

ERIE COUNTY SEWER DISTRICT NO 4 (ECSD NO. 4)
BOARD OF MANAGERS MEETING
WEDNESDAY, FEBRUARY 1, 2023
NORTHERN REGION CONFERENCE ROOM

MEMBERS PRESENT: Mr. William Cansdale, Mr. Kevin Peterson, and Ms. Nadine Wetzel

MEMBERS ABSENT: Mr. David Mazur, Mr. Edward Schiller

OTHERS PRESENT: Mr. Joseph Fiegl, Ms. Brenda Rehac and Mr. William Strzeszynski

ITEM NO. 1 – CALL THE MEETING TO ORDER

Mr. Cansdale called the meeting to order at 3:28 pm.

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

On a motion by Mr. Peterson, seconded by Mr. Cansdale, the Board voted to approve the minutes from the October 5, 2022 meeting. The motion carried 3-0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

None

ITEM NO. 4 – OLD BUSINESS

a. Constituent Letter-46 Oxford-Sewer backups in the Village (Handout)

The Board received a constituent letter from the property owner at 46 Oxford Avenue in the Village of Lancaster. This residence is serviced by Village sewers. Mr. Peterson moved, seconded by Mr. Cansdale to receive and file the letter. The motion carried 3-0.

b. ORF Order on Consent

Mr. Fiegl also updated the Board on the Order on Consent for the ECSD No. 4 Overflow Retention Facility (ORF). The Order was signed by the NYSDEC within the last two weeks and is now effective. The Division of Sewerage Management (DSM) is meeting internally on February 10, 2023 to discuss next steps for the management of the Order compliance schedule. It is anticipated a request for proposals will be issued to retain outside assistance and expertise. One of the major challenges will be that significant flows come from the Villages of Depew and Lancaster that ECSD No. 4 does not control – specifically from the relief sewers upstream of the Broadway and Vanderbilt Pumping Stations. Additional discussions with the Villages will likely be needed in the future. On the next Board agenda, there will be a letter requesting relinquishment of the SPDES permit for the ORF. The NYSDEC asked that the County consider relinquishing the permit in lieu of the NYSDEC initiating formal

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permit termination proceedings. The permit was going to be removed regardless, and on the advice of the County's outside legal counsel and in the spirit of cooperation, the County issued the requested letter.

ITEM NO. 5 – NEW BUSINESS

- a. Confirmation of Email Poll-Requests for Proposals for Professional Engineering Services (Handout)

On a motion by Mr. Cansdale, seconded by Ms. Wetzel, the Board voted to confirm the previously approved email poll to recommend AECOM, Arcadis of NY, Brown and Caldwell, DiDonato Associates, Erdman Anthony Engineering Services, GHD Consulting, JMDavidson Engineering, LaBella Associates, Ramboll, and Wendel. The motion carried 3-0.

- b. Confirmation of Email Poll-Requests for Proposals for Construction Inspection Services (Handout)

On a motion by Mr. Peterson, seconded by Mr. Cansdale, the Board voted to confirm the previously approved email poll for Construction Inspection Term Contracts with DiDonato, GPI, N&C and William Schutt. The motion carried 2-0 (Ms. Wetzel abstained).

- c. Confirmation of Email Poll-Fund Balance Transfer (handout)

On a motion by Mr. Cansdale, seconded by Ms. Wetzel, the Board voted to confirm the previously approved email poll for the fund balance transfer. The motion carried 3-0.

ITEM NO. 6 MISCELLANEOUS & INFORMATIONAL ITEMS

- a. Operation Report (September-December)

Mr. Strzeszynski updated the Board with the operational report. Since the October meeting, staff continued with sewer cleaning efforts throughout the District. Sewers on Countryside Lane, Willow Ridge Lane at Aurora Street, Plumb Estates south of William Street, Nitcher Road, The Crossings and Roseland Subdivisions were all cleaned. Moving forward, staff will focus on cleaning the Grafton Park Subdivision, Park Haven and Bell Towers Village Condos areas. The televising crew focused on televising of 15-inch diameter sewers in two different locations on Transit Road. On Transit Road, 15-inch diameter PVC pipe was inspected south of the I-90 near Anchor Bar. A plugged sewer was relieved and follow up televising revealed excessive grit and debris in the sewerline, but no grease as expected. On the east side of Transit Road near Strasmer Road, 15-inch diameter asbestos cement pipe was televised following the removal of excessive debris from the pipe during routine flushing. The debris was determined to be deteriorated pipe material. Staff televised a stretch of eleven (11) sewer sections and found slight to moderate damage and deterioration. All these sections have been included on a work order to be cured in place pipe lined this year.

