

ERIE COUNTY SEWER DISTRICT NO. 4 (ECSD NO. 4)
BOARD OF MANAGERS MEETING
WEDNESDAY, FEBRUARY 12, 2020
NORTHERN REGION ADMINISTRATION BUILDING
MINUTES

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

OTHERS PRESENT: Mr. Glenn Absolom, Mr. Joseph Fiegl, Ms. Beth Pfalzer and Mr. William Strzeszynski

ITEM NO. 1 – CALL THE MEETING TO ORDER

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

a. Mr. Cansdale moved, seconded by Mr. Schiller, to appoint Ms. McCracken as Chairperson, Mr. Cansdale as Vice Chairperson, and Ms. Wetzel as the Secretary for the ECSD No. 4 Board. The motion carried 5-0.

b. The Board welcomed new member, Mayor Kevin Peterson of Depew.

ITEM NO. 2 – APPROVAL OF DECEMBER 4, 2019 MEETING MINUTES

On a motion by Mr. Cansdale, seconded by Mr. Schiller, the Board voted to approve the minutes from the December 4, 2019 meeting. 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. I/I Enforcement Hearing (Handout)

The Board received a copy of a letter sent to a property owner at 188 Burkhardt Avenue in Depew who has not permitted a house inspection. Mr. Peterson asked for some details on this particular property. On a motion by Mr. Cansdale, seconded by Ms. McCracken, the Board voted to move forward with the enforcement hearing. The motion carried 5-0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Strzeszynski updated the Board with the operational report. Cured-in-place pipe (CIPP) lining has been completed by the term contractor on twenty-eight sewer lines within ECSD No. 4 including twenty-five 8-inch diameter sewers, and three 10-inch diameter sewers on Central Avenue. At the Bowmansville Pumping Station, Pump #2 was replaced, and new check valve was installed on its discharge line. At the Depew Pumping Station, the wet well was cleaned of all floatables, and drain valves were replaced on both Pumps #1 and #5. The flowmeter bypass valves were exercised on the Depew Pumping Station's forcemain, in preparation for an upcoming inspection and analysis. At the Pleasantview Pumping Station, the volute for Pump #1 was replaced and a new comminutor was installed.

Northern region staff have been working in conjunction with staff from the Village of Lancaster, in an attempt to televise a portion of a 30-inch diameter trunkline sewer, which runs through both Village of Lancaster and the Village of Depew to the Depew Pumping Station. A few issues have been identified and resolved as result of the recent work. First, some large obstructions were identified and removed – a portion of a manhole frame and three large, football-sized rocks were removed from the trunkline in the D&L Plaza area. Additionally, a 12-inch diameter forcemain drain line from the Broadway East Pumping Station was found to be partially opened, contributing flows to the trunk line. This valve has since been exercised and put in the closed position. This collaboration to televise the trunkline sewer will continue in the coming months and an update will be provided at the next Board meeting.

b. Pretreatment Report

None

c. Construction Report

Ms. Wetzel updated the Board with the Construction Status Report. CIPP lining work was completed by United Survey in the Central Avenue area in Lancaster. There will be additional lining work completed in this area throughout the winter and early spring.

Shop Drawings were received and reviewed for the Contract 84 Roof Replacement & Repair Project for replacement of the Old Depew pumping station roof. Progressive Roofing, Inc. will commence work as soon as the weather permits.

—————Contract 54 (Depew ORF Concrete Repairs) to repair cracks, spalls, and expansion joints in the overflow retention facility concrete is currently under final design and is expected to bid in February or March. Contract 55 (Bowmansville Flowmeter Installation) to install a new isolation gate valve and flow meter at the Bowmansville Pump Station is currently under design and is expected to be bid in March or April.

i. Sewer Repair Term Contract – Work Order No. 16 – Emergency Repair (Handout)

