

MINUTES
ERIE COUNTY SEWER DISTRICT NO. 3
BOARD OF MANAGERS MEETING
WEDNESDAY, FEBRUARY 13, 2019
SOUTHTOWNS WRRF CONFERENCE ROOM

MEMBERS PRESENT: Chairman John Mills, Mark Cavalcoli, Melissa Hartman, David Kaczor, Michael Kasprzyk, David Millar, David Rood, Karl Simmeth, Don Witkowski

MEMBERS ABSENT: None

OTHERS PRESENT: Glenn Absolom, Steve Canestrari, Joseph Fiegl, Kevin Kaminski, Rick Rehac, Linda Ulrich

ITEM NO. 1 – CALL MEETING TO ORDER

Chairman Mills opened the meeting at 8:01 a.m.

ITEM NO. 2 – APPROVAL OF MINUTES OF PREVIOUS MEETING

On a motion by Ms. Hartman, seconded by Mr. Cavalcoli, the Board voted to approve the minutes from the October 10, 2018 meeting. The motion carried 9 – 0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

None.

ITEM NO. 4 – OLD BUSINESS

a. Fine letters sent (Handout)

The Board reviewed copies of fine stage notifications sent to 3 property owners in the District. Premium assessments of \$100.00 per month (up to \$10,000) were recommended for violations of the “Rules and Regulations of Erie County Sewer Districts” at an enforcement hearing that took place on June 6, 2018. The recommended premium assessments were also approved by the Board at the October 10, 2018 meeting. The fine stage notifications provide each property owner with an additional 30 day period to correct related violations. As no corrective actions were taken, premium assessments commenced January 1, 2019 for all 3 property owners.

This is an informational item. No action is required by the Board.

ITEM NO. 5 – NEW BUSINESS

a. Payments (Handout)

The Board reviewed a copy of the payments on a handout for the month of February. On a motion by Mr. Simmeth, seconded by Mr. Kaczor, the Board voted to approve the February 2019 payments. The motion carried 9 – 0.

Item 2

b. Confirmation of Email Poll – Award of Air Permit Assistance Term Agreement (Handout)

The Board considered confirmation of the November 20, 2018 email approving a resolution to award a contract to O'Brien and Gere Engineers, Inc. (OBG) for air permit assistance services in an amount not-to-exceed \$300,000. The Erie County Department of Environment and Planning, Division of Sewerage Management (ECDSM) issued a Request for Proposals for a 3-year term agreement with an engineering consulting firm to provide assistance with air permit requirements related to the Southtowns WRRF. A total of seven (7) firms responded to the open solicitation. A proposal review committee, consisting of representatives from the ECDSM, ranked the responses using a consistent scoring matrix. Based upon the scoring and a review of furnished cost proposals, the committee recommended OBG for the air permit assistance services. As part of this project, OBG will provide semi-annual and annual reports and engineering documents to comply with the air permit for the incinerators at the Southtowns AWTF.

On a motion by Mr. Millar, seconded by Ms. Hartman, the Board voted to confirm the November 20, 2018 poll approving a resolution to award a contract to OBG for air permit assistance services in an amount not-to-exceed \$300,000. Mr. Kasprzyk abstained from voting. The motion carried 8 – 0.

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

The Board reviewed copies of final violation notices from the DSM to several property owners in ECSD No. 3. Written requests were mailed to each property owner on several occasions, without response, to complete a house inspection or correct a deficient condition found during the DSM's Inflow/Infiltration inspection program. As a result, these property owners have been referred to the Board to be considered for a hearing with the DSM's hearing officer who will evaluate violations of the Rules and Regulations for Erie County Sewer Districts (Rules and Regulations) and recommend a follow-up action.

On a motion by Mr. Kaczor, seconded by Mr. Simmeth, the Board voted to approve the referrals to compliance hearing. The motion carried 9 – 0.

d. Contract Boston Valley Pumping Station #3D – Frey Electric – Close Out (Handout)

The Board considered a resolution for the close out of Contract BVPS #3-D with Frey Electric Company, Inc. for electrical work involved with the Boston Valley Pump Station Improvements project. The final amount of the contract was \$361,651.03 which represents a decrease of \$41,348.97.00 to the original contract amount of \$403,000.00. All work for this project has been satisfactorily completed and the DSM recommends close out of this contract.

On a motion by Mr. Rood, seconded by Mr. Cavalcoli, the Board voted to approve closeout of Contract No. BVPS #3-D. The motion carried 9 – 0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Canestrari presented the following report for collections:

- Citizen's Bank and Camping World have each corrected respective violations and are now in compliance with the Rules & Regulations.
- Two spot repairs, 31' and 7' sections of 8" sanitary sewer main, were completed on Salem Drive in the Village of Blasdell.
- A 7' section of 10" sanitary sewer main was repaired on Raymond Street in the Village of Hamburg.
- A spot repair was completed at the intersection of Prospect & Hawkins Avenues in the Village of Hamburg where the sanitary sewer main was collapsed. Staff had been informed that a new water main was installed at this location recently. The repair required a pipe patch to connect the new pipe as the sewer main was located directly beneath a storm sewer manhole.

Mr. Kaminski presented the following operations report:

- A new heated air skid was installed to improve performance of the mercury removal modules for both incinerators. Stack testing was conducted by Envirocare to test efficiency of the modules.
- District personnel are working on an incentive project with NYSEG to upgrade power distribution and controls at the Milestrip Road Pump station. Much of the equipment in the drywell will be removed.
- The District has been successful in staying ahead of recent extreme weather events including heavy snows, rapid melt and rain. During last weekend's wind event, a tree fell on the power panel at West Crescent Pump Station resulting in a broken alarm strobe light, a small dent, and a door that required adjustment.
- The effluent vertical turbine pumps generator experienced a short in the windings. Repair work is estimated is \$9,000 – \$10,000. A portable generator is temporarily in place for standby power.

b. Pretreatment Report

i. Industrial Waste Survey – 2nd Notice (Handout)

The Board reviewed a copy of notification sent to numerous commercial businesses in the District as a reminder to complete an Industrial Waster Survey for their respective facilities. This is the second notification sent to these businesses with a completion deadline of February 15, 2019.

ii. Mangia's Odor Complaint

Last month, an odor complaint was received from Mangia Restaurant in Orchard Park. Upon investigation by District personnel, it was discovered the restaurant had failed to clean its grease separator at acceptable three month intervals. The District will follow up with Mangia to ensure its grease separator is maintained every three months.

c. Construction Status Report

Contract 62 – A contract for the replacement of AC units 3, 4, & 7 at the Southtowns WRRF was awarded to Parise Mechanical, Inc.

Southtowns ORF Rehabilitation – Design is being completed to fix the concrete spalling and cracks throughout the Southtowns Overflow Retention Facility (ORF). Installation of new slide gates and fencing at the ORF will also be included in the project. This project will be bid in February or March.

Cured-in-Place (CIPP) Term Lining Contract 75 – Work Orders 3 and 4 for United Survey, Inc. (USI) are ongoing. A new Work Order (3K) will be issued to Kenyon Pipeline at the end of February and will include approximately 6,100 LF in the Village of Hamburg (Oliver, Milford, Lake, Union, Pleasant) and 2,300 LF in the Town of Hamburg (James, Wabash, Lakeshore Rd). A new Work Order (5) will be issued to USI in March to include approximately 12,000 LF in the Village of OP (South Buffalo, East Quaker, Quaker/Quaker back lot, Canterbury Ct) and 2,100 LF in the Town of OP (Thorn back lot, Freeman, Highland back lot, Fox Meadow).

Contract 79 (Sewer Repair Term Contract) – A work order will be issued this month to replace a manhole with severe infiltration on Bay View Rd. in the Town of Hamburg.

Manhole Repair/Vent Installation at 18 Mile Creek Bank – Bids due later this month for a project to repair an offset manhole section and install a vent pipe at a sanitary manhole located at the bank of 18-Mile Creek, adjacent to the Hamburg Golf Course in the Town of Hamburg, with difficult access.

d. Update on Items Memo (Handout)

The Board reviewed a memo from Mr. Fiegl to the Board, dated November 27, 2018. The memo provided an update to the Board regarding several items that would have been discussed at the cancelled December 2018 meeting, but did not necessitate a formal meeting.

e. USEPA – Sanitary Sewer System Compliance Evaluation Inspection (Handout)

The Board reviewed the DSM's written response to the "Potential Non-Compliance Issue" as documented in the United States Environmental Protection Agency (USEPA) December 4, 2018 Sanitary Sewer System Compliance Evaluation Inspection (SSS CEI) Report for Erie County Sewer District No. 3. The response addressed recurrent overflows within the collection system by summarizing background information including a summary of how ECSD No.3 came to be responsible for numerous overflows from other municipalities, overflows that have been eliminated through District investment and actions, and ongoing efforts focused on addressing outstanding issues.

