

ERIE COUNTY SEWER DISTRICT NO. 8 (ECSO NO. 8)
BOARD OF MANAGERS MEETING MINUTES
FEBRUARY 1, 2022 at 9:30 A.M.
VIDEO/TELEPHONE CONFERENCE

MEMBERS PRESENT: Matthew Hoeh, Joseph McCann, Mary Plesh, and Cathryn Thomas

MEMBERS ABSENT: Bryan Smith

OTHERS PRESENT: Glenn Absolom, Steve Canestrari, Joseph Fiegl, David Hojnacki,
Kevin Kaminski, Michelle Oliver, and Lynn Sullivan

ITEM NO. 1 – CALL THE MEETING TO ORDER

Mr. Fiegl called the meeting to order at 9:30 a.m.

a. Welcome New Board Member

Joseph McCann, Councilman with the Town of Aurora, was welcomed. He was previously an operator in this District, bringing a unique perspective for this Board.

b. Nomination for Board Officers

Nominations for Board Officers were presented as Cathryn Thomas for Chair, Bryan Smith for Vice-Chair, and Mary Plesh for Secretary.

On a motion by Mr. Hoeh, seconded by Mr. McCann, the Board voted to confirm the Board member appointments. The motion carried 4-0.

The meeting was turned over to Ms. Thomas as Chair.

ITEM NO. 2 – APPROVAL OF OCTOBER 5, 2021 MEETING MINUTES

On the motion by Ms. Plesh, seconded by Mr. Hoeh, the Board voted to approve the minutes from the October 5, 2021 meeting. The motion carried 4-0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

There were no items from the public. Ms. Thomas asked how the public is made aware of the meetings. Mr. Fiegl stated that newspapers and the locations where meetings are held are sent a Board calendar. Information may also be found on the County website and often through social media.

This portion of the agenda is also reserved for Board Members to bring up items that may have come to their attention from the public.

ITEM NO. 4 – OLD BUSINESS

There was no old business.

ITEM NO. 5 – NEW BUSINESS

a. Erie County Sewer Districts - Fund Balance Policy January 2022

i. Policy (Handout)

Mr. Fiegl stated he could not identify a formal written Fund Balance Policy and it was decided a written policy should be formalized. This proposed policy follows the “informal” procedures followed by the Division of Sewerage Management (DSM) over the years. He went through the various sections of the proposed policy and highlighted key items. Ms. Thomas inquired if the current fund balance for ECSD No. 8 meets the stated percentages. Mr. Fiegl confirmed that it does and that it is reviewed and highlighted in the budget each year.

ii. Resolution (Handout)

On a motion by Mr. McCann, seconded by Mr. Hoeh, the Board voted to approve the formalization of the Fund Balance Policy. The motion carried 4-0.

b. Award of East Aurora Control Building Improvements Contract No. 21 (Handout)

Bids were opened for ESCD No. 8 Contract Nos 21-A, 21-B, 21-C and 21-D, East Aurora Water Resource Recovery Facility (WRRF) Control Building Improvements on January 13, 2022. Three bids were received for Contract 21-A, but one bid was withdrawn resulting in 2 responsible bidders. Six bids were received for Contract 21-B and five bids were received for Contract 21-C. Three bids were received for Contract 21-D but one bid was determined to be non-responsive resulting in two responsible bidders. The lowest responsible bidder and bid amount for each of these four recommended Contracts was listed. The bid total was in line with the Engineer’s estimates and the Engineer for the project, LaBella Associates, recommends award to the lowest responsible bidders. Ms. Plesh stated the withdrawn bid left out a significant amount of work and the non-responsive bid did not submit all the necessary paperwork.

Mr. McCann asked if the bid deemed non-responsive was given the opportunity to rectify the paperwork error or if that determined to be unfair to other bidders. Ms. Plesh explained that sometimes the error can be deemed an informality and the bidder would have the opportunity to correct the mistake. In this case, the bid was deemed non-responsive in accordance with Erie County Local Law No. 2-2021 that explicitly states that the paperwork in question must be submitted at the time of bid. The decision to allow withdrawal or to deem a bid non-responsive is only reached after consultation with the Erie County Attorney to ensure that the DSM followed the applicable laws and requirements.

