

**MINUTES
ERIE COUNTY SEWER DISTRICT NO 4
BOARD OF MANAGERS MEETING MINUTES
FEBRUARY 13, 2019
NORTHERN REGION CONFERENCE ROOM**

MEMBERS PRESENT: Mr. William Cansdale, Ms. Kristin McCracken, Mr. Edward Schiller and Ms. Nadine Wetzel

MEMBERS ABSENT: Mr. Jesse C Nikonowicz, Sr.

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

ITEM NO.1-CALL MEETING TO ORDER

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

ITEM NO.2-APPROVAL OF OCTOBER 10, 2018 MEETING MINUTES

Mr. Cansdale moved, seconded by Mr. Schiller to approve the October 10, 2018 minutes. 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 at this time.

ITEM NO.5-NEW BUSINESS

a. Update on Overflow Retention Facility

Mr. Fiegl updated the Board on a discussion the Division of Sewerage Management had with the NYSDEC concerning the District's Overflow Retention Facility (ORF). The NYSDEC stated that it plans to eliminate the SPDES permit for the ORF and replace the permit with an order on consent. The Division of Sewerage Management expressed its disappointment and noted that it was of the opinion this was an unnecessary step. As this item progresses, the Board will be kept informed.

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

The Board received a copy of a letter sent to a property owner at 12 Martha Drive in Bowmansville who is in violation for not completing a house inspection. The Division of Sewerage Management (DSM) recommended moving forward with an enforcement hearing for

Item 2

the property owner. On a motion by Ms. McCracken, seconded by Ms. Wetzel, the Board voted to move forward with the enforcement hearing. The motion carried 4-0.

ITEM NO. 6-MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operation Report

Mr. Strzeszynski updated the Board with the following operation report. At the Depew Pumping Station, staff repaired the Pakscan (valve control) system and the hydraulic check valve system. The high wet well float was also replaced. At the Hall Road Pumping Station, Pump #2 was replaced with a spare unit and has been sent for repairs. Staff pulled Pump #2 at Zoeller Road Pumping Station to check for debris and a contactor was replaced. At the Depew ORF, a 4-inch valve on the city water supply line was replaced, as well as a 3-inch valve on a washdown turret. The creek water suction line for the ORF wash down water supply was flushed and cleared.

At the Broadway Wet Weather Pumping Station, pump #1 had an outer seal failure. The pump was pulled and shipped to Xylem for repair. The 20-inch discharge valve on pump #1 is also not operating correctly. Staff is currently waiting on a quote from Kandey Co., for the replacement of both pump discharge valves.

Collection staff completed an emergency sewer repair at 703 Pleasantview Drive in Lancaster. A telephone pole was installed through the PVC sewer, which lead to a sanitary sewer overflow. An invoice for all costs associated with this repair will be sent to NYSEG.

Staff is currently inspecting all of the District No. 4 trunkline manholes from Pavement Road to the Depew Pumping Station. Routine flushing is on-going in the neighborhoods tributary to the Bowmansville Pumping Station.

b. Pretreatment Report

None

c. Construction Status Report

i. Iroquois Pumping Station Change Order Handout)

The Board received a copy of Contract No. 42-A Change Order No. 1 issued to Nichols, Long & Moore for the Iroquois Pumping Station Rehabilitation Project. The change order included installation of a new flow meter manhole outside the scope of the original contract. The change will increase the cost of the contract by \$31,217.00.

Ms. Wetzel updated the Board with the following construction report. Work on the Iroquois Pumping Station Rehabilitation Project is expected to be completed this month. Site restoration (including fence repair, asphalt, and landscaping) is scheduled for later this spring. The new pumps have been installed in the station, and the pump test has been successfully completed. Ms. Wetzel updated the Board on the condition of the dry well concrete

floor, which was identified as a potential item of concern via a memo the Board in November 2018. Additional concrete testing has since been performed, and the top inch of the concrete floor has been determined to not meet specifications. The Contractor has submitted a proposal to apply a material to strengthen the floor surface, which is being reviewed by the DSM's engineering firm, Wendel.

Contract No. 50 Hypo Tanks Replacement at ORF is on hold. The tanks were damaged in transit and an evaluation by a 3rd party was performed the week of February 4th to inspect the damages. It was recommended that the tanks be accepted. STC Construction will submit an updated schedule.

