

**ERIE COUNTY SEWER DISTRICT NO. 2 (ECSD 2)
BOARD OF MANAGERS MEETING MINUTES
THURSDAY, FEBRUARY 13, 2020
DISTRICT ADMINISTRATION BUILDING**

MEMBERS PRESENT: Mayor Howard Frawley, Mayor Vincent George, Angela Horton,
Supervisor Mary Hosler, Anna Knack

OTHERS PRESENT: Glenn Absolom, Joseph Fiegl, Nancy Forys, Carl Horne

ITEM NO. 1 – CALL MEETING TO ORDER

Ms. Knack called the meeting to order at 9:02 am.

a. Nominations for Board Officers

For the term of 1/1/2020 through 12/31/2021, Ms. Knack was nominated and has agreed to serve another term as the Chairperson. On a motion by Mayor Frawley, seconded by Mayor George, the Board voted Ms. Knack as Chairperson. The motion carried 5 - 0.

Mayor Frawley was nominated and has agreed to serve another term as the Vice Chairperson. On a motion by Ms. Horton, seconded by Ms. Knack, the Board voted Mayor Frawley as the Vice Chairperson. The motion carried 5 - 0.

Ms. Horton was nominated and has agreed to serve another term as the Secretary. On a motion by Mayor Frawley, seconded by Mayor George, the Board voted Ms. Horton as the Secretary. The motion carried 5 - 0.

b. Welcome New Member

Mr. Fiegl introduced and welcomed Town of Evans Supervisor, Mary Hosler as the newest member to the Board.

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

On a motion by Mayor Frawley, seconded by Mayor George, the Board voted to approve the minutes from the October 10, 2019 meeting. The motion carried 5 - 0.

Mayor Frawley advised the Board that Maria's Pizzeria has a new owner and is currently closed for re-modeling. Ms. Horton stated that since Maria's did comply and clean out their grease separator at the end of October 2019, there was no need for a special enforcement hearing, and that the Division of Sewerage Management (DSM) staff will be checking with Maria's on a regular basis to make sure they are cleaning the grease separator out regularly in the future.

Supervisor Hosler asked how the district is made aware of old buildings that have been turned over to new establishments.

Mr. Absolom responded by explaining that we are not always made aware of these changes and then described the process of obtaining industrial waste survey permits, waivers and approvals required. Supervisor Hosler commented that the Town will be including more entities in SEQR reviews for changes of use. Mr. Absolom advised that SEQR goes to Matt Salah in our downtown engineering department who handles the reviews, including changes in use for a building.

Ms. Horton advised that the Rules & Regulations for Erie County as well as guidelines for Oil & Grease Separators are found on the DSM's website.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

There were no new items from the public.

ITEM NO. 4 – OLD BUSINESS

There was no old business at this time.

ITEM NO. 5 – NEW BUSINESS

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

Mr. Fiegl explained to the Board that the DSM retains the services of consultants to assist with engineering tasks and construction inspection needs through 3-year term contracts. He explained that this occurs every three years and all the firms on the list can be utilized by all districts. There were 7 firms chosen for engineering term agreements: AECOM, Arcadis of NY Inc., CHA Consulting, DiDonato Engineering and Design Professionals, GHD Consulting Services Inc., LaBella Associates, and Ramboll/O'Brien & Gere Engineers Inc. In addition, there were 4 firms chosen for construction inspection term agreements: DiDonato Engineering and Architectural Professionals, Greenman-Pedersen Inc., Nussbaumer and Clarke Inc., and Wm Schutt Associates.

As the Board already approved this via email poll in November 2019, a confirmation poll took place. On a motion by Ms. Knack, seconded by Ms. Horton, the Board confirmed the results of the telephone poll to approve the Engineering and Construction Inspection Term Contracts. The motion carried 5 - 0.

b. Contract Closeout - Quackenbush - Big Sister Aeration System (Handout)

Ms. Horton advised the Board that Contract No. 96 for the Big Sister Aeration Replacement Project has been satisfactorily completed. The final contract amount of \$534,940.00, is a decrease of \$1,050.00. The DSM recommends approval of the closeout and payment to vendor.

On a motion by Mayor Frawley, seconded by Mayor George, the Board voted to approve the resolution for Contract No. 96 closeout to Quackenbush. The motion carried 5 - 0.

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

The Board was provided with a list of ECSD 2 property owners who have not complied with

their house inspection or corrected their violation, pursuant to “Erie County Rules and Regulations for Erie County Sewer Districts”. The DSM is recommending an Enforcement Hearing for these properties. Ms. Horton noted that the hearing is tentatively scheduled for April 22, 2020.

Mr. Absolom noted that these inspections are part of a larger program to eliminate infiltration/inflow, which is a condition of the State Pollutant Discharge Elimination System (SPDES) permit for ECSD 2. All the data accumulated are contained in our Annual Reports to the New York State Department of Environmental Conservation (NYSDEC).

