

**ERIE COUNTY SEWER DISTRICT NO. 8  
BOARD OF MANAGERS MEETING  
FEBRUARY 13, 2018  
AURORA VILLAGE HALL  
MINUTES**

**MEMBERS PRESENT:** Susan Friess, Matthew Hoeh, and Mary Plesh

**MEMBERS ABSENT:** Bryan Gazda, Bryan Smith

**OTHERS PRESENT:** Glenn Absolom, Steve Canestrari, Joseph Fiegl, Garry Pecak and Cynthia Schuman

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

Ms. Friess opened the meeting at 9:39 a.m.

The Board nominated Ms. Friess for Chairperson, Mr. Gazda for Vice Chairperson, and Ms. Plesh for Secretary. On a motion by Ms. Friess seconded by Mr. Hoeh, the Board voted to approve the nominations. The motion carried 3-0. The Board welcomed new board members Mr. Bryan Gazda and Ms. Mary Plesh.

**ITEM NO. 2 – APPROVAL OF MINUTES OF PREVIOUS MEETING**

On a motion by Ms. Plesh, seconded by Ms. Friess, the Board voted to approve the minutes from the December 5, 2017 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**

There were no old business items to discuss.

**ITEM NO. 5 – NEW BUSINESS**

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

Mr. Fiegl presented the handout and discussed the rationale behind the proposal to change the name of the Division. Mr. Fiegl wanted input from boards regarding the emphasis on water over wastewater, potential concerns over confusion with the Erie County Water Authority, etc. He noted that many municipalities have changed the names of their wastewater divisions and that the names proposed were based on other sewer utilities. He also noted that the County Attorney's office will be investigating if the term "Utility" can be used in the name.

Item 2

Ms. Friess asked if the name change would make sense if sewerage was not specifically referenced in the name. Mr. Fiegl noted that the objective is to emphasize the benefits of the services provided (protecting public health and returning clean water to the environment) and that most in the public do not realize what 'sewerage' means in the context of the Division's name.

b. Funding of Division-Wide Projects (Handout)

The Board was presented a resolution for the transfer of capital reserve funds into an account to be used for division wide projects. Mr. Fiegl explained that \$8,000.00 is ECSD No. 8's proportional share.

On a motion by Ms. Friess, seconded by Mr. Hoeh, the Board voted to approve the transfer of capital reserve funds. The motion carried 3-0.

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

a. Operational Report

Mr. Canestrari reported that the routine flushing in mini system 3, South of Main Street mentioned at the last BOM meeting remains ongoing, 7,584feet have been flushed and 1,122 feet have been televised so far.

CIPP lining update: pre video work is complete and lining should be done by April. Amongst those to be lined are sewerlines on Girard, two on Parkdale, and three lines from W. Fillmore to Buffalo.

DSM staff has begun assessing dead end "washdown" manholes. 28 have been assessed to date. The plan is to begin replacement.

Mr. Absolom reported that sludge hauling from the East Aurora Treatment plant began February 12, 2018. The new centrifuge components are expected in one to two weeks.

b. Pretreatment Report

None

c. Construction Report

Mr. Fiegl asked Mr. Hoeh if there were planned paving projects upcoming in order to coordinate work where possible. Mr. Hoeh listed Whaley Avenue from Main Street to Girard Avenue, North Street from Maple to dead end West, Hamlin Avenue, and East Oakwood Avenue as potential paving projects.

d. Payments (Handout)

The Board reviewed payments made to Tom Greenauer for the Beech Road Sanitary Sewer Replacement and to Kenyon for Cured In Place Pipe Lining.

On a motion by Mr. Hoeh, seconded by Ms. Plesh, the Board voted to receive and file the informational items. The motion carried 3-0.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

Ms. Friess made a motion to adjourn the meeting at 9:53 a.m. Ms. Plesh seconded the motion. The motion carried 3-0.

The next meeting is scheduled for April 10, 2018 at 9:30 a.m.