Cured-in-Place (CIPP) Term Lining Contract 75-Work Order 3 for USI is still open with some remaining work and repairs to be completed on William Street. A new Work Order (3K) will be issued to Kenyon Pipeline at the end of February and will include approximately 1,300 LF on Ronald Drive in Lancaster.

Mr. Fiegl updated the Board on 36 Michael Anthony Lane, which was purchased to facilitate the construction of the Aurora North Pumping Station Elimination project. The County has accepted an offer of \$215,900 for the home. As a reminder, the County purchased the home for \$208,600 in 2015. It is anticipated that a closing can be scheduled in late winter or early spring.

d. Payments (Handout)

Ms. Wetzel reviewed the payments provided with the handout to the Board. Payments were made to Nichols, Long & Moore, United Survey, and Wendel.

e. Update Memo (Handout)

The Board received a copy of the memo regarding the cancellation of the District 4 Board of Manager's December 2018 meeting.

f. Basement Bathroom Facility/Floor Drain Resident Letters (Handout)

The Board received a copy of the informational letter sent to homeowners identified as having basement bathroom facilities noted during their house inspection. This is not a violation, but rather a potential pathway for sanitary sewer basement backups.

g. Request for sewer extension-Transit Road

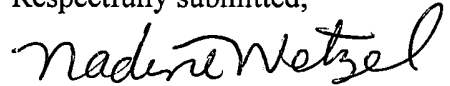
Ms. Wetzel briefed the Board Members regarding an Out-of-District customer located on Transit Rd., requesting an extension of District 4 to include the property serviced by the Out-of-District agreement. It is anticipated that a formal request for a sewer district extension will be forthcoming.

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

ITEM NO. 7-ADJOURNMENT & NEXT MEETING

Mr. Cansdale moved, seconded by Mr. Schiller, to adjourn the meeting at 3:47 pm. The motion carried 4-0.

Respectfully submitted,



Nadine Wetzel, P.E.
Secretary-ECSD No. 4 Board of Managers

*****NEXT SCHEDULED MEETING***
WEDNESDAY, APRIL 10, 2019 3:30 PM
NORTHERN REGION CONFERENCE ROOM**

Motion to approve minutes of 2/13/19

Moved By: K. McCracken

Seconded By: E. Schiller

Approved/Disapproved: 5-0

Date: 4/10/19

Signature: Nadine Wetzel

NW:br

**ERIE COUNTY SEWER DISTRICT (ECSD) NO. 4
BOARD OF MANAGERS MEETING MINUTES
APRIL 10, 2019
NORTHERN REGION CONFERENCE ROOM
MINUTES**

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

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

ITEM NO.1-CALL MEETING TO ORDER

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

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

Ms. McCracken moved, seconded by Mr. Schiller to approve the February 13, 2019 minutes. The motion carried 5-0.

ITEM NO.3-ITEMS FROM THE PUBLIC

None

ITEM NO.4-OLD BUSINESS

Mr. Fiegl discussed the NYSDEC's plans to eliminate the SPDES permit for the District's Overflow Retention Facility (ORF) and replace it with an order on consent, as discussed in the February Board meeting. The Division of Sewerage Management (DSM) is in the process of gathering data from its collection system operation and maintenance programs in preparation for future discussions with the NYSDEC.

ITEM NO.5-NEW BUSINESS

- a. 6700 & 6704 Transit Rd-Iskalo Development Corporation (Handout)

The Board received information regarding a request from Iskalo Development Corporation to extend the boundaries to include 6700 & 6704 Transit Road within the bounds of ECSD No. 4. Iskalo paid the \$10,000 administration fees to ECSD No. 4 as is a requirement when a district boundary request is made. Ms. Wetzel stated while the DSM was preparing the draft map and plan report to extend the boundaries, it was discovered both parcels were included in an ECSD No. 4 boundary extension adopted on October 6, 2016.

Item 2

It is the recommendation of the DSM that the Board of Managers approve a full refund of the \$10,000 administrative fee as Iskalo Development Corporation was advised by the DSM that a District extension was necessary. Mr. Cansdale moved, seconded by Mr. Schiller, to approve the refund. The motion carried 5-0.

ITEM NO. 6-MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operation Report

Mr. Strzeszynski updated the Board with the operation report. Wiring work was completed at the Bowmansville Pump Station for both pump run and wet well level to be added to the telemetry system. Replacements were made to the radiator, block heater, water pump, and all of the associated hosing on the stand-by generator.