Mr. Fiegl discussed DSM's response to the EPA noting the response was reviewed by outside counsel. Counsel recommended including information concerning the history of mergers with ECSD No. 3, the subsequent elimination of numerous overflows, the DSM's record of success with the existing program as well as budgeted funds to address collection system concerns, and finally the regulatory requirements that will ensure the DSM will continue improvements.

Mr. Mills brought to the Board's attention the recent Erie County Climate Action and Sustainability Plan (CASP) and inquired as to whether or not the County had dedicated funds to meet the capital needs of the DSM. Mr. Mills will be discussing this at the next legislative meeting.

f. Basement Bathroom Facility/Floor Drain Residential Letter (Handout)

The Board reviewed a copy of an informational letter sent to numerous residents in the District who were found to have basement facility connections during house inspections conducted as part of the DSM's Inflow/Infiltration inspection program. While recipients of this letter may not be in violation of the *Rules and Regulations for Erie County Sewer Districts*, they may be at risk for sewer backups due these connections. The letter was sent as a courtesy to notify the affected residents.

On a motion by Mr. Rood, seconded by Mr. Kasprzyk, the Board voted to receive and file the above miscellaneous and informational items. The motion carried 9 - 0.

ITEM NO. 7 - ADJOURNMENT & NEXT MEETING

On a motion by Mr. Kaczor, seconded by Mr. Cavalcoli, the meeting was adjourned at 8:34 a.m. The motion carried 9 - 0.

Next meeting is scheduled for April 10, 2019 at 8:00 a.m.

Respectfully submitted,



David C. Millar, Secretary
ECSD No. 3 Board of Managers

DM:lku

Motion to Approve the February 13, 2019 Meeting Minutes

Moved by: DAVID ROOD

Seconded by: MIKE KASPRZYK

App./Disapp.: APPROVED 8-0

Date: 2/13/2019



David C. Millar, Secretary
ECSD No. 3 Board of Managers

ERIE COUNTY SEWER DISTRICT NO. 3
BOARD OF MANAGERS MEETING
WEDNESDAY, APRIL 10, 2019
SOUTHTOWNS WRRF CONFERENCE ROOM
MINUTES

MEMBERS PRESENT: Chairman John Mills, Melissa Hartman, David Kaczor,
Michael Kasprzyk, David Millar, David Rood,
Karl Simmeth, Don Witkowski

MEMBERS ABSENT: Mark Cavalcoli

OTHERS PRESENT: Glenn Absolom, Chris Baldwin, Steve Canestrari, Joseph Fiegl,
Kevin Kaminski, Michelle Oliver, Rick Rehac

ITEM NO. 1 – CALL MEETING TO ORDER

Chairman Mills opened the meeting at 7:58 a.m.

ITEM NO. 2 – APPROVAL OF FEBRUARY 13, 2019 MEETING MINUTES

On a motion by Mr. Rood, seconded by Mr. Kasprzyk, the Board voted to approve the minutes from the February 13, 2019 meeting. The motion carried, 8 – 0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

None

ITEM NO. 4 – OLD BUSINESS

a. Willow Bend

Mr. Fiegl discussed the history of a recurring issue at the Willow Bend Club (WBC) on Taylor Road in the Town of Hamburg. Over the years, the owner of the adjacent property has reported overflow occurrences from a privately owned manhole at the club originating from an onsite private pumping station. The Town of Hamburg has investigated the issue and subsequently shut of power to the club, thereby eliminating the possibility of overflows from this manhole. Recently, the owner of the adjacent property requested Erie County Division of Sewerage Management (ECDSM) records involving the WBC through Freedom of Information Law and had reached out to Legislator Dixon asking for a status update.

At its June 13, 2018 meeting, the Board voted to refer the club to an enforcement hearing to evaluate violations of ECDSM “Rules and Regulations” and recommend follow-up action.

Item 2

Mr. Fiegl enquired of the Board if, given the present situation, would there be interest in conducting a special meeting with the WBC prior to the next scheduled compliance hearing (likely late Fall 2019). The Board agreed that since the club is not presently causing harm to the District or the environment, a special hearing is not warranted at this time and this matter can be handled through the typical process. The Board also acknowledged that if the property were to be sold in the meantime, the new owner would be subject to ECDSM's compliance process.

This is an informational item; no action is required by the Board.

ITEM NO. 5 – NEW BUSINESS

a. Payments (Handout)

The Board reviewed the payment handout for the month of April 2019.

On a motion by Mr. Simmeth, seconded by Mr. Kasprzyk, the Board voted to approve the April 2019 payments. The motion carried, 8 – 0.

b. I&I Approval for Enforcement Hearing (Handout)

The Board reviewed copies of final notices from the ECDSM to several property owners in ECSD No. 3. Written requests were mailed to each property owner on several occasions, without response, to complete a house inspection or correct a deficient condition found during the ECDSM's Inflow/Infiltration inspection program. As a result, these property owners have been referred to the Board to be considered for a hearing with the ECDSM's hearing officer who will evaluate violations of the "Rules and Regulations" and recommend a follow-up action.

On a motion by Mr. Millar, seconded by Mr. Simmeth, the Board voted to approve the referral to an enforcement hearing. The motion carried, 8 – 0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Kaminski presented the following operations report:

- *Turbine Pumps Generator*: Repairs were made to the electrical generator servicing the turbine pumps at the Southtowns Water Resource Recovery Facility (WRRF).
- *Milestrip Road Pumping Station*: Bypass pumps set up at the Milestrip Road Pumping Station for an in-house project to clean the wet well and relocate existing controls. This project is not related to Steuben Foods and/or the Elma pump station.

- *NYSDEC inspections:* the NYSDEC conducted its annual inspection of the Southtowns and Holland WRRFs on March 22nd.

Mr. Canestrari presented the following report for collections:

- *Village of Orchard Park Odor Complaint:* On April 6th, an odor complaint was investigated in the vicinity of Princeton Place and W. Quaker Street in the Village of Orchard Park. Staff believes that the source of the odor is Mangia Restaurant's grease trap and their lack of regular maintenance. Staff also believes that the odor entered the complainant's business due to either no trap or a defective one. Through ECDSM's Fats/Oil/Grease (FOG) program, this location is inspected every three months. Inspections will be accelerated to a two month cycle.
- *Parker Road Back Lot Sewer:* An issue with an elevated section of 24" diameter sewer main, located back lots between Parker Road & McKinley Parkway, was identified. One of the concrete piers supporting the elevated pipe has been undermined and displaced by running water as a result of a plugged storm water culvert. A work order is being issued to a standby consultant to design necessary repairs. Design items are anticipated to include repairing the defective pier, lining the entire elevated section with a UV cured-in-place fiberglass pipe liner, installation of new culverts to manage storm water, and fortifying all piers with suitable stone materials to preserve structural integrity.
- EduKids child care center, located on Seneca Street in the Town of Elma, is investigating the possibility of disconnecting from the Elma Forcemain by means of new a new onsite septic system.

b. Pretreatment Report

i. Unifirst Wastewater Treatment System Installation (Handout)

The Board reviewed a copy of a letter from the ECDSM to Unifirst Corporation, located on Jeffrey Blvd. in the Village of Blasdell, regarding wastewater treatment system upgrades to address oil and grease permit limits. In March of 2018, exceedances of the 100 mg/l limit began to occur at regular intervals from this business. This timeframe correlated with increased water usage as noted in Unifirst's monthly reports. To correct the problem, Unifirst will install a new wastewater treatment system that will remove oil and grease in compliance with the 100 mg/l limit at higher flow rates.

c. Construction Report

Contract 75 (CIPP Lining Term Contract – Work Order 3K) (Handout) – Work Order 3K was issued to Kenyon Pipeline at the end of February. Televising and prep work has started in the Village and Town of Hamburg. Lining work will begin this month.

Contract 75 (CIPP Lining Term Contract – Work Order 5 USI) (Handout) – Work Order 5 was issued to United Survey, Inc. (USI) in March. Televising and prep work has started in the Village and Town of Orchard Park, lining work will begin this month. Some lining and repair work still needs to be completed by USI under open Work Orders 3 & 4.

Contract 79 (Sewer Repair Term Contract) – A work order was issued this month to Visone Construction for the replacement of a manhole with severe infiltration on Bay View Rd. in the Town of Hamburg.

Manhole Repair/Vent Installation at 18-mile Creek Bank – Bids were received in March for a project to repair an offset manhole section and install a vent pipe at a sanitary manhole with difficult access located at the bank of 18-Mile Creek in the Town of Hamburg. The low bidder was CMH. A pre-construction meeting will be scheduled for this spring.

Parker Road Elevated Sewer – A passerby reported that a concrete pier supporting a 24-inch diameter above grade concrete sewer in the Town of Hamburg had moved out of place. A site visit confirmed this as well as the erosion/undermining of the concrete footers for approximately 3 other piers caused by the meandering of a creek crossing beneath the pipe. The concrete pipe sags where the pier no longer properly supports it. See Item 6.a for additional details. Funding for this project will be determined as the planning process proceeds.