The Board received a copy of Work Order No. 16, Sewer Repair Term Contract No. 79, issued to Visone Construction, Inc. for the emergency forcemain repair on Borden Road. Mr. Fiegl explained that during the second week of December, a water leak was reported on Borden Road. The Erie County Water Authority responded and discovered that was not a waterline leak, but a leak of the sanitary forcemain. The Division was called to investigate. The forcemain is 30-inches in diameter, which presented hardships in finding the materials needed to make a repair. Additionally, the Sewer Repair Term Contract does not have an applicable bid item for forcemain pipe diameter of this size. As a result, the County Executive issued an Emergency Declaration so that the Division could forego typical contracting procedures and utilize Visone Construction under the Sewer Repair Term Contract. An 18 linear foot repair was made, and the existing forcemain was observed to have deep scouring along the invert of the pipe. Due to the type of failure, it is uncertain if this problem is isolated or if the forcemain is deteriorated in other locations.

Ms. Wetzel advised the Board that the emergency repair took three days to complete and cost approximately \$38,000. Additional restoration of concrete sidewalk, driveway, and lawn will be required in the spring and is estimated at approximately \$5,000. Mr. Fiegl advised the Board that further steps are being taken to evaluate the full length of the forcemain which totals approximately 5,000 linear feet. DSM has reached out to equipment vendors for options to evaluate the forcemain. A project was bid this month to evaluate the forcemain utilizing sonic and electromagnetic technologies. The low bidder was Pure Technologies U.S. Inc., a Xylem brand, for a cost of \$185,750.00. Mr. Fiegl further advised the Board that Erie County Highways has plans to reconstruct Borden Road in the near future, and as a result, that would provide the opportunity to replace a portion of the forcemain as part of a coordinated effort. Therefore, time is of the essence in ascertaining the pipe condition and determining the extent of pipe repair / replacement necessary.

d. Payments (Handout)

Ms. Wetzel reviewed the payments in the handout made to Nussbaumer & Clarke, Kenyon Pipeline, Wendel, and United Survey Inc.

e. 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.

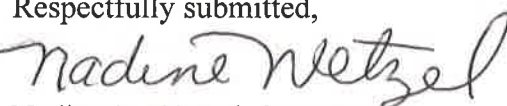
Ms. Wetzel moved, seconded by Mr. Cansdale to receive and file the miscellaneous and informational items on the agenda. The motion carried 5-0.

Mr. Fiegl noted the Division of Sewerage Management was recognized by the New York Water Environment Association with its Collection System Operation and Maintenance award. A significant component of this award is the endorsement of the New York State Department of Environmental Conservation.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Mr. Schiller, seconded by Ms. McCracken, the meeting was adjourned at 3:54 p.m. The motion carried 5-0.

Next meeting is scheduled for **Wednesday, April 8, 2020 at 3:30 p.m.**

Respectfully submitted,

Nadine R. Wetzel, Secretary
ECSD No. 4 Board of Managers

NW:bp
Motion to Approve the February 12, 2020 Meeting Minutes

Moved by: W. Cansdale
Seconded by: E. Schiller
App./Disapp.: 5-0
Date: 6/17/2020
Signed: Nadine Wetzel

ERIE COUNTY SEWER DISTRICT NO. 4 (ECSD NO. 4)
BOARD OF MANAGERS MEETING
WEDNESDAY, JUNE 17, 2020
VIDEO/TELEPHONE CONFERENCE
MINUTES

MEMBERS PRESENT: Ms. Kristen McCracken, Mr. William Cansdale, Mr. Kevin Peterson, 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 3:34 p.m.

ITEM NO. 2 – APPROVAL OF FEBRUARY 12, 2020 MEETING MINUTES

On a motion by Mr. Cansdale, seconded by Mr. Schiller, the Board voted to approve the minutes from the February 12, 2020 meeting. 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 the 2021 Budget

i. Proposed 2021 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 (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.

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

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

- 3% of Centralized Laboratory Expenses based on the volume of laboratory work.
- 25% 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.

Reviewing the Detail Summary for ECSD No. 4, total appropriations are projected to increase approximately \$114,000 (<1%) when compared to 2020. The change can be most attributed to Personnel and Buildings/Grounds Equipment cost increases. Total revenues are budgeted to increase a similar amount, meaning the tax levy is projected to remain essentially the same in 2021.