On a motion by Ms. Horton, seconded by Ms. Knack, the Board voted to approve the recommendation to move forward with enforcement hearing. The motion carried 5 - 0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Horne provided the Board with an update on ECSD 2 activities. Since the last meeting the collection system activities consisted of flushing over 20,000 feet of sewerlines, repairing 12 manholes, completing 126 house inspections with only 3 violations noted, and another 15 re-inspections. There was a total of 53 complaints ECSD 2 responded to including 24 for pumping stations (PSs), 13 for grinders, 15 for sanitary sewers, and 1 odor complaint. The central maintenance crew televised 674 feet of sewerlines in mini system (MS) 9 Eden and MS 11 Derby.

At the Water Resource Recovery Facility (WRRF) the installation and start up of the new filter press feed pump was completed (2019 budget line item #6); infrared testing and maintenance of the switch gear was provided by outside vendor Ferguson Electric; crews drained and inspected the grit chamber, re-lamped Bank #1B in the UV disinfection system and repaired a water main break. The annual inspections for the AED's, fire extinguishers and the vehicle lift were also all completed.

At the PSs: the grinder unit, motor and driveshaft were replaced at Bennett Beach; the volute for Pump #1 was replaced at Brant-Farnham; the seal at Pump #2 and #3 were replaced at Sweetland; the check valve at Pump #1 was rebuilt at Pontiac; the controller for the emergency generator was upgraded at North Creek; and Russ Electric repaired the transfer switch for the emergency generator at Eighteen Mile.

Ms. Knack asked if work was being done by and ECSD 2 crew in the Schreiner Road area. Mr. Horne said that work was done at the Schreiner PS relating to disposable wipes clogging pumps.

Ms. Horton also relayed to the Board that dye testing was completed over the last couple of months on hundreds of properties in Hamburg in MS 16 to verify the below grade discharges of their sump pumps and/or gutter downspouts were correctly connected to the storm sewers. Only one violation was found where the gutter downspouts were incorrectly tied into the sanitary sewers.

b. Pretreatment Report

i. Notice of Violation – Foam Issue at Crescent Manufacturing (Handout)

Ms. Horton noted that Crescent Manufacturing received another letter January 10, 2020, stating that excessive foam was found at the Pontiac PS, which is a violation of their Industrial

Discharge Permit and the Rules & Regulations for Erie County Sewer Districts. Crescent was advised that a foam test was required on each batch prior to discharge and that test results were required and able to view upon request. It was noted that future foaming incidents would lead to their facility being referred to the Board of Managers for potential enforcement action, including a hearing and monetary penalties. Mr. Absolom did note that the DSM is working with Crescent to resolve this matter before it gets to an enforcement hearing stage.

c. Construction Report

i. Cured-In-Place Pipe Lining – Work Order No. 8 to United Survey (Handout)

Ms. Horton explained that Work Order (WO) No. 8 was revised on January 24, 2020 from the original WO 8 issued January 13, 2020 for the Cured-in-Place Pipe (CIPP) Lining Term Construction Contract No. 75 and was issued to United Survey Inc. for approximately 9,000 LF in MS 11 and 12 (Derby & Evans). The letter noted that there were three (3) new sections added to the scope of the work, which is approximately double that of an average WO. As such, the entire WO shall be completed within 240 days of the notice to proceed date, for a completion date of approximately September 9, 2020.

ii. Cured-In-Place Pipe Lining - Work Order No. 5K to Kenyon Company (Handout)

Ms. Horton stated that WO 5K was issued under CIPP Lining Term Construction Contract No. 75 to Kenyon Pipeline which includes approximately 5,200 LF mostly in MS 11 (Derby).

iii. Sewer Repair Term Contract – Work Order No. 13 to Visone (Handout)

Ms. Horton explained that WO 13 for South Main Street (Eden) was issued to Visone in October 2019 and will most likely be cancelled and/or rescinded because the scope of the repair work has been complicated by a water main utility located directly over the sanitary sewer. The work will likely be included in an upcoming open cut excavation contract to be bid in the spring.

National Water Main Cleaning Company (NWMCC), the contractor for Contract 81, the Manhole Rehabilitation Contract will return in the spring to re-apply chimney seals. All other work has been completed.

Mr. Fiegl advised the Board that the NYS Parks Department, as part of their capital improvements project, will begin replacing the Evangola PS, with construction expected to start in the spring. As ECSD 2 maintains this PS, the DSM has been and will continue to be involved in the project.

d. Payments (Handout)

Ms. Horton conveyed to the Board that district payments since the last meeting were made to NWMCC for Manhole Rehabilitation in the amount of \$36,245.82; to Arcadis for Flow Monitoring in the amount of \$2,393.88; and to United Survey Inc. for CIPP Lining in the amounts of \$40,773.80; \$19,003.20; and \$6,561.20.

