

ERIE COUNTY SEWER DISTRICT NO. 2 (ECSD 2)  
BOARD OF MANAGERS MEETING MINUTES  
THURSDAY, FEBRUARY 2, 2023  
DISTRICT ADMINISTRATION BUILDING

MEMBERS PRESENT: Angela Horton, Anna Knack  
MEMBERS EXCUSED: Mayor Vincent George, Supervisor Mary Hosler  
OTHERS PRESENT: Chris Baldwin, Joseph Fiegl, Nancy Forys, Carl Horne

ITEM NO. 1 – CALL MEETING TO ORDER

Ms. Knack called the meeting to order at 9:00 a.m.

ITEM NO. 2 – APPROVAL OF OCTOBER 6, 2022 MEETING MINUTES

The approval of the October 6, 2022 meeting minutes was tabled until the next meeting.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

There were no new items from the public.

ITEM NO. 4 – OLD BUSINESS

Mr. Fiegl noted that the Town of Evan's had issued a Request for Proposal (RPP) for the Sturgeon Point Marina and a consultant was selected to proceed with the study.

Mr. Fiegl also noted that the Division of Sewerage Management (DSM) is working with a consultant evaluating the Big Sister Creek Water Resource Recovery Facility (WRRF), attempting to identify small incremental improvements that could provide treatment capacity for projects such as the proposed Agribusiness Park (old Angola airport), which is an out of district customer. There is a meeting scheduled for later today to discuss preliminary results.

ITEM NO. 5 – NEW BUSINESS

- a. Confirmation of Email Poll – Requests for Proposals for Professional Engineering Services (Handout)
- b. Confirmation of Email Poll – Requests for Proposals for Construction Inspection Services (Handout)
- c. Confirmation of Email Poll – Award of Big Sister Creek Secondary Aeration Blowers Replacement Project (Handout)

Ms. Horton reviewed each of the projects covered in the email polls above and noted that via the email poll, each were unanimously approved to move forward with the exception of Supervisor Hosler who recused herself from the votes. The confirmation votes were tabled until the next meeting.

- d. Approval for Enforcement Hearing (Handout)

This vote has been tabled until the next meeting.

*John 2/6*

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Baldwin provided the Board with an update on ECSD 2 activities since the last meeting.

The collection system activities consisted of flushing 18,665 feet of sewerline and televising 11,665 feet of sewerline. ECSD 2 staff completed 208 manhole inspections and repaired 68 manholes. There was a total of 88 complaints including: 20 pumping station (PS) related; 18 grinder related; 39 sanitary sewerline related; 9 manhole related; and 2 odor complaints.

At the WRRF: the DEC completed their Annual Inspection where no violations were found; the five-year Ferric Tank Inspection was completed by Encorus with no issues; the DEC completed their 3 year inspection of the chemical and petroleum bulk storage (CBS/PBS) tanks with minor repairs completed; repairs and maintenance on equipment were completed as a result of the November storm; as a result of the December blizzard, fallen tree removal and fence repairs were necessary. The District is seeking quotes for contractor repairs to the fence for a 130-foot section which cannot be repaired by district crews.

At the PS's: ECSD 2 crews removed a pump and sent the motor to Volland for rebuild and replaced it with a spare at the Brant/Farnham PS; rebuilt the Sweetland PS channel monster and are waiting for low flow to re-install it; repaired mini-Sweetland Forcemain; every other week crews are vactoring and flushing the line as a result of continuing issues with rags at the Schreiner PS.

Mr. Fiegl acknowledged and commended the efforts by the district staff for all their hard work and dedication during the recent storm events. Many staff worked around the clock in order to keep everything running as smoothly as possible.

b. Construction Report

Ms. Horton reviewed the construction updates which included:

Contract 75 cured in place pipe (CIPP) lining with United Survey completed work on Work Order (WO) 11 (ARP) and continued work under WO 13 (ARP) which includes approximately 28,000 LF in the Towns of Hamburg and Eden (various locations). A few backlot sewers on Sunset and Old Lakeshore Rd remain to be lined and some punch list items remain to be completed. The completion is anticipated within a couple of months. WO 17 was issued to United Survey in December and consists of lateral grouting of 34 truss pipe lateral connections on Beverly Dr in the Town of Eden to address lateral connections observed to be leaking following CIPP lining work.