Based on the above, the proposed budget is such that there is no increase projected for the typical ECSD No. 4 ratepayer (single family home) in 2021. Mr. Fiegl explained some of the challenges in developing these estimates considering the uncertainty associated with the COVID-19 emergency and the effects on the economy. The Division of Sewerage Management has made a concerted effort to put forth its best estimates, acknowledging that there have been unprecedented impacts throughout our society and hence adjustments may need to be made.

The position listing proposed for the Northern Region in 2021 is the same as 2020. Fringe benefits for employees are being calculated at 60% based on discussions with the County's Budget Department – same overall percentage as 2020. Actual numbers are not available at this time.

The 2021 equipment line items represent almost \$542,000 of the Northern Region budget. The major items include: shared purchases amongst all of the Erie County Sewer Districts, replacement of equipment (including the region's fork lift), two (2) vehicle replacements, and Northern Region's unanticipated replacement item. The merits of the new CCTV camera system, mini excavator, and service/boom truck were specifically highlighted when discussing the shared purchases.

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, the \$50,000 increase in I&I repair / Sewer Lining, treatment services bills, adjustments made to 516020 961K, monies added debt service, capital reserves, utility costs, and personnel costs.

Fund balance usage as an offsetting revenue is budgeted at 59.5%. The available district fund balance at 12/31/19 represents approximately 3.3 months of 2021 budgeted appropriations. This amount is in line with the Division's target of 3-4 months. This will be monitored in future years to determine if additional adjustments are warranted.

It is recommended for the 2021 Budget that the flat usage charge remain at \$202.00 per unit and the footage charges in ECSD No. 4 remain at \$0.95 / foot. At this time, the Board would be voting on the budget for ECSD No. 4. ECSD No. 5 approved their portion of the Northern Region budget during their June 15th meeting. If any changes are proposed by the ECSD No. 1 Board of Managers that impact ECSD No. 4, 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) and the uncertainty regarding the COVID-19 emergency. If any major changes are necessary, the Board of Managers will be informed.

After the question and answering period, Ms. McCracken moved, seconded by Mr. Peterson to approve the 2021 proposed Budget. The motion carried 5-0.

ii. Resolution (Handout)

It was resolved that 67% and 33% of the total sanitary sewer tax levy of \$2,297,193 shall be raised from the assessed value and footage charges, respectively, for ECSD No. 4. Mr. Cansdale moved, seconded by Mr. Schiller to approve the Resolution as presented with a flat charge of \$202.00 and footage charge of \$0.95. The motion carried 5-0.

b. Memo to Board-COVID-19 (Handout)

The Board reviewed an April 23, 2020 memorandum from Mr. Fiegl concerning the COVID-19 outbreak State of Emergency. Both the State and Federal governments designated public water and wastewater as an essential service. In response, the DSM implemented an emergency staffing plan to reduce the possibility of contact exposure for DSM personnel while safely maintaining our critical services. Additional measures have also been taken including enhanced cleaning of facilities, limiting vehicle occupancy, social distancing protocols, and imposing numerous other work condition related restrictions.

Mr. Fiegl informed the Board that, as of June 1, 2020, the DSM has resumed full staffing levels for District staff. He extended his compliments to Mr. Absolom and Mr. Strzeszynski and their staff for their efforts during this difficult time. The Division's Downtown office staff are transitioning back to the Rath Building by the end of the month. Mr. Fiegl added the DSM would continue to follow safety protocols as conditions dictate.

c. Damage Claim Reimbursement-40 Parkdale, Lancaster (Handout)

The Board received a copy of a June 2, 2020 memorandum regarding reimbursement to the homeowner for a damage claim at 40 Parkdale Drive, Lancaster in the total amount of \$2,750. In 2007, the 8-inch diameter sewer pipe on Parkdale Drive was replaced by ECSD No. 4, including partial lateral replacements terminating with a clean out at a point between the sidewalk and the curb. In 2011, the remainder of the building sewer was issued for replacement through the DSM's Developer Lateral Replacement Program. Following sewage backups in May 2018 and May 2020, along with further inspection and consultation with the homeowner's plumber, it was confirmed that approximately 7 feet of clay tile pipe under the sidewalk was not addressed by aforementioned projects and programs.