Ms. Horton also noted that the flow monitoring report from Arcadis was sent to the NYSDEC and recently was approved.

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

This is an annual letter sent to ECSD residents that during their house inspection have been shown to have any basement bathroom facilities and/or basement floor drains connected to the sanitary sewer. This letter serves as informational to residents (they are not in violation) explaining that the property is at a greater risk for a sanitary sewer backup into the home via these entrance points.

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

Mr. Fiegl noted the DSM 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 NYSDEC.

Supervisor Hosler requested a sewer map and had questions regarding the NYSDEC requirements. Mr. Fiegl explained the history of work to abate overflows in the southern portion of ECSD 2 (\$10M+ spent in that area), with increased focus now on the area tributary to the Sweetland PS. There are SPDES permit requirements to that end,

Supervisor Hosler mentioned grants and the redesign of Muddy Creek from Old Lakeshore Rd. down to the mouth of the creek. Supervisor Hosler also asked about the proposed engineered wetlands across from the WRRF on Erie County Parks property. Mr. Fiegl indicated that he had not gotten an update recently on that initiative, but would inquire. It was noted that the upstream watershed was impacted by runoff.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Ms. Knack, seconded by Ms. Horton, the meeting was adjourned at 9:52 am. The motion carried 5 - 0.

The next meeting is scheduled for Thursday, April 9, 2020 at 9:00 am.

Respectfully submitted,



Angela M. Horton, P.E.
Secretary, ECSD 2 Board of Managers

Approval of Minutes:

Motioned By: Mayor Frawley

Seconded By: Mayor George

Approved/Disapproved: 4/0

Date: 6/18/2020

Signed: Angela M. Horton

**ERIE COUNTY SEWER DISTRICT NO. 2 (ECSD 2)
BOARD OF MANAGERS MEETING MINUTES
THURSDAY, JUNE 18, 2020
VIA VIDEO/TELEPHONE CONFERENCE**

MEMBERS PRESENT: Mayor Howard Frawley, Mayor Vincent George, Angela Horton,
Anna Knack

MEMBERS ABSENT: Supervisor Mary Hosler

OTHERS PRESENT: Glenn Absolom, Joseph Fiegl, Nancy Forys, Carl Horne

ITEM NO. 1 – CALL THE MEETING TO ORDER

Ms. Knack called the meeting to order at 9:11 am.

ITEM NO. 2 – APPROVAL OF FEBRUARY 13, 2020 MEETING MINUTES

On a motion by Mayor Frawley, seconded by Mayor George, the Board voted to approve the minutes from the February 13, 2020 meeting. The motion carried 4 - 0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

There were no new items from the public.

ITEM NO. 4 – OLD BUSINESS

There was no old business at this time.

ITEM NO. 5 – NEW BUSINESS

a. Presentation and Approval of the 2021 Budget

i. Proposed 2021 Budget (Handout)

Mr. Fiegl presented the proposed 2021 ECSD 2 Budget to the Board.

ECSD 2 is one of seven sewer districts administered by the Division of Sewerage Management (DSM). There are shared costs that each District contributes to. For most shared items, ECSD 2 contributes 9%. For centralized laboratory expenses, ECSD 2 contributes almost 19% while for centralized vehicle maintenance, the share is approximately 20%.

Reviewing the detailed summary for ECSD 2, appropriations or expenses are budgeted in 2021 to increase approximately \$218,500. I&I repair, laboratory/technical equipment, and labor costs associated with collective bargaining agreements are the primary areas of increase. Under revenues, an increase in fund balance utilization of approximately \$215,000 offsets that increase in projected expenditures, thereby mitigating the impact to the ratepayers.

As a result of the above, the estimated impact to the typical ratepayer (single family home) in ECSD 2 in 2021 is essentially the same as 2020. 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 DSM 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. It is recommended for the 2021 Budget that the flat usage charge remain at \$300.00/unit and the footage charge in ECSD 2 remain at \$1.00/foot.

Mr. Fiegl explained that the same number of positions have been budgeted in ECSD 2 in 2021. 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 \$617,000 of the ECSD 2 budget. The major items include several replacements for treatment plant and pumping station equipment, the replacement of two (2) vehicles, several Division-wide "shared" items, and ECSD 2's standard 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. As noted earlier, ECSD 2 contributes approximately 9% of the overall Downtown office expenses.

A review of the individual budget codes was provided. Specific items highlighted included the budgeting for fuel, centralized vehicle maintenance and laboratory costs, various adjustments in Account 506200, an increase of \$50,000 in I&I services and other changes in Account 516020, capital reserves, decreases in utility costs, and updated personnel costs.

Fund balance usage as an offsetting revenue is budgeted at 59% of available balance. The available district fund balance at 12/31/19 represents approximately 4.3 months of budgeted appropriations. Mr. Fiegl discussed fund balance trends considering large debt service payments made in 2018 from a different account.