Contract 62 – The contract with Parise Mechanical, Inc., for the replacement of AC units 3, 4, & 7 at the Southtowns treatment facility, is progressing. Shop drawings will be submitted and reviewed in the near future.

Contract 59 (Southtowns AWTF ORF Rehabilitation) – This project was bid on April 3rd and will involve repairs to spalling and cracked concrete on the ORF floors and walls, repair of construction and expansion joints, installation of gate valves. A pre-bid meeting was held for this project on April 9th. Bids will be opened on April 23rd.

d. Southtowns AWTF & Blasdell WRRF – Collection System and SSO Annual Report (Handout)

On March 1st, the ECDSM submitted the annual Collection System Program (CSP) and Sanitary Sewer Overflow (SSO) reports to the New York State Department of Environmental Conservation (NYSDEC) for the Southtowns AWTF and Blasdell WRRF as required by the State Pollution Discharge Elimination System (SPDES) permits for these facilities. Mr. Fiegl discussed his upcoming meeting with the NYSDEC regarding finalization of the NFA. The meeting will involve discussions about timing and order of capacity upgrade projects at the Southtowns WRRF. Chairman Mills enquired about possible changes resulting

from New York State taking over operations of Woodlawn Beach from the Town of Hamburg this summer. Mr. Absolom replied there was a good relationship between the Southtowns WRRF and New York State prior to the Town of Hamburg's operation of Woodlawn Beach adding that reporting requirements will not change.

e. Buffalo News – Steuben Foods Article (Handout)

Mr. Fiegl discussed a recent Buffalo News article detailing an expansion at Steuben Foods. Steuben Foods consulted with the ECDSM during the planning phase of the expansion. The ECDSM has informed Steuben Foods there is no additional capacity in the Elma Force main. The proposed 82,500 square foot expansion should have little to no impact as it will be used as storage space.

On a motion by Ms. Hartman, seconded by Mr. Witkowski, the Board voted to receive and file the above miscellaneous and informational items. The motion carried 8 – 0.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Mr. Millar, seconded by Mr. Witkowski, the meeting was adjourned at 8:25 a.m. The motion carried 8 – 0.

Next meeting is scheduled for June 12, 2019 at 8:00 a.m.

Respectfully submitted,



David C. Millar, Secretary
ECSD No. 3 Board of Managers

DM:mo

Motion to Approve the April 10, 2019 Meeting Minutes

Moved by: MIKE KASPREYK

Seconded by: DAVID ROOD

App./Disapp.: APPROVED 7-0

Date: 6/12/19



David C. Millar, Secretary
ECSD No. 3 Board of Managers

ERIE COUNTY SEWER DISTRICT NO. 3 (ECSD No. 3)
BOARD OF MANAGERS MEETING
WEDNESDAY, JUNE 12, 2019
SOUTHTOWNS WRRF CONFERENCE ROOM
MINUTES

MEMBERS PRESENT: Chairman John Mills, Mark Cavalcoli, Michael Kasprzyk, David Millar, David Rood, Karl Simmeth, Don Witkowski

MEMBERS ABSENT: Melissa Hartman, David Kaczor

OTHERS PRESENT: Glenn Absolom, Steve Canestrari, Jason Cozza, Joseph Fiegl, Kevin Kaminski, Michelle Oliver

ITEM NO. 1 – CALL MEETING TO ORDER

Chairman Mills opened the meeting at 8:00 a.m.

ITEM NO. 2 – APPROVAL OF APRIL 10, 2019 MEETING MINUTES

On a motion by Mr. Kasprzyk, seconded by Mr. Rood, the Board voted to approve the minutes from the April 10, 2019 meeting. The motion carried, 7 – 0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

None

ITEM NO. 4 – OLD BUSINESS

None

ITEM NO. 5 – NEW BUSINESS

a. Payments (Handout)

The Board reviewed the payment handout for the month of June 2019.

On a motion by Mr. Simmeth, seconded by Mr. Cavalcoli, the Board voted to approve the June 2019 payments. The motion carried, 7 – 0.

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

The Board reviewed copies of final notices from the Erie County Division of Sewerage Management (ECDSM) to several property owners in ECSD No. 3. Written requests were mailed to each property owner on several occasions, without response, to complete a house inspection or correct a deficient condition found during the ECDSM's Inflow/Infiltration (I/I) inspection program. As a result, these property owners have been referred to the Board to be considered for a hearing with the ECDSM's hearing officer who will evaluate violations of the "Rules and Regulations" and recommend a follow-up action.

Item 2(a)

On a motion by Mr. Cavalcoli, seconded by Mr. Witkowski, the Board voted to approve the referral to an enforcement hearing. The motion carried, 7 – 0.

c. Confirmation of Email Poll – Award of Southtowns AWTF ORF Rehabilitation Contract No. 59 (Handout)

The Board considered confirmation of the May 8, 2019 email poll approving a resolution to award a contract to Hohl Industrial Services, Inc. (Hohl) for construction work associated with the Southtowns Advanced Wastewater Treatment Facility (AWTF) Overflow Retention Facility (ORF) project, Contract No. 59, in the amount of \$625,859.25. Project work will include repair of damaged concrete, expansion joints and construction joints in the ORF floor, walls, platforms and columns. New concrete walls and turret platforms and a new aluminum catwalk will be constructed. Additionally, the project will involve installation of gates and operators, installation of electrical conduit and lines to power the gate operators, new fencing, fencing repairs and associated construction. Hohl was the lowest responsible bidder and has successfully completed other projects for the ECDSM in the past.

Mr. Mills inquired about ORF usage during construction of this project. Mr. Fiegl responded the project specifications required that the ORF be available for use during wet weather events while construction takes place. He added that time of completion for this project has been condensed, as much as possible, to minimize the amount of downtime. The contractor will need to stage its construction accordingly. Mr. Kasprzyk expressed interest in expanding capacity of the ORF to which Mr. Absolom responded the New York State Department of Environmental Conservation (NYSDEC) would be very unlikely to approve any increase.

On a motion by Mr. Millar, seconded by Mr. Simmeth, the Board voted to confirm the May 8, 2019 poll approving a resolution to award Contract No. 59 to Hohl in the amount of \$625,859.25. The motion carried, 7 – 0.

d. Boston Valley Pumping Station Contract Closeout – BVPS #3-A (Handout)

The Board considered a resolution for the close out of Contract BVPS #3-A with Nichols, Long & Moore Construction Corp. for general/mechanical construction work involved with the Boston Valley Pump Station Improvements project. The final amount of the contract was \$2,488,849.00 which represents a decrease of \$178,151.00 to the original contract amount of \$2,667,000.00. All work for this project has been satisfactorily completed and the ECDSM recommends close out of this contract.

On a motion by Mr. Kasprzyk, seconded by Mr. Rood, the Board voted to approve closeout of Contract BVPS #3-A. The motion carried, 7 – 0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Kaminski presented the following report for operations:

- *Milestrip Road Pumping Station*: An in-house project to upgrade and relocate existing controls is almost complete. This project included the installation of new variable frequency drives, which run the pumps more efficiently, making the District eligible for a \$3,500 energy rebate from NYSEG. Two new pumps were also installed.
- *Steuben Foods*: No major issues to report.
- *Pump Station Telemetry*: The District continues to add pump station data such as pump run indication, wet well level, and flow meter readings, to the telemetry system to monitor and optimize operations.

Mr. Canestrari presented the following report for collections:

- *Parker Road Back Lot Sewer*: District staff are installing temporary shoring for the elevated section of 24" diameter sewer located in the back lots between Parker Road and McKinley Parkway in the Town of Hamburg. One of the concrete piers supporting the elevated pipe was undermined and displaced by running water as a result of a plugged storm water culvert.
- *Dig Jobs*: Several open cut repair projects were completed at the following locations: 1.) Kennison Pkwy. in the Town of Hamburg, 2.) Pleasant Ave. in the Village of Hamburg, and 3.) North St. in the Village of Blasdell. Two night time projects were also completed in the Village of Orchard Park at Thorn Ave. and S. Buffalo St.

b. Pretreatment Report

None

c. Construction Report

i. Sewer Manhole Rehabilitation Contract – Bid Schedule (Handout)

Contract 81. The Board reviewed the bid schedule the Sewer Manhole Rehabilitation,

ii. Parker Rd. Elevated Sewer Repair

The Board was informed that an email poll will be conducted this summer to award a contract for the Parker Road Elevated Sewer Project, Contract 63.

Contract 59 – Southtowns AWTF ORF Rehabilitation: The Erie County Legislature approved award of this project to Hohl Industrial Services, Inc. in the amount of \$625,859.25. Notice to Proceed is expected in July. This project involves repairs to the ORF concrete, modifications to walls, installation of gates, and repair to ORF fencing. A standby consultant will provide construction administration services for this project.

Contract 61 – Manhole Repair/Vent Installation at 18-mile Creek Bank: The repair of an offset manhole and installation of a vent pipe for a sanitary manhole with difficult access adjacent to the 18-Mile Creek in the Town of Hamburg was completed.