It is noted that the memorandum handout provided requested the Board's consideration to reimburse the homeowner for the total amount of \$2,750. However, after the issuing of the handout, it was confirmed that the County Attorney's office had negotiated the claim and approved final payment, as such this item was information only for the Board for receive and file.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Strzeszynski updated the Board with the operational report. Issues with the standby generator at the Bowmansville Pump Station were corrected when staff reprogrammed the unit with the correct parameters. Staff also replaced a pressure transducer and repaired the connection on the terminal strip for the level control at Bowmansville Pump Station. The Broadway Pump Station had a pump alternation issue which was resolved by an adjustment in the programming. At the Iroquois Pump Station, staff wired in two (2) additional alarms for power fails and generator runs. Lastly, a fuel pump was replaced on the standby generator at the Warner Road Pump Station.

Collection staff continued progress in mini-system 5, which is tributary to the Iroquois Pump Station. Cleaning and televising of (18) segments of sewer was completed and the televising data will be reviewed and given recommendations for future lining. Within the same neighborhoods (mainly Central Avenue) (16) segments of sewer had lining completed since February. Crews also completed, with assistance of Mr. Cansdale's staff, televising of (9) sections of the 30-inch diameter trunkline sewer, just downstream of the Broadway Pump Station extending to just west of Penora Street. With the exception of a few large obstructions removed at the creek crossing, the pipe was observed to be in great shape. Additionally, staff completed (2) pipe patch repairs and (1) open cut repair; all on Kennedy Court.

b. Pretreatment Report

None

c. Construction Report

i. Sewer Repair Term Contract-Visone-Work Order No. 20 (Handout)

Ms. Wetzel discussed Work Order No. 20 issued to Visone Construction for a repair on Central Avenue and Charlton Place in the Town of Lancaster.

Also under Contract 79, concrete sidewalk and driveway repairs were completed in May at Borden Road (Work Order No. 16) by Visone Construction. Turf restoration and pavement restoration remains and will be completed this summer.

ii. Cured In Place Pipe Lining, Contract No. 75-Work Order No. 9 (Handout)

Ms. Wetzel discussed Work Order No. 9 which was issued to United Survey (USI) this month and includes approximately 3,000 linear feet of cured-in-place pipe (CIPP) lining work in the Central Avenue area, as well as lines on Transit Road and Genesee Street. Since the last meeting, CIPP lining work was completed by USI in Lancaster on the Central Avenue area. CIPP lining work by both contractors was stopped in accordance with NYS Pause starting in late March. USI has since resumed work in Erie County on May 28th.

iii. Depew Overflow Retention Facility Rehabilitation Project, Bid Schedule (Handout)

Contract 54 bids will be received on June 25th for this contract to repair cracks and spalls in the overflow retention facility concrete as well as several expansion joints. A poll request is expected on Friday, June 26 following the review of the bids.

iv. Bowmansville Pumping Station Flowmeter Replacement Project, Bid Schedule (Handout)

Contract 55 bids will be received on June 25th for this contract to install a new isolation gate valve and flow meter at the Bowmansville Pump Station. The isolation gate valve was not included in the original design of the station and is needed to install a flow meter that was purchased already by the district. The contractor will install the purchased flow meter. A poll request is expected on Friday, June 26th following review of the bids.

v. Depew Pump Station Forcemain Evaluation

Inspection of the Depew Pump Station forcemain was completed in March by Pure Technologies (a Xylem brand). The inspection data is currently being analyzed – the data analysis was expected to take several weeks, and the results are anticipated back soon.

d. Payments (Handout)

The Board received a copy of the payments made to Ferguson Electric, Pure Technologies, Progressive Roofing, Nussbaumer & Clarke and United Survey.

e. Order of Consent-Extension Request (Handout)

For the Board's review, a copy of the letter from Erie County Attorney, Michael A. Siragusa to the New York State Department of Environmental Conservation requesting an extension to properly review the materials due to reduced staff during the COVID-19 pandemic.