Mr. Fiegl's final comments related to the 2% Tax Cap (as the sewer district levies are part of the County's overall tax cap calculation) and the uncertainty regarding the COVID-19 emergency. If any major changes are necessary, the Board of Managers will be informed.

Relative to Mr. Fiegl's remarks regarding the replacement of the portable Godwin pump (Page 8, Item 13), Mayor Frawley asked what is the lifespan of this piece of equipment. Mr. Fiegl responded that the pump it is replacing lasted approximately 26 years and the longevity depends on a number of factors such as the amount of use it receives.

Mayor Frawley inquired about the costs for homes that discharge to a septic system located with ECSD 2 and if there were any upcoming projects in place to decrease the number of homes on septic systems. Mr. Fiegl noted a recent project on Old Lakeshore Road which replaced the septic systems with low pressure grinder units and advised that currently there are no new projects to construct new sewers and remove homes from septic. He explained that homes on septic only pay the assessed value of the sewer tax and they do not pay a usage fee or footage fees. In addition, septic

contractors can dispose of the waste at the Big Sister Creek Water Resource Recovery Facility (WRRF) and receive a partial refund on their tax bill. However, contractors may discharge elsewhere because our discharge fee may be higher than others facilities.

Mayor Frawley asked if potential Federal stimulus monies going toward infrastructure will assist the district at all. Mr. Fiegl responded that we have been contacted by a few groups to provide a listing of potential projects. If the funding did go through, it would decrease the use of capital reserve of bond monies to advance those projects.

It should be noted that all the Board members complimented what they described as a good and fair budget. They also indicated that the Budget was well presented to them.

On a motion by Mayor Frawley, seconded by Ms. Knack, the Board voted to approve the 2021 Budget as presented. The motion carried 4 - 0.

ii. Resolution (Handout)

It was resolved that approximately 71% and 29% of the total sanitary sewer tax levy of \$3,861,222 shall be raised from the assessed value and footage charges, respectively for ECSD 2.

On a motion by Ms. Horton, seconded by Ms. Knack, the Board voted to approve the budget resolution with a flat usage charge of \$300/unit and a footage charge of \$1.00/foot. The motion carried 4 - 0.

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

The memorandum was provided to update the Board on the COVID-19 response by the DSM. Mr. Fiegl praised the ECSD 2 staff and District management in handling the situation by maintaining the safety and health of its employees while continuing services to protect public health and the environment. As of June 1, 2020, the district staff returned to 100% at all sewer district locations with several adjustments to schedules and day to day tasks. The downtown office is transitioning back as well.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Horne provided the Board with an update on the ECSD 2 activities. Since the last meeting the collection system activities consisted of flushing 22,732 feet of sewerlines, repairing 48 manholes, and completing 9 house inspections with 1 violation, 1 re-inspection and 292 dye tests. There was a total of 22 complaints ECSD 2 responded to including 6 for pumping stations (PS), 9 for grinders, 7 for sanitary sewers, and 2 odor complaints at the WRRF. Following the odor complaints, diffusers in the digesters were replaced and seemed to rectify the problem. The central maintenance crew televised 8,659 feet of sewerline in mini system 14.

At the WRRF, ECSD 2 staff conducted the annual tank inspections of the north and south aerobic digesters, the north and south chemical contact clarifiers, and the north and south secondary clarifiers. Staff also rebuilt the north Carter piston pump used for sludge wasting and repaired the waste well mixer. Ferguson Electric installed lightning protection throughout the facility, Koester Associates

completed the semi-annual preventative maintenance of the UV disinfection system, and Penn Power conducted the annual preventative maintenance on the generators at the WRRF and pumping stations.

At the pumping stations, staff replaced a pump controller with a Bulldog controller due to a power surge at the Bennett Beach PS; at the Brant-Farnham PS the water pump on the emergency generator was replaced; at the Pontiac PS the controller was upgraded; at the Shorecliff PS the radiator on the emergency generator was repaired; at the Eighteen Mile PS a broken shaft was replaced on the motor of pump 1; and at the Evangola PS construction of the new PS (New York State Parks project) continued.

b. Pretreatment Report

Nothing to report at this time.

c. Construction Report

Contract 96 (Big Sister Creek WRRF Aeration project) has been completed and closed out. There have been two instances of split/cracked airline hose observed since March of this year that have been brought to the attention of the contractor (Quackenbush) as warranty issues and since repaired.

Contract 81 Manhole Rehabilitation Contract - National Water Main Cleaning Company (NWMCC) recently completed some repair work of defective installations from 2019 that required re-application of the manhole chimney seal product. NWMCC has signed a contract extension and agreed to hold their pricing through 2021, and ECSD 2 may issue more manholes to NWMCC this summer.

