

MINUTES
ERIE COUNTY SEWER DISTRICT (ECSD) NO. 8
BOARD OF MANAGERS MEETING
FEBRUARY 12, 2019
AURORA TOWN HALL

MEMBERS PRESENT: Susan Friess, Matthew Hoeh, Bryan Smith, and Mary Plesh

MEMBERS ABSENT: None

OTHERS PRESENT: Margaret Anacone, Steven Canestrari, Joseph Fiegl, Kevin Kaminski, and Richard Rehac

ITEM NO. 1 – CALL MEETING TO ORDER

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

ITEM NO. 2 – APPROVAL OF MINUTES OF PREVIOUS MEETING

On a motion by Mr. Hoeh, seconded by Mr. Smith, the Board voted to approve the minutes from the October 9, 2018 meeting. The motion carried 4-0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

There were no items from the public.

ITEM NO. 4 – OLD BUSINESS

There was no old business.

ITEM NO. 5 – NEW BUSINESS

- a. 720 Main St – Request for reimbursement (Handout)

The Board reviewed a claim by the owner of 720 Main St., which was a sewer repair back-up and clean up. Mr. Canestrari stated the nature of the claim, and that the claim was denied because DSM investigations just prior to the back-up indicated no issues with the sewer main. Mr. Fiegl stated that the owner may pursue other avenues regarding this claim.

ITEM NO. 6 - MISCELLANEOUS/INFORMATIONAL ITEMS

- a. Pretreatment Report

None.

- b. Operational Report

Mr. Canestrari reported that District staff has been cleaning & televising Oakwood Road in advance of the Village reconstruction work to determine the condition of the sewer infrastructure. DSM met with Mr. Hoeh, and is drafting plans to replace approximately 320 feet of

Item 2

main (Olean Road to Savage Place), a few manholes, and a spot repair. DSM is pursuing an agreement with the Village and its contractor to perform this work under the village contract to be reimbursed by the DSM.

District staff responded to a sewer backup on North Willow. After relieving the blockage, staff noticed rubber gloves and other debris indicative of nursing home waste. A nursing home was found upstream. Our FOG team contacted the facility and is working on a solution with them to prevent future issues. District staff will be televising this line as well.

Mr. Kaminski reported the new centrifuge has been received and DSM is currently planning for its installation. After this is installed, the old unit will be rebuilt and put into storage as a spare.

On 1/15/19 the East Aurora Water Resource Recovery Facility had a DEC CBS/PBS inspection. Regulators noted a couple violations regarding secondary containment/overflow protection/labeling. The DSM is going to relocate the storage location for sodium bisulfate and increase the tank size for hypochlorite. This will correct the issues noted, remove some of the regulatory requirements, and allow for a reduction in delivery frequency.

c. Construction Report

Ms. Plesh provided a construction update to the board stating the Cured-in-Place (CIPP) Term Lining Contract 75 – Work Order 3 for USI is still open (408 linear feet on Gleed/Sycamore remaining). Continued work through the Sewer Repair Term Contract included sewer and manhole replacement on Persons Alley (WO's 6 and 7) in November; restoration will be completed in the spring.

The DSM issued a contract to Erdman Anthony to design new automatically cleaned bar screens for the treatment plant influent. Previously the NYSDEC has commented that automatically cleaned screens were needed. Erdman Anthony is completing the design. The project is expected to go out to bid before the next meeting.

d. Payments (Handout)

Cured in place pipe lining – The Board reviewed payments made to United Survey for CIPP Lining.

e. Update on Items Memo (Handout)

The Board received a memo on November 27, 2018 canceling the December meeting due to a limited number of topics.

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

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

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

The next meeting is scheduled for April 9, 2019 at 9:30 a.m.