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

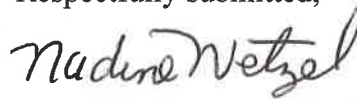
ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Ms. McCracken, seconded by Mr. Cansdale, the meeting was adjourned at 4:21 p.m. The motion carried 5-0.

If required, ECSD Nos. 1,4,&5 Budget Meeting
Wednesday, July 8, 2020 @ 3:00 p.m.
Via Video/Telephone Conference Room

Next meeting is scheduled for **Wednesday, October 7, 2020 @ 3:30 p.m.**

Respectfully submitted,



Nadine R. Wetzel, Secretary
ECSD No. 4 Board of Managers

NW:br

Motion to Approve the June 17, 2020 Meeting Minutes

Moved by: K. McCracken

Seconded by: W. Cansdale

App./Disapp.: 4-0

Date: 10/7/2020

Signed: Nadine Wetzel

ERIE COUNTY SEWER DISTRICT NO 4 (ECSD NO. 4)
BOARD OF MANAGERS MEETING
WEDNESDAY, OCTOBER 7, 2020
VIA VIDEO/TELEPHONE CONFERENCE
MINUTES

MEMBERS PRESENT: Mr. William Cansdale, Ms. Kristin McCracken, Mr. Kevin Peterson (3:35), 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 3:32 pm.

ITEM NO. 2 – APPROVAL OF JUNE 17, 2020 MEETING MINUTES

On a motion by Ms. McCracken, seconded by Mr. Cansdale, the Board voted to approve the minutes from the June 17, 2020 meeting. Mr. Peterson was absent during the vote. 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. 2021 User Charge

i. Public Hearing Notice & Meeting Minutes (Handout)

The Board received a copy of the notice and meeting minutes from the public hearing held on September 22, 2020. Ms. Wetzel reviewed the rates with the Board Members. It was discussed that the biochemical oxygen demand (BOD), total suspended solids (TSS), and phosphorus rates are established by the Buffalo Sewer Authority. The next step is for the Board of Managers to adopt the rates. If there are no objections, the rates will take effect January 1, 2021.

ii. Approval of Resolution (Handout)

The Board received a copy of the User Charge Resolution. On a motion by Mr. Cansdale, seconded by Ms. McCracken, the Board voted to approve the 2021 User Charge Rates for ECSD No. 4. The motion carried 5-0.

b. 2021 Meeting Schedule (Handout)

Ms. McCracken reviewed the 2021 meeting schedule with the Board. On a motion by Ms. McCracken, seconded by Ms. Wetzel, the 2021 meeting schedule was approved. The motion carried 5-0.

c. Connection Permit, Inspection, & Equity Fee Schedule-
Rules & Regulations: Article XIII, Section 1301 (Handout)

The Board reviewed a memorandum regarding an update to the sanitary sewer connection permit, inspection, and equity fees charged by the Erie County Sewer Districts. Mr. Fiegl explained that per Article 5A of New York State County Law and County Legislative authorization, the Board of Managers have been empowered to determine the amounts charged for various permit and inspection fees pursuant to Section 1301 of the "Rules and Regulations for Erie County Sewer Districts." The Erie County Sewer District Boards last went through the process of updating the various fees approximately 15 years ago and based on the analysis included in this memorandum, it has been determined the existing fees are not reflective of the actual costs incurred by the sewer districts. As a result, it is the recommendation of the Division of Sewerage Management to update the fees as proposed.

It was discussed that this is a two (2) step process for the Board. The Board was first asked to consider for approval the updated fees for the purpose of advertising them to the public. Should all seven (7) Boards endorse the updated fees, a public hearing will then be held to solicit outside input over these changes. It is the intention of the Division of Sewerage Management (DSM) to host this public hearing sometime in November 2020. After the public hearing, any comments will be considered and a final fee schedule will be developed for approval by the Erie County Sewer District Boards via resolution during their December 2020 meetings. The final fee schedule would be published in the official newspapers of the County and become effective sometime in 2021.