Ms. Thomas noted that despite the larger disparity between the Engineer's Estimate and lowest responsible bidder for Contract 21-A, the overall cost for all four contracts was close to the estimate.

On the motion by Mr. Hoeh, seconded by Ms. Plesh, the Board voted to approve the recommendation to the County Legislature to award ECSD No. 8 Contracts 21-A, 21-B, 21-C and 21-D. The motion carried 4-0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Kaminski stated that the automatic transfer switch at the East Aurora WRRF failed and that no replacement parts were available. A switch that had been taken out of service in another District was found that could potentially be used as a temporary measure until electrical upgrades are performed at the facility. Until the automatic switch is in place, Operations will be required to manually switch to emergency power.

Mr. Hojnacki noted video inspection of Mini system 2 (in the northeast portion of the Village) is still ongoing and nearing completion. Staff plan to get back out when the weather breaks. The District replaced all damaged/missing County owned cleanout caps along Main Street. District staff completed the televising and dye testing of properties on Grey Street for the purposes of investigating a possible redesign of the sewer mains.

b. Construction Report

East Aurora WRRF Control Building Improvements – Bids were opened for this project involving interior improvements to the Control Building at the WRRF, designed by LaBella Associates through the Term Engineering Contract. Once completed, operations can be moved into the building and the on-site temporary trailer can be removed. Funding for this project has been through the American Rescue Plan (ARP), a Federally funded program.

East Aurora WRRF Driveway Apron - DiDonato Associates, through the Term Engineering Contract, provided a pre-design evaluation and memorandum for the replacement of the entrance to the East Aurora WRRF.

Contract 75 (Cured-in-Place (CIPP) Term Lining) – Work to televise and clean 2,600 linear feet of sewers is anticipated to be performed in 2022 by United Survey. In January 2022, United Survey was issued Work Order 14 (ARP) which includes approximately 5,800 LF in the Village of East Aurora (various locations including Girard Avenue, East Fillmore, Martin Dr, The Meadows, Warren Dr, Surrey Run, Carriage Drive, Byeberry Court). This work is utilizing ARP funding. Preparatory work and cleaning are anticipated to start in the coming months.

Contract 79 (Sewer Repair Contract) (Visone) – In fall 2021 work commenced on three work orders which included the replacement of 21 total “self-flushing” sanitary sewer

manholes. To date 19 have been completed. Work on the remaining manholes will resume in the spring along with a few punch list items. In January 2022 a fourth work order was issued to Visone, which included 3 more manholes. Work is anticipated to take place in the spring. The Village received copies of the work order and map for their information. Some of this work is also being paid for with ARP funding.

Design Work on Grey Street and South Grove is underway and will require NYSDEC approval first. A proposed design has been submitted to NYSDEC for Riley Street. Design work has been issued to C&S Engineers under the Engineering Term contract to analyze, recommend rehabilitation, and design for a deteriorated concrete manhole chamber upstream of the WRRF (south of US Route 20A). A kickoff meeting was held in January.

c. Payments (Handout)

Payments to LaBella for work on the Control Building Renovation project, DiDonato for the WRRF Driveway apron Technical Memo, Visone for Sewer Repair, and C&S Companies for the Sewer Replacement Design were reviewed.

Ms. Thomas thanked DSM employees for keeping the Village of East Aurora informed on any upcoming projects.

On a motion by Ms. Plesh, seconded by Mr. Hoeh, the Board voted to receive and file the miscellaneous and informational items on the agenda. The motion carried 4-0.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On the motion by Mr. McCann, seconded by Mr. Hoeh, the meeting was adjourned at 10:05am. The motion was carried 4-0

The next meeting is scheduled for Tuesday, April 5, 2022 at 9:30 am.

Respectfully submitted,



Mary L. Plesh, Secretary
ECSD No. 8 Board of Managers

MLP:ls

Motion to Approve the February 1, 2022 Meeting Minutes

Moved by: M. Hoeh
Seconded by: J. McCann
App./Disapp.: 5-0
Date: 4/5/2022
Signed: Mary L. Plesh

ERIE COUNTY SEWER DISTRICT NO. 8 (ECSD NO. 8)
BOARD OF MANAGERS MEETING MINUTES
APRIL 5, 2022 at 9:30 A.M.
VILLAGE OF EAST AURORA HALL

MEMBERS PRESENT: Matthew Hoeh, Joseph McCann, Mary Plesh, Bryan Smith and Cathryn Thomas

OTHERS PRESENT: Margaret Anacone, Steven Canestrari, Joseph Fiegl, and David Hojnacki

ITEM NO. 1 – CALL THE MEETING TO ORDER

Ms. Thomas called the meeting to order at 9:30 a.m.