Staff continued televising sewer lines tributary to the Iroquois Pump Station, which are under consideration for future cured-in-place pipe lining work. Four (4) manholes along the ditch line on Forton Road were observed to be submerged and taking in excessive inflow during the February rain and thaw event. Three (3) of the manholes were raised above the ditch line and one (1) had an inflow protector installed to prevent future extraneous flows into the system.

Staff mechanically cleaned three (3) sections of the 24-inch diameter trunkline sewer that traverse via backlot and underneath railroad tracks between Walden Avenue and Commerce Parkway. Several rocks were removed from the sewer during cleaning operations. District No. 4 trunkline manhole assessments have continued, with plans to evaluate up to the Depew Pump Station. Manhole assessments are anticipated to be completed by early summer 2019.

All other operation/maintenance activities in ECSD No. 4 were generally routine in nature.

b. Pretreatment Report

None

c. Construction Status Report

Ms. Wetzel informed the board that the Depew ORF Hypo Tanks Replacement by STC Construction is 90% complete. A final walk through was performed for the Iroquois Pump Station Rehabilitation project on Friday March 22nd. Ferguson Electric only has minor items to complete before their contract (42D) can be closed out. Nichols, Long, and Moore (NLM) (Contract 42A) has several items that need to be addressed, including clean-up of the site, before their contract work is complete. NLM plans to perform site restoration in May and contract completion is expected in June. The pumps are running well and have had no operational issues.

i. CIPP Lining Term Contract –Work Order 3K (Handout)

The Board received a copy of Contract No. 75, Work Order No. 3K for Cured-in-Place Pipe Lining to cover work to be completed in the Erie County Sewer District Nos. 3, 4, 5, and 6,

along with a list of sewer sections to be investigated and lined. This work was assigned to Kenyon Pipeline in February. Televising and prep work has started on Ronald Drive in Lancaster. Lining work will begin later this month. In addition, Ms. Wetzel stated that some repair work remains under Contract 75, Work Order 3 (William Street) by United Survey.

d. Payments (Handout)

Ms. Wetzel reviewed the payments provided with the handout to the Board.

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

Ms. Wetzel reminded the Board their ethic disclosure forms are due on May 15, 2019.

ITEM NO. 7-ADJOURNMENT & NEXT MEETING

Ms. McCracken moved, seconded by Ms. Wetzel to adjourn the meeting at 3:37pm. The motion carried 5-0.

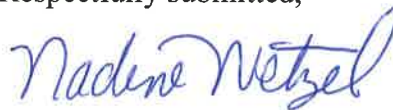
*****NEXT SCHEDULED MEETING*****

WEDNESDAY, JUNE 19, 2019

3:30 PM

NORTHERN REGION CONFERENCE ROOM

Respectfully submitted,



Nadine Wetzel, P.E.

Secretary – ECSD No. 4 Board of Managers

Motion to approve minutes of 4/10/19

Moved By: W. Cansdale

Seconded By: K. McCracken

Approved/Disapproved: 5-0

Date: 6/19/19

Signature: Nadine Wetzel

NW:br

**ERIE COUNTY SEWER DISTRICT (ECSD) NO. 4
BOARD OF MANAGERS MEETING MINUTES
JUNE 19, 2019
NORTHERN REGION CONFERENCE ROOM
MINUTES**

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

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

ITEM NO.1-CALL MEETING TO ORDER

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

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

Mr. Cansdale moved, seconded by Ms. McCracken to approve the April 10, 2019 meeting minutes. The motion carried 5-0.

ITEM NO.3-ITEMS FROM THE PUBLIC

None

ITEM NO.4-OLD BUSINESS

None

ITEM NO.5-NEW BUSINESS

- a. Presentation and Approval of 2020 Budget
 - i. Proposed 2020 Budget (Handout)

Mr. Fiegl presented the proposed ECSD No. 4 Budget to the Board.

ECSD No. 4 is one of three sewer districts that comprise the Division of Sewerage Management's (DSM's) "Northern Region." The Northern Region budget is developed based upon a Memorandum of Understanding updated in April 2018. The Memorandum of Understanding essentially outlines which costs or expenses are shared items and which items are exclusive to individual districts and their respective budgets. In summary:

- Costs such as personnel, supplies, equipment, "Division-wide" expenses, etc. are shared based upon the ratio of units in each sewer district and the total units in Northern Region.
- Contractual treatment charges, debt service, revenues, fund balance, and capital reserve are exclusive to each sewer district.

