

ERIE COUNTY SEWER DISTRICT (ECSD) NO. 6  
BOARD OF MANAGERS MEETING  
TUESDAY FEBRUARY 13, 2018  
LACKAWANNA CITY HALL – COUNCIL CHAMBERS  
MINUTES

MEMBERS PRESENT: James Balcarczyk, Anthony DeSantis, Garry Pecak

MEMBERS ABSENT: None

OTHERS PRESENT: Patrick Breier, Joseph Fiegl, Beth Pfalzer, Richard Rehac, Walter Riley  
(3:23 p.m.)

ITEM NO. 1 – CALL MEETING TO ORDER

Mr. Balcarczyk called the meeting to order at 3:15 p.m.

a. Nominations for Board Officers

The Board nominated Mr. James Balcarczyk for Chairman, Mr. Anthony DeSantis for Vice Chairman, and Mr. Garry Pecak for Secretary. Nominations were closed and by a vote of 3 – 0, Mr. Balcarczyk was elected Chairman, Mr. DeSantis Vice Chairman, and Mr. Pecak Secretary.

ITEM NO. 2 – APPROVAL OF OCTOBER 10, 2017 MEETING MINUTES

On a motion by Mr. Balcarczyk, seconded by Mr. DeSantis, the Board voted to approve the minutes from the October 10, 2017 meeting. The motion carried 3 – 0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

Mr. Pecak advised the Board that a constituent, Mr. Walter Riley came to the Division of Sewerage Management's (DSM) downtown office looking for clarification on why he had premium assessment charges on his 2016 and 2017 taxes for his rental property at 245 Warsaw St, Lackawanna. Mr. Riley stated that he does not live at the property and did not receive any correspondences leading up to the fines. He was advised that the letters sent to the property address were not being returned to sender so the DSM had no reason to believe he was not receiving the correspondences. Further, one of the correspondences – a hand delivered certified letter – was signed for by a "Danielle Riley", who Mr. Riley confirmed is his daughter that was a tenant at the time. Mr. Riley stated that his daughter failed to inform him of that particular correspondence coming to the house.

Upon further investigation it was determined that due to a clerical error in the Real Property system, the incorrect mailing address for Mr. Riley was listed. This issue was addressed by Mr. Riley at the Lackawanna Assessor's office in 2015; however the DSM was not notified and did not update the violation letters to the correct mailing address. Once Mr. Riley became aware of the violation he called the DSM to determine the nature of the violation and what needed to be corrected. The violation has since been corrected and re-inspected by DSM staff.

Mr. Riley asked the Board if anything can be done about the premium assessments for 2016 and 2017, totaling \$2,200.00. A premium assessment of \$100 per month had begun on January 1, 2016 following the D6 Board of Mangers approval of sending the property to a hearing and again to begin fines. Mr. Pecak reiterated that the Real Property parcel information was incorrect due to a clerical issue. Mr. Fiegl advised

Item 2

the Board that solely on the grounds of this being a clerical error with Real Property, the DSM was in the position to support a request for refund/waiver.

Mr. Balcarczyk inquired if Mr. Riley had paid any of the fines incurred which Mr. Riley responded that he had not. Mr. Fiegl advised that the County/Board cannot be held liable for any fees or interest incurred due to non-payment. Generally, residents pay the amount in full and then apply for a refund. Mr. Riley responded that he was aware that the County/Board would not be held liable for any fees or interest. Further, Mr. Fiegl advised that New York State Real Property Law would govern if and how a refund or waiver may be processed.

On a motion by Mr. Balcarczyk, seconded by Mr. DeSantis, the Board voted to refund or waive the premium assessments, if possible, due to the clerical error in the Real Property Services system. The vote carried 3-0.