After consideration, on a motion by Ms. McCracken, seconded by Mr. Schiller, the Board voted on approval of the updated fees and directing the Division of Sewerage Management to hold a public hearing on this matter. The motion carried 5-0.

d. Low Pressure Grinder Pump Forcemain-381 Harris Hill (Handout)

Ms. Wetzel reviewed with the Board a Notice of Violation letter sent to the property owner at 381 Harris Hill. The construction of a building addition on the property resulted in the severing of a low pressure grinder pump forcemain running within part of the existing ECSD easement. The District required the homeowner to repair the severed force main. Ms. Wetzel stated the repair was made, along with an inspection by the District. New easements were prepared and filed with the Erie County Clerk's Office.

e. Confirmation of Email Poll-Award of Depew Overflow Retention Facility Project (Handout)

Ms. Wetzel reviewed the memo regarding the bid opening for the Depew Overflow Retention Facility Rehabilitation. Lupini Construction was the low bidder, in an amount of \$118,019.00. Mr. Cansdale moved, seconded by Mr. Schiller to confirm the results of the phone poll for the award of Contract No. 54 to Lupini Construction. The motion carried 5-0.

f. Confirmation of Email Poll-Award of Bowmansville Flow Meter Replacement Project (Handout)

Ms. Wetzel reviewed the memo regarding the bid opening for the Bowmansville Flow Meter Replacement Project, Contract No. 55. Pinto Construction Services, Inc., was the low bidder, in an amount of \$48,0000. Ms. McCracken moved, seconded by Mr. Peterson to confirm the results of the phone poll for the award of Contract No. 55 to Pinto Construction Services, Inc. The motion carried 5-0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Strzeszynski updated the Board with the operational report. Since the last meeting, staff spent a considerable amount of time working with Twin Village, the new owners of Casey's Salvage, located at 5651 Transit Road. The property is located between the railroads, just south of Walden Avenue. The District has a 36-inch diameter trunkline sewer which runs through the parcel, which conveys a substantial amount of the District's flow. The former owner had piled mounds of vehicles, scrap material, and debris over the sewerline. As a result, the District was unable to access or locate manholes to perform assessments or emergency maintenance. District staff worked along with the County's survey crew to get approximate locations for all manholes, which were then located by digging with an excavator. The located manholes were raised 4 to 7 feet by installing new barrel and cone sections. The sewers were then televised and inspected. Three (3) of the sections had considerable amounts of debris. Staff removed as much debris as they could with the equipment available. A mechanical cleaning contractor is scheduled to drag these few lines and complete the job.

At the Bowmansville Pump Station, a crew bypassed the Pump Station with portable pumps and had the wet well was cleaned of all settled debris. The comminutor was also replaced, including the guide rails and hydraulic lines with new stainless steel materials.

At the Depew Pump Station, staff replaced the drain valve on pump #4 and repaired the air release. The hydraulic lines on both comminutors were replaced with new stainless steel lines.

At the Vanderbilt Wet Weather Pump Station, (Village of Depew) staff cleaned the wet well and replaced the burned-out wet well sump pump.

b. Pretreatment Report

None

c. Construction Status Report

Ms. Wetzel update the Board with the Construction Status Report.

i. Cured In Place Pipe Lining, Contract No. 75

United Survey performed cleaning and prep work on 3,000 LF of sewer in Lancaster including various lines in the Central Avenue area, Transit Road, and Genesee Street under Work Order 9. These sections are anticipated to be cured in place pipe lined later this year.

ii. Sewer Repair Contract 79

Visone Construction completed lawn restoration work at Borden Road in June for Work Order No. 16 pertaining to emergency force main repair performed in late 2019. Visone Construction completed Work Order No. 20 in August, which consisted of a PVC spot repair at Central Avenue near Charlton Place.

iii. Contract 54 (Depew ORF Concrete Repairs)

This contract was awarded in July, following a Board of Manager's phone poll at the end of June. The Notice to Proceed was issued for September 23rd, and the completion date is June 1, 2021. Work includes concrete repairs that can only be done during warm, dry weather. Construction will likely not begin until the spring, as fall weather typically requires use of the overflow retention facility (ORF).