Since the October meeting, operations at District facilities were routine in nature; with the exception of two items. The first were the impacts due to the November winter storm and December blizzard. The second was the Warner Road Pump Station experienced an air release valve failure on the discharge line within the drywell, causing some flooding within the station. An emergency repair was made until a new valve can be installed as a permanent fix. The Village of Depew was on-site and offered their assistance.

Mr. Fiegl commended Mr. Strzeszynski and his staff for the work performed during the December Blizzard under extreme weather conditions to keep the facilities up and running.

b. Construction Status Report

Ms. Wetzel updated the Board with the following construction status report.

Contract 79 (Sewer Repair Contract) (Visone)- In December, Visone Construction completed two sanitary sewer spot repairs in the westbound lane of Walden Avenue (east of Central Avenue) in the Town of Lancaster.

Borden Road Reconstruction Project (Erie County DPW Project, Contractor-CATCO)- Construction is underway; CATCO performed some test pits for sanitary sewer work within District 4. Forcemain construction is anticipated to begin in spring 2023.

Contract 58 (Warner Road and Bowmansville Pumping Stations Valve Improvements)-This project will install a bypass isolation valve and air release valve at Warner Road Pumping Station and an air release valve at Bowmansville Pumping Station, requiring coordination with the Village of Depew for temporary bypass of flow during construction and a short duration of road closure. The Notice to Proceed was issued to STC Construction for 7/25/22 with a completion date of 4/11/23. On-site work is expected to be completed in February or March 2023.

Contract 95 (CIPPL Term Contract)-Division of Sewerage Management received bids for Contract 95 cured-in-place pipe lining (CIPPL) Term Contract through Purchasing in November. The project is currently in the process of being awarded to the two (2) lowest bidders, United Survey and Kenyon Pipeline. It is anticipated a pre-construction meeting will be held in early 2023 and work orders issued to the contractors.

Design of Phase 2 forcemain replacement work is still in progress by Wendel.

Contract 51 (Vanderbilt Force Main Valve Replacement and Cleaning)-Under the Term Engineering contract, GHD is designing the replacement of a drain valve and assessing the blockage from the low point of Vanderbilt Force Main. This design is in progress.

Contract 61 (Depew Pumping Station Electrical Upgrades and Valves Replacement)-GHD, under the Term Engineering Contract, is completing the design of electrical upgrades and check valve replacements based on recommendations from the design report completed earlier this year. The design is in progress and is expected to be completed in 2023.

Multiple Districts Contract 91 (Northern Region Pumping Station Accessibility Improvements) - Through the Term Engineering contract, CHA is completing the design of accessibility and other improvements for multiple pumping stations through ECSD No. 4. Design is expected to be completed in early 2023.

c. Payments (Handout)

Ms. Wetzel reviewed with the Board the payments made to NW Contracting, Visone, GHD, Wendel, Wm Schutt Associates, United Survey, CHA Consulting, Bergmann Construction, CATCO, and Arcadis.

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

7. ADJOURNMENT & NEXT MEETING

Mr. Cansdale moved, seconded by Mr. Peterson to adjourn the meeting at 3:47 p.m. The motion carried 3-0.