ITEM NO. 2 – APPROVAL OF FEBRUARY 1, 2022 MEETING MINUTES

On the motion by Mr. Hoeh, seconded by Mr. McCann, the Board voted to approve the minutes from the February 1, 2022 meeting. The motion carried 5-0.

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

There was no new business

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Hojnacki stated that the automatic transfer switch at the East Aurora Water Resource Recovery Facility (WRRF) failed and was replaced. Ms. Thomas asked if there was maintenance done on the equipment and if there were indications of problems. Mr. Fiegl answered that regular maintenance was performed. Ms. Plesh added that the switch was included in a previous evaluation and marked for replacement due to the equipment age, but the switch failed before the replacement could occur.

Mr. Hojnacki reported that video inspection of Mini System 2 (northeast portion of the village) is still ongoing. Work is planned to resume this summer. Investigations on the property of the Village Department of Public Works (DPW) garage on Pine St. identified

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infrastructure previously thought to be public as owned and maintained by the Village (explained in the letter included under Item 6d). At the request of the Village DPW, the District assisted in the video inspection of a storm main on Walnut St.

b. Construction Report

Contract No. 21 East Aurora WRRF Control Building Improvements -

Contracts were executed for this project involving interior improvements to the Control Building at the WRRF, designed by LaBella Associates through the Term Engineering Contract. A construction kick-off meeting is scheduled for April 5th. Once this project is completed, operations can be moved into the building and the on-site temporary trailer can be removed.

Contract 75 (Cured-in-Place (CIPP) Term Lining) – Work to televise and clean 2,600 linear feet of sewers on Grey Street and US Route 20A/Hamburg Street/Quaker Road (issued in 2021 in WO 11 (American Rescue Plan Funding (ARP))) is anticipated to be performed in 2022 by United Survey. United Survey is anticipated to begin prep and cleaning work under Work Order 14 (ARP) within the next few months. This work includes approximately 5,800 LF in the Village of East Aurora (various locations including Girard Avenue, East Fillmore, Martin Dr, The Meadows, Warren Dr, Surrey Run, Carriage Drive, Byeberry Court).

Contract 79 (Sewer Repair Contract) (Visone) - Later this month (April), Visone Construction plans to resume open work orders to replace “self-flushing manholes” in the Village. Approximately 5 manholes remain to be replaced including work on Center Street, Maple Road, and Pennsylvania Avenue. A few punch list items remain on other manholes replaced in 2021 as well. Visone is coordinating a detour with the Village and County DPW for replacement work on Center Street. The Village of East Aurora previously received copies of these work orders and maps for their information.

Sanitary sewer replacement designs - Plans for Riley Street and Girard Avenue were approved by the New York State Department of Environmental Conservation (NYSDEC). The County is working to obtain easements to perform the work. If obtained, the work will be issued to a Division of Sewerage Management (DSM) term contractor for construction likely later this year.

Design work on Grey Street and South Grove (at Roycroft Inn) – Design is still in progress. These designs will require NYSDEC approval first. The DSM will coordinate with the property owner/operations manager at the Roycroft Inn to obtain easements, if required, and to coordinate/schedule construction as applicable.

East Aurora WRRF Influent Chamber - Under the engineering term contract, C&S Engineers is evaluating and providing recommendations for replacement of an influent chamber at the East Aurora WRRF, on the south side of NYS Route 20A. Hydraulic analysis of the sewer line tributary to the chamber will also be performed. The intent is to replace the chamber and provide improved access for future rehabilitation or replacement of the upstream sewer.

c. Payments (Handout)

Ms. Plesh read the Capital Construction payments for LaBella, DiDonato, Visone, and C&S Companies to the Board.

d. Letter to Village – 400 Pine Street Sewers (Handout)

Mr. Hojnacki discussed the letter which was sent to the Village of East Aurora DPW regarding 400 Pine Street under Item 6.a.