Contract 79 Sewer Repair Contract with Visone completed sanitary spot repairs in October on Sandrock Rd in the Town of Eden issued under WO 50.

Contract 93 (Multi-District) Sanitary Manhole Rehabilitation Term Contract with Camden Group completed work under WO 1 which included 27 manholes in ECSD 2 for rehabilitation, epoxy coating, and a chimney seal. Punch list work remains and will be completed in spring.

Contract 101 Big Sister Creek Aeration Blower Replacement project at the WRRF – Bids were received in December. Confirmation of email poll set for this meeting will take place at the next Board meeting. The DSM is in the process of awarding and executing contracts to Quackenbush and Frey Electric.

Contract 95 new CIPP lining Term Contract – the DSM received bids for this contract in November. The project is currently in the process of being awarded to the two lowest bidders, United Survey and Kenyon Pipeline. It is anticipated that a pre-construction meeting will be held in the next month and new work orders will be issued to the contractors.

Evaluation phase services including preparation of an engineering report are in progress by Greenman-Pederson Inc. (GPI) for replacement and rehabilitation at the Wide Beach and Lotus Bay forcemains and PS's. Design of the Big Sister Creek WRRF information technology upgrades project is nearly complete and the project is anticipated to be bid in March.

c. Payments

Ms. Horton conveyed to the Board that district payments were made to Visone for sewer repairs; to GHD for Big Sister Creek WRRF Evaluation and Big Sister Creek WRRF ORF and Sweetland PS study; to United Survey for CIPP lining; to Wendel for the Big Sister Creek WRRF Blower System upgrade; to CHA Consulting for the Big Sister Creek WRRF UV System; to GPI for PS Evaluation; to Kandey Company for a sewer repair; and to Camden Group for manhole rehabilitation.

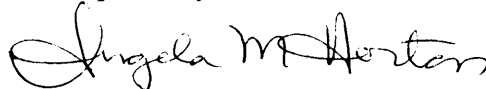
The motion to receive and file the miscellaneous and informational items on the agenda has been tabled until the next meeting.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

Chairwoman Knack adjourned the meeting at 9:17 a.m.

**Next meeting is scheduled for Thursday, APRIL 20, 2023 @ 9:00 a.m.**

Respectfully submitted,



Angela M. Horton, P.E., Secretary  
ECSD 2 Board of Managers

Approval of Minutes:

Motioned By: A. Knack

Seconded By: Mayor George

Approved/Disapproved: 3/0

Date: 6/21/2023

Signed: Angela M. Horton

ERIE COUNTY SEWER DISTRICT NO. 2 (ECSD 2)  
BOARD OF MANAGERS MEETING MINUTES AMENDED  
WEDNESDAY, JUNE 21, 2023  
DISTRICT ADMINISTRATION BUILDING

MEMBERS PRESENT: Mayor Vincent George, Angela Horton, and Anna Knack

OTHERS PRESENT: Chris Baldwin, Norma Bogulski, Peter Bogulski, Joseph Fiegl,  
Nancy Forys, Carl Horne, Kevin Kaminski, and Mike Masullo

ITEM NO. 1 – CALL MEETING TO ORDER

Ms. Knack called the meeting to order at 1:00 pm.

a. Resignation of Mary Hosler

Ms. Horton read to the Board the letter of resignation by former Town of Evans Supervisor, Mary Hosler who resigned on April 17, 2023.

ITEM NO. 2 – APPROVAL OF MEETING MINUTES

a. Approval of the October 6, 2022 Meeting Minutes

On a motion by Ms. Horton, seconded by Mayor George, the Board voted to approve the minutes from the October 6, 2022 meeting. The motion carried 3 – 0.

b. Approval of the February 2, 2023 Meeting Minutes

On a motion by Ms. Knack, seconded by Mayor George, the Board voted to approve the minutes from the February 2, 2023 meeting. The motion carried 3 – 0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

Norma Bogulski, Peter Bogulski, and Mike Masullo attended the Board meeting to speak in favor of the Board supporting extending the sanitary sewers for the Sturgeon Point Marina. Mr. Bogulski provided detailed background information on the Sturgeon Point Marina as he is a longtime resident in the area. He passionately indicated that development is very much needed for the Town of Evans and is asking this Board for assistance. He requested one mile of sewers and one pumping station (PS) to facilitate development to the Sturgeon Point Marina and sewers at the Angola Thruway off ramp.