****Next Meeting****
Wednesday, April 19, 2023 @ 3:30 pm
Northern Region Admin Offices

Respectfully submitted,



Nadine R. Wetzel, Secretary
ECSD No. 4 Board of Managers

NW:br
Motion to Approve the February 1, 2023 Meeting Minutes

Moved by: N. Wetzel
Seconded by: K. Peterson
App./Disapp.: 5-0
Date: 4/19/2023
Signed: Nadine Wetzel

ERIE COUNTY SEWER DISTRICT NO 4 (ECSD NO. 4)
BOARD OF MANAGERS MEETING
WEDNESDAY, APRIL 19, 2023
NORTHERN REGION CONFERENCE ROOM

MEMBERS PRESENT: Mr. William Cansdale, Mr. David Mazur, Mr. Kevin Peterson,
Mr. Edward Schiller and Ms. Nadine Wetzel

OTHERS PRESENT: Mr. Joseph Fiegl, Ms. Brenda Rehac and Mr. William Strzeszynski

ITEM NO. 1 – CALL THE MEETING TO ORDER

Mr. Cansdale called the meeting to order at 3:30 pm.

ITEM NO. 2 – APPROVAL OF FEBRUARY 1, 2023 MEETING MINUTES

On a motion by Ms. Wetzel, seconded by Mr. Peterson, the Board voted to approve the minutes from the February 1, 2023 meeting. The motion carried 5 -0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

None

ITEM NO. 4 – OLD BUSINESS

a. Constituent Letter-46 Oxford-Sewer backups in the Village (Handout)

The Board reviewed a constituent letter from the property owner at 46 Oxford Avenue in the Village of Lancaster. Mr. Cansdale moved, seconded by Mr. Mazur to receive and file the letter. The motion carried 5-0.

b. D4 Order on Consent – Relinquishment of SPDES Permit (Handout)

Mr. Fiegl reviewed the handout with the Board, which was referenced during the last Board meeting. He further commented that the Division of Sewerage Management (DSM) has been submitting reports and meeting other requirements for the Order on Consent for the ECSD No. 4 Overflow Retention Facility (ORF). The DSM may issue a request for proposals for assistance with certain components of the Order.

ITEM NO. 5 – NEW BUSINESS

None

ITEM NO. 6 MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operation Report (January & February)

Mr. Strzeszynski updated the Board with the operation report. Staff cleaned sewers within the Grafton Park and Glenn Hollow subdivisions. Cleaning scheduled in the Bell Tower and Park Haven neighborhoods has been postponed due to a few manholes cemented over in the sidewalk.

In regard to the District's facilities, staff upgraded the telemetry at the Broadway, Vanderbilt, and Haskell Road Pumping Stations. The telemetry systems at the Vanderbilt and Broadway Pumping Stations were upgraded to cell modems. Haskell's telemetry was upgraded to an Omni site. The

hydraulic motor was replaced on the Zoeller Road Pumping Station comminutor. A 10-inch diameter forcemain repair was completed last week on Harris Hill Road, due to a utility pole being installed through the forcemain by the utility company in November 2022.

Mr. Cansdale noted during the winter there was damage to the fence around the Broadway Pumping Station and questioned who is responsible for the repair. Mr. Strzeszynski will follow up on the matter.

b. Construction Status Report

Ms. Wetzel updated the Board with the following construction status report:

Borden Road Reconstruction Project (Erie County DPW Project, Contractor-CATCO) – This project is in progress. The 30-inch diameter forcemain pipe has been delivered to site and installation is expected to begin in mid-April.

Contract 87 On-Call Sewer Repair Term Contract (CATCO) – In February, a work order was issued to CATCO for emergency repairs and repair work was performed: Work Order 9 – Borden Road at 174 Borden in response to a leak along the Borden Road. Restoration work including concrete sidewalk replacement will be performed under the Erie County DPW Project.

Contract 95 (CIPPL Term Contract) – the DSM received bids for Contract 95 Cured in Place Pipe Lining (CIPPL) Term Contract in November. The project has been awarded to the 2 lowest bidders, United Survey and Kenyon Pipeline, and contracts are being executed. Upcoming lining work anticipated in ECSD No. 4 includes a 15-inch diameter ACP sewer on Transit Road in the Town of Lancaster.

Contract 58 (Warner Road and Bowmansville Pumping Stations Valve Improvements) – This project will install a bypass isolation valve and air release valve at Warner Road Pumping Station and an air release valve at Bowmansville Pumping Station, requiring coordination with the Village of Depew for temporary bypass of flow during construction and a short duration road closure. The Notice to Proceed was issued to STC Construction in July 2022 with a completion date of April 11, 2023. On-site work was not able to be performed due to equipment delays and system conditions this winter. A time extension will be required. Work will likely be performed during dry weather, low flow conditions this summer.