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

Utah 2

- 3% of Centralized Laboratory Expenses based on the volume of laboratory work.
- 26% of Centralized Vehicle Expenses based on the ratio of the number of vehicles serviced for the Northern Region to the total number serviced Division-wide.
- 47% of Centralized Division of Sewerage Management expenses based on the ratio of units served by the Northern Region to the total units served by all Districts.

Within Northern Region, ECSD No. 4 is responsible for approximately 51% of the costs.

Mr. Fiegl noted that the ECSD Nos. 1 and 5 Boards approved their portion of the Northern Region budget during their June 14th and June 17th meetings, respectively.

Reviewing the Detail Summary for ECSD No. 4, total appropriations are projected to increase almost \$324,000 when compared to 2019. The change can be most attributed to a proposed \$100,000 increase in treatment costs, a \$200,000 increase in Northern Region's "I&I Repair / Sewer Relining", a \$100,000 increase in ECSD No. 4's capital reserve allocation, and almost \$123,000 in additional debt. For revenues, the budgeted amount for "Cheektowaga T.D. #3" is \$171,000 lower than 2019, but that is offset by an increase of \$343,000 in ECSD No. 4's fund balance allocation.

The proposed budget is such that it is estimated there will be roughly a 1.5 – 2.5% increase to the typical ratepayer (single family home) in ECSD No. 4 in 2020. It is recommended for the 2020 Budget that the flat usage charge increase to \$202.00 per unit and the footage charges in ECSD No. 4 be increased at \$0.95 / foot.

The total number of positions proposed in the Northern Region for 2020 is one less than 2019 to reflect the transfer of a Senior Electronics Technician position to centralized services.

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 almost \$378,000 of the Northern Region budget. The major items include shared purchases amongst all of the Erie County Sewer Districts, replacement of old equipment, monies for technology upgrades, two (2) vehicle purchases, and Northern Region's unanticipated replacement item.

Before going into specific details of the budget line codes, Mr. Fiegl explained that the budgets are developed conservatively, with the understanding that monies left over at year end are transferred to fund balance and utilized as revenue to offset future rate impacts. Items listed in the budget as "DSM" are expenses for the Downtown office. Again, Northern Region contributes approximately 47% of these Downtown office expenses.

A review of the individual budget codes was provided. Specific items highlighted included budgeting for fuel and tires, various adjustments in Account 506200, budgeting for operator precertification and other training, the \$200,000 increase in I&I repair / Sewer Lining, the Buffalo Sewer Authority bills, monies added to maintenance contracts, debt service, capital reserves, utility costs, and personnel costs. Mr. Fiegl noted a typographical error on page 15 under 940A should have read "Service Transformer Maintenance" not "Service Transfer Maintenance".

Fund balance usage as an offsetting revenue is budgeted at 61%. The available district fund balance at 12/31/18 represents approximately 3.2 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.

Mr. Fiegl's final comments related to the 2% Tax Cap. As the sewer district levies are part of the County's overall tax cap calculation, there is additional coordination required prior to finalization. If any major changes are necessary, the Board of Managers will be informed.

Mr. Fiegl opened the floor for questions and comments. Ms. McCracken questioned if the replacement items listed on page 7, specifically the vehicles, will be definite purchase items for 2020. Mr. Fiegl stated yes, the Division plans to move forward and submit the items early in the year for purchasing approval. Mr. Absolom commented that specifications for most of these items should already be developed. Mr. Cansdale questioned some of the older items on page 41 under "Equipment Inventory". Mr. Strzeszynski commented on a few of the equipment items and specifically stated the John Deere Rotary Cutter will most likely be scheduled for surplus in 2020 or 2021.

Mr. Cansdale moved, seconded by Mr. Nikonowicz, Sr., to approve the 2020 proposed Budget. The motion carried 5-0.

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 is a necessary step in the budget approval process. Approximately 68% and 32% of the total sanitary sewer tax levy of \$2,295,677 shall be raised from the assessed value and footage charges, respectively. Ms. McCracken moved, seconded by Mr. Cansdale to approve the resolution with a flat charge of \$202.00 and footage charge of \$.95. The motion carried 5-0.