iv. Contract 55 (Bowmansville Flowmeter Installation)

This contract was awarded in July, following a Board of Manager's phone poll at the end of June. The Notice to Proceed was issued for August 24th, and the completion date is December 22, 2020. Work includes installation of an underground isolation valve and a flow meter inside the station. Construction is expected to occur in November.

v. Depew FM Evaluation

As discussed at the last meeting, inspection and evaluation of the Depew Pumping Station forcemain (FM) was completed in March by Pure Technologies (a Xylem brand). Ms. Wetzel updated the Board that the Contractor has since provided a report with their findings. The evaluation report indicated that there are not any major leaks or major loss of pipe material in the FM. The DSM reviewed the report and responded with comments and a request for some clarifications.

Mr. Fiegl elaborated that through this evaluation, DSM has gained additional information on a few additional areas of the FM with potential minor loss of integrity of the pipe wall. Those areas will be followed up on. It was also discussed that the level of resolution of the technology may not have been sufficient to pick up the possible presence of "longitudinal pitting" in the invert of the FM (which was the failure mechanism on the emergency FM break in 2019). A meeting was held between the Contractor and DSM to discuss and the Contractor is currently revising the report accordingly.

d. Payments (Handout)

Ms. Wetzel reviewed the payments made to Wendel and United Survey.

Ms. Wetzel moved, seconded by Mr. Cansdale to receive and file the informational items. The motion carried 5-0.

Mr. Fiegl discussed an update regarding the Draft Order on Consent for the ECSD No. 4 ORF. In response to the County Attorney's request to the New York State Department of Environmental Conservation (NYSDEC) earlier this year, the NYSDEC has requested comments on the Order by the close of this year. The County has retained outside counsel with specialty in this area and an engineering consultant, Ramboll, to assist towards this effort. Mr. Fiegl will keep the Board apprised on any updates. Mr. Fiegl discussed that the DSM in the final stages of developing a request for proposals for an extensive flow monitoring study in Sewer Districts No. 1 and 4.

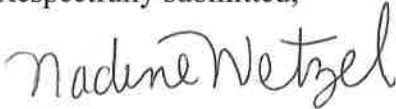
Mr. Fiegl stated the DSM has been in communication with the Town of Alden regarding a small portion in the Town serviced by ECSD No. 4. There may be some issues identified with the Town's billing and some small refunds may be justified.

7. ADJOURNMENT & NEXT MEETING

Ms. McCracken moved, seconded by Mr. Schiller to adjourn the meeting at 4:00. The motion carried 5-0.

Next meeting is scheduled for **December 2, 2020 @ 3:30 p.m.**

Respectfully submitted,



Nadine R. Wetzel, Secretary
ECSD No. 4 Board of Managers

NW:br
Motion to Approve the October 7, 2020 Meeting Minutes

Moved by: W. Cansdale
Seconded by: K. Peterson
App./Disapp.: 5-0
Date: 12/2/2020
Signed: Nadine Wetzel

ERIE COUNTY SEWER DISTRICT NO 4 (ECSD NO. 4)
BOARD OF MANAGERS MEETING
WEDNESDAY, DECEMBER 2, 2020
VIA VIDEO/TELEPHONE CONFERENCE
MINUTES

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

OTHERS PRESENT: Mr. Glenn Absolom, Mr. Steve Canestrari, 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 3:32.

ITEM NO. 2 – APPROVAL OF OCTOBER 7, 2020 MEETING MINUTES

On a motion by Mr. Cansdale, seconded by Mr. Peterson, the Board voted to approve the minutes from the October 7, 2020 meeting. The motion carried 5-0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

None

ITEM NO. 4 – OLD BUSINESS

Mr. Fiegl provided follow-up on a few items listed in the minutes from the October 7, meeting.