Contract 51 (Vanderbilt Force Main Valve Replacement and Cleaning) – Under the Term Engineering Contract, GHD is designing the replacement of a drain valve and assessing the blockage from the low point of Vanderbilt Force Main. This design is in progress.

Contract 61 (Depew Pumping Station Electrical Upgrades and Valves Replacement) –GHD, under the Term Engineering Contract, is completing the design of electrical upgrades and check valve replacements based on recommendations from the design report completed earlier this year. The design is in progress and is expected to be completed in 2023.

Design of Phase 2 of the Borden Road forcemain replacement – Work is still in progress by Wendel, including addressing comments from the USACE and the NYSDEC from the Joint Application for Permit required for the stream crossing. It is anticipated that the NYSDEC may require a mussel survey at Cayuga Creek before the permit can be issued.

i. Depew Pump Station Forcemain Repair (Handout)

Ms. Wetzel reviewed the handout with the Board regarding Contract No. 87, Work Order No 9 to CATCO for emergency repairs of the 30-inch diameter sanitary sewer forcemain located at 174 Borden Road.

c. Payments (Handout)

Ms. Wetzel reviewed with the Board the payments made to Visone, CATCO, GHD, Wendel and CHA Consulting, Inc.

On a motion by Mr. Mazur, seconded by Mr. Cansdale, the Board voted to receive and file the informational items. The motion carried 5-0.

Before the close of the meeting, Mr. Peterson asked who owns the various pumping stations located within the Village of Depew. Mr. Fiegl asked Mr. Peterson for a list of facilities in question and noted the DSM would provide clarification on ownership. Mr. Peterson also inquired regarding the status of discussions about a proposed easement near the railroad property in the vicinity of the Vanderbilt forcemain. A brief update was provided and Ms. Wetzel noted she would follow up.

7. ADJOURNMENT & NEXT MEETING

Mr. Cansdale moved, seconded by Mr. Peterson to adjourn the meeting at 3:45 p.m. The motion carried 5-0.

****Next Meeting****
Wednesday, June 14, 2023 @ 3:30 pm
Northern Region Admin Offices

Respectfully submitted,



Nadine R. Wetzel, Secretary
ECSD No. 4 Board of Managers

NW:br
Motion to Approve the April 19, 2023 Meeting Minutes

Moved by: D. mazur
Seconded by: E. Schiller
App/Disapp.: 4-0
Date: 6/14/23
Signed: Nadine Wetzel

ERIE COUNTY SEWER DISTRICT NO 4 (ECSO NO. 4)
BOARD OF MANAGERS MEETING MINUTES
WEDNESDAY, JUNE 14, 2023
NORTHERN REGION CONFERENCE ROOM

MEMBERS PRESENT: Mr. William Cansdale, Mr. David Mazur, Mr. Edward Schiller and Ms. Nadine Wetzel

MEMBERS ABSENT: Mr. Kevin Peterson

OTHERS PRESENT: Mr. Joseph Fiegl, Mr. Kevin Kaminski, Ms. Brenda Rehac and Mr. William Strzeszynski

ITEM NO. 1 – CALL THE MEETING TO ORDER

Mr. Cansdale called the meeting to order at 3:33 pm.

ITEM NO. 2 – APPROVAL OF APRIL 19, 2023 MEETING MINUTES

On a motion by Mr. Mazur, seconded by Mr. Schiller, the Board voted to approve the minutes from the April 19, 2023 meeting. The motion carried 4-0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

None

ITEM NO. 4 – OLD BUSINESS

None

ITEM NO. 5 – NEW BUSINESS

a. Presentation and Approval of the 2024 Budget

i. Proposed 2024 Budget (Handout)

Mr. Fiegl presented the proposed ECSO No. 4 Budget to the Board.

ECSO No. 4 is one of three sewer districts that comprise the Division of Sewerage Management's "Northern Region." The Northern Region 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 personnel, supplies, equipment, "Division-wide" expenses, etc. are shared based upon the ratio of units in each sewer district and the total units in Northern Region.
- Contractual treatment charges, debt service, revenues, fund balance, and capital reserve are exclusive to each sewer district.