Contract 62 – Replacement of AC units 3, 4, & 7: The project is 85% complete. New AC units are in place and the hot and chilled water lines are connected. Control panels for the new units are also installed, but the incoming and outgoing air vents still need to be installed.

Contract 63 – Parker Road Elevated Sewer: A standby consultant is designing storm water management improvements and structural repairs for the displaced concrete pier supporting a 24” diameter above-grade concrete sewer (as discussed under item 6.a). Construction will take place this fall.

Contract 64 – Holland WRRF Emergency Generator: GPI is presently designing this project under a term contract. Anticipated bid date is this fall. The project involves installation of a new emergency generator to power the entire facility and will be located outside the existing facility buildings near the incoming NYSEG utility pole.

Contract 65 – Southtowns WRRF Solids Handling Area Repairs: Project design is almost complete. Anticipated bid will be in June or July. This project involves concrete repairs in the solids handling area and sub-basement as well as I-beam supports in the solids handling sub-basement area.

Contract 75 – Cured in Place Pipe (CIPP) Lining Term Contract: United Survey has 3 open Work Orders (3, 4, 5) and Kenyon has 2 (2K, 3K). The majority of the open Work Orders are complete with a few outstanding repairs needed to close them out. New Work Orders will be issued to both contractors in June to include work in Mini System 31 (Wanakah – Lake Shore, Triangle, Pleasant, Walden, Juno).

Contract 79 – Sewer Repair Term Contract: Visone Construction completed replacement of a manhole with severe infiltration on Bay View Rd. in the Town of Hamburg.

Contract 81 – Manhole Rehabilitation Contract: Bids were received on May 10th through Purchasing Department. The low bidder was National Water Main Cleaning Co.

Contract 83 – Sewer Replacement Contract: A sewer replacement contract is in the survey/design phase with planned construction in 2020. The contract will address multiple repairs (mostly manhole to manhole) in several sewer districts including the following locations in District No. 3: Meadow, Frontier, Commercial, Allen, Linwood, Nottingham Terrace, Old Lakeshore Rd.

Mr. Mills inquired about the effectiveness and longevity of CIPP lining. Mr. Fiegl explained that the first installations of CIPP were made in the 1970’s and the ECDSM has not heard of any issues with its longevity. It is expected that CIPP will have a long lifespan and the method is less expensive than replacing existing lines through traditional open cut repair methods. Mr. Witkowski inquired about the availability of staff to oversee the ongoing lining program. Mr. Fiegl responded with a breakdown of current employees assigned to the program and a description of the management system used to track the work.

d. SPDES Permit NY0095401 – Wet Weather Operation Plan (Handout)

An updated Wet Weather Operating Plan (WWOP) was prepared and submitted to the NYSDEC for the Southtowns AWTF. The update included modifications for the Rush Creek project improvements. The NYSDEC approved the updated WWOP on June 5, 2019. This item was the final outstanding requirement for the Rush Creek Interceptor Water Quality Improvement Projects Grant.

e. Southtowns WRRF Expansion

Mr. Fiegl discussed a meeting held last month with the NYSDEC concerning State Pollutant Discharge Elimination System (SPDES) required reports recommending expansion of the Southtowns treatment facility. The NYSDEC verbally approved of the major initiatives detailed in the Facility Report Update and No Feasible Alternatives Analysis reports, including the scope and schedule of proposed improvements. The next step will be submittal of a memorandum summarizing recommendations of the reports and associated meetings with the NYSDEC concerning expansion. Report recommendations contain \$70-80 million of improvements including existing outfall pipe repairs, a new effluent pumping system, a new disinfection system and related tankage, new reactors and related influent distribution system, and new clarifiers. Improvements will likely be constructed in two (2) separate phases. This work will be in addition to normal projects required to address end of service life assets throughout the facility. Mr. Fiegl informed the Board that a Sewer Agency Report (SAR) will be prepared for Board approval during the next year to detail the bonding plan needed to facilitate the improvements.

On a motion by Mr. Simmeth, seconded by Mr. Rood, the Board voted to receive and file the above miscellaneous and informational items. The motion carried, 7 – 0.

The following discussions took place prior to meeting adjournment:

- Mr. Fiegl provided a brief overview of next week's budget meeting.
- Mr. Witkowski introduced Mr. Jason Cozza as the next Village of Hamburg Administrator and suggested representative on the Board. Mr. Witkowski will be retiring next month.
- Mr. Simmeth inquired about the status of issue involving the storage building constructed on the sanitary sewer easement adjacent to the Hampton Inn in the Town of Hamburg. Mr. Fiegl informed the Board the ECDSM had coordinated with the County Attorney's Office regarding this issue but was not sure of the status.
- An update was requested on Unifirst and the issues discussed at previous Board meetings.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Mr. Kasprzyk, seconded by Mr. Cavalcoli, the meeting was adjourned at 8:42 a.m. The motion carried, 7 – 0.

Next meeting is scheduled for June 19, 2019 at 8:00 a.m.

Respectfully submitted,



David C. Millar, Secretary
ECSD No. 3 Board of Managers

DM:mo

Motion to Approve the June 12, 2019 Meeting Minutes

Moved by: MELISSA HARTMAN

Seconded by: MIKE KASPRZYK

App./Disapp.: APPROVED, 6-0

Date: 10/9/19



David C. Millar, Secretary
ECSD No. 3 Board of Managers

ERIE COUNTY SEWER DISTRICT NO. 3 (ECSD No. 3)
BOARD OF MANAGERS BUDGET MEETING
WEDNESDAY, JUNE 19, 2019
SOUTHTOWNS WRRF CONFERENCE ROOM
MINUTES

MEMBERS PRESENT: Chairman John Mills, Melissa Hartman, David Kaczor
Michael Kasprzyk, David Millar, David Rood, Karl Simmeth,
Donald Witkowski

MEMBERS ABSENT: Mark Cavalcoli

OTHERS PRESENT: Glenn Absolom, Steve Canestrari, Jason Cozza, Joe Fiegl,
Kevin Kaminski, Michelle Oliver

ITEM NO. 1 – CALL MEETING TO ORDER – OPEN MEETING

Chairman Mills called the meeting to order at 7:58 a.m.

ITEM NO. 2 – ITEMS FROM THE PUBLIC

None

ITEM NO. 3 – OLD BUSINESS

None

ITEM NO. 4 – NEW BUSINESS

a. Presentation and Approval of 2020 Budget

i. Proposed 2020 Budget (Handout)

Mr. Fiegl presented the proposed ECSD No. 3 Budget. The ECSD Nos. 3 and 8 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 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 areas.
- Debt service, revenues, fund balance, and capital reserve allocations are exclusive to each sewer district.

Mem 2(b)

The ECSD No. 8 Board approved their portion of the combined budget at their June 18th meeting.

For this year, Central Region shares in approximately 40% of the Division-wide expenses, 36% of vehicle expenses, and 62% of Laboratory expenses. Overall, within Central Region ECSD No. 3 is responsible for approximately 91% of ECSD Nos. 3 and 8 costs, except for Professional Services, debt service, capital reserves, and personnel.

Mr. Simmeth inquired about the procedure for billing Steuben Foods and the Buffalo Bills. Mr. Fiegl explained that both receive letter bills based on the terms detailed in existing agreements.

Reviewing the overall summary for ECSD No. 3, total appropriations are projected to increase almost \$744,000 when compared to 2019. The major components of the increase are the purchase of a combination flusher/vactor unit and personnel costs. Offsetting the appropriation increase are anticipated increases in the amount collected for user charges (including flat charges), revenues from various outside entities, and fund balance.

Considering the increase in appropriations and the various revenues, the proposed budget is such that it is estimated the typical ratepayer (single family home) in ECSD No. 3 will have an increase of approximately 2.6% - or slightly less than \$1 per month. A proposed increase in the unit usage charge of \$5 is proposed in this budget, along with a \$0.10 increase in the footage charge. The assessed valuation charge is proposed to decrease in 2020.

Mr. Fiegl explained there were a few adjustments in the 2020 personnel budget for ECSD Nos. 3 and 8, but that total number of positions funded remained the same. Overall personnel costs are budgeted over 5% higher than the last budget, which is the major component of the appropriations increase for 2020. It was noted that these costs are calculated based on the collective bargaining agreements. It was also noted that in budgeting for 2019, a much lower impact was realized.

Mr. Mills inquired about the number of vacant positions rolled over from 2018-2019. Mr. Fiegl and Mr. Absolom discussed various positions that have been difficult to fill due to employees not meeting certain qualifications (commercial driver licenses, operator certifications, etc.). Mr. Kasprzyk inquired about educational opportunities for employees taking exams for certifications. Mr. Absolom explained that pre-certification courses are required for operators but the test involves complicated math. Mr. Fiegl added that study guides and in-house training are offered; additionally, staff are sent to various seminars offered by outside entities to work on these skills.

Fringe benefits for employees are being calculated at 60% based on discussions with the County's Budget Department. Actual numbers are not available at this time, but this is a conservative estimate.

