

**ERIE COUNTY SEWER DISTRICT (ECSD) NO. 4  
BOARD OF MANAGERS MEETING MINUTES  
FEBRUARY 14, 2018  
NORTHERN REGION CONFERENCE ROOM  
MINUTES**

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,  
Mr. Richard Rehac and Mr. William Strzeszynski

**ITEM NO.1-CALL MEETING TO ORDER**

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

a. Nominations for Board Officers

Ms. McCracken moved, seconded by Ms. Wetzel, to re-elect Ms. McCracken as Chairperson and to elect Mr. Nikonowicz, Sr. as Vice Chairperson. Ms. Wetzel will remain as the Secretary for District No. 4. The motion carried 4-0.

b. Welcome New Board Member

Ms. McCracken welcomed the newest Board member, Mr. Edward Schiller. Mr. Schiller works for Wm. Schutt & Associates and is serving as the Lancaster Town Engineer.

**ITEM NO.2-APPROVAL OF OCTOBER 11, 2017 MEETING MINUTES**

Mr. Nikonowicz Sr., moved, seconded by Ms. McCracken to approve the October 11, 2017 minutes. The motion carried 4-0.

**ITEM NO.3-ITEMS FROM THE PUBLIC**

None

**ITEM NO.4-OLD BUSINESS**

Mr. Fiegl updated the Board on the status of a request from Mr. Peter Monteferrante, a potential property owner within the District at 17 Margareta Street in the Town of Lancaster. At the last board meeting, Mr. Monteferrante had asked the Board about the feasibility of and approximate costs to extend sewer service to the property. Since the last meeting, the Division of Sewerage Management (DSM) prepared a "ballpark estimate" of probable construction costs and provided them to Mr. Monteferrante for his use and consideration. Mr. Monteferrante has notified DSM that he found the project to be cost prohibitive and is no longer pursuing it at this time.

**ITEM NO.5-NEW BUSINESS**

*(Item 5(a))*

a. Potential Division of Sewerage Management Name Change (Handout)

The Division of Sewerage Management is contemplating a name change. Sewerage is an antiquated term and the “dirty water” image that terms such as sewage and/or wastewater suggest can deter public support and interest in the services provided. Seven (7) proposed name changes were provided for the Board’s consideration. It was noted that the use of the word “utility” in the Division name will need to be reviewed by the County Attorney’s office before it could be adopted. Ms. McCracken affirmed her support for better educating the public about services provided and inquired about the timeline for this decision. Mr. Nikonowicz stated he didn’t think that many of the names proposed provided an accurate representation of DSM’s services, but out of the ones presented he preferred the term “Water Renewal”.

b. Funding of Division-Wide Projects (Handout)

The Board considered approval of a Resolution to transfer capital reserve funds into a single capital account to fund division-wide projects. The DSM has centralized a number of functions for its seven (7) sewer districts in the interest of efficiency and limiting duplication of efforts. One example is the DSM’s current effort to update its contract documents and standard specifications. To facilitate these types of projects and to streamline accounting and payments, the DSM proposes transferring a proportional share of capital reserve funds from each ECSD to fairly allocate costs for such projects. A chart summarizing each District’s proposed allocation was provided for the Board’s review. Ms. McCracken moved, seconded by Mr. Nikonowicz Sr., to approve the transfer of \$54,000 from the ECSD No. 4 capital reserve account to a single capital account designated by the Division of Sewerage Management for the purpose of funding Division-wide projects. The motion carried 4-0.

c. Contract Close-Out-Aurora North PS Elimination Project 40RB (Handout)

The Board considered a resolution to close out Contract No. 40RB for the Aurora North Pumping Station (PS) Elimination Project with Concrete Applied Technologies, Corp. in the final amount of \$7,630,282.91. The final amount represents a decrease of \$203,232.09 to the original contract amount. All construction work has been satisfactorily completed and the DSM recommends close out of this contract. Ms. McCracken inquired if all claims associated with the project have been settled. Mr. Fiegl stated that several claims with property owners have been settled, however, the DSM has not received signed releases from a few homeowners in which their claims were denied. Ms. Wetzel moved, seconded by Mr. Nikonowicz Sr., to close out Contract No. 40RB with Concrete Applied Technologies, Corp. The motion carried 4-0.