Mr. Bogulski said Legislator John Mills told him to submit a sewer application to the previous Town Supervisor, but to his knowledge the topic was never brought up at any Town meetings. Mr. Bogulski asked if there is a process for a sewer application and also if it was brought up at the ECSD 2 board meetings. Mr. Fiegl indicated yes, the topic has come up several times over the years and that there is an on-going study being completed by the Town that ECSD 2 is assisting with. He noted the Division of Sewerage Management (DSM) is meeting with the engineering firm working on the study in the next month.

Mr. Masullo commented that his home has previously had sewer service extended as part of a separate project, stated he supports development in the Sturgeon Point Marina area, and asked for clarification on the ECSD 2 Board's role in the process. Mr. Fiegl provided an explanation.

Mr. Bogulski had read about the American Rescue Plan (ARP) funds for sewers and wanted to make a case to use the money for a Marina.

Mr. Fiegl explained that the ARP funds are presently being used for repairs and rehabilitation to existing infrastructure throughout the ECSDs. He also explained that prior to the application process ECSD 2 needs to know how much flow will be generated – whether it is a hotel, restaurants, other buildings, nearby residences, etc., in order to determine how much sewer capacity is needed and available in the downstream system. ECSD 2 cannot build a PS without a design basis. Mr. Fiegl also discussed weighing the benefits vs. the cost and that there is a rigorous analysis that goes into making decisions. At this time an application is not necessary; potential development in the Sturgeon Point area is ongoing with the Town, the DSM is involved in the discussions, and the ECSD 2 Board will be updated as information is available.

Ms. Bogulski, Mr. Bogulski, and Mr. Masullo thanked the Board for their time and consideration.

#### ITEM NO. 4 – OLD BUSINESS

There was none at this time.

#### ITEM NO. 5 – NEW BUSINESS

##### a. Presentation and Approval of the 2024 Budget

##### i. Proposed 2024 Budget (Handout)

Mr. Fiegl presented the proposed 2024 ECSD 2 budget to the Board.

As ECSD 2 is part of the DSM, there are a number of “shared” items including equipment, vehicles, and personnel. For most shared items, ECSD 2 contributes approximately 9.6% based on the ratio of units served by ECSD 2 to the total units served by all Districts. For centralized laboratory expenses, ECSD 2 contributes 18.2% based on the volume of laboratory work, while for centralized vehicle maintenance the share is 18.6% based on the ratio of the number of vehicles serviced for ECSD 2 to the total number serviced Division-wide.

Reviewing the detailed summary for ECSD 2, appropriations or expenses are budgeted in 2024 to increase approximately 6.1%. Landfill costs and personnel are the main factors influencing this increase. Under revenues, an increase in fund balance utilization of approximately \$251,000 partially offsets that increase in projected expenditures. As a result of the above, the estimated impact to the typical ratepayer (single family home) in ECSD 2 is an increase of approximately \$22-\$23 when compared to 2023. It is recommended for the 2024 Budget that the flat usage charge be increased to \$335.00/unit and the footage charge in ECSD 2 remain at \$1.00/foot.

Personnel costs are increasing this year, primarily due to a 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 \$539,000 of the ECSD 2 budget. The major items include several replacements for treatment plant and PS equipment, Division-wide “shared” items, one vehicle replacement, and ECSD 2’s standard 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. As noted earlier, ECSD 2 contributes approximately 9.6% of the overall Downtown office expenses.

A review of the individual budget codes was provided. Specific items highlighted included the budgeting for fuel, centralized vehicle maintenance and laboratory costs, various adjustments in maintenance and repair supplies, potential good news regarding the CDL training program, water charges, landfill costs, the ECSD 2 capital reserve allocation, updated debt service amounts, utility costs, and personnel costs.

Fund balance usage as an offsetting revenue is budgeted at 64% of available balance. The available district fund balance on 12/31/22 represents approximately 4.5 months of 2023 budgeted appropriations. Considering the Division’s fund balance policy target and some of the factors influencing the increase in fund balance available, the percentage utilized in the 2024 budget was kept the same. As always, this will be monitored in future years and adjustments will be made as warranted.

Various questions or comments were provided during and after the formal budget presentation. The Board members commented about the replacement of poorly related equipment, how many of the increases were out of the DSM’s control, and discussed that several cuts have been made to mitigate the impact on the ratepayers.