On a motion by Mr. McCann, seconded by Mr. Smith, the Board voted to receive and file the miscellaneous and informational items on the agenda. The motion carried 5-0.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On the motion by Mr. Smith, seconded by Ms. Plesh, the meeting was adjourned at 9:45am. The motion was carried 5-0.

The next meeting is scheduled for Tuesday, June 14, 2022 at 9:30 am.

Respectfully submitted,



Mary L. Plesh, Secretary
ECSD No. 8 Board of Managers

MLP:ma

Motion to Approve the April 5, 2022 Meeting Minutes

Moved by: M. Hoeh
Seconded by: J. McCann
App./Disapp.: 4-0
Date: 6/14/22
Signed: Mary L. Plesh

ERIE COUNTY SEWER DISTRICT NO. 8 (ECSD NO. 8)
BOARD OF MANAGERS MEETING MINUTES
JUNE 14, 2022 at 9:30 A.M.
VILLAGE OF EAST AURORA HALL

MEMBERS PRESENT: Matthew Hoeh, Joseph McCann, Mary Plesh and Cathryn Thomas

MEMBERS ABSENT: Bryan Smith

OTHERS PRESENT: Steven Canestrari, Joseph Fiegl, David Hojnacki, Kevin Kaminski and Jill Krafft

ITEM NO. 1 – CALL THE MEETING TO ORDER

Ms. Thomas called the meeting to order at 9:36 a.m.

ITEM NO. 2 – APPROVAL OF APRIL 5, 2022 MEETING MINUTES

On the motion by Mr. Hoeh, seconded by Mr. McCann, the Board voted to approve the minutes from the April 5, 2022 meeting. The motion carried 4-0.

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. Presentation and Approval of the 2023 Budget

i. Proposed 2023 Budget (Handout)

Mr. Fiegl presented the proposed ECSD No. 8 Budget to the Board. He noted that 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 (MOU) updated in April 2018. The MOU 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, ECSD Nos. 3 and 8 share in the following percentages of Division-wide expenses: 62.7% of Centralized Laboratory Expenses based on the volume of laboratory work,

41.6% of Centralized Vehicle Expenses based on the ratio of the number of vehicles serviced for ECSD Nos. 3 and 8 to the total number serviced Division-wide and 39.8% of Centralized Division of Sewerage Management expenses based on the ratio of units served by ECSD Nos. 3 and 8 to the total units served by all Districts.

Within the ECSD Nos. 3 and 8 budget, ECSD No. 8 is responsible for approximately 9% of the 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 \$149,000 when compared to 2022. Anticipated revenues are over \$133,000 higher than 2022, mainly due to an increase in fund balance. Considering the proposed appropriations and anticipated revenues, the proposed budget is such that charges for the typical ECSD No. 8 ratepayer (single family home) are projected to increase by approximately 1.5% in 2023 which will be documented on the County tax bill.

Mr. Fiegl explained that there were a few adjustments in the 2023 personnel budget for ECSD Nos. 3 and 8. Personnel costs are increasing this year, primarily due to a new collective bargaining agreement with the County's AFSCME union representing the Division's blue-collar employees and projections for a tentative agreement with the County's CSEA union representing the Division's white-collar employees. Fringe benefits for employees are being calculated at 60% based on discussions with the County's Budget Department – same overall percentage as 2022. Actual numbers are not available at this time.

The 2023 equipment line items represent almost \$915,000 of the ECSD Nos. 3 and 8 budget. The major items include various equipment replacements, shared purchases to be used across all Erie County Sewer Districts, a spare set of diffuser racks for the East Aurora Water Resource Recovery Facility, a new telespection unit, a new fork truck, replacement of two (2) fleet vehicles, a new sewer repair vehicle, and the 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 40% of these Downtown office expenses.

A review of the individual budget codes was provided. Specific items highlighted included the budgeting on fuel, centralized vehicle and laboratory services, various changes in Maintenance and Repair supply codes (including chemicals), increases in training needs, adjustments made in the Professional Service Contracts/Fees and maintenance contract accounts, capital reserves, utility costs, and the aforementioned personnel costs.