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

The Board received copies of letters sent to two homeowners who did not complete a house inspection or correct a violation noted during their inspection. The homeowner of 1037 Sherwood Ct., Depew has not corrected a violation and the homeowner at 13 Martha Drive, Bowmansville has not scheduled an inspection. For the benefit of Mr. Schiller, Mr. Fiegl explained the procedure and the many steps taken prior to the Board’s recommendation to move forward with the hearing stage. At this point, all attempts have been exhausted. Ms. McCracken moved, seconded by Mr. Schiller to move forward with the enforcement hearing. The motion carried 4-0.

e. Award of Contract 42 PS A & D – Iroquois Pumping Station Rehabilitation

Ms. Wetzel noted the bids for Contract Nos. 42-A and 42-D were opened the morning of February 14, 2018. The apparent low bidder for Contracts No. 42-A and 42-D were Nichols, Long & Moore Construction Corp. and Ferguson Electric Construction Co. Inc., respectively. The apparent low bid for the electrical contract was comparable to the Engineer's estimate; however, the general/mechanical bid was substantially higher than the Engineer's estimate. The bids are currently being reviewed by the consulting engineer, Wendel Engineers. Ms. Wetzel will follow up with the Board. A phone/email poll may be conducted before the next meeting to award this contract, depending on the Engineer's recommendation.

## **ITEM NO. 6-MISCELLANEOUS & INFORMATIONAL ITEMS**

### **a. Operation Report**

Mr. Strzeszynski updated the Board with the operation report. Annual preventative maintenance was conducted on all District variable frequency drives (VFDs). At the Broadway Pump Station, staff completed replacement of the 2<sup>nd</sup> VFD and new level control upgrades. Also, the pump run indicator light was wired to the building's exterior. A new submersible level sensor/transducer was installed and calibrated. Staff is preparing the interior of the station for paint. The station upgrade is nearly complete. At the Depew Pump Station, comminutor #1 was replaced with a new unit. Staff replaced the check valve on bubbler compressor #1, and a repair was completed on the redundant high level float. The Depew ORF odor control system was winterized and deactivated. At the Foreststream PS, a repair was made to correct a wiring issue with the level transducer, and Pump #1 was replaced. At the Iroquois PS, the Pump #1 hour meter and stand-by generator battery was replaced. At the Zoeller Road PS, Pump #1 was pulled and replaced. Staff replaced old rotted safety cables with new thicker stainless steel cables and clamps on both Pump #1 & 2. The guide rail on Pump #1 was repaired and the Pump #1 flush valve was replaced. Floatable debris and settleable solids were cleaned and removed from wet well, and the comminutor was cleaned and reinstalled.

On the collection system side, staff continued to complete I&I reduction type repairs on the manholes in the areas tributary to the Bowmansville Pump Station. Cleaning was completed on the majority of sewers within Mini-System 2 which includes Stoney, Pleasantview, the surrounding neighborhood off of Pleasantview and a stretch of Genesee Street. Sewers within Mini-System 17 on Rowley Road and a few side streets at the edge of District #1 were also cleaned. Three pipe patches were installed on Impala Parkway, and one pipe patch was installed on Meadow Lea Drive. An open cut repair was completed at 5 Impala Parkway, and restoration work is scheduled for this spring.

### **c. Construction Status Report**

Ms. Wetzel updated the Board with the construction report. Cured-in-place pipe lining is on-going District-wide, and about 6,200 LF of sewer is scheduled to be lined within the District in late winter/early spring. A repair was performed by Visone Construction under Contract 79 for a sewer collapse and manhole replacement on Central Avenue at Impala Parkway in January. Restoration work will follow in the spring.

Mr. Fiegl updated the Board on the house on Michael Anthony Lane which was purchased by Erie County as part of the Aurora North PS Elimination Project. Over the winter, a broken pipe in the upstairs bathroom resulted in water damage. The District is gathering repair estimates to determine if work will be completed in-house or with an outside vendor.

i. Iroquois Pumping Station Rehabilitation Bid Schedule (Handout)

Discussed with item 5e.

d. Payments (Handout)

Ms. Wetzel reviewed the payments provided with the handout to the Board. Payments were made to CATCO, United Survey, Wendel, William Schutt Assoc., and Wendel Engineers.

e. Basement Bathroom Facility Resident Letter (Handout)

The Board reviewed a copy of an informational letter sent to property owners who were identified during a recent house inspection as having basement bathroom facilities and/or a basement floor drain connected to the sanitary sewer. This is not considered a violation of the *Rules & Regulations for Erie County Sewer Districts*, but may lead to a pathway for a sanitary sewer back up. Options to avoid basement back-ups were outlined in the informational letter.