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For this year, Northern Region shares in the following percentages of Division-wide expenses:

- 3.0% of Centralized Laboratory Expenses based on the volume of laboratory work.
- 24.8% of Centralized Vehicle Expenses based on the ratio of the number of vehicles serviced for the Northern Region to the total number serviced Division-wide.
- 47.2% of Centralized Division of Sewerage Management expenses based on the ratio of units served by the Northern Region to the total units served by all Districts.

Within Northern Region, ECSD No. 4 is responsible for approximately 48.9% of the costs.

Reviewing the Detail Summary for ECSD No. 4, total appropriations are projected to increase almost \$1.1 million when compared to 2023. The largest factor in this increase is \$550,000 more in budgeted treatment costs. Offsetting this increase is an additional allocation of over \$624,000 in fund balance. When considering the projected appropriations and anticipated revenues, the proposed budget is such that charges for the typical ECSD No. 4 ratepayer (single family home) are projected to increase by \$9-15 in 2024.

Personnel costs are increasing this year, primarily due to new collective bargaining agreements with the County's AFSCME and CSEA unions representing the Division's employees. Fringe benefits for employees are being calculated at 58% based on discussions with the County's Budget Department. Actual numbers are not available at this time.

The 2024 equipment line items represent over \$894,000 of the Northern Region budget. The major items include shared purchases amongst all of the Erie County Sewer Districts, replacement of various equipment, replacement of fuel tanks at the administration building, two (2) vehicle replacements, and Northern Region's unanticipated replacement item.

Before going into specific details of the budget line codes, Mr. Fiegl explained that the budgets are developed conservatively, with the understanding that monies left over at year end are transferred to fund balance and utilized as revenue to offset future rate impacts. Items listed in the budget as "DSM" are expenses for the Downtown office. Again, Northern Region contributes approximately 47.2% of these Downtown office expenses.

A review of the individual budget codes was provided. Specific items highlighted included budgeting for fuel, reimbursements for centralized services, various adjustments in Account 506200, training/education, a \$50,000 increase in I&I repair, treatment services bills and other items in professional service contracts, discussions on debt service, a \$50,000 increase capital reserves, utility costs, and personnel costs.

Fund balance usage as an offsetting revenue is budgeted at 65%. The available district fund balance at 12/31/22 represents approximately 3.9 months of 2023 budgeted appropriations. This amount is in line with the Division's fund balance policy. As always, this will be monitored in future years and adjustments will be made as warranted.

It is recommended for the 2024 Budget that the flat usage charge be increased to \$222.00 per unit and the footage charges in ECSD No. 4 remain at \$1.00 / foot. At this time, the Board would be voting on the budget for ECSD No. 4. The ECSD No. 5 Board of Managers approved their portion of the budget earlier in the week. If any changes impacting ECSD No. 4 are proposed by

the ECSD No. 1 Board of Managers during their Friday meeting, 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.

After a question and answer period, Mr. Cansdale moved, seconded by Mr. Mazur to approve the 2024 proposed Budget. The motion carried 4-0.

b. Resolution (Handout)

Mr. Fiegl presented the Budget Resolution to the Board for review and approval. He noted that there were clauses added to this year's resolution to address new connections after the tax rolls have been established. The resolution spells out the manner in which the benefit charge formula is applied and is a necessary step in the budget approval process. Regarding the second to last "Resolved" clause, approximately 69 % and 31 % of the total sanitary sewer tax levy of \$2,656,973 shall be raised from the assessed value and footage charges, respectively. Mr. Cansdale moved, seconded by Mr. Schiller, to approve the Resolution with a flat usage charge of \$222 and footage charge of \$1.00. The motion carried 4-0.

c. Confirmation of Email Poll-Warner Road & Bowmansville Pump Station Valve Installation Project-Change Order No. 1 (Handout)

Ms. Wetzel reviewed the handout provided regarding the previously approved Change Order No. 1. Due to equipment procurement delays, STC Construction, Inc., has requested an additional 172 days to allow sufficient time to complete the work. On a motion by Mr. Schiller, seconded by Mr. Cansdale, the Board voted to confirm the e-mail poll. The motion carried 4-0.