Contract 79 Sewer Repair Contract - Work Order 13 for South Main St in Eden was issued to Visone in October and was put on hold. The scope of the repair work has been complicated by a water main utility located directly over the sanitary sewer. The project has been surveyed and a new design prepared and submitted to NYSDOT for a permit review. There is a second repair needed on the west side of South Main St to address a sinkhole under the sidewalk. The DSM is in conversations with NYSDOT and the intent is to have Visone complete this under the term contract, if applicable.

Contract 97 Big Sister Creek WRRF Digester Concrete Repairs - the design is being completed to repair cracks in the digester concrete structure. Repairs to concrete at the aeration distribution box and ORF turret platforms will also be included. This project is expected to bid in August or September.

Evangola State Park PS Replacement by NYS parks - Construction started on June 1st and the contract is 15% complete to date.

Contract 75 Cured-in-Place Pipe (CIPP) Lining Term Contracts - United Survey Inc. (USI) completed prep work for Work Order (WO) 8 on approximately 9,000 feet including work on Black Rd and Derby Rd in Evans, Old Lakeshore Rd in Hamburg, and White Ct and Peppertree Dr in Derby. Kenyon Pipeline completed prep work on approximately 5,200 feet including Colony and Independence in Derby, and South Creek Rd in Evans. CIPP lining work by both contractors was stopped in accordance with NYS Pause starting in late March. It is anticipated that the above sections will be completed by the close of this summer.

i. Cured in Place Pipe Lining, Contract No. 75 – Work Order No. 9 (Handout)

This letter was sent June 3rd to USI advising them of new sewerlines covered under this WO which includes approximately 3,100 LF in MS 11 (Canterbury, Crescent, Middleman).

d. Payments (Handout)

Ms. Horton conveyed to the Board that district payments since the last meeting were made to Progressive Roofing for Roof Replacement & Repairs in the amounts of \$27,835 and \$1,485; to Quackenbush for the WRRF Aeration System Replacement in the amount of \$26,747; to USI for CIPP lining in the amounts of \$52,196.50 and \$30,469; to Kenyon Pipeline for CIPP lining in the amounts of \$52,196.50, \$84,190.80 and \$168; and to CHA Consulting for the Sweetland PS Basin Report in the amounts of \$4,925.39 and \$6,298.17.

e. 2019 Annual Collection System Report (Handout)

Ms. Horton explained that the collection system program (CSP) annual report was submitted May 13th to the DEC in accordance with the reporting requirements described as the “CMOM Annual Report” (Capacity Management, Operations and Maintenance) as per the SPDES permit requirements.

Ms. Knack moved, seconded by Mayor Frawley 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 Ms. Knack, seconded by Ms. Horton, the meeting was adjourned at 10:03 a.m. The motion carried 4 - 0.

The next meeting is scheduled for Thursday, October 8, 2020 at 9:00 am.

Respectfully submitted,



Angela M. Horton, P.E.
Secretary, ECSD 2 Board of Managers

Approval of Minutes:

Motioned By: A. Horton

Seconded By: Mayor George

Approved/Disapproved: 4/0

Date: 10/8/2020

Signed: Angela M. Horton

**ERIE COUNTY SEWER DISTRICT NO. 2 (ECSD 2)
BOARD OF MANAGERS MEETING MINUTES
THURSDAY, OCTOBER 8, 2020
VIA VIDEO/TELEPHONE CONFERENCE**

MEMBERS PRESENT: Mayor Vincent George, Angela Horton, Supervisor Mary Hosler, Anna Knack

MEMBERS EXCUSED: Mayor Howard Frawley

OTHERS PRESENT: Glenn Absolom, Joseph Fiegl, Nancy Forys, Carl Horne

ITEM NO. 1 – CALL MEETING TO ORDER

Ms. Knack called the meeting to order at 9:02 am.

ITEM NO. 2 – APPROVAL OF JUNE 18, 2020 MEETING MINUTES

On a motion by Ms. Horton, seconded by Mayor George, the Board voted to approve the minutes from the June 18, 2020 meeting. The motion carried 4 - 0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

Supervisor Hosler brought to Board's attention that residents along Lakeshore Road between Point Breeze PS and Lake Street PS, including Lakeside Road, Coolidge Avenue, and Wilson Road who attended the Town of Evans meeting the previous evening had complaints that their sewer laterals were backing up during rain events. Mr. Fiegl advised Supervisor Hosler to instruct the residents to contact the ECSD 2 office directly whenever this occurred so that our staff can go out and check the sewerlines at that time. Supervisor Hosler stated she has advised as such.

ITEM NO. 4 – OLD BUSINESS

There was no old business at this time.