Mr. McCracken moved, seconded by Mr. Nikonowicz Sr., to receive and file the miscellaneous & informational items. The motion carried 4-0.

**ITEM NO. 7-ADJOURNMENT & NEXT MEETING**

Mr. Nikonowicz Sr., moved, seconded by Ms. McCracken to adjourn the meeting at 3:59 pm. The motion carried 4-0.

**\*\*\*NEXT SCHEDULED MEETING\*\*\*  
WEDNESDAY, APRIL 11, 2018 @ 3:30 PM  
NORTHERN REGION CONFERENCE ROOM**

Respectfully submitted,



Nadine Wetzel, P.E.  
Board of Managers Secretary  
District 4

Motion to approve minutes of 2/14/18

Moved By: W. Cansdale

Seconded By: J. Nikonowicz

Approved/Disapproved: 5-0

Date: 4/11/18

Signature: Nadine Wetzel

NW:br

**ERIE COUNTY SEWER DISTRICT NO 4  
BOARD OF MANAGERS MEETING MINUTES  
APRIL 11, 2018  
NORTHERN REGION CONFERENCE ROOM  
MINUTES**

MEMBERS PRESENT: Ms. Kristin McCracken, Mr. William Cansdale,  
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 14, 2018 MEETING MINUTES**

Mr. Cansdale moved, seconded by Mr. Nikonowicz Sr., to approve the February 14, 2018 meeting minutes. The motion carried 5-0.

**ITEM NO.3-ITEMS FROM THE PUBLIC**

Mr. Nikonowicz Sr., addressed the Board with concerns regarding three (3) manholes at Cayuga Creek near Penora Street and Tops Market. During a recent rain event, the manholes were submerged, and the Village of Depew received several calls about flooded basements. Mr. Strzeszynski stated he will confirm the manhole locations with the Village of Depew, investigate, and the District will raise the manhole rims or provide watertight covers, as needed.

**ITEM NO.4-OLD BUSINESS**

There was no old business.

**ITEM NO.5-NEW BUSINESS**

- a. Proposed Update-Memo of Understanding-Combined NR Budget (Handout)

Mr. Fiegl discussed the proposed updates to the Memorandum of Understanding between ECSD Nos. 1, 4, and 5 for the combined Northern Region Budget. The DSM proposes minor updates to clarify contractual treatment charges being the responsibility of each individual district and to amend the requirement to hold a combined budget meeting should each district approve the budget independently. A Combined Budget Meeting would be scheduled in July only if one or more of the Districts were unable to approve the combined budget individually. Mr. Schiller moved, seconded by Mr. Cansdale to approve the updated Memo of Understanding. The motion carried 5-0.

b. Confirmation of Email Poll-Award of Contract 42 PS A&D-Iroquois Pumping Station Rehabilitation (Handout)

Ms. Wetzel noted the bids for Contract Nos.42-A and 42-D were opened on February 14, 2018. As discussed at the last Board of Managers meeting, the low bid for the general/mechanical bid was substantially higher than the Engineer's estimate. The consultant, Wendel Engineers, contacted the low bidder, Nichols, Long & Moore to review their bid and determined that the Engineer's Estimate likely did not accurately reflect the costs of bypass pumping associated with the work. Due to the competitive nature of the bids received, the Engineer recommended award to the low bidder. Ms. McCracken moved, seconded by Mr. Nikonowicz, Sr., to confirm the previously approved email poll to recommend the Iroquois Pumping Station Rehabilitation Contract Nos. 42-A and 42-D be awarded to Nichols, Long & Moore Construction Corp., and Ferguson Electric Construction Co., Inc. for general/mechanical and electrical work respectively. The motion carried 5-0.

**ITEM NO. 6-MISCELLANEOUS & INFORMATIONAL ITEMS**

a. Operation Report

Mr. Strzeszynski updated the Board with the operation report. Collection System Staff completed several repairs associated with the scheduled 2018 CIPP lining list including pipe patches and open cut excavation work on Impala Parkway and Meadow Lea Drive. Staff televised three (3) sections of 10" diameter sewer on Ronald Rd., and these sections have been added to the 2018 lining list.