Respectfully submitted,



Mary Plesh, P.E., Secretary  
ECSD No. 8 Board of Managers

Motion to approve minutes of February 13, 2018

Moved By: M. Hoeh

Seconded By: M. Plesh

Approved/Disapproved: Approved

Date: 4/10/18

**ERIE COUNTY SEWER DISTRICT (ECSD) NO. 8  
BOARD OF MANAGERS MEETING  
APRIL 10, 2018  
AURORA TOWN HALL**

**MEMBERS PRESENT:** Matthew Hoeh, Mary Plesh and Bryan Smith

**MEMBERS ABSENT:** Susan Friess

**OTHERS PRESENT:** Steven Canestrari, Joseph Fiegl, Kevin Kaminski, Richard Rehac and Cynthia Schuman

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

Mr. Smith opened the meeting at 9:35 a.m.

**ITEM NO. 2 – APPROVAL OF MINUTES OF PREVIOUS MEETING**

On a motion by Mr. Hoeh, seconded by Ms. Plesh, the Board voted to approve the minutes from the February 13, 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**

There was no old business.

**ITEM NO. 5 – NEW BUSINESS**

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

Mr. Fiegl presented the handout for the Board's consideration and discussed the Combined Budget Meeting that historically has taken place in June. The updated Memo of Understanding outlines a revised Budget Approval process for the ECSD Nos. 3 and 8 Boards.

On a motion by Mr. Smith, seconded by Mr. Hoeh, the Board voted to approve the updated Memo of Understanding. The motion carried 3-0.

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

- a. Operational Report

Mr. Canestrari reported that Cured in Place Pipe (CIPP) Lining has been completed on North to Girard, two lines on Girard and two lines on Parkdale. Of the three lines on W. Fillmore, one of the lines is PVC and has been removed from the Work Order. The two others have been televised and still need to be lined.

A Work Order has been issued to Visone Construction to replace two manholes on Whaley and Oakwood (roads to be paved this summer). This work must be completed by June 1<sup>st</sup> to meet the Village's paving schedule.

*Item 2*

While responding to a sewer backup complaint on Hilliker Court, it was discovered that some of the homes in the area were connected to a 6" diameter sewer line. District Staff added three cleanouts for future maintenance and cleaning purposes.

Mr. Kaminski reported that the rebuilt centrifuge was installed and operating for a couple of weeks before it was shut down and sent back due to a problem. The unit was repaired and returned to service and after a couple days, experienced another breakdown. This too was repaired, put back in service Monday, April 9th, and as of Tuesday, April 10<sup>th</sup>, the centrifuge is running and producing good quality dewatered sludge. The manufacturer has taken responsibility for the back and forth on repairs for this equipment.

b. Pretreatment Report

None

c. Construction Report

i. Sewer Repair Term Contract – Work Order 5 (Handout)

Ms. Plesh presented the Handout detailing Work Order No. 5 for Visone Construction to replace two sanitary manholes, one on Oakwood Avenue and one on Whaley Avenue.

d. Payments (Handout)

The Board reviewed payments made to United Survey for CIPP Lining.


On a motion by Mr. Smith, seconded by Mr. Hoeh, the Board voted to receive and file the informational items. The motion carried 3-0.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

Mr. Hoeh made a motion to adjourn the meeting at 9:43 a.m. Mr. Smith seconded the motion. The motion carried 3-0.

The next meeting is scheduled for June 19, 2018 at 9:30 a.m.

Respectfully submitted,

  
Mary Plesh, P.E., Secretary  
ECSD No. 8 Board of Managers

Motion to approve minutes of April 10, 2018

Moved By: B. Smith

Seconded By: M. Hoeh

Approved/Disapproved: Approved

Date: 6/19/18

ERIE COUNTY SEWER DISTRICT (ECSD) NO. 8  
BOARD OF MANAGERS MEETING  
JUNE 19, 2018  
AURORA TOWN HALL  
MINUTES

**MEMBERS PRESENT:** Susan Friess, Matthew Hoeh, Mary Plesh and Bryan Smith

**OTHERS PRESENT:** Glenn Absolom, Steve Canestrari, Joseph Fiegl, Kevin Kaminski, Tony Rosati, and Cynthia Schuman

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

Ms. Friess opened the meeting at 9:30 a.m.