ITEM NO. 5 – NEW BUSINESS

a. 2021 User Charges

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 22, 2020. Mr. Fiegl noted that there were no comments at the public hearing and the rates reflect the actual costs incurred. Following the hearing, the Board needs to adopt the rates for 2021.

ii. Approval of Resolution (Handout)

On a motion by Ms. Knack, seconded by Ms. Horton, the Board voted to approve the User Charge Resolution for ECSD 2. The motion carried 4 - 0.

b. 2021 Meeting Schedule (Handout)

On a motion by Ms. Horton, seconded by Supervisor Hosler, the Board voted to approve the 2021 meeting schedule. The motion carried 4 - 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 ECSD's. 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 ECSD 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 (DSM) to update the fees as proposed.

This is a two (2) step process for the Board. Today, the Board is 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 be held to solicit outside input over these changes. It is the intention of the 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 ECSD 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.

Supervisor Hosler asked questions regarding the fee schedule as it relates to the cost for new residential homes versus multiple unit structures. Mr. Fiegl responded and explained in detail the particulars of the new fee schedule as proposed in the handout explaining the various fees based on building structures including two-family and multiple units in an apartment.

After consideration, on a motion by Ms. Knack, seconded by Supervisor Hosler, the Board voted to approve the updated fees and for the DSM to proceed with a public hearing on this matter. The motion carried 4 - 0.

d. Award of Engineering Agreement – Big Sister No Feasible Analysis (Handout)

The DSM issued a Request for Proposal (RFP) in July 2020 and Barton & Loguidice (B&L) and GHD Consulting Engineers submitted proposals. The DSM's selection committee was made up of five employees, each of whom had experience on the proposal's subject matter. GHD was rated the #1 firm based on qualifications by all five reviewers without knowledge of the overall price. Once rated on qualifications, their cost proposal of \$156,700 was opened and it was lower than that of B&L. Therefore, the DSM recommends the Board approve the No Feasible Alternative Analysis Engineering Award to GHD.

On a motion by Ms. Horton, seconded by Ms. Knack, the Board voted to approve the recommendation to award GHD Consulting Engineers the No Feasible Alternative Analysis engineering agreement. The motion carried 4 - 0.

e. Trucker Discharge Permits Approval – 2021 (Handout)

On a motion by Ms. Horton, seconded by Mayor George, the Board voted to approve the 2021 Trucker's Discharge Permits for Delo Drain & Septic Service, Holland, NY; Modern Portable Toilets, Model City, NY; and United Rentals (NA), Inc., Farmington, NY. The motion carried 4 - 0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Horne provided the Board with an update on ECSD 2 activities. Since the last meeting the collection system activities consisted of flushing 83,482 feet of sewerline and repairing 109 manholes. There was a total of 47 complaints ECSD 2 responded to including 8 for pumping stations (PS's), 7 for grinders, 30 for sanitary sewers and 2 odor complaints. The central maintenance crew televised 15,361 feet of sewerline in mini system (MS) 14 and completed 5 pipe patches.

At the Water Resource Recovery Facility (WRRF) crews super-chlorinated the north and south sand filters, replaced sand, and performed minor repairs to the north sand filter; installed new intake hoods for blowers 1, 2 and 3; replaced cloths on the filter press; and installed a new influent flowmeter to the ORF. Munck Cranes performed the annual crane/hoist inspections including the PS's. Encorus Group performed the 5-year tank inspection on the 2 sodium hypochlorite tanks.

At the PS's: the volute and wear ring base on both pumps 1 & 2 were replaced at Brant Farnham; completed pump upgrades with new impellers, bases, volutes, and wear rings and replaced emergency generator jacket heater and hoses at Sweetland; and the pump rails and controller for mini-Sweetland were replaced. Painted bollards, doors, and wet wells with a seasonal laborer at all PS's; and the annual calibration of flowmeters was performed in June by Tec-Smith at the PS's and the WRRF.

b. Pretreatment Report

i. Industrial Waste Survey

As per the State Pollutant Discharge Elimination System (SPDES) Permit conditions for the Big Sister Creek WRRF, a letter went out to 21 commercial businesses tributary to the WRRF requesting they complete and return an Industrial Waste Survey for 2020.

Ms. Knack asked what type of response was received. Ms. Horton did not have an update available, but would find out and let the board know.

c. Construction Report

Contract 96, Big Sister Creek WRRF Aeration project has been closed out and the project is under warranty through the end of December 2020. Since the close out, a few warranty repairs have been performed by Quackenbush to address instances of split and cracked airline hose in the north basin. The DSM met with Quackenbush and a manufacturer's representative to discuss the hose failures. It was determined to be an issue with the hose material specified in the project. Thus, hose failures do not appear to be resulting from an installation issue by Quackenbush. As a result, future hose replacement will be handled by the plant staff.