Facilities Operations and Maintenance staff have completed the following items since the last Board meeting. At Zoeller Road Pump Station, the spare pump was rebuilt and the station's level control was upgraded with a submersible pressure sensor system. Staff completed the installation of a permanent sampler enclosure at the Electric Avenue Chamber for quarterly sampling of the District 4 trunk line. At the District 4 ORF, broken hypochlorite feed lines were repaired, four (4) heater fan motors in the hypochlorite room were replaced, and the contact chamber level sensor was replaced. At the Bowmansville Pump Station, pump #1 was replaced with a spare and is now being rebuilt. A repair was made to the emergency generator transfer switch at the Vanderbilt Pump Station.

Mr. Strzeszynski discussed a programming glitch that occurred at the Broadway Pump Station during the March 30<sup>th</sup> rain event. The programming issue has been addressed, and the wet well level has been wired into the telemetry system so that the levels can now be monitored remotely 24/7. Mr. Cansdale inquired if District 4 relies on wet well level information from the Town of Lancaster to know the status of the wet well level. DSM responded that it does not rely on the Town of Lancaster for this information, but experienced a few failures during the March 30<sup>th</sup> rain event. The DSM has multiple systems in place to monitor these facilities and performed work to improve reliability in response to these recent problems. Mr. Absolom noted that a similar issue occurred recently at the Depew PS. Again, the DSM continues to rely on its own systems to monitor; however, as an additional fail-safe, the DSM met with the Village of Depew to discuss sharing of monitoring data. All other activities were generally routine in nature.

b. Pretreatment Report

Nothing new to report.

c. Construction Status Report

Ms. Wetzel updated the Board with the construction report. Cured-in-place pipe lining under the term Contract 75 is on-going. United Survey is finishing work on Work Order 2, and Work Order 3 will likely be issued within the next month. Contract 42, Iroquois Pumping Station Improvements, has been awarded and contracts are currently being executed. Work is expected to begin within the next couple of months.

d. Payments (Handout)

Ms. Wetzel reviewed the payments provided with the handout to the Board. Payments were made to CATCO, United Survey, Wendel, Visone, and DiDonato.

Mr. Cansdale moved, seconded by Mr. Nikonowicz Sr., to receive and file the miscellaneous & informational items. The motion carried 5-0.

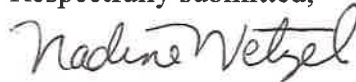
Mr. Fiegl noted that District staff has made repairs to the water damage at 36 Michael Anthony Lane as mentioned at the last meeting. The repair work is nearly complete, and the County has issued a request for proposals for the services of a realtor to sell the house.

**ITEM NO. 7-ADJOURNMENT & NEXT MEETING**

Ms. McCracken moved, seconded by Mr. Nikonowicz, Sr., to adjourn the meeting at 3:55 pm. The motion carried 5-0.

**\*\*\*NEXT SCHEDULED MEETING\*\*\*  
WEDNESDAY, JUNE 20, 2018  
3:00 PM  
NORTHERN REGION CONFERENCE ROOM**

Respectfully submitted,



Nadine Wetzel, P.E.

Board of Managers Secretary, District 4

Motion to approve minutes of 4/11/18

Moved By: Kristin McCracken

Seconded By: Jesse Nikonowicz

Approved/Disapproved: 4-0

Date: 6/20/18

Signature: Nadine Wetzel

NW:br

**ERIE COUNTY SEWER DISTRICT (ECSD) NO 4  
BOARD OF MANAGERS MEETING MINUTES  
JUNE 20, 2018  
NORTHERN REGION CONFERENCE ROOM  
MINUTES**

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

MEMBERS ABSENT: Mr. William Cansdale

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

**ITEM NO.1-CALL MEETING TO ORDER**

Ms. McCracken called the meeting to order at 3:00 p.m.

**ITEM NO.2-APPROVAL OF APRIL 11, 2018 MEETING MINUTES**

Ms. McCracken moved, seconded by Mr. Nikonowicz, Sr., to approve the April 11, 2018 minutes. 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. Presentation and Approval of 2019 Budget
  - i. Proposed 2019 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:

- 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.