#### ITEM NO. 4 – OLD BUSINESS

None

#### ITEM NO. 5 – NEW BUSINESS

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

Mr. Fiegl advised the Board that he was looking to solicit the Board's input on a potential name change for the Division of Sewerage Management. The wastewater industry is looking to remove the "dirty" image and present a positive approach to water recovery and treatment. The handout and conversation were intended to start a discussion for future deliberation. No decisions were made at the meeting.

b. Funding of Division-Wide Project (Handout)

Mr. Fiegl informed the Board that the DSM was looking to transfer some capital reserves from each Sewer District into a single common account to fund projects that would benefit all districts, not one in particular. For example, the DSM is looking to hire a consultant to update front-end specifications for their contract books that would be used by each district. It would be unfair for one district to burden all of the cost. The proposed \$8,000 to be transferred from Sewer District 6 was based proportionally on the number of serviced units within each District.

On a motion by Mr. Balcarczyk seconded by Mr. DeSantis the Board recommended a transfer of \$8,000 from its capital reserve account to a single capital account for funding Division-wide projects. The motion carried 3-0.

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

Mr. Pecak presented eight (8) properties that are in violation of the "Rules and Regulations of the Erie County Sewer Districts." The Division of Sewerage Management has recommended the Board send the eight property owners to an Enforcement Hearing.

Mr. Balcarczyk moved, seconded by Mr. DeSantis to send the list of homeowners to an enforcement hearing. The motion carried 3-0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Breier reported the following:

Collections:

- The Central Maintenance Crew continued working in Minisystem 7 Flushing and Televising sanitary sewers tributary to Seal St Pumping Station (PS). They found a Piggens / Trella Place storm sewer cross connected to the sanitary sewer.
- Crews continued House inspections and dye testing in Minisystem 7.

D6 Construction Projects:

- Gateway Trade Center ( NETZERO ENERGY SITE) - Plans approved December 2017
- Baker Victory Services – Storm sewers connected to Martin Road DI's.

Facility Repairs

- Water Resource Recovery Facility (WRRF) – Replaced plant north screw motor (sent old motor out for evaluation )
- WRRF – Replaced Reactor for O2 valve controller
- Wilmuth PS- Replaced VFD for #3 Pump
- Beth Park & Seal St. PSs – above ground Fuel Tanks installation completed.

b. Pretreatment Report

None

c. Construction Report

Mr. Pecak reported that Contract 75 – Cured In Place Pipe Lining was ongoing and Work Order No. 2 was issued with approximately 5,800 lf of line to be completed by April.

Contract 50 –Abbott Road Siphon: Design is currently being finalized. Application for a permit from the Army Corps of Engineering/NYSDEC has been submitted conducting the work in Smokes Creek.

Contract 78 - Seal Place and Beth Park Pumping Stations Fuel Tanks Replacement is 100% complete.

d. Payments (Handout)

The Board reviewed the payment handout for consulting and cured in place pipe lining.

e. Lease Request (Handout)

The Board reviewed correspondence for a request from Key Capture Energy to lease a portion of the parcel the Lackawanna WRRF is located on. The DSM respectfully declined the request.

f. Basement Facility Resident Letter (Handout)

The Board reviewed the Division's follow up letter to homeowners that upon house inspection revealed to have basement bathroom facilities. The current rules and regulations do not allow for these types of connections as they are source for basement backups. This letter is sent out for education purposes and is not a violation letter.

On a motion by Mr. Pecak, seconded by Mr. DeSantis, the Board voted to receive and file the informational items on the agenda. The motion carried 3 – 0.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Mr. Balcarczyk, seconded by Mr. Pecak, the meeting was adjourned at 3:49 p.m. The motion carried 3 – 0.

Next meeting is scheduled for Tuesday, April 10, 2018 at 3:15 p.m.

Respectfully submitted,



Garry S. Pecak, P.E., Secretary  
ECSD No. 6 Board of Managers

GP:bp

Motion to Approve the February 13, 2018 Meeting Minutes

Moved by: J. Balcarczyk

Seconded by: G. Pecak

App/Disapp: 2 - 0

Date: 4/10/18



Garry S. Pecak, Secretary  
ECSD No. 6 Board of Managers

ERIE COUNTY SEWER DISTRICT (ECSD) NO. 6  
BOARD OF MANAGERS MEETING  
TUESDAY APRIL 10, 2018  
LACKAWANNA CITY HALL – COUNCIL CHAMBERS  
MINUTES

MEMBERS PRESENT: James Balcarczyk and Garry Pecak

MEMBERS ABSENT: Anthony DeSantis

OTHERS PRESENT: Steve Canestrari, Joseph Fiegl, Beth Pfalzer, Richard Rehac

ITEM NO. 1 – CALL MEETING TO ORDER

Mr. Balcarczyk called the meeting to order at 3:21 p.m.