The 2020 equipment line items represent over \$909,000 of the Central Region budget. The major items includes various equipment replacements, shared purchases to be used across all

Erie County Sewer Districts, a new portable pump, replacement of two (2) fleet vehicles, technology upgrades, and Central Region's unanticipated replacement item. Mr. Fiegl described the shared purchase of the combination flusher/vactor truck with ECSD No. 6. This shared purchase reflects the further centralization of services within the various ECSDs. In the future dump trucks, flushers, backhoes, and other similar large equipment will be allocated using a 2/3 ECSD Nos. 3 & 8 and 1/3 ECSD No. 6 cost share. Mr. Fiegl explained the rationale behind this proportion.

Mr. Kasprzyk inquired about the status of outstanding items identified on the backlog list. Mr. Kaminski noted the back log list is getting shorter. Mr. Fiegl stated contractors are periodically brought in to finish the installation of new equipment and added that some new equipment items are purchased as spares.

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 40% of these Downtown office expenses.

Mr. Mills inquired about the usage of trucks CR-01 and CR-80. Mr. Kaminski stated these trucks are used to transport materials, equipment, and personnel between the Southtowns facility and the East Aurora and Holland treatment plants. Mr. Canestrari and Mr. Kaminski noted the trucks being replaced have incurred high maintenance costs. Mr. Absolom added that pickup trucks are used for every project undertaken by the District. Ms. Hartman inquired about the fate of these trucks. Mr. Canestrari stated both would be sold at auction with proceeds returned to fund balance.

Mr. Kaczor inquired as to whether or not there is a proactive program to apply for disaster relief equipment, specifically generators. Mr. Fiegl stated the matter will be looked into with other County Departments but explained how this item has been handled during past emergency declarations. Mr. Absolom stated generator use is complicated by emission regulations, which is why the generator replaced as part of the Boston Valley Pumping Station project cannot be permanently reinstalled at another location.

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 travel and training/education, changes made in Professional Service Contracts/Fees, budgeting for capital reserves in ECSD No. 3, utility costs, and the aforementioned personnel costs.

Mr. Kaczor inquired about asbestos training opportunities for staff. Mr. Absolom stated asbestos training is offered to all staff and fifteen (15) employees are presently enrolled in the Division's asbestos program. Asbestos licenses are required for certain supervisor positions.

Fund balance usage as an offsetting revenue is budgeted at approximately 59% of the amount available on 12/31/18. The available district fund balance represents approximately 4.1

months of 2020 budgeted appropriations. Mr. Fiegl discussed concerns about the fund balance trends considering debt service payments made in 2018 from a different account.

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.

Mr. Kasprzyk inquired about the status of cyber security at the plant. Mr. Fiegl informed the Board that the Erie County Division of Sewerage Management (ECDSM) is a member of the Water Information, Sharing, and Analysis Center (ISAC), a web-based information technology system designed for sharing security information among water and wastewater utilities. He added the plant's Supervisory Control and Data Acquisition (SCADA), the computer based system used to operate the plant, functions independently of Erie County's network. Mr. Absolom stated the plant has the capability to operate without SCADA, if necessary. He added that numerous physical security changes were made after September 11, 2001 including the elimination of gaseous chlorine in the treatment process and the installation of fences, gates, barriers, and security cameras.

Mr. Kasprzyk inquired if ECSD No. 3 was in a position to implement projects should grant monies suddenly become available from New York State. Mr. Fiegl stated reports and related work, which will result in process related capital improvements, have been completed under the terms of the plant's State Pollutant Discharge Elimination System (SPDES) permit. He added that bond financing will be required for these projects. ECDSM will be applying for New York State Department of Environmental Conservation Water Quality Improvement Project (WQIP) Grant funding for this work.

On a motion by Mr. Kaczor, seconded by Mr. Rood, the Board voted to approve the budget presented for ECSD No. 3. The motion carried, 8 – 0.

ii. Resolution (Handout)

It was resolved that approximately 71% and 29% of the total sanitary sewer tax levy of \$7,183,114 shall be raised from the assessed value and footage charges, respectively, for ECSD No. 3.

On the question, Mr. Simmeth asked if the proposed budget was sufficient to operate ECSD No. 3 in 2020. Mr. Absolom replied that a great deal of planning and consideration went into preparing the budget over the last two months, noting there is some capacity included to address reasonable unforeseen situations.

On a motion by Mr. Simmeth, seconded by Ms. Hartman, the ECSD No. 3 Board voted to approve the Resolution as presented. The motion carried, 8 – 0.

ITEM NO. 5 – ADJOURNMENT & NEXT MEETING

The Board discussed the need to hold the July 10, 2019 meeting. Mr. Fiegl stated that as both the ECSD Nos. 3 and 8 Boards have approved their respective budgets, a joint budget meeting is not necessary and, consequently, there is no need to conduct the July 10, 2019 meeting.

On a motion by Mr. Rood, seconded by Mr. Millar, the Board voted to cancel the July 10, 2019 meeting. The motion carried, 8 – 0.

Mr. Witkowski was recognized due to this being his last ECSD No. 3 Board meeting. He was thanked for his service to the sewer district and was wished a happy retirement.

On a motion by Mr. Witkowski, seconded by Mr. Simmeth, the meeting was adjourned at 9:17 a.m. The motion carried, 8 – 0.

The next meeting of the Board is scheduled for Wednesday, October 9, 2019, at 8:00 a.m.

Respectfully submitted,



David C. Millar, Secretary
ECSD No. 3 Board of Managers

DM:mo

Motion to Approve the June 19, 2019 Budget Meeting Minutes

Moved by: MELISSA HAETMAN

Seconded by: MIKE KASPRZYK

App/Disapp: APPROVED 6-0

Date: 10/9/19



David C. Millar, Secretary
ECSD No. 3 Board of Managers

ERIE COUNTY SEWER DISTRICT NO. 3
BOARD OF MANAGERS MEETING MINUTES
WEDNESDAY, OCTOBER 9, 2019
SOUTHTOWNS AWTF CONFERENCE ROOM
MINUTES

MEMBERS PRESENT: Chairman John Mills, Mark Cavalcoli, Melissa Hartman, David Kaczor, Michael Kasprzyk, David Millar

MEMBERS ABSENT: David Rood

OTHERS PRESENT: Glenn Absolom, Steve Canestrari, Anthony Cellino, Jason Cozza, Joseph Fiegl, Kevin Kaminski, Michelle Oliver

ITEM NO. 1 – CALL MEETING TO ORDER

Chairman Mills opened the meeting at 8:00 a.m.

a. Resignation of Karl Simmeth

In recognition of his many years of service, the Erie County Sewer District No. 3 (Board) accepted the resignation of Karl Simmeth.

ITEM NO. 2 – APPROVAL OF MINUTES OF PREVIOUS MEETINGS

a. June 12, 2019 (Handout)

On a motion by Ms. Hartman, seconded by Mr. Kasprzyk, the Board voted to approve the minutes from the June 12, 2019 meeting. The motion carried 6 – 0.

b. June 19, 2019 Budget Meeting (Handout)

On a motion by Ms. Hartman, seconded by Mr. Kasprzyk, the Board voted to approve the minutes from the June 19, 2019 budget meeting. The motion carried 6 – 0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

Mr. Anthony Cellino of Cellino Plumbing introduced himself and stated he was in attendance to educate himself about Board proceedings. Mr. Cellino also presented some information regarding recent matters concerning his company and the sewer permit process.

ITEM NO. 4 – OLD BUSINESS

None.

Item 2

ITEM NO. 5 – NEW BUSINESS

a. Payments (Handout)

The Board reviewed a copy of the payments on a handout for the month of October.

On a motion by Mr. Cavalcoli, seconded by Mr. Kaczor, the Board voted to approve the October 2019 payments. The motion carried 6 – 0.

b. 2020 User Charge

i. Public Hearing Notice & Meeting Minutes (Handout)

The Board reviewed the Notice and the Minutes for the Public Hearing held on September 18, 2019 at the Erie County Division of Sewerage Management (ECDSM) Northern Region offices for the proposed 2020 User Charge Rates. This hearing is a requirement of County Law. User charges for the various parameters (BOD, TSS, etc.) are based on usage flow and pollutant loadings and are calculated annually from historic cost data from the treatment facility. No comments were received from the public at the meeting.

ii. Approval of Resolution (Handout)

The Board considered a resolution to approve the proposed 2020 User Charge Rates. On a motion by Ms. Hartman, seconded by Mr. Millar, the Board voted to approve the resolution. The motion carried 6 – 0.

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

The Board reviewed copies of final notices from the ECDSM to several property owners in ECSD No. 3. Written requests were mailed to each property owner on several occasions, without response, to complete a house inspection or correct a deficient condition found during the ECDSM's Inflow/Infiltration (I/I) inspection program. As a result, these property owners have been referred to the Board to be considered for a hearing with the ECDSM's hearing officer who will evaluate violations of the "Rules and Regulations" and recommend a follow-up action.