Item 2



- 47.5% 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 52% 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 15<sup>th</sup> and June 18<sup>th</sup> meetings, respectively.

Reviewing the Detail Summary for ECSD No. 4, total appropriations are projected to increase over \$573,000 when compared to 2018. The change can be most attributed to a proposed \$250,000 increase in treatment costs, a \$150,000 increase in Northern Region's "I&I Repair / Sewer Relining", and labor cost increases primarily due to new collective bargaining agreements. On the revenue side, the major changes include a projected "user charges" increase of approximately \$301,000, increases in contractual services, and a small increase in the ECSD No. 4 fund balance when compared to the 2018 budget. In all, revenues outside of the tax levy are projected to increase over \$506,000.

The proposed budget is such that it is estimated there will be roughly a 1.5 – 2% increase to the typical ratepayer (single family home) in ECSD No. 4 in 2019. A proposed increase in the footage rate is offset by a decrease in the assessed valuation rate, which for the typical ratepayer means the total amount paid for the year will increase approximately \$5 when compared to 2018.

The total number of positions proposed in the Northern Region for 2019 is the same as 2018. There were a few changes made including a dedicated Assistant Sewer District Manager position, but again the total number of positions remained the same.

Fringe benefits for employees are being calculated at 60% in this budget – a decrease from 2018. Actual numbers are not available at this time, but this is a conservative estimate.

The 2019 equipment line items represent approximately \$410,000 of the Northern Region budget. The major items include shared purchases amongst all of the Erie County Sewer Districts, the replacement of assets at pumping stations and buildings throughout the Northern Region, replacement of a portable bypass pump, 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 47.5% of these Downtown office expenses.

A review of the individual budget codes was provided. Specific items highlighted included budgeting on fuel, the new code for central vehicle maintenance, increased funds for LED lighting upgrades, various adjustments in Account 506200, changes in the engineering design and subdivision inspection codes, the \$150,000 increase in I&I repair / Sewer Lining, the Buffalo Sewer Authority bills, monies added to miscellaneous construction contracts, debt service, capital reserves, utility costs, and personnel costs.

Fund balance usage as an offsetting revenue is budgeted at 58%. The available district fund balance at 12/31/17 represents approximately 2.9 months of 2019 budgeted appropriations. Observing recent trends on amount available and amount used, it is believed that this allocation of fund balance is prudent.

It is recommended for the 2019 Budget that the flat usage charge remain unchanged at \$200.00 per unit and the footage charges in ECSD No. 4 be increased to \$0.90 / foot.

Ms. McCracken moved, seconded by Mr. Nikonowicz, Sr., to approve the proposed 2019 Budget. The motion carried 4-0.

ii. 271 Resolution (Handout)

Mr. Fiegl presented the Budget Resolution to the Board for review and approval. Approximately 68% and 32% of the total sanitary sewer tax levy of \$2,197,458 shall be raised from the assessed value and footage charges, respectively. Ms. McCracken moved, seconded by Mr. Schiller to approve resolution with a flat charge of \$200.00 and footage charge of \$0.90. The motion carried 4-0.

Mr. Fiegl's final comments on the budget 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.

**ITEM NO 6-MISCELLANEOUS & INFORMATIONAL ITEMS**

a. Operation Report

Mr. Strzeszynski updated the Board with the operation report. Staff performed a wet-well cleaning at the Broadway East Pumping Station. Bypass piping at the Bowmansville Pumping Station was repaired and a wet-well cleaning is scheduled for next week. At the District #4 overflow retention facility (ORF), staff replaced a leaky 4" valve on the wash down tank water fill system and installed new wiring and new level sensor within the ORF's contact chamber. Hour meters were replaced at both Hall Rd., and Iroquois Pumping Stations. The submersible transducer was replaced at the Forestream Pumping Station. Old light fixtures were replaced with new LED fixtures in both of the back garages. Two plugged sewer were flushed and relieved at 230 Belmont and 30 Cedarbrook. In both cases, follow-up televising revealed large root masses which were removed. Mr. Nikonowicz, Sr., had requested the manholes off Penora near Cayuga Creek be investigated for possible inundation during extreme weather events. Staff identified (4) manholes near the creek that were added to the list to have water tight frames and covers installed.