Fund balance usage as an offsetting revenue is budgeted at approximately 53% of the amount available on 12/31/21. The available district fund balance represents approximately 4.07 months of 2022 budgeted appropriations. As this amount is slightly above the Division's fund balance policy target, the percentage utilized in the 2023 budget is higher than 2022. As always, this will be monitored in future years and adjustments will be made as warranted.

Throughout the discussion, questions from Board Members on specific items were answered. Specifically, the Board asked a few questions regarding the CDL training courses and retaining employees.

It is recommended for the 2023 Budget that the flat usage charge be increased to \$95.00 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 budget. If any changes impacting ECSD No. 8 are proposed by the ECSD No. 3 Board of Managers during their meeting later in the week, said changes would be presented and discussed at a future combined budget meeting.

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

On the motion by Mr. McCann, seconded by Mr. Hoeh, the Board voted to approve the proposed 2023 budget. The motion carried 4-0.

ii. Resolution (Handout)

Mr. Fiegl presented a copy of the Resolution to the Board. He explained that approximately 70% and 30% of the total sanitary sewer tax levy of \$1,169,011.00 shall be raised from the assessed value and footage charges, respectively.

On a motion by Mr. McCann, seconded by Mr. Hoeh, the Board voted to approve the Resolution. The motion carried 4 – 0.

b. Changes – Field Management/Supervision

The Board was informed of Mr. Glenn Absolom retiring and Mr. Kevin Kaminski being promoted to Chief Wastewater Treatment Plant Supervisor.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Hojnacki stated that the District staff discovered a leak in the force main at the Maple Road Pump Station and completed an emergency repair.

Mr. Hojnacki informed the Board of the sewer backup at Knox Farms State Park and reported that district staff was called to investigate the cause. It was determined that an ongoing blockage within the Parks private sewer along Buffalo Road was the cause.

Mr. Hojnacki reported that video inspection of Mini System 2 (northeast portion of the village) has resumed and is still ongoing. Cleaning and televising are planned for this summer.

Mr. Hojnacki noted that a low-lying manhole from on Elm Street that was subject of complaints has been replaced.

Mr. Kaminski reported that Reactor Tank No. 1 is currently down for repairs, welding has been done for the racks, and that one sand filter is presently down for repairs as well.

b. Construction Report

Contract No. 21 East Aurora WRRF Control Building Improvements - Construction is in progress on the interior improvements to the Control Building at the WRRF, designed by LaBella Associates through the Term Engineering Contract. Once completed, operations can be moved into the building and the on-site temporary trailer can be removed.

Contract 75 (Cured-in-Place (CIPP) Term Lining) – Work to televise and clean 2,600 linear feet of sewers on Grey Street and US Route 20A/Hamburg Street/Quaker Road (issued in 2021 in WO 11 under American Rescue Plan (ARP) funding) is anticipated to be performed in summer 2022 by United Survey. United Survey performed prep and cleaning work under Work Order 14 (ARP) in April. Lining is anticipated to begin this summer. This work utilizes ARP funding and includes approximately 5,800 LF in the Village of East Aurora (various locations including Girard Avenue, East Fillmore, Martin Drive, The Meadows, Warren Drive, Surrey Run, Carriage Drive, Byeberry Court).

Contract 79 (Sewer Repair Contract) (Visone) – This spring, Visone Construction resumed open work orders to replace “self-flushing manholes” in the Village. Visone has applied for highways permits from NYSDOT and EC DPW for manhole replacements on Center Street and Maple Road, with work anticipated to be performed this summer. Visone Construction completed sanitary sewer repairs on East Fillmore Avenue (WO 45). Sanitary sewer replacement work on Riley Street and Girard Avenue was issued to Visone Construction. Sewer replacement on Riley Street began in May and is anticipated to be completed this summer.

Contract 93 (Multi-District), Sanitary Manhole Rehabilitation Term Contract – Bids were received May 31st for a term contract for manhole rehabilitation (chimney seals and epoxy lining). This project was bid through Purchasing. The apparent low bidder is Camden Group, and bids are being reviewed.

Design work on Grey Street and South Grove (at Roycroft Inn) – Design work is still in progress. These designs will require NYSDEC approval first. The DSM will coordinate with the property owner/operations manager at the Roycroft Inn to obtain easements, if required, and to coordinate/schedule construction as applicable.