Respectfully submitted,

Mary Plesh

Mary Plesh, P.E., Secretary
ECSD No. 8 Board of Managers

Motion to approve minutes of February 12, 2019

Moved By: B. Smith

Seconded By: M. Hoeh

Approved/Disapproved: Approved

Date: 4/9/19

Signed: Mary Plesh

MINUTES
ERIE COUNTY SEWER DISTRICT (ECSD) NO. 8
BOARD OF MANAGERS MEETING
APRIL 9, 2019
AURORA TOWN HALL

MEMBERS PRESENT: Susan Friess, Matthew Hoeh, Mary Plesh and Bryan Smith

MEMBERS ABSENT: None

OTHERS PRESENT: Glenn Absolom, Margaret Anacone, Christopher Baldwin, Steven Canestrari, Joseph Fiegl, and Tom Hagner

ITEM NO. 1 – CALL MEETING TO ORDER

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

ITEM NO. 2 – APPROVAL OF MINUTES OF PREVIOUS MEETING

On a motion by Ms. Friess, seconded by Mr. Hoeh, the Board voted to approve the minutes from the February 12, 2019 meeting. The motion carried 4-0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

There were no items from the public.

ITEM NO. 4 – OLD BUSINESS

There was no old business.

ITEM NO. 5 – NEW BUSINESS

a. 10 Creekview Court – Request for variance (Handout)

Mr. Fiegl explained why the Division recommends that no sanitary sewer connections be made in basements due to the inherent risks. He also noted that the Town Code Enforcement Office has not issued a variance related to this property for this request either. Mr. Hagner was present and spoke about the variance request that he submitted. He suggested a compromise on this issue. Mr. Canestrari then explained that the requirements were developed to preserve and protect those that are connected to the sewer system from basement backups and the variance requested would put future homeowners at greater risk. The Board further discussed that some of the items Mr. Hagner mentioned such as the laundry connections and stationary tubs are typically connected in basements via gravity while also being in conformance with ECSD No. 8's standards. Mr. Smith moved, seconded by Mr. Hoeh, to deny the variance request. The motion carried 4-0.

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b. Oakwood Avenue Reconstruction & Sewer Replacement (Handout)

Ms. Plesh reviewed the memorandum regarding a proposed Intermunicipal Agreement between the Division of Sewerage Management (DSM) and the Village of East Aurora to complete sanitary sewer infrastructure improvements under a Village of East Aurora contract for road reconstruction and utility replacement. On a motion by Ms. Plesh, seconded by Ms. Friess, the Board voted to recommend entering into the Intermunicipal Agreement. The motion carried 4-0.

ITEM NO. 6 - MISCELLANEOUS/INFORMATIONAL ITEMS

a. Operational Report

Mr. Absolom stated that the centrifuge with a new rotating element and tub has been installed. The unit has been up and running for several weeks. Mr. Canestrari noted that staff continue to flush and televise sewer lines in District 8 as part of the regular maintenance program.

b. Pretreatment Report

None.

c. Construction Report

Ms. Plesh stated that Erdman Anthony is making revisions to the design of a new screening building as part of the larger influent bar screens improvement project. It is expected that this project will be bid in May or June. The DSM continues to coordinate with the developer for the Aurora Mills project regarding the replacement of the Mill Street Pumping Station. Cured-In-Place (CIPP) Term Lining Contract 75, Work Order No. 3 is still open with some work remaining on Gleed/Sycamore.

d. Payments (Handout)

The Board reviewed payments made to Visone for Persons Alley sewer line repairs and to United Survey for CIPP Term Lining Contract 75. .

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

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

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

The next meeting is scheduled for June 18, 2019 at 9:30 a.m.

Respectfully submitted,



Mary Plesh, P.E., Secretary
ECSD No. 8 Board of Managers

Motion to approve minutes of April 9, 2019

Moved By: M. Plesh

Seconded By: M. Hoeh

Approved/Disapproved: Approved 3-0

Date: 6/18/19

Signed: Mary L Plesh

MINUTES
ERIE COUNTY SEWER DISTRICT (ECSD) NO. 8
BOARD OF MANAGERS MEETING
JUNE 18, 2019
AURORA TOWN HALL

MEMBERS PRESENT: Susan Friess, Matthew Hoeh, and Mary Plesh

MEMBERS ABSENT: Bryan Smith

OTHERS PRESENT: Margaret Anacone, Steven Canestrari, Joseph Fiegl, and Kevin Kaminski

ITEM NO. 1 – CALL MEETING TO ORDER

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

ITEM NO. 2 – APPROVAL OF MINUTES OF PREVIOUS MEETING

On a motion by Ms. Plesh, seconded by Mr. Hoeh, the Board voted to approve the minutes from the April 9, 2019 meeting. The motion carried 3-0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

There were no items from the public.