b. Pretreatment Report

None

c. Construction Status Report

Ms. Wetzel updated the Board with the construction report. Contract 42, Iroquois Pumping Station Improvements should begin shortly and a letter to notify the homeowners will be going out next month. Work will continue in the evening due to day time traffic to complete Contract 75, Work Order 2 cured-in-place pipe lining, with United Survey. Work Order 3 is on-going with two more work orders coming later in August or September. A spot repair was completed on Impala Drive.

i. Contract No. 75, CIPP Lining-Work Order No.3 (Handout)

The Board received a copy of the aforementioned Cured in Place Pipe Lining work order to United Survey, Inc., for Districts No. 1, 2, 3, 4, 5, 6, and 8. United Survey received the list of sewer sections to be investigated and lined for this project, along with five new sections that have been added to the scope of work.

d. Payments (Handout)

Ms. Wetzel reviewed the payments provided with the handout to the Board. Payments were made to United Survey and Wendel.

e. (T) Lancaster Comprehensive Plan Update (Handout)

Ms. Wetzel reviewed the letter submitted by the DSM to the Town of Lancaster regarding the comprehensive plan update. The letter from the DSM was submitted for clarification purposes.

f. National Fuel Letter-Sewer Cross Bore Safety & DSM Response (Handout)

Ms. Wetzel discussed the letter received from National Fuel, along with the DSM's response. Mr. Rehac's response letter noted concerns with the procedures suggested by National Fuel and proposed further coordination to mitigate cross bores before there is a problem. To date, the DSM has not received a response from National Fuel. Mr. Fiegl will notify the Board with any further updates.

g. Sewer Permit Expiration Time Changes

As of June 11, 2018, the expiration date for repair and disconnect permits will change from 180 days to 30 days. The permit fee for repairs and disconnects will remain at \$2.00.

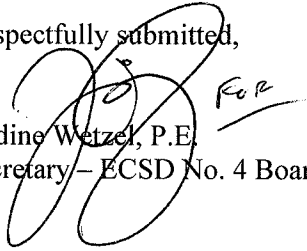
**ITEM NO. 7-ADJOURNEMENT AND NEXT MEETING**

With the passage of the budget, Ms. Wetzel moved, seconded by Ms. McCracken to cancel the Board's July 11<sup>th</sup> meeting. The motion carried 4-0.

On a motion by Ms. McCracken, seconded by Mr. Nikonowicz, Sr., to adjourn the meeting at 3:49pm. The motion carried 4-0.

**\*\*\*NEXT SCHEDULED MEETING\*\*\*  
WEDNESDAY, OCTOBER 10, 2018@ 3:30 PM  
NORTHERN REGION CONFERENCE ROOM**

Respectfully submitted,

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

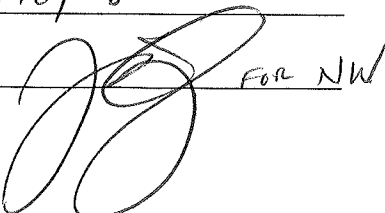
Motion to approve minutes of 6/20/18

Moved By: J. NIKONOWICZ

Seconded By: E. SCHILLOR

Approved/Disapproved: 3-0

Date: 10/10/18

Signature:  FOR NW  
NW:br

**ERIE COUNTY SEWER DISTRICT (ECSD) NO 4  
BOARD OF MANAGERS MEETING MINUTES  
OCTOBER 10, 2018  
NORTHERN REGION CONFERENCE ROOM  
MINUTES**

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

MEMBERS ABSENT: Mr. William Cansdale and Ms. Nadine Wetzel

OTHERS PRESENT 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 JUNE 20, 2018 MEETING MINUTES**

Mr. Nikonowicz moved, seconded by Mr. Schiller, to approve the June 20, 2018 minutes. The motion carried 3-0.

**ITEM NO.3-ITEMS FROM THE PUBLIC**

None

**ITEM NO.4-OLD BUSINESS**

None

**ITEM NO.5-NEW BUSINESS**

- a. 2019 User Charge (Handout)
  - i. Public Hearing Notice & Meeting Minutes (Handout)

The Board received a copy of the proposed 2019 User Charge Rates Public Hearing Notice and meeting minutes from the hearing on September 20, 2018. 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 the Buffalo Sewer Authority. A Notice of Adoption will be published in the Buffalo News and the County's official papers. If there are no objections, the rates will take effect on January 1, 2019.