East Aurora WRRF Influent Chamber - Under the engineering term contract, C&S Engineers is evaluating and providing recommendations for replacement of a chamber influent to the East Aurora WRRF, on the south side of NYS Route 20A. Hydraulic analysis of the sewer line tributary to the chamber will also be performed. The intent is to replace the chamber and provide improved access for future rehabilitation or replacement of the upstream sewer. Survey was completed and inspection was performed by the consultant in April.

c. Payments (Handout)

Ms. Plesh reviewed the Capital Construction payments for LaBella, Willet Builders, Greater Niagara Mech, and C&S Companies to the Board.

On a motion by Ms. Plesh, seconded by Ms. Thomas, the Board voted to receive and file the miscellaneous and informational items on the agenda. The motion carried 4-0.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On the motion by Ms. Thomas, seconded by Mr. McCann, the meeting was adjourned at 10:31 am. The motion was carried 4-0.

The next meeting is scheduled for Tuesday, October 4, 2022 at 9:30 am.

Respectfully submitted,



Mary L. Plesh, Secretary
ECSD No. 8 Board of Managers

MLP:jk

Motion to Approve the June 14, 2022 Meeting Minutes

Moved by: M. Hoeh
Seconded by: J. McCann
App./Disapp.: 5-0
Date: 10/4/22
Signed: Mary L. Plesh

ERIE COUNTY SEWER DISTRICT NO. 8 (ECSO NO. 8)
BOARD OF MANAGERS MEETING MINUTES
OCTOBER 4, 2022 at 9:30 A.M.
VILLAGE OF EAST AURORA HALL

MEMBERS PRESENT: Matthew Hoeh, Joseph McCann, Mary Plesh, Bryan Smith and Cathryn Thomas

MEMBERS ABSENT: None

OTHERS PRESENT: Joseph Balcarczyk, Joseph Fiegl, David Hojnacki, Carl Horne, Kevin Kaminski, Sandra Kocic and Jill Krafft

ITEM NO. 1 – CALL THE MEETING TO ORDER

Ms. Thomas called the meeting to order at 9:30 a.m.

ITEM NO. 2 – APPROVAL OF JUNE 14, 2022 MEETING MINUTES

On a motion by Mr. Hoeh, seconded by Ms. Plesh, the Board voted to approve the minutes from the June 14, 2022 meeting. The motion carried 5-0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

There were no items from the public.

Mr. Fiegl discussed the position changes throughout the DSM due to the retirement of Glenn Absolom. He informed the Board that Kevin Kaminski has taken over as Chief Wastewater Treatment Plant Supervisor and Carl Horne has become the Assistant Chief Wastewater Treatment Plant Supervisor. Joe Balcarczyk was introduced as Assistant Sewer District Manager. Sandra Kocic was introduced to the Board as a new member of the DSM.

ITEM NO. 4 – OLD BUSINESS

Mr. Fiegl spoke about the previous 2023 budget discussion and confirmed that even though there were some adjustments to salaries in hopes of increasing recruitment and longevity, the total net pay rates that were originally submitted have not changed.

ITEM NO. 5 – NEW BUSINESS

a. 2023 User Charge

i. Public Hearing Notice & Meeting Minutes (Handout)

Ms. Plesh stated that on September 22, 2022, Mr. Salah presented proposed rates for public comment during the hearing. There was no public comment.

Item 2

ii. Approval of Resolution (Handout)

Ms. Plesh presented the resolution for ECSD No. 8's proposed 2023 user charge rates. On a motion by Mr. Smith, seconded by Mr. Hoeh, the Board voted to approve the 2023 User and Utilization Charge Resolution. The motion carried 5-0.

b. 2023 Meeting Schedule (Handout)

Ms. Plesh presented the 2023 Meeting Schedule to the Board. On a motion by Mr. McCann, seconded by Mr. Smith, the Board voted to approve the 2023 Meeting Schedule. The motion carried 5-0.

c. East Aurora Control Building Improvements Contract No. 21 – Change Order 1 (Handout)

Ms. Plesh presented to the Board a change order for Contract 21-C to replace the gas line for the East Aurora water resource recovery facility (WRRF) due to corrosion and inappropriate materials having been used. This is a receive and file informational item.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Kaminski reported that the annual maintenance on the second clarifier was completed and unfortunately, mechanical issues arose once it was complete. He informed the Board that it should be up and running by the end of the month.