On a motion by Mr. Cavalcoli, seconded by Mr. Kaczor, the Board voted to approve the referral to an enforcement hearing. The motion carried, 6 – 0.

d. 2020 Meeting Schedule (Handout)

The Board reviewed a copy of the proposed 2020 meeting schedule.

On a motion by Mr. Millar, seconded by Mr. Cavalcoli, the Board voted to approve the proposed 2020 meeting schedule, as presented. The motion carried 6 – 0.

Mr. Fiegl explained the current Board's term will be ending December 31, 2019. He asked if the Board Members would be interested in serving another term. The Board Members replied in the affirmative.

e. Confirmation of Email Poll – Award of Parker Road Sewer Repair Project (Handout)

The Board considered confirmation of the July 11, 2019 email poll approving a resolution to award a contract to Kandey Company, Inc. (Kandey) for construction work associated with the Parker Road Elevated Sewer Repair project, Contract No. 63, in the amount of \$342,380.00. The project involves repair of a damaged section of elevated concrete pipe in the vicinity of Parker Road in the Town of Hamburg including the installation of an access road, site preparation in a heavily wooded area, installation of a temporary pier, removal and replacement of an existing pier, removal and replacement of existing concrete culverts critical for localized site drainage and structural durability, regrading of existing stream channels, and site restoration. Kandey was the lowest responsible bidder.

It was noted that Kandey was the sole bidder for this project. As such, New York State law permits negotiation of the original bid amount, provided contract terms are not altered. Consequently, Kandey's original bid amount of \$367,848.00 was reduced to \$342,380.00 upon reconsideration of certain contract requirements. This amount is still above the Engineer's Estimate, provided by DiDonato Associates (DiDonato), of \$244,805.00 primarily due to costs associated with installation of a 3,300 linear foot access road for which DiDonato did not originally include, but later agreed was necessary. Kandey has successfully completed other projects for the ECDSM in the past. The ECDSM recommends award of Contract 63 to Kandey.

On a motion by Ms. Hartman, seconded by Mr. Cavalcoli, the Board voted to confirm the July 11, 2019 poll approving a resolution to award Contract No. 63 to Kandey in the amount of \$342,380.00. The motion carried, 6 – 0.

Mr. Kasprzyk inquired as to when the project will be complete. Mr. Millar says the project will take about a month and a half to complete. It was noted the pier has moved over the summer. It is no longer supporting the pipe.

f. EduKids Approval to Terminate Agreement (Handout)

The Board considered a request from Edukids, located at 6961 Seneca St., Elma, New York, to formally terminate its Out-of-District Customer Agreement with Erie County Sewer District No. 3 for sanitary sewer service. EduKids has constructed an on-site septic system and will disconnect its existing pumps and piping to the Elma Forcemain. It is understood that termination of the EduKids Out-of-District Customer Agreement is permanent as all future connections to the Elma Forcemain are prohibited due to capacity issues. It is also understood that Board approval for the termination of this Agreement is contingent on the satisfactory disconnection of EduKids existing pumps and piping from the Elma Forcemain as verified and accepted by the ECDSM.

On a motion by Mr. Kasprzyk, seconded by Mr. Cavalcoli, the Board voted to approve termination of the Out-of-District Customer Agreement with EduKids, located at 6961 Seneca St., Elma, New York. The motion carried 6 – 0.

Mr. Cavalcoli asked who regulates the installation of the septic system and was informed the Erie County Health Department.

Mr. Kasprzyk inquired who will oversee the disconnect from the forcemain. The disconnection and all necessary approvals will be coordinated through the District Manager.

g. Truckers Discharge Permits Approval – 2020 (Handout)

Waste Hauler Discharge permits are a requirement of Article VIII of the Erie County “Rules & Regulations” and are approved by the Board on an annual basis. Permits are valid for one year and can be amended or revoked for non-compliance with the permit’s terms.

On a motion by Mr. Kasprzyk, seconded by Ms. Hartman, the Board voted to approve Waste Hauler’s Discharge permits to Delo Drain & Septic, Modern Portable Toilets, United Rentals, the Town of Orchard Park, and Macken Services pending application and insurance approvals. The motion carried 6 – 0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Kaminski presented the following report for operations:

- *X-Incinerator Rebuild:* Rebuild of the x-incinerator at the Southtowns facility is nearly complete with preheating to take place by early next week.
- *Nos. 3 and 4 Reactors:* At completion of the X-Incinerator project, Reactor Nos. 3 and 4 will be prepared for bi-annual grit removal activities.
- *No. 1 Clarifier:* Weather permitting, the No. 1 Clarifier will be taken out of service for concrete repairs. This work will take place next spring, if necessary.
- *LED Retrofit:* This project has been started. National Grid will be covering \$41,000 of the \$100,000 project cost. This project will save about \$21,000 on an annual basis.

Mr. Canestrari presented the following report for collections:

- *Sewerline Repairs:* District staff replaced over 100 linear feet of main piping at seven (7) locations including a forcemain repair on South Park Avenue.

- *Budget Transfer:* A budget transfer of \$15,000 from professional services to highway supplies was necessary. This year, along with typical sewer repairs, the District has used an additional 374 ton of #2 crusher run stone. The majority of the additional stone was used to construct a road to allow a lining contractor access to the southwestern trunk for pipe lining activities. The road alone accounted for 299 ton of stone.
- *EduKids:* EduKids has installed a new septic tank. The Division is awaiting the contractor's proposal to satisfactorily disconnect EduKids sanitary sewer pumps and piping from the Elma Forcemain.
- *Frontier High School blocked pipe:* The Frontier High School sewer issue has been resolved (see Pretreatment Report).

b. Pretreatment Report

- *Unifirst:* Unifirst has installed a new pretreatment system in accordance with the ECDSM approved timeline. Preliminary analytical testing and first monthly sampling results were in compliance.
- *Frontier Schools:* A sanitary sewer overflow, traceable to the private sewer infrastructure owned by Frontier Schools, was identified in June 2019. The ECDSM notified the school's maintenance manager and offered assistance to locate the cause of the issue. It was discovered the overflow was the result of a partially blocked pipe restricted by roots. School staff disposed of floatable materials and applied lime to the affected site. Frontier Schools hired a contractor to remove root intrusion and the pipe is now functioning properly.

i. Residential Complaint – Private Sewer Line Sanitary Sewer Overflow (Handout)

The Board reviewed a copy of the July 1, 2019 notification letter from ECDSM to Frontier Schools, noted in the pretreatment report, and the July 16, 2019 letter from the school confirming remedial work had been completed.

c. Construction Status Report

Status of the following contracts was discussed:

Contract 59 – Southtowns AWTF ORF Rehabilitation: This project involves several improvements to the Southtowns ORF. The new wall and gate have been installed to replace the old gate. A new catwalk has also been installed to access the gate operator. The concrete wall vertical extension and turret platforms have been completed. Concrete spalls have been cut out, vertical wall spalls have been repaired and the floor spalls are being repaired. Sealing of expansion and construction joints has begun. There were some delays due to unexpected extreme weather events in August requiring ORF usage. Additional project costs

may result from the unanticipated repairs identified during the project. Work is expected to continue through October.

Contract 63 – Parker Road Elevated Sewer: This project was awarded to Kandey Company. Contracts have been executed and Notice to Proceed was issued on September 6, 2019. Kandey mobilized to the site and has started clearing, grubbing and installation of the access road. The majority of the work will take place in October. After this project was bid, ECDSM received a call from a homeowner on Parker Road who notified ECDSM of an exposed 8-inch diameter asbestos cement pipe located in a creek, upstream of the elevated sewer pipe repair area. The pipe became exposed as a result of the creek meandering over time. This location has similar access issues (backlot, located in a creek in the woods). ECDSM's consultant, DiDonato Associates, prepared a design to encase the exposed 8-inch diameter pipe and install streambank protection. The additional work will be added to this contract and is anticipated to be paid for with contingency funding.

Contract 64 – Holland WRRF Emergency Generator: The existing emergency generator at Holland WRRF has not been operational for several years. A portable generator is used to provide emergency power. Greenman-Pedersen, Inc. is presently designing a project, through a term contract, for the installation of a new emergency generator to power the entire facility, including an automatic transfer switch and a load bank. The project is expected to go out to bid in early 2020 with an anticipated cost >\$300,000.

Contract 65 – Southtowns AWWTF Solids Handling Area Repairs: This project involves replacement of corroded steel beams and deteriorated concrete that compromise the structural integrity of the solids handling area basement and sub-basement of the Southtowns facility. The solids handling area also requires other concrete, grout, railing and stair repairs included in this project. This project will bid October 9, 2019 with bid opening October 24, 2019. The work is expected to be performed in February and March of 2020. Expected cost of the project is approximately \$100,000.

Contract 66 – Parker Road Elevated Sewer CIPP: Bids were opened September 27, 2019 for this project. ECDSM is working with the Erie County Attorney's Office to determine whether or not the low bidder, National Water Main Cleaning Company, is responsible. A poll of the Board will not be required to award this project.