Contract 75, Cured-in-Place (CIPP) Term Lining, United Survey Inc. completed CIPP lining work for Work Order (WO) 8 including approximately 9,000 LF on Black Road and Derby Road in Evans; Old Lakeshore Road in Hamburg; and White Court and Peppertree Drive in Derby. Kenyon Pipeline completed CIPP lining work for WO 5K including approximately 5,200 LF on Colony Court and Independence Drive in Derby and South Creek Road in Evans. United Survey Inc. also completed cleaning and prep work for WO 9 including approximately 3,100 LF in mini system (MS) 11 in Derby (Canterbury, Crescent, Middleman). These lines are anticipated to be CIPP lined later this year and are all tributary to the Sweetland PS.

Contract 81, Manhole Rehabilitation, WO 2020-1 was issued to National Water Main Cleaning Company in August that included cleaning and epoxy lining of one manhole on South Creek Road and Black Road in Evans. It is anticipated to be completed in October.

Contract 79, Sewer Repair Contract, a revision to WO 13, South Main Street, Eden was issued to Visone in July. NYSDOT gave approval to the DSM to proceed with this work which includes an open cut road crossing at South Main Street. A second WO 24 for South Main Street at Green Street, Eden was also issued in July and includes open cut replacement in the existing trench and sidewalk replacement at a location previously identified by the Town as needing sidewalk replacement. Visone has proposed a detour plan to NYSDOT and intends to complete the work before the end of the year. The work has not been scheduled yet.

In addition, a partial sewerline collapse occurred on Violet Parkway, Eden that is 13 feet deep. ECSD 2 is scheduled to complete the repair next Thursday October 15th with the assistance of a contractor.

i. Aeration Project Warranty and Hose Failures – Quackenbush (Handout)

This topic was addressed in the construction report above and the letter dated July 14th that was sent to Quackenbush regarding the hose failures was given to the Board.

d. Payments (Handout)

Ms. Horton conveyed to the Board that district payments were made to National Water Main Cleaning for Manhole Rehabilitation in the amount of \$4,275; to United Survey Inc. for CIPP lining in the amounts of \$24,048 and \$86,261.60; to Kenyon Pipeline Inspection for CIPP lining in the amounts of \$52,196.50, \$33,655 and \$9,609; and CHA Consulting for the Sweetland PS Basin Report in the amounts of \$5,477.49, \$4,578.81, and \$1,408.73.

e. Evangola Sewer Pumping Station Replacement Project (Handout)

The new Evangola PS went live on July 16, 2020. This letter was sent to NYS Office of Parks, Recreation and Historic Preservation indicating our gratitude and appreciation to them for the PS replacement project at Evangola State Park.

Ms. Knack moved, seconded by Ms. Horton, 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 Ms. Knack, seconded by Supervisor Hosler, the meeting was adjourned at 9:31 am.
The motion carried 4 - 0.

The next meeting is scheduled for Thursday, December 3, 2020 at 9:00 am.

Respectfully submitted,



Angela M. Horton, P.E.
Secretary, ECSD 2 Board of Managers

Approval of Minutes:

Motioned By: A. Horton

Seconded By: Mayor George

Approved/Disapproved: 4/0

Date: 12/3/2020

Signed: Angela M. Horton

**ERIE COUNTY SEWER DISTRICT NO. 2 (ECSD 2)
BOARD OF MANAGERS MEETING MINUTES
THURSDAY, DECEMBER 3, 2020
VIA VIDEO/TELEPHONE CONFERENCE**

MEMBERS PRESENT: Mayor Howard Frawley, Mayor Vincent George, Angela Horton,
Supervisor Mary Hosler, and Anna Knack

OTHERS PRESENT: Glenn Absolom, Joseph Fiegl, Nancy Forys, Carl Horne

ITEM NO. 1 – CALL MEETING TO ORDER

Ms. Knack called the meeting to order at 9:06 am. Mayor Frawley was still experiencing technical difficulties and unable to connect.

ITEM NO. 2 – APPROVAL OF OCTOBER 8, 2020 MEETING MINUTES

On a motion by Ms. Horton, seconded by Mayor George, the Board voted to approve the minutes from the October 8, 2020 meeting. The motion carried 4 - 0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

Mr. Fiegl asked Mayor George if any follow-up was required concerning Three Star Family Restaurant and their outreach to the Mayor regarding their recent Fats, Oil, and Grease inspection by ECSD 2. Mayor George noted he coordinated with the restaurant and nothing further was required at this time.

ITEM NO. 4 – OLD BUSINESS

There was no old business at this time.

ITEM NO. 5 – NEW BUSINESS

a. Connection Permit, Inspection, & Equity Fee Schedule –
Rules & Regulations: Article XIII, Section 1301

i. Public Hearing Minutes (Handout)

The Board received a copy of the public hearing meeting minutes which was held November 5, 2020. Mr. Fiegl noted the purpose of the hearing was to present the proposed permit, connection inspection and equity fees schedule which was previously discussed at the board meetings held in October. It was also noted that there were no objections from the public. The next step is for the Boards to adopt the new fee schedule as outlined in the minutes. Pending approval by the Boards, the effective date of the new fees would be January 1, 2021.

ii. Approval of Resolution (Handout)

On a motion by Mayor George, seconded by Supervisor Hosler, the Board voted to approve the new Connection Permit, Inspection, and Equity Fee Schedule. The motion carried 4 - 0.