**ITEM NO. 2 – APPROVAL OF MINUTES OF PREVIOUS MEETING**

On a motion by Mr. Smith, seconded by Mr. Hoeh, the Board voted to approve the minutes from the April 10, 2018 meeting. The motion carried 4-0.

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

Mr. Tony Rosati asked the Board about the possibility for further development in the town, and its impact on the current infrastructure. Mr. Rosati also asked about the ability of the treatment plant to handle high strength wastes. Mr. Fiegl responded that any further development would have to be approved by the Town Board and subject to downstream capacity analysis to determine if expansion is possible. Typically the cost of any infrastructure expansion would be borne by the contractor proposing these developments. The same would be said for pretreatment systems required should commercial / industrial projects be proposed. The need for a pretreatment system is determined by the Division of Sewerage Management (DSM) after review of an “industrial waste survey” completed by the developer. The Town Board considers each proposal for development on a case by case basis. Mr. Absolom added that the boundaries of Sewer District #8 do not allow many more customers, with only a very small area zoned for commercial purposes, and that the treatment plant is close to its capacity. Mr. Rosati asked if the Music Festival from the previous weekend had caused any noticeable increase in flows into the sanitary sewer system. Mr. Fiegl answered that there were no reports he received regarding an increase in flows related to the Music Festival.

**ITEM NO. 4 – OLD BUSINESS**

There was no old business.

Item 2

**ITEM NO. 5 – NEW BUSINESS**

a. Presentation and Approval of 2019 Budget

i. Proposed 2019 Budget (Handout)

Mr. Fiegl presented the proposed ECSD No. 8 Budget. It was noted that the package before the Board was updated (and transmitted via e-mail) on June 18<sup>th</sup> to reflect adjustments to Code 505800 345A and fund balance.

ECSD No. 8 is part of the combined ECSD Nos. 3 and 8 budget. The ECSD Nos. 3 and 8 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 supplies, equipment, “District-wide” expenses, etc. are shared based upon the ratio of units in each sewer district and the total units in the ECSD Nos. 3 and 8 service area.
- Debt service, revenues, fund balance, and capital reserve allocations are exclusive to each sewer district.

For this year, Central Region shares in approximately 39% of the Division-wide expenses, 36% of vehicle expenses, and 62% of Laboratory expenses. Overall, within Central Region ECSD No. 8 is responsible for approximately 9% of ECSD Nos. 3 and 8 costs, except for Professional Services, debt service, capital reserves, and personnel.

Reviewing the overall summary for ECSD No. 8, total appropriations are projected to increase approximately \$52,000 when compared to 2018. The major component of this increase is an additional \$50,000 allocated to capital reserves. Offsetting the appropriation increase are anticipated increases in the amount collected for user charges (including flat charges).

The proposed budget is such that it is estimated the typical ratepayer (single family home) in ECSD No. 8 will have an increase of 1.8% for Village ratepayers and 0.4% for Town ratepayers. A proposed increase in the unit usage charge is offset by a decrease in the assessed valuation rate, which influences the difference in impact to the ratepayers.

Mr. Fiegl explained that there were a few adjustments in the 2019 personnel budget for ECSD Nos. 3 and 8. 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 over \$639,000 of the Central Region budget. The major items includes various treatment plant and pumping station equipment replacements, shared equipment purchases to be used across all Erie County Sewer Districts, replacement of three (3) vehicles, technology upgrades, and Central 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, Central Region contributes approximately 39% 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, the revision made to 505800 345A, various changes in Maintenance and Repair supply codes, adjustments in chemicals, the \$2,000,000 remaining in I&I (Infiltration & Inflow) repair, an increase in capital reserves for ECSD No. 8, decreases in utility costs, and personnel costs.

Fund balance usage as an offsetting revenue is budgeted at approximately 53% of the amount available on 12/31/17. The available district fund balance represents approximately 3.3 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 be increased to \$75.00 per unit, footage charges remain at \$1.50/foot, and the water use charge remain at \$3.50 / 1,000 gallons. At this time, the Board would be voting on the ECSD No. 8 portion of the Central Region budget. If any changes are proposed to the Central Region budget by the ECSD No. 3 Board of Managers that impact ECSD No. 8, said changes would be presented and discussed at a combined budget meeting (scheduled as needed).