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

The Board reviewed a copy of the letter sent to the property owner of 13 Martha Drive in Bowmansville who is in violation for not correcting the violation noted during their inspection. Ms. McCracken moved, seconded by Ms. Wetzel to move forward with an Enforcement Hearing. The motion carried 5-0.

c. Contract Closeout-Iroquois Pumping Station-Electrical (Handout)

Ms. Wetzel reviewed the Resolution for the closeout of Contract 42-D, Iroquois Pump Station Rehabilitation Project, in the final amount of \$217,620.00, together with Change Order No.1 (final), a decrease of (\$5,380.00). Mr. Cansdale moved, seconded by Mr. Nikonowicz, Sr., to approve the Contract Closeout. The motion carried 5-0.

ITEM NO 6-MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operation Report

Mr. Strzeszynski updated the Board with the operation report. The facility staff began preparation to install a new pressure transducer for level control at the Depew Pump Station. Wiring was completed between the flow meter and the telemetry system at the Bowmansville Pump Station.

Staff installed and programmed a new hypo level sensor at the Depew Overflow Retention Facility (ORF).

The collections staff completed all of the District 4 trunkline manhole inspections from Broadway/Pavement to the Depew Pump Station. Repairs are currently being scheduled and completed. The televising of the unlined sewers tributary to the Iroquois Pump Station is nearly completed; there are four (4) lines remaining. Four (4) trenchless pipe patches were installed on these sewers to facilitate future lining work.

Routine flushing in mini-system 1, tributary to the Bowmansville Pump Station is nearly complete, with a stretch along Transit Road remaining.

b. Pretreatment Report

None

c. Construction Status Report

Ms. Wetzel updated the Board with the construction report.

Cured-in-Place (CIPP) Term Lining Contract 75 – Repairs were performed by United Survey under Work Order (WO) 3 on William Street to address the contractor's damages to a few liner sections; a few more repairs remain on William Street. Lining work completed on Ronald Dr., in Lancaster by Kenyon Pipeline under WO 3K. Additional lining work is planned for District 4 and will be issued to a contractor in August/September.

Contract 53 Broadway East Valves replacement - A pre-construction meeting was held on 6/11/19.

Contract 50 Sodium Hypochlorite Tanks replacement is 100% complete and was closed out on 6/10/2019.

Iroquois Pumping Station Rehabilitation – Construction is complete. Nichols, Long & Moore completed final punch list items to seal a portion of the dry well and coat the steel floor, and the General Contract, 42A, can now be closed out. The Electrical Contract, 42D, is in the process of being closed out.

The DSM is resubmitting the Stormwater Pollution Prevention Plan (SWPPP) Notice of Termination for the Aurora North Pumping station Elimination Project (40RB). The project was completed in 2017, and the signatures by applicable municipal separate storm sewer systems (MS4s) were received in November 2017. The DSM was informed that the final paperwork was not received by the New York State Department of Environmental Conservation (NYSDEC), so it will be resubmitted.

d. Payments (Handout)

Ms. Wetzel reviewed the payments provided with the handout to the Board. Payments were made to Nicholas, Long & Moore, United Survey, STC Construction, William Schutt and Associates, Wendel, Kenyon and Ferguson Electric.

- e. Engineering Agreement for Iroquois Pumping Station-Change Order No. 4
(Handout)

Ms. Wetzel reviewed Change Order No. 4 to Wendel for modification of scope, with a total cost change of \$34,997.39 .

- f. NYSDEC Submittal-ECSD Nos. 1&4 Collection System Information (Handout)

The Board received a copy of Mr. Fiegl's response letter to the NYSDEC, along with an attachment with details pertaining to the collection system activities completed in ECSD Nos. 1 & 4 during the last 8 years. Mr. Fiegl will keep the Board apprised with any follow up from the NYSDEC.

Mr. Cansdale moved, seconded by Ms. McCracken to receive and file the miscellaneous & informational items "a" through "f". The motion carried 5-0.

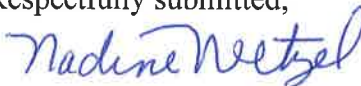
ITEM NO. 7-ADJOURNMENT AND NEXT MEETING

Mr. Fiegl explained that pursuant to the April 2018 memorandum of understanding for the Northern Region budget, the July 10th meeting will be cancelled as the ECSD Nos. 1, 4, and 5 Boards approved their portion of the Northern Region budget during their June meetings.

On a motion by Ms. McCracken, seconded by Mr. Nikonowicz, Sr., to adjourn the meeting at 4:19 pm. The motion carried 5-0.