Mayor Frawley was able to connect to the meeting at this point at 9:09 am.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Horne provided the Board with an update on ECSD 2 activities. Since the last meeting the collection system activities consisted of flushing 18,716 feet of sewerline and repairing 16 manholes. There were a total of 25 complaints responded to including 9 for pumping stations (PSs), 6 for grinders and 10 for sanitary sewers, all of which were issues with private laterals. There were no odor complaints. There were three open-cut repairs made on Violet Street, Green Street and South Main Street in Eden.

At the Water Resource Recovery Facility (WRRF) crews repaired the grit chamber auger, replaced the decking on the South Chemical Contact Clarifier, and completed the WET toxicity effluent sampling for 2020 which is a permit requirement due every five years. FM Global, our insurance carrier, was on-site and inspected the boilers. The annual RPZ backflow preventer inspections were completed and the results were sent to ECWA. The DEC completed the PBS/CBS inspections which are required every 3 years. Ferguson Electric completed the annual infrared testing and the annual inspection of the vehicle lift in the upper garage was completed by PAM Consulting.

At the PSs: Penn Power replaced the voltage regulator on the emergency generator at Pinehurst. NYS Parks repaired a power feed wire to the new PS at Evangola. ECSD 2 crews repaired the outside lighting at Brant Farnham, the flow meter totalizer at Eighteen Mile, and the interior building lighting at Sweetland.

b. Pretreatment Report

Ms. Horton updated the Board on the 2020 Industrial Waste Survey which was sent to 21 commercial businesses tributary to the WRRF. A total of 11 surveys have been returned to date. There were 4 businesses closed and 2 were offices only or do not have production so all of them were removed from the list. There are still 3 businesses that are outstanding and another letter requesting the survey is planned to be sent out within the next month by Ms. Surdej.

c. Construction Report

Contract 75, Cured-in-Place Piping (CIPP) Term Lining - United Survey Inc. (USI) completed CIPP lining under Work Order (WO) 9 including approximately 3,000 LF in mini system (MS) 11 in the Derby area on Canterbury, Crescent and Minuteman Drive.

Contract 81, Manhole Rehabilitation - National Water Main Cleaning Company completed rehabilitation including cleaning, prep and epoxy lining of one manhole on South Creek/Black Road in Evans under WO 2020-1.

Contract 79, Sewer Repair Contract - Visone Construction completed WO 13 Revision 1, which included reconnecting a lateral and abandoning approximately 300 feet of truss pipe on South Main Street. They also completed WO 24 on South Main Street at Green Street in Eden in November where they abandoned approximately 245 feet and installed 185 feet of new sewerline. The final pavement and sidewalk work is anticipated to be completed this week. Some lawn restoration will have to occur in the spring.

Contract 97, Big Sister WRRF Concrete Repairs to the digester, ORF turret platforms and aeration distribution structures is scheduled to go out for bid in January 2021.

d. Payments (Handout)

Ms. Horton conveyed to the Board that district payments were made to USI for CIPP lining in the amounts of \$135,152.70, \$33,080.60, and \$30,106.20; and to CHA Consulting for the Sweetland PS Basin Report in the amount of \$592.49.

e. 2875 Hillbrook Drive, Eden (Handout)

Ms. Horton explained this matter was brought to our attention after the property was sold and it was discovered that they are connected to a septic system and not the sanitary sewer in front of the home. According to the Rules and Regulations for Erie County Sewer Districts, Section 201, it is a requirement to connect to the sanitary sewers if they are available. The previous owner stated they had a waiver to not connect, although no such waiver has been found in ECSD 2 files, so it was requested to be provided by the previous owner. The Town of Eden Code Enforcement Officer sent a letter that their office does not require them to connect to the sanitary sewer. The matter is currently being sorted out by attorneys for the buyer and seller of this home. Mr. Fiegl advised he will update the Board on this matter at the next Board meeting.

Ms. Knack moved, seconded by Supervisor Hosler 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. Knack, seconded by Ms. Horton, the meeting was adjourned at 9:26 a.m. The motion carried 5 - 0.

The next meeting is scheduled for Thursday, February 4, 2021 at 9:00 am.

Respectfully submitted,



Angela M. Horton, P.E.
Secretary, ECSD 2 Board of Managers

Approval of December 3, 2020 Minutes:

Motioned By: Anna Knack

Seconded By: Angela Horton

Approved/Disapproved: 4/0

Date: 2/4/2021

Signed: Angela M. Horton