Contract 75 – Cured in Place Pipe (CIPP) Lining Term Contract: The following work items remain to be completed by United Survey (USI) from past work orders: lining of one (1) line on West Quaker in Village of OP (WO #5); lining of several lines in Wanakah/Hamburg area (Lake Shore, Triangle Road) (WO #6), miscellaneous repairs (Thruway backlot liner repair) (WO #4). In September, USI was issued a new work order (WO #7) including 16,000 LF of lining work in the Village of Blasdell/Town of Hamburg (Labelle, Miriam, Orchard, South Park, Frontier, Salem, Linwood, Elmwood, Oakwood, etc.). USI has commenced prep/TV work of these lines and plans to complete as much as possible before winter. Under WO #3K, Kenyon Pipeline has a few lines in Village of Hamburg to complete (Milford backlot, Union St), one (1) line on Lakeshore Rd in Hamburg, and some miscellaneous repairs for minor liner defects (Union, Pleasant, Lake). In July, Kenyon was issued a new work order (WO #4K) including

5,500 LF of lining work in the Village of Blasdell/Town of Hamburg (Avon, Grafton, Salisbury, Marlowe, Allen, Maple, South Park); work has not started yet.

Contract 81 – Manhole Rehabilitation Contract: Work has been completed and a final walkthrough will be scheduled with National Water Main Cleaning Co. with project closeout to follow.

i. Cured in Place Pipe Lining Term Agreements – Work Orders (Handout)

The Board reviewed a copy of Work Order No. 4K (effective July 24, 2019), Work Order No. 6 (effective June 27, 2019), and Work Order No. 7 (effective September 6, 2019) issued in July to Kenyon Pipeline Inspection for CIPP Lining Term Contract No. 75.

ii. Southtowns Overflow Retention Facility Rehabilitation Project (Handout)

The Board reviewed a copy of the Notice to Proceed issued to Hohl Industrial Services, Inc. for the Southtowns AWTF ORF Rehabilitation Project, Contract 59.

iii. Parker Road Sewer Repair Project – Notice to Proceed (Handout)

The Board reviewed a copy of the Notice to Proceed and the Notice of Award issued to Kandey Company, Inc. for the Parker Road Elevated Sewer Repair project, Contract No. 63.

iv. Parker Road Cured in Place Pipe Lining Project – Bid Schedule (Handout)

The Board reviewed a copy of the bid schedule for the Parker Road Elevated Sewer Cured-In-Place Pipe Lining project, Contract No. 66.

v. Sewer Repair Term Contract – Work Order No. 10 (Handout)

The Board reviewed a copy of Work Order No. 10, Sewer Repair Term Contract No. 79, issued to Visone Construction, Inc. for the sanitary sewer replacement off of Wanakah Heights Road in the Town of Hamburg.

vi. Southtowns Solids Handling Area Repairs – Contract No. 65 Bid Schedule (Handout)

The Board reviewed a copy of the bid schedule for the Southtowns Solids Handling Area Repairs, Contract No. 65. Bid opening for this project will take place on October 24, 2019.

d. Rush Creek WQIP

The Board was informed the final \$100,000 of the \$5-million New York State Department of Environmental Conservation (NYSDEC) Water Quality Improvement Project (WQIP) Grant for the Rush Creek Interceptor project has been received by the ECDSM and that grant is now closed out.

e. Blasdell Treatment Plant Closure

The Board was informed that the permit for the Blasdell Wastewater Treatment Facility has been canceled by the NYSDEC. Final closure items still remain to be completed by ECDSM.

Mr. Cavalcoli inquired about the future use of the site. Mr. Fiegl stated the Village of Blasdell has no interest in the property. Mr. Absolom suggested the possibility of using the existing structures for cold storage.

f. Southtowns WRRF – SPDES NY0095401

i. Flow Management Plan (Handout)

The Board reviewed a copy of the July 3, 2019 Flow Management Plan submitted to the NYSDEC. The plan is required when the annual average flow for the treatment facility exceeds 95% of design. ECDSM responses included details from the “Updated Facilities Plan (2015)” and the “Collection System Program for the Erie County Sewer Districts (2012)”, both were requirements of the State Pollutant Discharge Elimination System (SPDES) permit to address capacity and performance issues.

Mr. Kaczor inquired about the impact new development has had on average flows received at the plant. Mr. Fiegl stated that development is part of the increase; however, other factors such as plant improvements and Inflow and Infiltration (I/I) are major contributing factors to increased flow at the plant. ECDSM is always working to identify and eliminate sources of I/I.

ii. Updated Facilities Plan (Handout)

On September 24, 2019, the ECDSM submitted a Summary Letter Report to the NYSDEC. The letter report was prepared to identify upgrades necessary to meet SPDES permit requirements for the Southtowns AWTF, in a single report, and to garner NYSDEC approval of the “Updated Facilities Plan” so that the upgrades can proceed. Mr. Fiegl stated numerous upgrades are required for the plant, that the ECDSM started this process 20 years ago, and added that ECDSM has applied for grant funding to offset some of the costs. Chairman Mills noted that the general public should be informed about the state of the condition of buried infrastructure.

g. Sewer Cross Bore Safety (Handout)

The Board reviewed a copy of a letter to National Fuel Gas (NFG) in response to a letter received concerning "Sewer Cross Bore Safety". The ECDSM response points out it is not practical to perform the work suggested in the NFG letter and offers a proactive solution that NFG coordinate its trenchless gas line installation upgrades with the ECDSM, prior to undertaking such work, so that access and information about the sewer system can be provided to prevent cross bores before they occur.

Ms. Hartman inquired about the next steps to address this issue. Mr. Fiegl responded that perhaps the ECDSM will call NFG directly and work towards a resolution. Chairman Mills suggested involving the Erie County Attorney's office on this matter.

h. Sanitary Sewer Easement Encroachment – Hampton Inn

In response to a question raised at the last scheduled Board meeting concerning the status of the sanitary sewer easement encroachment adjacent to the Hampton Inn property in the Town of Hamburg, the Erie County Attorney's Office is presently addressing this matter.

i. Data Services Insurance Coverage

In response to a question raised at the last scheduled Board meeting concerning insurance coverages, the ECDSM does not have cyber security coverage at this time, but will elect to take that rider next year.

On a motion by Mr. Kasprzak, seconded by Ms. Hartman, the Board voted to receive and file informational items on the agenda. The motion carried 6 – 0.

Mr. Cellino asked if making greywater systems a requirement in new build construction would be beneficial. Mr. Fiegl stated this is more of a building code issue and that those systems may be better suited for water conservation and noted that private I/I sources such as sump pumps, roof leaders, and the like are more of an issue. Mr. Cellino then asked if there is anything contractors can do to reduce I/I. Mr. Fiegl suggested identifying violations and educating homeowners about sources of I/I.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Mr. Kaczor, seconded by Mr. Cavalcoli, the meeting was adjourned at 9:03 a.m. The motion carried, 6 – 0.

Next meeting is scheduled for 8:00 a.m., Wednesday, December 4, 2019 at the Southtowns AWTF conference room.

Respectfully submitted,


David C. Millar, Secretary
ECSD No. 3 Board of Managers

DM:mo

Motion to Approve the October 9, 2019 Meeting Minutes

Moved by: MIKE KASPRZYK

Seconded by: MELISSA HARTMAN

App./Disapp.: APPROVES 6-0

Date: 12/4/19


David C. Millar, Secretary
ECSD No. 3 Board of Managers

ERIE COUNTY SEWER DISTRICT (ECSD) NO. 3
BOARD OF MANAGERS MEETING MINUTES
WEDNESDAY, DECEMBER 4, 2019
SOUTHTOWNS AWTF CONFERENCE ROOM
MINUTES

MEMBERS PRESENT: Chairman John Mills, Mark Cavalcoli, Melissa Hartman,
Michael Kasprzyk, David Millar, David Rood

MEMBERS ABSENT: David Kaczor

OTHERS PRESENT: Glenn Absolom, Steve Canestrari, Joe Fiegl, Kevin Kaminski, Jason
Keding, Michelle Oliver

ITEM NO. 1 – CALL MEETING TO ORDER

Chairman Mills called the meeting to order at 7:58 a.m. Chairman Mills introduced Jason Keding, Supervisor of the Town of Boston, as a guest.

ITEM NO. 2 – APPROVAL OF OCTOBER 9, 2019 MEETING MINUTES

On a motion by Mr. Kasprzyk, seconded by Ms. Hartman, the Board voted to approve the minutes from the October 9, 2019. The motion carried 6 – 0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

None.

ITEM NO. 4 – OLD BUSINESS

None.

ITEM NO. 5 – NEW BUSINESS

a. Payments (Handout)

The Board reviewed the payment handout for the month of December 2019.