ITEM NO. 2 – APPROVAL OF FEBRUARY 13, 2018 MEETING MINUTES

On a motion by Mr. Balcarczyk, seconded by Mr. Pecak, the Board voted to approve the minutes from the February 13, 2018 meeting. The motion carried 2 – 0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

No items from the public.

ITEM NO. 4 – OLD BUSINESS

Mr. Pecak noted that Mr. Riley who attended the last meeting had filled out the necessary documentation to process rescinding the premium assessments for non-compliance due to a clerical error.

ITEM NO. 5 – NEW BUSINESS

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

Mr. Pecak presented ten (10) properties in ECSD 6 that are in violation of the “Rules and Regulations of the Erie County Sewer Districts.” The Division of Sewerage Management has recommended the Board send these property owners to an Enforcement Hearing.

Mr. Balcarczyk moved, seconded by Mr. Pecak to send the list of homeowners to an enforcement hearing. The motion carried 2-0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Canestrari reported the following:

D6 Collections:

Collection System Staff have completed the following items since the last Board meeting:

*Item 2*

- Three spot repair's completed, 2 on Sharon Pkwy and 1 on Ridgewood Circle
- Completed 2 pipe patches on Roland to accommodate lining
- Repaired 2 catch basins, Martin Rd. & Lehigh
- Replaced 2 storm frame and covers on Ridge Road
- Center Street- replaced 10' of main including an improperly abandoned service connection.
- Center Street- investigated a sinkhole near the playground; this sinkhole is related to the "mystery line".
- Began Catch Basin cleaning/maintenance in minisystems 2 & 4

D6 Facilities:

Facility Operations and Maintenance Staff have completed the following items since the last Board meeting:

- Treatment plant south screw pump down for maintenance on gear box
- Treatment plant generator- Penn Power adjusted crank positioning sensor, adjusted throttle linkage and set the drop. Penn advised to replace the mechanical governor with an electronic governor actuator and controller. A purchase request has been submitted.
- Replaced Ridgewood block heater
- Purchase order has been issued for a Wilo hydraulic pump replacement at Commerce
- Dorrance generator- Penn repaired coolant leak

All other activities completed were generally routine in nature.

b. Pretreatment Report

None

c. Construction Report

i. Abbott Rd Siphon Replacement – Contract 50 – Bid Schedule (Handout)

The Board reviewed a bid schedule for the Abbott Road Siphon Replacement. The bids for this project are due April 11, 2018 and an email for a poll is expected to follow shortly after.

ii. CIPP Lining Contract 75 – Work Order 1k (Handout)

The Board reviewed a work order issued to Kenyon for lining throughout District 6. Mr. Pecak noted that United Survey had to perform an emergency dig on Cheryl Drive when the televising camera became stuck inside the line. A liner failed on Maple Street due to unanticipated change in pipe diameter; United Survey was asked to provide a remedy. Also a pipe patch installed by district staff on Roland failed and needs to be removed prior to lining.

Mr. Pecak informed the Board the Wilmuth/Well St pump station electrical upgrades were still in design and are anticipated to be bid mid to late summer.

d. Payments (Handout)

The Board reviewed the payment handout for consulting and cured in place pipe lining.

e. Lackawanna WWTP – Collection System and SSO Annual Report (Handout)

The Board received Mr. Fiegl's March 1, 2018 letter to the NYSDEC. The Division reported to the NYSDEC, as required by the State Permit Discharge Elimination System (SPDES), the Collection System program (CSP) and Sanitary Sewer Overflow (SSO) Annual Reports.

f. Tecumseh Letter - Omitted Flow Charge (Handout)

Mr. Fiegl noted that due to a clerical error there was an omission of charge on Tecumseh's tax bill. Mr. Fiegl noted that the budget was not based on this additional revenue so it will not have a negative impact on District 6 funding. The DSM has yet to receive response from Tecumseh regarding the invoice. If they do not respond the DSM has the authority to have the charge added to their annual tax bill for 2019.