- ii. Approval of Resolution (Handout)

The Board reviewed a copy of the User Charge Resolution. Ms. McCracken moved, seconded by Mr. Nikonowicz, to approve the 2019 User Charge Rates for ECSD No. 4. The motion carried 3-0.

- b. 2019 Meeting Schedule (Handout)

*Item 2*

The Board reviewed the 2019 proposed meeting schedule. Mr. Fiegl explained a July 10, 2019 meeting is reserved in the event the budget is not approved by any one of the ECSD Nos. 1, 4, or 5 boards. Mr. Schiller moved, seconded by Mr. Nikonowicz, to approve the 2019 meeting schedule. The motion carried 3-0.

## **ITEM NO. 6-MISCELLANEOUS & INFORMATIONAL ITEMS**

### a. Operation Report

Mr. Strzeszynski updated the Board with the operation report. On the facility side, staff completed the annual preventive maintenance tasks on the variable frequency drives at the Broadway, Bowmansville, Depew, Vanderbilt, and Warner Pumping Stations. A repair was completed on the power transfer switch at the Depew Pumping Station. At the Forestream Pumping Station, a considerable upgrade was completed with staff replacing the pump discharge elbows, all the piping and brackets within the wet well, and a rebuild of the station's spare pump. The discharge check valves on both pumps were replaced at the Pleasantview Pumping Station. The spare pump for the Bowmansville Pumping Station was rebuilt.

On the collection side, staff continued with inflow and infiltration repairs along the Walden Avenue trunk sewer as well as upstream of the Bowmansville Pumping Station. Cured-in-place sewer lining has been completed on sections of the 18" diameter asbestos cement pipe (ACP) sewer on William Street, the 15" diameter ACP sewer on Transit Road, and a few 10" diameter clay tile sewer sections on Central Avenue.

Staff also completed installation of water tight frames and covers on three (3) manholes along Cayuga Creek, which were brought to the County's attention by Mayor Nikonowicz.

Mr. Nikonowicz mentioned an inspection by the US Army Corps of Engineers and the NYSDEC in the Cayuga Creek area. During the inspection, the NYSDEC mentioned that the County was to report every five (5) years on the status of a sanitary sewer gate installed in the vicinity of the flood control area. Mr. Fiegl stated he was unaware of the requirement for that type of report. Mr. Nikonowicz noted that contact information for the NYSDEC would be forwarded so that the County may follow-up.

### b. Pretreatment Report

None

### c. Construction Status Report

The sodium hypochlorite tank replacement project awarded to STC, Inc. has been on hold due to manufacturer delays. The expected completion date is now February 6, 2019. Concerns regarding the roof replacement portion of the project during the winter months have been presented to STC.

- i. Contract No. 42A-Iroquois PS Rehabilitation Project-Notice to Proceed(Handout)

The Board received a copy of the Notice to Proceed to Nichols, Long & Moore Construction Corp., general/mechanical work for the Iroquois Pumping Station Rehabilitation Project.

- ii. Contract No. 42D-Iroquois PS Rehabilitation Project-Notice to Proceed(Handout)

The Board received a copy of the Notice to Proceed to Ferguson Electric Construction Co., Inc., electrical work for the Iroquois Pumping Station Rehabilitation Project.

- d. Payments (Handout)

Mr. Fiegl reviewed the payments provided with the handout to the Board. Payments were made to United Survey, Wendel, William Schutt Assoc., and Visone.

Ms. McCracken moved, seconded by Mr. Schiller to receive and file the miscellaneous & informational items on the agenda. The motion carried 3-0.

#### **ITEM NO. 7-ADJOURNMENT & NEXT MEETING**

Ms. McCracken moved, seconded by Mr. Nikonowicz, to adjourn the meeting at 3:42pm. The motion carried 3-0.

**\*\*\*NEXT SCHEDULED MEETING\*\*\*  
WEDNESDAY, DECEMBER 5, 2018 at 3:30 PM  
NORTHERN REGION CONFERENCE ROOM**

Respectfully submitted,

  
Joseph L. Fiegl, P.E.  
Deputy Commissioner

for NW

Motion to approve minutes of 10/10/18

Moved By: W. Cansdale

Seconded By: E. Schiller

Approved/Disapproved: 4-0

Date: 2/13/19

Signature: nadnermetzel

JF:br