- Draft Order on Consent: The County's outside counsel and engineering consultant are working on comments for the draft Order, with said comments to be submitted to the NYSDEC by the end of the month.
- Request for Proposals (RFP): In November the Division of Sewerage Management issued a RFP for flow monitoring within ECSD Nos. 1 and 4. Proposals are due on December 10th. It is expected the Board will be phone polled for a potential award.
- Town of Alden: The Town Attorney sent a letter to 2731 Townline Road LLC regarding a clerical error on the property's tax bills and the potential refund of sewer charges totaling \$1,170.31 for 2018, 2019, and 2020. Should 2731 Townline Road LLC request a refund, the Town will likely approach ECSD No. 4 for reimbursement.

ITEM NO. 5 – NEW BUSINESS

- a. Connection Permit, Inspection, & Equity Fee Schedule
 - i. Public Hearing Meeting Minutes (Handout)

Ms. Wetzel reviewed the handout regarding the public hearing notice and meeting minutes held on November 5, 2020. A copy of the fee schedule was included in the handout, along with how the proposed fees are calculated. There were no comments from the

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public. The next step is for the Board of Managers to adopt the new fee schedule. If there are no objections, the rates will take effect January 1, 2021.

ii. Approval of Resolution (Handout)

On a motion by Ms. McCracken, seconded by Mr. Schiller, the Board voted to adopt the fee schedule provided in the handout. The motion carried 5-0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Strzeszynski updated the Board with the operational report. Since the last meeting, staff continued to clean and televise additional sewer segments in mini-system #5, primarily on Central and Walden Avenue. These sections will most likely be lined in 2022. A crew also completed an open cut repair at Central Avenue and Kennedy Court. Within the same general area, an additional (11) eleven sections of sewer have been lined, primarily on Impala and Matthew.

Staff located and exercised (2) two forcemain drain valves on the Broadway Pump Station forcemain and (2) two on the Vanderbilt Pump Station forcemain. The Forestream Pump Station wet well was isolated, drained and cleaned of all settled and suspended debris. Staff is currently running conduit and wire at the District 4 overflow retention facility (ORF) to allow for remote control of all the inter-connect gates on the ORF chambers. A new transducer was installed at the Pleasantview Pump Station replacing the old bubbler system. All of the District's Pump Stations were prepped for winter.

b. Pretreatment Report

None

c. Construction Status Report

Ms. Wetzel updated the Board with the Construction Status Report.

i. Cured In Place Pipe (CIPP) Lining, Contract No. 75

United Survey completed 3,000 linear feet (LF) of CIPP lining in Lancaster in the Central Avenue area and one line on Genesee Street under Work Order 9. One line on Transit Road was postponed until early next year due to a delay in obtaining a NYSDOT permit.

ii. Depew Forcemain Evaluation

The Division of Sewerage Management is waiting on the revised report from Pure Technologies.

iii. Contract 54 (Depew ORF Concrete Repairs)

The completion date for this project is June 1, 2021. Work includes

periodic maintenance and repairs to concrete which can only be done during warm and dry weather. Work will commence in the spring.

iv. Contract 55 (Bowmansville Flowmeter Installation)

Installation is starting this week which includes an underground isolation valve and a flow meter inside the station. Work should be completed in a few days.

v. Contract 81 (Manhole Rehabilitation)

National Water Main Cleaning Company completed rehabilitation in November which included cleaning and epoxy lining on one manhole on Borden Road in Cheektowaga at the start of the District 4 trunk.

d. Payments (Handout)

Ms. Wetzel reviewed the two payments made to United Survey for CIPP Lining.

Ms. Wetzel moved, seconded by Ms. McCracken to receive and file the informational items. The motion carried 5-0.

7. ADJOURNMENT & NEXT MEETING

Mr. Schiller moved, seconded by Ms. McCracken to adjourn the meeting at 3:45. The motion carried 5-0.

Next meeting is scheduled for **February 3, 2021 @ 3:30 p.m.**

Respectfully submitted,



Nadine R. Wetzel, Secretary
ECSD No. 4 Board of Managers

NW:br

Motion to Approve the December 2, 2020 Meeting Minutes

Moved by: W. Cansdale
Seconded by: E. Schiller
App./Disapp.: 5-0
Date: 2/3/2021
Signed: Nadine Wetzel