ITEM NO. 4 – OLD BUSINESS

There was no old business.

ITEM NO. 5 – NEW BUSINESS

a. Presentation and Approval of 2020 Budget

i. Proposed 2020 Budget (Handout)

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

ECSD No. 8 is part of the combined ECSD Nos. 3 and 8 budget. The ECSD Nos. 3 and 8 budget is developed based upon a Memorandum of Understanding 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 area.
- Debt service, revenues, fund balance, and capital reserve allocations are exclusive to each sewer district.

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. 8 is responsible for approximately 9% of ECSD Nos. 3 and 8 costs, except for Professional Services, debt service, capital reserves, and personnel.

Item 2

Reviewing the overall summary for ECSD No. 8, total appropriations are projected to increase almost \$30,000 when compared to 2019. Offsetting the appropriation increase are anticipated increases in the amount collected for user charges (including flat charges). The proposed budget is such that it is estimated the typical ratepayer (single family home) in ECSD No. 8 will have an increase of approximately 1.9% or roughly \$1 per month.

Mr. Fiegl explained that 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.

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 and in the future dump trucks, flushers, backhoes, and other similar large equipment will be allocated using a 2/3 ECSD Nos. 3 and 8 and 1/3 ECSD No. 6 cost share. Mr. Fiegl explained the rationale behind this proportion.

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.

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. 8, utility costs, and the aforementioned personnel costs.

Fund balance usage as an offsetting revenue is budgeted at approximately 50% of the amount available on 12/31/18. The available district fund balance represents approximately 3.1 months of 2020 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 2020 Budget that the flat usage charge be increased to \$85.00 per unit, footage charges remain at \$1.50/foot, and the water use charge remain at \$3.50 / 1,000 gallons. At this time, the Board would be voting on the ECSD No. 8 portion of the Central Region budget. If any changes are proposed to the Central Region budget by the ECSD No. 3 Board of Managers that impact ECSD No. 8, said changes would be presented and discussed at a combined budget meeting.

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.

After a question and answer period, Ms. Friess moved, seconded by Mr. Hoeh, to approve the 2020 Budget as proposed. The motion carried 3-0.

ii. Resolution (Handout)

Mr. Fiegl presented the budget resolution to the Board for review and approval. Mr. Fiegl explained that the resolution spells out the rates used to calculate the tax levy, and that it is a necessary step in the budget approval process. Approximately 70% and 30% of the total sanitary sewer tax levy of \$1,142,663 shall be raised from the assessed value and footage charges, respectively. Ms. Friess moved, seconded by Mr. Hoeh, to approve the budget resolution with a flat usage charge of \$85.00 and a footage charge of \$1.50. The motion carried 3-0.

ITEM NO. 6 - MISCELLANEOUS/INFORMATIONAL ITEMS

a. Pretreatment Report

Mr. Canestrari reported that sewer district staff continue to conduct routine sewer maintenance in District No. 8, including replacement of a damaged manhole cover and frame on Blake Hill Road.

b. Operational Report

Mr. Kaminski stated that staff are taking the No. 1 aeration tank out of service for routine maintenance.

c. Construction Report

- ECSD No. 8 Contract 18 will be bid according to the bid schedule discussed. This project includes replacement of the influent building with a larger building and installation of new automatically cleaned influent screens. A Notice to Proceed is expected in September with on-site construction work at a minimum until the Spring of 2020. Both the screens and building have a lead time of approximately 5 months from the time of approved shop drawings.
- Under the Cured-in-Place Pipe (CIPP) Term Lining Contract No. 75, United Survey completed repairs on Work Order No. 3 (Gleed/Sycamore). The plan is to issue 3,000 LF of lining to Kenyon Pipeline in a new work order this summer (Carriage Drive, Brooklea, Drive Ridge Avenue, and Maple Rd).
- Oakwood Avenue sewer replacement (Contract No. 19) design is completed and sent to the Village of East Aurora's consultant for inclusion in their bid package for the Village's reconstruction of Oakwood Avenue. Bids are due in early July. The Division of Sewerage Management (DSM) and Village are drafting an Intermunicipal Agreement (IMA) that was previously approved by the Board. County Legislature approval is in progress.
- Under Sewer Repair Contract No. 79, Visone Construction completed restoration work at Persons Alley (paving, sidewalk, curb, turf restoration).