*****NEXT SCHEDULED MEETING***
WEDNESDAY, OCTOBER 9, 2019 @ 3:30 PM
NORTHERN REGION CONFERENCE ROOM**

Respectfully submitted,



Nadine Wetzel, P.E.

Secretary-ECSD No 4 Board of Managers

Motion to approve minutes of June 19, 2019:

Moved By: Kristin McCracken

Seconded By: Jesse Nikonowicz

Approved/Disapproved: 5-0

Date: 10/9/19

Signature: Nadine Wetzel
NW:br

**ERIE COUNTY SEWER DISTRICT NO. 4
BOARD OF MANAGERS MEETING MINUTES
WEDNESDAY, OCTOBER 9, 2019
NORTHERN REGION CONFERENCE ROOM
MINUTES**

MEMBERS PRESENT: Mr. William Cansdale, Ms. Kristin McCracken, Mr. Jesse Nikonowicz, Sr., Mr. Edward Schiller and Ms. Nadine Wetzel

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

ITEM NO. 1 – CALL THE MEETING TO ORDER

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

ITEM NO. 2 – APPROVAL OF JUNE 19, 2019 MEETING MINUTES

On a motion by Ms. McCracken, seconded by Mr. Nikonowicz, Sr., the Board voted to approve the minutes from the June 19, 2019 meeting. The motion carried 5-0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

None

ITEM NO. 4 – OLD BUSINESS

Mr. Fiegl updated the Board on the latest discussions with the New York State Department of Environmental Conservation (NYSDEC) regarding the District's Overflow Retention Facility (ORF). As discussed at Board meetings earlier this year, the NYSDEC has proposed plans to eliminate the SPDES permit for the District's ORF and replace it with an order on consent. The Division of Sewerage Management (DSM) met with NYSDEC in August for a discussion regarding the utilization of the Depew ORF, the DSM's collection system programs, and implications of eliminating its permit. As this item progresses, the Board will be kept informed.

ITEM NO. 5 – NEW BUSINESS

- a. 2020 User Charge (Handout)
 - i. Public Hearing Notice & Meeting Minutes (Handout)

The Board received a copy of the public hearing notice and meeting minutes which were held on September 18, 2019. Now that the public hearing was held, the next step is for the individual Boards of Managers to adopt the rates. Mr. Fiegl stated the biochemical oxygen demand (BOD), total suspended solids (TSS), and phosphorus rates are established by

Item 2

the Buffalo Sewer Authority. If there are no objections, the rates will take effect on January 1, 2020.

ii. Approval of Resolution (Handout)

The Board reviewed a copy of the User Charge Resolution. On a motion by Mr. Cansdale, seconded by Mr. Nikonowicz, Sr., the Board voted to approve the 2020 User Charge Rates for ECSD No. 4. The motion carried 5-0.

b. 2020 Meeting Schedule (Handout)

Ms. McCracken reviewed the proposed 2020 meeting schedule with the Board. On a motion by Ms. McCracken, seconded by Mr. Schiller, the Board voted to approve the 2020 meeting schedule as submitted. The motion carried 5-0.

Mr. Fiegl explained the current Board's term will be ending on December 31, 2019 and inquired if the Board Members would like to stay on for another term. The Board Members replied in the affirmative.

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

Ms. Wetzel reviewed with the Board the recommendation for referral to an Enforcement Hearing for the property owner of 253 Olmstead Ave., Depew who has not corrected a violation which was found during their house inspection. On a motion by Ms. McCracken, seconded by Mr. Schiller, the Board voted to approve the Enforcement Hearing recommendation. The motion carried 5-0.

d. Contract Closeout-Iroquois Pumping Station 42A-General (Handout)

Ms. Wetzel reviewed the suggested Resolution for the closeout of Contract 42-A, Iroquois Pump Station Rehabilitation Project. On a motion by Mr. Schiller, seconded by Ms. McCracken, the Board voted to approve the recommended resolution. The motion carried 5-0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Strzeszynski updated the Board with the operational report. At the Bowmansville Pump Station, both pumps were pulled and cleared of debris. A 4-inch check valve was installed on Pump #1. At the Depew Pump Station, the installation of the new pressure transducer for level control was completed, and broken hydraulic lines for the comminutors were replaced with new stainless steel lines.