On a motion by Mr. Pecak, seconded by Mr. Balcarczyk, the Board voted to receive and file the informational items on the agenda. The motion carried 2 – 0.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Mr. Balcarczyk seconded by Mr. Pecak, the meeting was adjourned at 3:36 p.m. The motion carried 2 – 0.

Next meeting is scheduled for Tuesday, June 19, 2018 at 3:15 p.m.

Respectfully submitted,

  
Garry S. Pecak, P.E., Secretary  
ECSD No. 6 Board of Managers

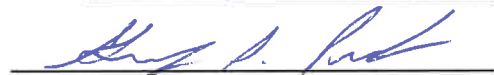
Motion to Approve the April 10, 2018 Meeting Minutes

Moved by: J. Balcarczyk

Seconded by: A. De Santis

App/Disapp: 3 - 0

Date: 6/19/18

  
Garry S. Pecak, Secretary  
ECSD No. 6 Board of Managers

ERIE COUNTY SEWER DISTRICT (ECSD) NO. 6  
BOARD OF MANAGERS MEETING  
TUESDAY, JUNE 19, 2018  
LACKAWANNA CITY HALL – COUNCIL CHAMBERS  
MINUTES

MEMBERS PRESENT: James Balcarczyk, Anthony DeSantis and Garry Pecak

OTHERS PRESENT: Steve Canestrari, Joseph Fiegl, Beth Pfalzer, Richard Rehak

ITEM NO. 1 – CALL MEETING TO ORDER

Mr. Balcarczyk called the meeting to order at 3:12 p.m.

ITEM NO. 2 – APPROVAL OF APRIL 10, 2018 MEETING MINUTES

On a motion by Mr. Balcarczyk, seconded by Mr. Pecak, the Board voted to approve the minutes from the April 10, 2018 meeting. The motion carried 3 – 0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

There were no items from the public.

ITEM NO. 4 – OLD BUSINESS

None

ITEM NO. 5 – NEW BUSINESS

- a. Presentation and Approval of 2019 Budget (Handout)
  - i. Proposed 2019 Budget (Handout)

Mr. Fiegl presented the ECSD No. 6 Budget to the Board.

Overall, the ECSD No. 6 appropriations or expenses are budgeted in 2019 to increase approximately \$169,000. With the fund balance allocation remaining essentially flat, the impact to the typical ratepayer in ECSD No. 6 will be an increase of 2.3%, which equates to approximately \$11 annually when compared to 2018.

As ECSD No. 6 is part of the Division of Sewerage Management (DSM), there are a number of “shared” items including equipment, vehicles, and personnel. For most shared items, ECSD No. 6 contributes 4.1%. For centralized laboratory expenses, ECSD No. 6 contributes 21% while for centralized vehicle maintenance, the share is 16%.



Mr. Fiegl explained that there was an adjustment in the 2019 personnel budget. Specifically, the total number of personnel paid for exclusively through this budget has decreased by one due primarily to the centralization of vehicle maintenance services.

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 \$411,620 of the ECSD No. 6 budget – an increase of approximately \$39,500 from 2018. The major items include the purchase of two (2) vehicles, new/replacement pumping station and treatment plant equipment, shared items with the other Erie County Sewer Districts, replacement of a fuel tank, and the ECSD No. 6 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, ECSD No. 6 contributes approximately 4.1% of these Downtown office expenses.

A review of the individual budget codes was provided. Specific items highlighted included the budgeting on fuel, the new code for central vehicle maintenance, various changes in Maintenance and Repair supply codes, a \$50,000 increase in “I&I repair”, the District’s capital reserve allocation, utility costs, and personnel costs.

Fund balance usage as an offsetting revenue is budgeted at 64% of available balance. The available district fund balance at 12/31/17 represents approximately 3.6 months of 2019 budgeted appropriations. It is believed that this level of fund balance is sufficient to protect the ratepayers of the district, particularly considering uncertainty related to regulatory requirements. As always, this will be an item to monitor.