Design phase:

- Two self-flushing manholes will be replaced under the Oakwood Ave contract. Another two have been identified as high priority for replacement this year. Replacements have been discussed with a vendor (National Water Main Cleaning Company) that can modify them without excavation. Should that not work, the replacements may be completed under Contract No. 79.
- The East Aurora Aeration Tank No. 2 airline design is underway to rehabilitate with a fiberglass liner. The plan is to bid in July and install this summer.
- The work on the Mill Street Pumping Station located at the East Aurora Water Resource Recovery Facility is complete.
- Central region plans to televise to check the condition of a section of corrugated metal pipe underneath Route 20A to determine the priority level for lining. It will be a capital project to line with fiberglass, ultraviolet –cured liner.

d. Payments (Handout)

The Board reviewed payments made to Erdman Anthony for the East Aurora Influent Screens and United Survey, for CIPP lining.

On a motion by Mr. Hoeh, seconded by Ms. Friess, the Board voted to receive and file the informational items listed above. The motion carried 3-0.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

Ms. Friess made a motion, seconded by Ms. Plesh, to adjourn the meeting at 10:05a.m. The motion carried 3-0.

**If required, ECSD Nos. 3 and 8 Budget Meeting:
Wednesday, July 10, 2019 @ 8:00 am
Southtowns WRRF**

(NOTE: As the ECSD Nos. 3 and 8 budgets were approved, this meeting has been cancelled)

The next ECSD No. 8 Board meeting is scheduled for October 8, 2019 at 9:30a.m.

Respectfully submitted,



Mary Plesh, P.E., Secretary
ECSD No. 8 Board of Managers

Motion to approve minutes of June 19, 2019

Moved By: M. Hoeh

Seconded By: M. Plesh

Approved/Disapproved: Approved

Date: 10/8/19

Signature: Mary Plesh

**ERIE COUNTY SEWER DISTRICT (ECSD) NO. 8
BOARD OF MANAGERS MEETING
TUESDAY OCTOBER 8, 2019
AURORA TOWN HALL
MINUTES**

MEMBERS PRESENT: Susan Friess, Matthew Hoeh, Mary Plesh, Bryan Smith

OTHERS PRESENT: Margaret Anacone, Steven Canestrari, Joseph Fiegl, Kevin Kaminski

ITEM NO. 1 – CALL THE MEETING TO ORDER

Ms. Friess called the meeting to order at 9:30 A.M.

ITEM NO. 2 – APPROVAL OF JUNE 18, 2019 MEETING MINUTES

On a motion by Mr. Hoeh, seconded by Ms. Plesh, the Board voted to approve the minutes from the June 18, 2019 meeting. The motion carried 4-0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

There were no items from the public.

ITEM NO. 4 – OLD BUSINESS

There was no old business.

ITEM NO. 5 – NEW BUSINESS

a. 2020 User Charge

i. Public Hearing Notice & Meeting Minutes (Handout)

Mr. Fiegl addressed the Board with details regarding the Public Hearing for 2020 User Charges.

ii. Approval of Resolution (Handout)

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

b. 2020 Meeting Schedule (Handout)

On a motion by Ms. Friess, seconded by Mr. Hoeh, the Board voted to approve the 2020 Meeting Schedule. The motion carried 4-0.