Mr. Hojnacki reported that the project to video the northeast portion of the Village is nearing completion. There were some issues with the televising equipment which have since been resolved and no major issues have been found. He also noted that three manhole repairs have been completed and while completing those repairs, another self-flushing manhole was identified.

Mr. Fiegl mentioned the challenges arising with increasing costs for sodium hypochlorite and that a letter was received from the County's vendor stating they could not hold their price. He informed the Board that bids will be procured. The possibility of combining purchasing these types of commodities with other municipalities was discussed.

b. Construction Report

Contract No. 21 East Aurora WRRF Control Building Improvements - Construction is in progress on the interior improvements to the Control Building at the WRRF designed by LaBella Associates through the Term Engineering Contract. Once completed, operations can be moved into the building and the on-site temporary trailer can be removed. Construction should be substantially complete before the end of the year. A change order was processed for Contract 21-C to replace a gas line to the Control Building that was found to be severely corroded and

broken, as discussed in Item 5.c. This project uses American Rescue Plan (ARP) Federal Funding.

Contract No. 25 East Aurora WRRF Electrical Upgrades Design – Under the Term Engineering Contract, design has begun to upgrade all electrical systems at the facility as well as replace the emergency generator. The systems are old and buried conduits have corroded. Isolated failures have occurred to individual pieces of equipment. Replacement is necessary to update and provide reliable service for current and future needs.

Contract No. 26 East Aurora WRRF Entrance and Drive Ways - Under the Term Engineering Contract, DiDonato Associates is designing repairs and paving for the main entranceway to the WRRF and a new paved driveway from a Mill Road service entrance to the drying beds. The project is expected to bid this fall. The possibility of using an existing County bid was discussed. The DSM will look into the feasibility of that option.

Contract 75 (Cured-in-Place Pipe (CIPP) Term Lining) – Work to televise and clean sewers on Grey Street under Work Order 11 (ARP) was completed. Televising and cleaning work on US Route 20A/Hamburg Street/Quaker Road is expected to be completed as night work in late October.

In September, United Survey continued CIPP lining work under Work Order 14 (ARP) (lining work in ECSD No. 8 is anticipated to be completed by the Board meeting date). This work utilizes ARP funding and includes approximately 5,800 LF in the Village of East Aurora (various locations including Girard Avenue, East Fillmore, Martin Dr, The Meadows, Warren Dr, Surrey Run, Carriage Drive, Byeberry Court).

Contract 79 (Sewer Repair Contract) - Visone Construction completed “self-flushing manhole” replacement work issued to date in the Village, including manholes on Center Street, Maple Road, and Pennsylvania Avenue. Visone Construction completed sanitary sewer replacement work at Riley Street over the summer. Work on Girard Avenue was scheduled to be performed the last week of September.

Other design work for the system includes:

- Design work at Grey Street and South Grove at Roycroft is still in progress. These designs will require NYSDEC approval first. The DSM will coordinate with the property owner/operations manager at the Roycroft Inn to obtain easements, if required, and to coordinate/schedule construction as applicable. Ms. Thomas noted that summer is a busy time for the Roycroft area.
- Evaluation of the chamber influent to the WRRF, on the south side of NYS Route 20A is still in progress, no updates at this time.

c. Payments (Handout)

Ms. Plesh presented a copy of the payments to the Board and noted the different vendors and what functionality they perform.

On a motion by Ms. Plesh, seconded by Mr. Smith, the Board voted to receive and file the miscellaneous and informational items on the agenda. The motion carried 5-0.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Mr. McCann, seconded by Mr. Hoeh, the meeting was adjourned at 9:57 am. The motion was carried 5-0.

The next meeting is scheduled for Tuesday, December 6, 2022 at 9:30 am.

Respectfully submitted,



Mary L. Plesh, Secretary
ECSD No. 8 Board of Managers

MLP:sk/jk

Motion to Approve the October 4, 2022 Meeting Minutes

Moved by: J. McCann
Seconded by: B. Smith
App./Disapp.: Approved
Date: 4/18/23
Signed: Mary L. Plesh