It is recommended for the 2019 Budget that the parcel charge be increased to \$94.00 per parcel and the water use charge in ECSD No. 6 be increased to approximately \$4.00 / 1,000 gallons.

Mr. DeSantis inquired if DSM vehicles were purchased through state or county contracts. Mr. Canestrari responded that DSM used both state and county, whichever is more beneficial to the purchase at the time.

Mr. DeSantis inquired if DSM had considered adoption of a “Special Sewer District” for areas such as the 2<sup>nd</sup> ward where there are larger problems with broken home laterals. Mr. Fiegl responded that there is the possibility of setting up zones of assessment but it has not been done for District 6. Projects undertaken in any area of the district are funded by the

whole district. The budget is set up as a “benefit assessment district” with a consistent formula and rate structure throughout.

Mr. Balcarczyk inquired why the cost of the Chief Operator salary increased nearly 25% higher than the amount budgeted last year. Mr. Fiegl responded that likely when it was budgeted last year the position was vacant. Vacant positions are funded at salary Step 2. If someone from within was promoted to the position they would move “step to step” thus requiring a higher salary than someone coming in with no seniority.

Mr. Balcarczyk inquired about the reasoning behind the three components used to determine rates. Mr. Fiegl responded that DSM uses a formula to raise revenue from all three components, as no one component is a true indicator of sewer usage and benefit.

Mr. Balcarczyk referred to the last page of the budget and inquired if there would be any benefit to listing the run hours of the pumps, generators and compressors. Mr. Canestrari responded that it could be incorporated to the budget next year.

Mr. DeSantis moved, seconded by Mr. Balcarczyk, to approve the proposed 2019 budget as presented. The motion carried 3-0.

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

ii. 271 Resolution (Handout)

Mr. Fiegl presented the 2019 budget resolution to the board for review and approval. Approximately 13% and 87% of sanitary sewer levy will be raised from assessed value and parcel charges respectively, with the parcel charge set at \$ 94.00 per parcel.

Mr. Balcarczyk moved, seconded by Mr. Pecak to approve the budget resolution. The motion carried 3-0.

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

Mr. Pecak presented twelve (12) properties in ECSD 6 that are in violation of the “Rules and Regulations of the Erie County Sewer Districts.” The Division of Sewerage Management has recommended the Board send these property owners to an Enforcement Hearing.

Mr. Balcarczyk moved, seconded by Mr. DeSantis to send the list of homeowners to an enforcement hearing. The motion carried 3-0.

Mr. Fiegl noted that I/I Enforcement hearings for previous violations took place a few weeks ago. Ms. Pfalzer added that there were approximately 4 properties in Lackawanna

who failed to comply with an inspection and did not show up for the hearing. The Hearing Officer's recommendations (possible fines for noncompliant properties) will likely be considered at the Board's October meeting.

c. Confirmation of Email Poll – Abbott Rd Siphon Replacement – Contract 50 (Handout)

The Board received a copy of a resolution and memorandum from the Division of Sewerage Management for award of a contract for the Abbott Rd Siphon Replacement project – Contract No. 50.

The Board, on a motion by Mr. Balcarczyk, seconded by Mr. DeSantis voted to confirm the email poll of April 12, 2018. The motion carried 3-0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Canestrari reported the following:

Collection System Staff have completed the following items since the last Board meeting:

- Corrected an outfall issue on Martin Road to alleviate ponding water on Katherine Street.
- Finalizing plans to remove a storm/sanitary cross connection on Trella Place
- Repaired storm main and replaced 3 catch basins on Myrtle
- Replaced 1 catch basin on Highview
- Repaired 1 catch basin on Highview
- Completed an overnight pipe patch at Ridge & Abbott
- Completed various paving restorations

Facility Operations and Maintenance Staff have completed the following items since the last Board meeting:

- Replaced #1 pump at Commerce PS
- Purchase Order issued to replace mechanical governor w/ an electronic actuator & controller for the plant genset
- Installed overflow protection for unleaded tank #3
- MLP removed & installed secondary heating loop heat exchanger
- Replaced & programmed new reactor Dissolved Oxygen probe
- Replaced east bar screen Variable Frequency Drive at Wilmuth Pumping Station (PS)
- Annual Preventative Maintenance for thickener was completed
- Replaced and programmed reactor pressure sensor
- Purchase order issued for replacing Return Activated Sludge flow meters
- Purchase order issued for replacement the Step II digester recirculation pump

b. Pretreatment Report

There was nothing new to report.

c. Construction Report

i. CIPP Lining Contract 75 –Work Order No. 3 – United Survey (Handout)

Mr. Pecak stated that Contract 75 Work Order 2 was 90% complete. United Survey has to perform repair work to liners on Maple. The line put in failed due to unanticipated changes in the line diameter. Work Order 3 was issued to United Survey and includes approximately 1,400 feet of line in Lackawanna; televising and prep work has already been completed. Kenyon Work Order 1 is 75% completed. It is anticipated that two more work order will be issued for work before the fall.

There was nothing new to report on the Sewer Repair Term Contract.

Contract 50 – The Abbott Road Siphon Replacement Contract was recently executed and a pre-construction meeting will be scheduled soon.

The Wilmuth/Well St PS Electrical Upgrades project is out for bid with formal bids due on June 26<sup>th</sup>. There will be an email poll regarding award of the Contracts once bids are received in order to move to award prior to Legislative recess in August.

d. Payments (Handout)

The Board reviewed the capital construction payment handout.

e. National Fuel Letter – Sewer Cross Bore Safety & DSM Response (Handout)

Mr. Fiegl commented that a letter from National Fuel was received to put the DSM on notice regarding the hazards associated with cross bores. The letter asked the DSM to perform multiple preliminary steps before relieving blockages. The DSM evaluated the letter and determined that the steps proposed by National Fuel were impractical. Mr. Rehac wrote a letter in response to National Fuel to which the DSM has not yet received a reply. Both letters were provided as handouts.

f. Sewer Permit Expiration Time Changes

Mr. Pecak made note to the Board that expiration dates for sewer repair permits and sewer disconnect permits were reduced to 30 days from 90 days. Connection permits will remain 180 days.

On a motion by Mr. Pecak, seconded by Mr. Balcarczyk, the Board voted to receive and file the informational items on the agenda. The motion carried 3 – 0.

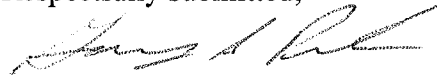
7. ITEM NO. 7 - ADJOURNMENT & NEXT MEETING

Mr. Balcarczyk moved, seconded by Mr. Pecak to cancel the July 10<sup>th</sup> board meeting. The motion carried 3-0.

Mr. DeSantis moved, seconded by Mr. Balcarczyk to adjourn the meeting at 4:09 p.m. The motion carried 3-0.

The next meeting is scheduled for Tuesday, October 9, 2018 at 3:15 pm.

Respectfully submitted,



Garry S. Pecak, P.E., Secretary  
ECSD No. 6 Board of Managers

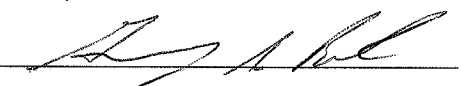
Motion to approve minutes of June 19, 2018

Moved By: J. Balcarczyk

Seconded By: G. Pecak

Approved/Disapproved: 2-0

Date: 10/9/18

Signed: 

ERIE COUNTY SEWER DISTRICT (ECSD) NO. 6  
BOARD OF MANAGERS MEETING  
TUESDAY, OCTOBER 9, 2018  
LACKAWANNA CITY HALL COUNCIL CHAMBERS  
MINUTES

MEMBERS PRESENT: James Balcarczyk, Garry Pecak

MEMBERS ABSENT: Anthony DeSantis

OTHERS PRESENT: Steve Canestrari, Joseph Fiegl, Eric McFeely

ITEM NO. 1 – CALL MEETING TO ORDER

Mr. Balcarczyk called the meeting to order at 3:20 p.m.