Item 2

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. All answered in the affirmative.

c. East Aurora WRRF Influent Building & Screen Replacement Contract Nos. 18A&D

i. Confirmation of Email Poll – Award of Contract (Handout)

Ms. Plesh summarized the East Aurora Water Resource Recovery Facility (WRRF) Influent Building & Screen Replacement project. The low bidder for Contract 18A, General Construction, was STC Construction Inc. at \$557,124.00. The low bidder for Contract 18D, Electrical Construction, was CIR Electrical Construction Corporation at \$135,000.00. An email poll was conducted when bids were received. At that time all members approved award of the project. On a motion by Mr. Smith, seconded by Ms. Friess, the Board voted to confirm the e-mail poll for the contract awards. The motion carried 4-0.

ii. Notice to Proceed (Handout)

The Board reviewed the Notice to Proceed letter issued to STC Construction, Inc. and CIR Electrical Construction Corporation, effective September 9, 2019.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Kaminski reported that the East Aurora WRRF had several bins of radioactive sludge that had to be held until levels were low enough to landfill. The number two Schreiber process train, which was out of service for repair, maintenance, and air pipe lining, is now back in operation. The number one train is presently down for maintenance. Mr. Kaminski also noted that there was one noise complaint and one odor complaint at the facility.

Mr. Canestrari reported that portions of an 8-inch diameter main were replaced on North Gove Street. Staff televised the two plant influent lines from the 20A road crossing into the WRRF to determine the condition of the existing corrugated pipe, and to provide Engineering staff with information for an upcoming project. Under Work Order No. 12- Visone Construction will adjust/replace ten manhole frames and covers, and install one new frame to cover a sanitary clean out, on Olean Road. The adjustments were requested by the New York State Department of Transportation (NYSDOT) and in order to expedite the work, the NYSDOT has agreed that the contractor can perform the work under our work permit. District staff performed routine maintenance as well.

b. Pretreatment Report

No report.

c. Construction Report

Cured-in-Place (CIPP) Term Lining Contract 75 – Approximately 3,000 linear feet of sewer (on Carriage Drive, Brooklea Drive, Ridge Avenue, and Maple Road) was televised by Kenyon Pipeline under Work Order (WO) No. 4K and is planned to be lined before the end of the year.

Oakwood Avenue Sewer Replacement (Contract 19) – Work is underway by Village of East Aurora's Contractor. The proposed Intermunicipal Agreement (IMA) should be finalized shortly.

Sewer Repair Contract 79 – For WO No. 6, Visone Construction completed additional restoration work at Persons Alley (pavement striping). For WO No. 11, a self-flushing manhole replacement at Pine Street (just north of Main Street) was issued to Visone Construction on 9/27/19. For WO No. 12, the frame and cover adjustments on Olean Street (south of Main Street) referenced under Item 6.a were issued to Visone Construction on 9/27/19.

East Aurora Tank No. 2 Airline Rehabilitation (Contract 20) – The air pipe was televised and lined with a fiberglass liner by Towpath Construction in September. The Division of Sewerage Management is awaiting a final video and submittals, before closeout.

As referenced under Item 6.a, district staff televised the sewer underneath Route 20A to determine priority level for rehabilitation. It was determined to be in better condition than anticipated, however considering the material of construction the intention is to line this sewer within the next few years, and possibly replace or rehabilitate concrete structure upstream of the WRRF.

d. Payments (Handout)

The payment handout was reviewed by the Board.

e. Sewer Cross Bore Safety (Handout)

The Board reviewed a response letter sent to National Fuel regarding Sewer Cross Bore Safety, noting guidelines and potential issues that may be encountered in specified situations.

Ms. Plesh moved, seconded by Mr. Smith, to receive and file the miscellaneous and informational items on the agenda. The motion carried 4-0.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Mr. Hoeh, seconded by Mr. Smith, the meeting was adjourned at 9:50 AM. The motion carried 4-0.

Next meeting is scheduled for Tuesday, December 3, 2019 @ 9:30 A.M.

Respectfully submitted,



Mary L. Plesh, P.E., Secretary
ECSD No. 8 Board of Managers

MLP: msa
Motion to Approve the October 8, 2019 Meeting Minutes

Moved by: S. Friess
Seconded by: B. Smith
App./Disapp.: 4-0
Date: 2/11/2020
Signed: Mary L Plesh