On a motion by Mayor George, seconded by Ms. Horton, the Board approved the 2024 Budget as presented. The motion carried 3 – 0.

ii. 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. Regarding the second to last “Resolved” clause, it was resolved that approximately 73% and 27% of the total sanitary sewer tax levy of \$4,071,622.00 shall be raised from the assessed value and footage charges, respectively for ECSD 2.

On a motion by Mayor George, seconded by Ms. Horton, the Board voted to approve the budget resolution with a flat usage charge of \$335 per unit and a footage charge at \$1.00 per foot. The motion carried 3 - 0.

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

b. Confirmation of Email Poll – Requests for Proposals for Professional Engineering Services (Handout)

Ms. Horton explained to the Board that the DSM retains the services of consultants to assist with engineering tasks and construction inspection needs through 3-year term contracts. The current engineering term contract expired at the close of 2022. For the new term 2023-2025, the DSM issued requests for proposals (RFPs), with a total of 18 firms responding. A review committee consisting of staff from the DSM rated the proposals and recommended retaining the top 10 scoring firms for engineering term agreements for an amount not to exceed \$250,000 each. Those firms are: AECOM, Arcadis of NY (Arcadis), Brown and Caldwell (B&C), DiDonato Associates (DiDonato), Erdman Anthony Engineering Services (EA), GHD Consulting Services Inc. (GHD), JM Davidson Engineering (JMD), LaBella Associates (LaBella), Ramboll, and Wendel. The Board approved this action during an October 2022 email poll.

On a motion by Ms. Knack, seconded by Ms. Horton, the Board voted to confirm the email poll from October 2022 recommending award of the Professional Engineering Services Contracts. The motion carried 3 - 0.

c. Confirmation of Email Poll – Requests for Proposals for Construction Inspection Services (Handout)

Ms. Horton explained to the Board that the DSM has historically utilized outside consulting firms to perform inspections through 3-year term contracts. The current construction inspection term contracts expired at the close of 2022. For the new term 2023-2025, the DSM issued RFPs with a total of 7 firms responding. A review committee consisting of staff from the DSM rated the proposals and recommended retaining the top 4 firms for construction inspection term agreements for an amount not to exceed \$200,000 each. Costs associated with these agreements would be paid through sewer district operating accounts (annual budgets) or capital bond accounts. The intention for these agreements are for 3-year terms with the option to extend an additional year and include: DiDonato Engineering & Architectural Professionals (DiDonato), Greenman-Pedersen Inc. (GPI), Nussbaumer & Clarke Inc. (N&C) and William Schutt and Associates (WmSchutt). The Board approved a resolution recommending award during a November 2022 email poll.

On a motion by Ms. Horton, seconded by Mayor George, the Board voted to confirm the email poll from November 2022 recommending award of the Construction Inspection Services Contracts. The motion carried 3 - 0.

d. Confirmation of Email Poll – Award of Big Sister Secondary Aeration Blowers Replacement Project (Handout)

Ms. Horton advised the Board that bids were opened for ECSD 2 Contract Nos. 101-G and 101-D, Big Sister Creek Water Resource Recovery Facility (WRRF) Secondary Aeration Blowers Replacement Project in December 2022. The DSM recommended the award of Contract 101-G and 101-D to Quackenbush and Frey Electric as the lowest bidders. Both of these firms have successfully completed projects of this scale for the DSM in the past. The funding source would be through the ARP allocation. The Board approved a resolution recommending award during a January 2023 email poll.

On a motion by Ms. Horton, seconded by Ms. Knack, the Board voted to confirm the email poll from January 2023 recommending award of the Big Sister Creek Secondary Aeration Blowers Replacement Project Contract Nos. 101-G and 101-D to Quackenbush & Frey Electric Construction, respectively. The motion carried 3 – 0.

e. Confirmation of Email Poll – Award of Big Sister IT Infrastructure Improvements (Handout)

Ms. Horton advised the Board that bids were opened for ECSD 2 Contract No. 100, Big Sister Creek WRRF IT Infrastructure Improvements on April 11, 2023. One bid was received by Frey Electric Construction Co. Inc. with a low bid of \$693,000. This bid exceeds the Engineer's Estimate of \$399,294. The DSM contacted the low bidder to review their understanding of the scope and requirements of the project, discussions ensued, and the low bidder explained their concerns and reasoning for their bid. The DSM has reviewed the bid and believe it to be fair. The DSM recommended the award of Contract 100 to Frey Electric Construction Co., Inc. as the lowest responsible bidder. The funding source would be through the ARP allocation. The Board approved a resolution recommending award during a May 2023 email poll.