ITEM NO. 2 – APPROVAL OF JUNE 19, 2018 MEETING MINUTES

On a motion by Mr. Balcarczyk, seconded by Mr. Pecak, the Board voted to approve the minutes from the June 19, 2018 meeting. The motion carried 2-0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

There were no items from the public.

ITEM NO. 4 – OLD BUSINESS

There was no old business.

ITEM NO. 5 – NEW BUSINESS

a. 2019 User Charge

i. Public Hearing Notice and Meeting Minutes (Handout)

The Board reviewed the Notice and the Minutes for the Public Hearing held on September 20, 2018 at the Northern Region offices regarding proposed 2019 User Charge Rates. This hearing is a requirement of County Law. User charges are based on usage flow and pollutant loadings and are calculated annually from historical cost data from the treatment plant to eliminate the actual costs the District will incur. No comments were received from the public at that meeting.

*Wave 2*

ii. Approval of Resolution (Handout)

The Board reviewed the 2019 User and Utilization Charge Resolution.

On a motion by Mr. Balcarczyk, seconded by Mr. Pecak, the Board voted to approve the User and Utilization Charge Resolution. The motion carried 2-0.

b. Meeting Schedule (Handout)

The Board reviewed a copy of the 2019 Board of Managers Meeting Schedule for approval.

On a motion by Mr. Balcarczyk, seconded by Mr. Pecak, the Board voted to approve the 2019 Meeting Schedule. The motion carried 2-0.

c. I/I Enforcement Hearing – Approval for Fine Stages (Handout)

The Board considered recommendations of the Compliance Officer from the June 6, 2018 hearing held at the Southtowns Advanced Wastewater Treatment Facility (AWTF). The Compliance Officer has recommended a premium assessment of \$100.00 per month levy (up to \$10,000.00) for the property owners of 1754 Abbott Rd in Lackawanna, 39 Boardman Rd in West Seneca, and 55 Elmview Ave in Lackawanna, for failing to adhere to the “Rules and Regulations of Erie County Sewer Districts.”

On a motion by Mr. Balcarczyk, seconded by Mr. Pecak, the Board voted to proceed with the Compliance Officer’s findings and assess the recommended levy against the property owners. The motion carried 2-0. A letter will be sent to each property owner advising them of the Board’s action and providing one last opportunity to comply prior to the advancement of the premium assessments.

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

The Board reviewed a copy of final violation notices from the Division of Sewerage Management (DSM) to several property owners in ECSD No. 6. Written requests were mailed to each property owner on several occasions, without response, to correct a deficient condition found during the DSM’s Inflow/Infiltration house inspection program. As a result, these property owners have been referred to the Board to be considered for a hearing with the DSM’s hearing officer who will evaluate violations of the “Rules and Regulations” and recommend a follow-up action.

On a motion by Mr. Balcarczyk, seconded by Mr. Pecak, the Board voted to proceed with the referral to an enforcement hearing for two properties. The motion carried 2-0.

e. RFP – Disinfection Upgrade

Mr. Pecak submitted that the agenda which was presented to the Board included an error which indicates the RFP updates are in reference to Air Permit Assistance, but clarified this update should be in regards to a Disinfection Upgrade.

Mr. Fiegl notified that board that an approximately \$1.5 million grant has been issued by the Department of Environmental Conservation. Consultant services can be paid, in part, by this grant. Mr. Fiegl also noted that Requests for Proposals are due in mid-October, and is hoping to provide a recommendation to the Board by mid-November.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Canestrari reported the following:

Facility Operations and Maintenance Staff have completed the following items since the last Board meeting:

- The Annual preventative maintenance task (PM) on the Center Primary Tank was completed. The chain tension on the tank has been realigned and adjusted.
- The Annual PM on the South Primary Tank was completed. The cross collector flight had one link removed from the cross collector chain.
- Annual load bank tests were completed on both the Plant and Pump Station generators at Penn Power. The governor for the plant genset was also replaced.
- The Annual PM on the North Primary Tank was completed. The seal has been repacked and replaced on the scum skimmer.
- Upper sludge methane gas lines have been replaced.
- Atlas Corp. performed 8,000 hour service on the Atlas Compressor.
- Installed and programmed RAS flow meters
- Annual PMs on North & South secondary tanks have been completed.
- A purchase order has been issued for Step II recirculation pump and we are currently awaiting delivery.
- The West boiler tube replacement is out to bid and Danforth is working on a quote for the East Boiler replacement.