On a motion by Mr. Cavalcoli, seconded by Mr. Rood, the Board voted to approve the December 2019 payments. The motion carried 6 – 0.

b. Confirmation of Email Poll – Award of Contract No. 65 (Handout)

The Board considered confirmation of the October 29, 2019 email poll approving a resolution to award Contract No. 65, in the amount of \$160,195.00, to Patterson-Stevens, Inc. for construction work associated with repairs to the solids handling area at the Southtowns AWTF. The project involves replacement of corroded steel beams and deteriorated concrete in the solids handling area basement and sub-basement. The solids handling area also requires other concrete, grout, railing

Item 2

and stair repairs included in this project. The contractor has successfully completed projects for the Division of Sewerage Management (DSM) in the past.

On a motion by Ms. Hartman, seconded by Mr. Kasprzyk, the Board voted to confirm the October 29, 2019 poll approving a resolution to award Contract No. 65 to Patterson-Stevens, Inc. in the amount of \$160,195.00. The motion carried, 6 – 0.

c. Confirmation of Email Poll – Engineering Term Agreements (Handout)

The Board considered confirmation of the November 4, 2019 email poll approving a resolution to award Professional Engineering and Construction Inspection Term Agreements for the 2020-2022 term. The DSM has recommended retention of seven (7) firms for engineering term agreements, for an amount not to exceed \$250,000 each, and four (4) firms for construction inspection term agreements at a maximum of \$200,000 each. Engineering term assignments are issued when DSM does not have staff availability or technical expertise to address specific engineering needs. Inspection term assignments are issued when DSM does not have staff availability for various construction inspection tasks due to existing workload. Costs associated with these agreements are paid through sewer district operating or capital accounts and are allocated to specific sewer districts based on required work.

Mr. Kasprzyk inquired about staffing levels. Mr. Fiegl stated presently the DSM has a few vacancies and recruitment for engineering and operations positions can be difficult. That said, these term agreements are needed even if all vacancies are filled because of the varying workload throughout the year and the need to bring in expertise in certain areas in which it does not make sense for the DSM to have in-house full time. Mr. Fiegl added that recruiting challenges are, in part, due to the relatively low entry level salaries DSM must offer, as determined by contract, compared with those for similar positions in industry. He also noted that salaries are more competitive once an employee has worked in the County for a few years. Chairman Mills noted the DSM has lost engineering staff to the private sector in the past.

Mr. Absolom informed the Board the DSM is examining the opportunity to develop treatment plant staff through a partnership with Erie Community College's skilled trades programs.

Mr. Kasprzyk stressed the importance of staff development for younger personnel to increase retention.

On a motion by Mr. Cavalcoli, seconded by Mr. Rood, the Board voted to confirm the November 4, 2019 poll approving a resolution to award Professional Engineering and Construction Inspection Term Agreements for the 2020-2022 term. The motion carried, 6 – 0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Kaminski presented the following report for operations:

- *Nos. 1 and 2 Reactors:* Annual reactor cleanout is underway, which involves grit removal from the bottom of reactor tankage. This year Reactor Nos. 1 and 2 will be cleaned. Work should be complete by the end of this week.
- *Ash Hauling:* Hauling of stockpiled incinerator ash to an offsite landfill is underway. Hauling is dependent on dry weather conditions.

Mr. Canestrari presented the following report for collections:

- *Edu Kids:* Edu Kids new septic system has been installed and is now operational. The contractor for Edu Kids disconnected the existing connection to the Elma Forcemain by locating and closing an existing buried valve. In early November, a leak was reported in the area of the buried valve. District staff removed the valve, replaced it with a repair clamp, and the leak stopped.
- *Parker Road Elevated Sewer:* (see Contract 63, below, for details)
- *Sewer Main Repairs:* District staff replaced over 46 linear feet of sewer main piping at four separate (4) locations.

Mr. Absolom reported an odor complaint at the Milestrip Pump Station. To address the complaint, Steuben Foods made a change to its chemical addition protocol and the DSM replaced carbon filters and thoroughly cleaned the station. No further odor complaints have been received.

Mr. Fiegl informed the Board the Southtowns AWTF experienced “the perfect storm” on October 31, 2019 involving sustained high winds and rainfall. As a result, the very unlikely scenario of record high Lake Erie water levels, at the same time influent flows into the treatment facility were at capacity, occurred. Mr. Absolom noted the facility also experienced a power outage during this time. The plant was able to accommodate the extreme conditions, but this event demonstrates the need to pursue the improvements submitted to the NYSDEC.

b. Pretreatment Report

No report.

c. Construction Report

Status of the following contracts was discussed:

Contract 59 – Southtowns AWTF ORF Rehabilitation: Most of the work has been completed. Concrete work is done, new slide gates are functional and the fencing is installed. The only remaining items are sealing of concrete control and expansion joints. There have been delays due to frequent wet weather this fall.

Contract 63 – Parker Road Elevated Sewer: The work was completed by Kandey Company including additional work discussed at the last Board meeting regarding an exposed 8-inch

diameter asbestos cement pipe located in a creek upstream of the elevated sewer pipe repair area. Final restoration work and seeding will take place in the spring.

Contract 64 – Holland WRRF Emergency Generator: 90% design submittal was received from the engineering consultant. The design is being reviewed. The project will likely be bid in February or March of 2020.

Contract 65 – Southtowns AWTF Solids Handling Area Repairs: This project involves replacement of corroded steel beams and deteriorated concrete that compromise the structural integrity of the solids handling area basement and sub-basement of the Southtowns AWTF. The solids handling area also requires other concrete, grout, railing and stair repairs included in this project. E-mail poll authorized the award of the contract to Patterson-Stevens. The Legislature approved the contract and a Notice of Award is being sent to the Contractor. Notice to Proceed will be in the first few months of 2020 and the work should be completed in the Spring of 2020.

Contract 66 – Parker Road Elevated Sewer CIPP: The project was awarded to National Water Main Cleaning Company; contracts are being executed. Installation will involve an ultraviolet light cured fiberglass liner. A kickoff meeting was held on 11/22/19 with the contractor. Lining will be installed before the end of the year, weather permitting.

Contract 75 – Cured in Place Pipe (CIPP) Lining Term Contract: United Survey completed several repairs and punch list items on old work orders. Lining for WO #7 commenced in late November, which includes 16,000 LF of lining work in the Village of Blasdell/Town of Hamburg (Labelle, Miriam, Orchard, South Park, Frontier, Salem, Linwood, Elmwood, Oakwood, etc.). USI plans to complete as much as possible before winter. Under WO #3K, Kenyon Pipeline has a few lines in Village of Hamburg to complete (Milford backlot, Union St), one line on Lakeshore Rd in Hamburg, and some miscellaneous repairs for minor liner defects (Union, Pleasant, Lake). In July, Kenyon was issued a new work order (WO #4K) including 5,500 LF of lining work in the Village of Blasdell/Town of Hamburg (Avon, Grafton, Salisbury, Marlowe, Allen, Maple, South Park). Kenyon is scheduled to resume lining work the first week of December.

Contract 79 – Sewer Repair Contract: Visone Construction substantially completed WO #10 Wanakah Heights. Some restoration work will occur in the spring.

Contract 81 – Manhole Rehabilitation Contract: There was an issue with the installation of the chimney seals. The contractor will return the first week of December to address and reinstall. Once completed, final walkthrough will be scheduled. All other work has been completed.

d. Edu Kids

The Board discussed the termination agreement at its previous meeting. As noted in the collections report, above, a leak was identified at the point of disconnection from the Elma Forcemain. DSM staff corrected the issue and it is now resolved.

e. Powers Road News Article

The Board discussed a Channel 4 (WIVB) news story that aired on November 7, 2019 concerning residents on Powers Road in the Town of Orchard Park who pay sewer taxes but do not have access to the sewer system. As this area is within a Town sewer district, the collection system would need to be extended by the Town of Orchard Park to provide public sewer service to those residents on Powers Road. The County is involved because this area is ultimately serviced by ECSD No. 3 trunk/interceptor sewers. In this instance, some properties on Powers Road in Orchard Park are not connected but pay the ECSD No. 3 assessed valuation charges, only. These properties do not pay the other components of the ECSD No. 3 formula (*i.e.* the flat usage and footage charges). The same properties also pay portions of the Town sewer district charges. The rationale for assessed valuation charges is that ECSDs are setup as "benefit assessment" districts, which means that even though the properties do not receive sewer service, there is a benefit realized from the resulting cleaner environment and watershed.

Chairman Mills noted that a sewer extension may not be universally acceptable as all residents fronting the new sewer would be required to connect and abandon existing septic systems, regardless of condition.

On a motion by Mr. Kasprzyk, seconded by Ms. Hartman the Board voted to receive and file the above informational items. The motion carried 6 – 0.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Mr. Millar, seconded by Mr. Rood, the meeting was adjourned at 8:40 a.m. The motion carried 6 – 0.

Next meeting is scheduled for Wednesday February 12, 2020 at 8:00 a.m.

Respectfully submitted,



David C. Millar, Secretary
ECSD No. 3 Board of Managers

DM:mo

Motion to Approve the December 4, 2019 Meeting Minutes

Moved by: MIKE KASPRZYK

Seconded by: DAVE ROOD

App/Disapp: APPROVED 8-0

Date: 2/12/2020



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