ITEM NO. 6 MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operation Report (March & April)

Mr. Strzeszynski updated the Board with the operational report. Staff completed cleaning sewers in the Parkhaven, Village on the Park, and Parkedge Subdivisions. Staff are currently working their way through the Plumb Estates Subdivision. Open cut repairs were completed on Old Wende Road (initiated by a plugged sewer) and Parkdale and Glendale (developer lateral rehabilitation program issues).

On the facility side, staff exercised all of the isolation gates within the Depew Pumping Stations wet well without issues. A new sump pump and discharge line was installed in the Depew Pumping Station flow meter pit. Alarms and control wiring were rewired at the Haskell Pumping Station and cell modems were installed at Depew Pumping Station and Overflow Retention Facility (ORF). At the Depew ORF, all alarms were also rewired.

b. Construction Status Report

Ms. Wetzel updated the Board with the following construction status report.

Contract 58 (Warner Road and Bowmansville Pumping Stations Valve Improvements) – This project will install a bypass isolation valve and air release valve at Warner Road Pumping Station and an air release valve at Bowmansville Pumping Station, requiring coordination with the Village of Depew for temporary bypass of flow during construction and a short duration road closure. The extended completion date is 9/30/23, based on the change order confirmed in item 5.b. The work will be performed this summer. A Change Order is in process for platforms to access the air release valves being replaced as part of this project. It was discussed how this work was intended to be included in Multiple District Contract 91 (Northern Region Pumping Station Accessibility Improvements), however, due to safety concerns, having a contractor already mobilized to the site, and the associated cost savings, it was deemed in the best interest of the DSM to pursue this work under this open contract instead.

Contract 61 (Depew Pumping Station Electrical Upgrades and Valves Replacement) – GHD, under the Term Engineering Contract, is completing the design of electrical upgrades and check valve replacements based on recommendations from the design report completed earlier this year. The design is in progress and is expected to be completed in 2023.

Contract 51 (Vanderbilt Force Main Valve Replacement and Cleaning) – Under the Term Engineering Contract, GHD is designing the replacement of a drain valve and assessing the blockage from the low point of Vanderbilt Force Main. This design is in progress and should be completed in 2023. The DSM is currently waiting for permits from the railroad and also recently met with Erie County Planning regarding “Go Bike Funding” and the possibility of connecting Fireman’s Park to other trails via the construction road being installed. Erie County Planning is still waiting for the preliminary report on trail connections, so final plans will likely not be developed until after the construction documents are finalized. The construction road at the planned location should provide a good foundation for a connection in the future, if the Village of Depew or the County pursue it, so no modifications to the access are planned at this time.

Multiple Districts Contract 92 - Borden Road Reconstruction project (EC DPW project, Contractor – CATCO) – Installation of the 30-inch diameter forcemain pipe to service the Depew Pump Station has been underway since April and is ongoing. It is anticipated that the forcemain installation will be completed this summer.

Multiple Districts Contract 95 – Cured In Place Pipe Lining Term Contract – Notice to Proceed was issued to both contractors (Kenyon Pipeline and United Survey) and pre-construction meetings were held in May. Work orders were issued to both contractors at the pre-construction meeting including the following work in District 4: 15-inch diameter ACP on Transit Road in the Town of Lancaster to United Survey.

Multiple Districts Contract 91 (Northern Region Pumping Station Accessibility Improvements) – Through the Term Engineering Contract, CHA is completing the design of accessibility and other improvements for multiple pumping stations throughout ECSD No. 4. Design is expected to be completed and the project bid in early 2023.

Contract 51 (Depew Pump Station Forcemain “Phase 2”) – Design of Phase 2 forcemain replacement work is still in progress by Wendel, including working through comments from USACE and NYSDEC from the Joint Application for Permit. The NYSDEC has required a

mussel survey at Cayuga Creek before the permit can be issued. A proposal for the mussel survey has been sent to the NYSDEC for review and approval.

c. Payments (Handout)

Ms. Wetzel reviewed with the Board the payments made to CATCO, Bergman Construction, GHD and Wendel Engineers.

