public Hearing Notice and meeting minutes from the hearing on September 20, 2018. Now that the public hearing was held, the next step is for the individual Board of Managers to adopt the rates. A notice of Adoption will be published in the Buffalo News and County's official papers. After a 30 day comment period, the rates will take effect for the year 2019.

- ii. Approval of Resolution (Handout)

The Board reviewed the copy of the User and Utilization Charges Resolution. Ms. Benczkowski moved, seconded by Mr. Bowen to approve the 2019 User Charges. The motion carried 5-0.

- b. 2019 Meeting Schedule

The Board reviewed the proposed 2019 meeting calendar. After discussion, it was proposed that the February 15, 2019 meeting be moved to Thursday, February 14, 2019 at 11:00 at the West Seneca Community Center. It was also proposed that the April 12, 2019 meeting location be changed to Cheektowaga Town Hall. Ms. Meegan moved, seconded by Ms. Benczkowski, to approve the 2019 meeting schedule as amended. The motion carried 5-0.

Ham 2

c. I/I Enforcement Hearing-Approval for Fine Stages (Handout)

The Board reviewed a copy of the two (2) property owners who to date have failed to permit an inspection. A premium assessment was recommended by the hearing officer for non-compliance. If the Board approves the hearing officer's recommendation, property owners that do not comply within 30 days of the final written notice will be subject to a fine of \$100/month for each month of non-compliance. Ms. Meegan moved, seconded by Mr. Bowen to approve the hearing officer's recommendation. The motion carried 5-0.

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

The Board reviewed a copy of five (5) property owners, who upon the Board's approval, will be scheduled for the next Enforcement Hearing. Ms. Meegan moved, seconded by Mr. Bowen, to approve referring these property owners to an Enforcement Hearing. The motion carried 5-0.

ITEM NO.6-MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Strzeszynski updated the Board with the operational report for ECSD No. 1. On the facility side, a new ultrasonic meter was installed on the ECSD No. 1 ORF outfall. The telemetry was upgraded from radio to cellular at both Clinton and Borden Pump Stations. Staff replaced pump #5 and rebuilt the pump unit which was removed at the Industrial Park Pump Station. All of the plumbing was replaced within the wetwell and valve chamber at the Woodlands Pumping Station. For the collection system, staff completed open-cut repairs on French Lea and Lexington Green. 50,000 lineal feet of sewers were chemically treated for root control north and south of French Road and approximately 6,600 feet of sewers were mechanically root cut. Most will also be chemically treated in 2019 and 2020. Staff performed extensive cleaning at the Lakeside Siphon on the District #1 trunkline.

In addition, staff over the last month, assessed the areas that were represented at the Town Forum held by Supervisor Benzowski to address the issues residents had experienced as a result of the 4-5" of rainfall in mid-August. See item 6.e.ii. Supervisor Benzowski noted that she appreciated all the efforts completed in response to that event.

All other items were relatively routine in nature.

b. Pretreatment Report

None

c. Construction Report

i. Contract No 40-Mineral Springs Flow Meter Chamber Improvements (Handout)

For the Board's review, a copy of the Notice to Proceed to Quackenbush Co, Inc. for the Mineral Springs Flow Meter Chamber Improvements Project effective July 12, 2018. It was also stated that construction is now 100% complete.

ii. Contract No. 75-Work Order No. 4 (Handout)

For the Board's review, a copy of the Notice to Proceed for Cured-in-Place Pipe Lining Term Construction Contract No. 75 to United Survey, Inc.; along with a list of sewer sections to be investigated and lined.

d. District Payments (Handout)

Mr. Salah reviewed the payments made to United Survey, Arcadis and Visone.

e. South Cheektowaga Flooding Issues

i. Chronicle Article (Handout)

The Board received a copy of the article published in the Cheektowaga Chronicle regarding the community forum held on August 27, 2018.

ii. Follow-up Activities: 8/27/2018 (Handout)

The Board received a copy of Mr. Fiegl's memo to Supervisor Benczkowski, outlining the field activities completed by Erie County Division of Sewerage Management staff.

Ms. Meegan moved, seconded by Ms. Benczkowski to receive and file the miscellaneous and informational items on the agenda. The motion carried 5-0.

ITEM NO. 7-ADJOURNMENT & NEXT MEETING

Ms. Meegan moved, seconded by Mr. Hanley to adjourn the meeting at 9:50 am. The motion carried 5-0.

*****NEXT MEETING***
FRIDAY, DECEMBER 7, 2018 @ 9:30 AM
WEST SENECA COMMUNITY CENTER**

Respectfully submitted,



Matt Salah, P.E.
Secretary-ECSD No.1
Board of Managers

Motion to approve minutes of 10/12/18

Moved By: MR BOWEN

Seconded By: MR HANLEY

Approved/Disapproved: 4/0

Date: 2-14-19

Signed: mm. to ASCL

MS:br