The collections staff continued trunkline manhole inspections and repairs in the areas where CIPP lining work has been completed recently. All other activities were routine in nature.

b. Pretreatment Report

None

c. Construction Status Report

i. CIPP Lining Term Contract-Work Order No.7 (Handout)

The Board received a copy of the letter to United Survey for Work Order No. 7 effective September 6, 2019 for the Erie County Sewer Districts No. 1-6 & 8 Cured-in-Place Pipe (CIPP) Lining Term Construction Contract No. 75, which includes 10,000 linear feet of work in the Central Avenue area in Lancaster including the following streets: Forton, Central, Biscayne, Matthew, Meadow, Hess, and Summit. Also, Ms. Wetzel noted a minor repair on Ronald Avenue requires follow up from Kenyon Pipeline from WO 3K.

The Depew Overflow Retention Facility Concrete Rehabilitation Project (Contact 54) is currently in the design phase; specification and drawings are being prepared. Cracks and concrete spalls throughout the Overflow Retention Facility are in need of repair. The project is expected to go out to bid in December 2019 or January 2020.

d. Payments (Handout)

Ms. Wetzel reviewed the payments in the handout made to Wendel, Nichols, Long & Moore, STC Construction, Nussbaumer & Clarke and William Schutt Associates.

e. Sewer Cross Bore Safety (Handout)

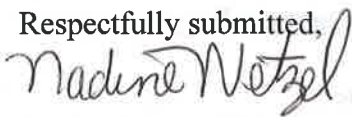
The Board reviewed a response letter sent to National Fuel Gas regarding Sewer Cross Bore Safety. It is the opinion of the DSM that the recommendations made by National Fuel are not feasible or practical in most situations.

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

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Ms. McCracken, seconded by Mr. Cansdale, the meeting was adjourned at 3:45 p.m. The motion carried 5-0.

Next ECSD No.4 Board Meeting
Wednesday, December 4, 2019 @ 3:30 p.m.
Erie County Sewer Districts Northern Region Office

Respectfully submitted,

Nadine Wetzel, P.E., Secretary
ECSD No. 4 Board of Managers

NW:br
Motion to Approve the October 9, 2019 Meeting Minutes

Moved by: K. McGracken
Seconded by: E. Schiller
App./Disapp.: 4-0
Date: 12/4/19
Signed: Nadine Wetzel

**ERIE COUNTY SEWER DISTRICT NO. 4
BOARD OF MANAGERS MEETING MINUTES
WEDNESDAY, DECEMBER 4, 2019
NORTHERN REGION CONFERENCE ROOM**

MEMBERS PRESENT: Ms. Kristin McCracken, Mr. Jesse C. Nikonowicz, Sr., Mr. Edward Schiller and Ms. Nadine Wetzel

MEMBERS ABSENT: Mr. William Cansdale

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

ITEM NO. 1 – CALL THE MEETING TO ORDER

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

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

On a motion by Ms. McCracken, seconded by Mr. Schiller, the Board voted to approve the minutes from the October 9, 2019 meeting. The motion carried 4-0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

None

ITEM NO. 4 – OLD BUSINESS

None

ITEM NO. 5 – NEW BUSINESS

a. Potential Land Sale (Handout)

The Board considered a memorandum developed by the Division of Sewerage Management (DSM) on the potential sale of a portion of SBL 104.08-7-7.1 – the property behind the DSM's Northern Region Offices. The memorandum detailed the history behind the discussions initiated by NutraBlend Foods, Inc., the DSM's analysis of the future needs for the Northern Region operations, and the recommendations regarding the sale. Additionally, during the meeting the Board was presented an architectural rendering with information on the layout of the site should the land sale be advanced.

Mr. Fiegl commented that what is proposed considers future needs for the Northern Region, the costs already incurred, and various vehicle safety measures. By retaining an approximately 57' X 264' portion of the existing property, it is believed that would be sufficient space to allow for construction of new garage in the future should that be necessary. Additionally, the retention of easement rights on the strip of land to the west of the Northern Region Facility would allow for ingress/egress improvements for the Northern Region. Mr. Fiegl noted that additional details regarding this potential sale would need to be negotiated with NutraBlend; however, the DSM did not want to proceed with said negotiations without the Board's concurrence with the general proposal. Mr.

Fiegl also stated that there are a number of steps that would need to be completed in the County's process for this public sale to proceed.