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

7. ADJOURNMENT & NEXT MEETING

Mr. Mazur moved, seconded by Mr. Schiller to adjourn the meeting at 4:05 p.m. The motion carried 4-0.

****Next Meeting****
Wednesday, October 4, 2023 @ 3:30 pm
Northern Region Admin Offices

Respectfully submitted,



Nadine R. Wetzel, Secretary
ECSD No. 4 Board of Managers

NW:br
Motion to Approve the June 14, 2023 Meeting Minutes

Moved by: N. Wetzel
Seconded by: E. Schiller
App./Disapp.: 3-0
Date: 10/4/2023
Signed: Nadine Wetzel

ERIE COUNTY SEWER DISTRICT NO. 4 (ECSO NO. 4)
BOARD OF MANAGERS MEETING MINUTES
WEDNESDAY, OCTOBER 4, 2023
NORTHERN REGION CONFERENCE ROOM

MEMBERS PRESENT: Mr. Kevin Peterson, Mr. Edward Schiller and Ms. Nadine Wetzel

MEMBERS ABSENT: Mr. David Mazur

OTHERS PRESENT: Mr. Joseph Fiegl, Ms. Brenda Rehac and Mr. William Strzeszynski

ITEM NO. 1 – CALL THE MEETING TO ORDER

Mr. Schiller called the meeting to order at 3:31 pm.

a. Resignation of William Cansdale

Mr. Fiegl noted for the record that Mr. Cansdale resigned from the ECSO No. 4 Board of Managers and wanted to acknowledge and thank him for his service.

ITEM NO. 2 – APPROVAL OF JUNE 14, 2023 MEETING MINUTES

On a motion by Ms. Wetzel moved, seconded by Mr. Schiller, the Board voted to approve the minutes from the June 14, 2023 meeting. The motion carried 3-0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

None

ITEM NO. 4 – OLD BUSINESS

a. Constituent Letter-46 Oxford-Village of Lancaster Sewer Invoice (Handout)

The Board reviewed a constituent letter from the property owner at 46 Oxford Avenue in the Village of Lancaster.

ITEM NO. 5 – NEW BUSINESS

a. 2024 User Charge

i. Public Hearing Notice & Meeting Minutes (Handout)

The Board received a copy of the public hearing notice and related meeting minutes for the 2024 User Charges. The meeting was held on September 21, 2023, and no comments were received from the public. Ms. Wetzel reviewed the individual rates for

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ECSD No. 4. Now that the public hearing was held, the next step is for the individual Boards of Managers to consider the 2024 rates.

ii. Approval of Resolution (Handout)

The Board considered a copy of the User Charge Resolution. On a motion by Mr. Schiller, seconded Mr. Peterson, the Board voted to approve the 2024 user Charge Rates for ECSD No. 4. The motion carried 3-0.

b. 2024 Meeting Schedule (Handout)

The Board reviewed the proposed 2024 meeting schedule. Ms. Wetzel moved, seconded by Mr. Peterson, to approve the schedule. The motion carried 3-0.

Mr. Fiegl noted the Board term ends on December 31, 2023. The Board members present at the meeting expressed willingness to serve another two-year term.

c. Approval for enforcement Hearing (Handout)

Ms. Wetzel reviewed the handout provided to the Board members for the recommendation to refer property owners at 317 Olmstead Avenue and 13 Martha Drive to an Enforcement Hearings due to not correcting a violation found during their respective house inspections. Mr. Schiller moved, seconded by Ms. Wetzel, to recommend referring the homeowners to an Enforcement Hearing. The motion carried 3-0.

ITEM NO. 6 MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operation Report (May-August)

Mr. Strzeszynski updated the Board with the operational report. Since the last meeting, staff completed sewer cleaning in the Plumb Estates, Glen Hollow Subdivision, Country Club Gardens neighborhoods, as well as the Cemetery Road mainline between Walden Avenue and Erie Street. Staff are currently on cleaning the Summerfield Farms Subdivision, east of Bowen Road and south of William Street. Sewer district crews televised twenty-six (26) lines, including a 15-inch diameter asbestos cement pipe (ACP) sewer on Steinfeldt Road and sewerlines traversing the Depew High School property while school was on recess.