Mr. Balcarczyk inquired whether the two boilers are to be repaired or replaced. Mr. Canestrari clarified that the West Boiler is currently being repaired, and the East boiler's status has yet to be determined, pending a quote. Water jackets were leaking on both; Ken Brown and staff have been directly involved, and the decision making is being handled jointly by Kevin Kaminski and Matt Salah.

Collection System Staff completed the following since the last Board meeting:

- Trella Place Cross Connection Update: one of two catch basins have been properly connected. The second will be completed shortly.
- On East Milnor Ave, 650 feet of 8" storm main that is connected to the sanitary has been isolated by use of a test ball. Plans are in place to remove the connection and properly connect it to a storm sewer line.
- A contractor for the NYS Department of Transportation has removed fiber optic line from the sanitary sewer main at Dona St. & Route 5.
- Televising of lines servicing portions of the former Bethlehem Steel property will be completed by 10/12.
- Eight feet of sewer main on Pearl St was replaced.
- The Abbott Rd Siphon Project has been completed.
- A considerable amount of storm sewer maintenance has been completed, including cleaning of catch basins and flushing of storm mains.
- On 9/28, Matt Salah and Steve Canestrari met with NYSDOT to clarify and confirm ownership of storm sewer lines along the Hamburg Turnpike corridor. NYSDOT was able to produce documentation showing that all storm sewers north of Ridge Road along the turnpike are not owned by the State. It is to be noted that a portion of this system and its outfall is located in the City of Buffalo. At this time, further investigation is warranted. (There are 8 manholes, 9 catch basins, and approximately 2,000 lf of 24" diameter pipe, as well as approximately 200 lf of 18" diameter or smaller pipe.)

b. Pretreatment Report

i. Industrial Survey (Handout)

The Board reviewed a copy of a letter that was sent to all businesses, tributary to the Lackawanna Treatment Plant, that may have a potentially have an industrial wastewater discharge. The survey is required to be done every five years. This letter was sent to 39 properties. Completed surveys are due 11/30/2018. New information gained from these surveys may affect the SPDES permit in the future. Mr. Fiegl offered to provide an update with regard to survey participation at the next meeting.

c. Construction Report

The Board reviewed an item detailing two bids:

- Air Handling Units Replacement bid which has been awarded to Parise Mechanical, Inc.
- A notice that Lackawanna WRRF and ORF Fuel tank Replacement bids are due 10/16/19

The Board also reviewed an item detailing the Abbot Road Inverted Siphon Replacement. The project was completed on time and within the budget.

i. CIPP Lining Contract No. 75 – Work Order No. 2K

The Board reviewed a copy of Work Order 2K issued in July to Kenyon Pipe Inspection for the CIPP Lining Term Contract No. 75 effective July 23, 2018.

d. Payments (Handout)

The Board reviewed a copy of Capital Construction Payments dated October 9<sup>th</sup>, 2018.

e. Return of Bid Bonds – Contract No. 57 Electrical & Heating/Ventilation (Handout)

The Board reviewed a letter regarding the return of a bid bond, in which the bid could not be completed because there was no bid received for the General Contract. This project will be re-bid in early 2019.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Mr. Balcarczyk, seconded by Mr. Pecak, the Board voted to receive and file the informational items on the agenda. The motion carried 2-0.

On a motion by Mr. Balcarczyk, seconded by Mr. Pecak, the Board voted to adjourn the meeting at 3:37 p.m. The motion carried 2-0.

The next meeting is scheduled for December 4<sup>th</sup>, 2018.

Respectfully submitted,



Garry S. Pecak, Secretary  
ECSD No. 6 Board of Managers

Motion to approve minutes of October 9, 2018

Moved By: J. Balcerczyk

Seconded By: G. Pecak

Approved/Disapproved: 2-0

Date: 2/12/19

Signed: 