The Board discussed that costs incurred for items such as a search and survey, building demolition for the existing building, variance issues., etc. should be the sole responsibility of the buyer and these terms should be negotiated into the final contract. The Board asked if NutraBlend was comfortable with the footprint of the proposed parcel size for their purposes, if the building setbacks would be acceptable to the Town of Lancaster, and if there would be sufficient space for stormwater detention/management. It was discussed how these factors would be the responsibility of NutraBlend and their architect if the sale were to proceed.

Ms. McCracken moved, seconded by Mr. Nikonowicz, Sr., to approve the resolution as stated in the handout and with consideration of the comments presented. The motion carried 4-0.

b. Confirmation of Email Poll-Engineering Term Agreements (Handout)

Ms. Wetzel reviewed the Resolution for a previously approved email poll to enter into a three (3) year term agreement for construction inspections and professional Engineering Services. The term agreement begins January 1, 2020 which terminates on December 31, 2019. A list of the engineering and construction firms was included in the handout. Ms. Wetzel noted that she abstained from the original vote.

On a motion by Ms. McCracken, seconded by Mr. Nikonowicz, Sr, the board voted to confirm the results of the email poll. The motion carried 4-0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Strzeszynski updated the Board with the operational report. Collection staff began televising of the asbestos cement pipe at the west end of Pleasantview Drive. Crews also continued with manhole repairs along Walden and Genesee Streets. At the Broadway Pump Station, the torque level on valve #2 was raised due to an issue with it sticking at the lower setting. Staff upgraded the controls from a programmable logic control (PLC) to a Bulldog unit at the Bowmansville Pump Station. At the Depew Pump Station, repairs were made to comminutor #1. The second spare impeller has been received; which was included in the 2019 budget line item. PLC programming changes are on-going. At the Zoeller Pump Station, the comminutor's hydraulic torque motor was rebuilt. Staff completed all of the quarterly high wet well float tests at all pump stations. Weekly and monthly routine maintenance tasks were also completed.

Mr. Fiegl stated beginning October 31st into November 1st, a rain event caused several issues. The Kennedy Court area in Lancaster experienced issues not seen since 2008 (before significant work was undertaken on the collection system). Trentwood Trail also experienced issues due to the rain event.

b. Pretreatment Report

None

c. Construction Status Report

Ms. Wetzel updated the Board with the construction report. United Survey completed the televising on Central Avenue and will work on the Cured-In-Place Pipe (CIPP) lining in January which includes 10,000 linear feet.

d. Payments (Handout)

Ms. Wetzel reviewed the payments in the handout made to Quackenbush, Ferguson Electric, Wendel, Nichols, Long & Moore, Nussbaumer & Clarke, William Schutt Associates and United Survey.

Mr. Fiegl discussed how Northern Region has a 1991 vactor truck which is failing and is no longer reliable. In the 2020 Budget, Central Region will be purchasing a new vactor truck to replace their 2001 vactor, and the intention is for the 2001 vactor truck to be transferred to Northern Region. The 2001 vactor is in generally good condition, though a repair is required in the short term (before the end of the year) to keep it running. As such, Northern Region will help fund the costs of the repair. Mr. Fiegl stated this would be a worthwhile investment for Northern Region. Ms. McCracken questioned why a brand new vactor truck wasn't included in Northern Region's budget. It was explained that this was primarily due to the significant cost of a new unit (approximately \$400,000), and also, the vactor truck is not utilized daily by Northern Region, and there are opportunities to borrow the equipment from the other Regions, as needed.

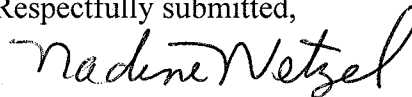
Ms. McCracken moved, seconded by Ms. Wetzel to receive and file the miscellaneous and informational items on the agenda. The motion carried 4-0.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Mr. Nikonowicz, Sr., seconded by Ms. McCracken, the meeting was adjourned at 3:58 p.m. The motion carried 4-0.

**Next ECSD No.4 Board Meeting
Wednesday, February 12, 2020 @ 3:30 p.m.
Erie County Sewer Districts Northern Region Office**

Respectfully submitted,



Nadine Wetzel, P.E., Secretary
ECSD No. 4 Board of Managers

NW:br

Motion to Approve the December 4, 2019 Meeting Minutes

Moved by: W. Cansdale

Seconded by: E. Schiller

App./Disapp.: 5-0

Date: 2/12/2020

Signed: Nadine Wetzel