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 changes are necessary, the Board of Managers will be informed.

On a motion by Mr. Smith, seconded by Mr. Hoeh, the Board voted to approve the 2019 Budget. The motion carried 4-0.

ii. 271 Resolution (Handout)

On a motion by Ms. Friess, seconded by Mr. Smith, the Board voted to approve the Budget resolution, with approximately 70% and 30% of the total sanitary sewer tax levy of \$1,133,985 raised from assessed value and footage charges, respectively. The motion carried 4-0.

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

a. Operational Report

Mr. Canestrari reported that recent cured in place pipe (CIPP) lining is complete in District 8 with the completion of Work Order No. 2 by United Survey. Work Order No. 3 was issued in May to United Survey. It includes about 2300 linear feet in District 8. The televising and prep work has been completed and lining will begin soon. Sewer lines on the back lots of Persons



and Riley Streets have been removed from this work order. Because these sections include self-flushing manholes with no access for lining, they will be added to a future Work Order after replacement of the manholes.

Work Order 1K, issued to Kenyon, is ongoing; however, there is currently no active lining in District 8. There are plans to issue one or two more Work Orders in the fall.

Work began June 18, 2018 on Contract 79 by Visone Construction to replace two self-flushing manholes on Oakwood and Whaley Avenues. A contract to replace additional self-flushing manholes is being considered for 2019.

Mr. Canestrari reported that the replacement of 18 manhole frames and covers on Linden, Fillmore, North Grove and Whaley is being coordinated with the Village of East Aurora's paving project.

It was reported that the NYSDEC performed its inspection of the East Aurora Water Resource Recovery Facility earlier this year and a letter was sent detailing their findings. The Board will be copied on the County's response.

b. Pretreatment Report

None

c. Construction Report (Handout)

i. CIPP Lining Contract 75 – Work Order 3- United Survey (Handout)

This item was discussed under the Operational Report.

d. Payments (Handout)

The Board reviewed payments made to United Survey for CIPP Lining.

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

Mr. Fiegl explained that the National Fuel letter, while intending to alert us to potential issues, suggests measures that cannot often be followed when blockages occur in sewer pipes. Erie County responded to National Fuel suggesting that measures be taken to address cross bores prior to a sewer backup occurring so gas lines are not effected by our sewer cleaning activities. To date there has been no response.

f. Change In Permit Expiration Dates

Ms. Plesh reported that the expiration dates for Repair and Disconnect Permits will be changed to 30 days instead of 180 days because those permits are usually completed within a short period of time. Connection permits will remain at 180 days.

On a motion by Ms. Friess, seconded by Mr. Smith, the Board voted to receive and file the informational items. The motion carried 4-0.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

Ms. Friess made a motion to cancel the July 10th meeting, contingent upon successful passage of the combined budget by ECSD No. 3. Mr. Smith seconded the motion. The motion carried 4-0.

Ms. Friess moved, seconded by Ms. Plesh, to adjourn the meeting at 10:08 a.m. The motion carried 4-0.

Respectfully submitted,



Mary Plesh, P.E., Secretary  
ECSD No. 8 Board of Managers

Motion to approve minutes of June 19, 2018

Moved By: S. Friess

Seconded By: M. Plesh

Approved/Disapproved: 3-0

Date: 10/9/18

Signed: Mary Plesh

**MINUTES**  
**ERIE COUNTY SEWER DISTRICT (ECSD) NO. 8**  
**BOARD OF MANAGERS MEETING**  
**OCTOBER 9, 2018**  
**AURORA TOWN HALL**

**MEMBERS PRESENT:** Susan Friess, Matthew Hoeh, and Mary Plesh

**MEMBERS ABSENT:** Bryan Smith

**OTHERS PRESENT:** Steve Canestrari, Joseph Fiegl and Cynthia Schuman

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

Ms. Friess opened the meeting at 9:33 a.m.