For District facilities, lighting upgrades continued at Aurora, Borden, Pleasantview and Iroquois Pump Stations. The Depew wet well was successfully cleaned prior to the new forcemain being activated. A pump had to be pulled and cleaned several times at the Bowmansville Pump Station due to clogging caused by rags. The source of the rags has not been determined but follow-up work is ongoing. Staff are also working on efforts to confirm the locations of existing forcemains utilizing both closed circuit televising and locating equipment. Exploratory digging to find some bends may be required in some instances.

b. Construction Status Report

i. Warner Road & Bowmansville Pumping Station Project-Change Order No. 2 (Handout)

Ms. Wetzel reviewed the Change Order amount of \$49,282.00 for installation of ladders and platforms at the Warner Road and Bowmansville Pump Stations.

Ms. Wetzel updated the Board with the following construction status report:

Contract 58 (Warner Road and Bowmansville Pumping Stations Valve Improvements) – This project is in active construction. The buried bypass isolation valve at Warner Road Pumping Station has been installed. Two air release valves and access platforms were installed. Work is scheduled to be completed in October.

Borden Road reconstruction project (EC DPW project, Contractor – CATCO) – The forcemain pipe installation and tie-ins were completed. A final walkthrough was performed in early September and a punch list issued to CATCO.

Contract 95 (CIPPL Term Contract) - United Survey performed prep work under Work Order 1U in District 4, which consisted of 3,200 LF of 15-inch diameter ACP on Transit Road in the Town of Lancaster to United Survey. Lining is anticipated to be completed this fall.

Borden Road reconstruction (EC DPW project – Phase 2) (Design)– the Division of Sewerage Management (DSM) had a meeting with the Erie County Department of Public Works (EC DPW) about replacement of manhole frames and covers in the curblin and a blind tee at Joel Drive and Borden Road for possible inclusion in the design of the next phase of the road reconstruction project.

Contract 51 (Vanderbilt Force Main Valve Replacement and Cleaning) (Design) – Under the Term Engineering Contract, GHD is designing the replacement of a drain valve and assessing the blockage from the low point of Vanderbilt Force Main. This design is in progress and is now planned to be bid in 2024.

Contract 61 (Depew Pumping Station Electrical Upgrades and Valves Replacement) (Design) – GHD, under the Term Engineering Contract, is completing the design of electrical upgrades and check valve replacements based on recommendations from the design report completed earlier this year. The 90% design is expected in October and bid is planned by end of 2023 or early 2024.

Design of Phase 2 forcemain replacement - Design work has been completed and bid set plans are nearly ready for advertisement. The mussel survey at Cayuga Creek was performed and report sent to NYSDEC. The DSM is waiting to receive permits from USACE and NYSDEC. DSM is also attempting to secure an easement for installation of the forcemain at 205 Borden Road.

c. Payments (Handout)

Ms. Wetzel reviewed with the Board the payments made to CATCO, Bergman Construction, CHA, Wendel Engineers and GHD.

On a motion by Mr. Peterson, seconded by Ms. Wetzel to receive and file the informational items. The motion carried 3-0.

On a motion by Mr. Peterson, seconded by Ms. Wetzel, the Board voted to enter into executive session to discuss a matter related to potential litigation. The motion carried 3-0. The Board entered executive session at 3:49 p.m. On a motion by Mr. Schiller, seconded by Mr. Peterson, the Board voted to resume the regular meeting of the ECSD No. 4 Board of Managers at 3:54 p.m. The motion carried 3-0. There were no actionable items for the Board during the executive session.

7. ADJOURNMENT & NEXT MEETING

Ms. Wetzel moved, seconded by Mr. Peterson to adjourn the meeting at 3:55 pm. The motion carried 3-0.

****Next Meeting****
Wednesday, December 6, 2023 @ 3:30 pm
Northern Region Admin Offices

Respectfully submitted,



Nadine R. Wetzel, Secretary
ECSD No. 4 Board of Managers

NW:br
Motion to Approve the October 4, 2023 Meeting Minutes

Moved by: K. Peterson
Seconded by: N. Wetzel
App./Disapp.: 5-0
Date: 11/31/2024
Signed: Nadine Wetzel