**ITEM NO. 2 APPROVAL OF JUNE 18, 2018 MEETING MINUTES**

On a motion by Ms. Friess, seconded by Ms. Plesh, the Board voted to approve the minutes from the June 19, 2018 meeting. The motion carried 3-0.

**ITEM NO. 3 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 & Meeting Minutes (Handout)

Mr. Fiegl noted that the flow charges based on water use remained the same. Flat usage charges were increased based upon the Board's action during the June 2018 budget meetings. The other user charges based on compounds in the wastewater remain very close to last year's amounts. These charges differ from District to District and depend on the permit at the facility.

- ii. Approval of Resolution (Handout)

On a motion by Mr. Hoeh, seconded by Ms. Friess, the Board voted to approve the 2019 User Charges. The motion carried 3-0.

*Utah 2*

b. 2019 Meeting Schedule

On a motion by Ms. Friess, seconded by Mr. Hoeh, the Board voted to approve the 2019 meeting schedule. The motion carried 3-0.

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

a. Operational Report

Mr. Canestrari reported that the new centrifuge rotating assembly was installed in the East Aurora plant on September 27, 2018. The No. 2 reactor/clarifier is scheduled for maintenance and televising of the airline to assess its condition. See Item 6.c below for collection system activities.

Mr. Hoeh noted that Oakwood Avenue will be reconstructed by the Village of East Aurora. Mr. Canestrari stated that ECSD No. 8 would review the sanitary sewer infrastructure in the area to see if it makes sense to make repairs either before or in conjunction with the Village's project.

b. Pretreatment Report

None

c. Construction Report

i. Contract 79, Work Order No. 6

Work Order No. 6 is the Person's Alley Repair - a project to remedy a collapsed sewer line located under the building near the drive thru lane of the Bank of America. The repair includes manholes in Church Street and extends to an area known as Persons Alley, behind Main Street businesses. The project includes three new PVC sewer lines to reroute the flow from the collapsed line. The laterals and parking areas of Bank of America, Vidlers and the other neighboring businesses are impacted.

Special easement and construction conditions were included from the businesses to facilitate replacement and reduce impacts on parking during construction. Work is scheduled to begin 10/22/18 by Visone Construction.

ii. Contract 79, Work Order No. 7

The upstream dead end self-flushing manhole in Persons Alley will be replaced by the contractor as well. This manhole is connected to the collapsed line and will be connected to one of the new lines and manholes. Once this replacement is completed, the segment between the two new manholes will be lined.

d. Payments (Handout)

The Board reviewed payments made to United Survey for cured-in-place pipe lining and Visone for replacement of other self-flushing manholes.

e. SPDES Permit Compliance Inspection – February 22, 2018

A letter response to the New York State Department of Environmental Conservation (NYSDEC) from Glenn Absolom, Chief Treatment Plant Supervisor, was reviewed by the Board. The NYSDEC visited the East Aurora Water Resource Recovery Facility (WRRF) in February and sent Mr. Absolom a letter in May detailing five items that the NYSDEC wanted addressed. As an update, an Engineering Consultant, Erdman Anthony, has been hired to design a screening replacement to fulfill the request of effective screening for the facility. The replacement is expected to be bid early next year and installed by the fall. WRRF personnel have contacted a few contractors regarding fixes to the concrete baffle walls, as requested. This is expected to be repaired in 2019. The centrifuge has been repaired and a back-up unit will now be available. Vegetation around a storm water outfall channel has been removed, as requested.

On a motion by Ms. Plesh, seconded by Mr. Hoeh, the Board voted to receive and file the informational items on the agenda. The motion carried 3-0.

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

Mr. Hoeh made a motion to adjourn the meeting at 9:50 a.m. Ms. Friess seconded the motion. The motion carried 3-0.

The next meeting is scheduled for Tuesday, December 4, 2018 at 9:30 a.m.

Respectfully submitted,



Mary Plesh, P.E., Secretary  
ECSD No. 8 Board of Managers

Motion to approve minutes of October 9, 2018

Moved By: M. Hoeh

Seconded By: B. Smith

Approved/Disapproved: Approved

Date: 2/12/2019

Signed: Mary L. Plesh