On a motion by Ms. Horton, seconded by Ms. Knack, the Board voted to confirm the email poll from May 2023 recommending award of the Big Sister Creek WRRF IT Infrastructure Improvements Contract No. 100 Frey Electric Construction Co. Inc. The motion carried 3 – 0.

f. Approval for Enforcement Hearing (Handout)

The Board was provided with a list of homeowners who have not complied with their house inspection after receiving four letters. The DSM is recommending an Enforcement Hearing for these properties.

On a motion by Ms. Horton, seconded by Mayor George, the Board voted to approve moving forward with an Enforcement Hearing for these properties. The motion carried 3 - 0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Baldwin provided the Board with an update on ECSD 2 activities since the last meeting. The collection system activities consisted of flushing 30,460 feet of sewerline and televising 9,684 feet of sewerline. Cured in Place Pipe (CIPP) lining was completed on 2,600 feet of sewerline by an outside contractor. ECSD 2 staff completed 479 manhole inspections, repaired 21 manholes, and made a repair at the 18 Mile PS Forcemain. There was a total of 32 complaints including: 8 grinder related, 22 sanitary sewerline related, and 2 odor related.

At the WRRF the flotation thickener/Abel pump project began, crews removed the old piping and pumps, and 2 new grit blowers were installed and put into service. Crews completed the annual draining, hosing, inspection and minor repairs were made to the digester, grit chamber, aeration chamber, #3 clarifier and north chemical clarifier. Crews replaced the #2 influent pump with a new rotating assembly and also installed a new seal. The plant generator was also repaired by Penn Power.



At the PSs crews replaced the compressor at the Herr Road PS; swapped out the #2 motor at the 18-Mile PS due to a leaky seal and sent the motor to Volland Electric to repair; replaced the #2 motor with a spare and sent the motor to Volland Electric for repair at the Sweetland PS; the telemetry CPU was reprogrammed to send and receive signals at the Shorecliff PS; and the #2 pump was repaired and installed with the spare sent to Volland Electric for repair at the Brant-Farnham PS.

b. Construction Report

Ms. Horton reviewed the construction updates which included Contract 75 CIPP Term Lining with United Survey Inc. (USI) and Kenyon Pipeline. In April, an open cut repair was required on Sunset Drive in Eden to retrieve the contractor's equipment that got stuck in a section of lined sewer while fixing a defect in the liner. A pipe repair was made and restoration completed. Work was performed under Work Order (WO) 17 by USI to grout laterals on truss pipe sewers in the Town of Eden. Minor punch list items and repairs are being completed. The contract is expected to be closed out following completion of the punch list work.

Contract 79 Sewer Repair Contract with Visone has final pavement and lawn restoration to complete at a residential driveway on Sandrock Road in the Town of Eden following sanitary sewer spot repair work completed in October of last year. We are waiting on a schedule from the contractor.

Contract 93 Sanitary Manhole Rehabilitation Term Contract punch list work remains from work completed last year under WO 1 and will be completed in the spring/summer.

Contract 95 CIPP lining term contract notice to proceed was issued to both contractors Kenyon Pipeline and USI and pre-construction meetings were held in May. It is anticipated that a CIPP lining WO will be issued in ECSD 2 later this year that includes ACP sewerlines in the Village of Angola and truss pipe on South Main Street in the Town of Eden.

Contract 100 Big Sister Creek IT Infrastructure Improvements has been awarded to Frey Electric and contracts are being executed. Notice to Proceed is anticipated to be issued in August. This project consists of expansion of fiber optic service and ethernet cable at the facility, installation of new infrastructure to support the facility's upcoming transition to a voice over IP (VOIP) phone system, installation or replacement of network cabinets and replacement of outdated technology devices including speakers and network switches. The DSM is also procuring some long lead time on the equipment to be installed in this project.

Contract 101 Big Sister Creek Aeration Blower Replacement project was awarded to Quackenbush and Frey Electric and contracts have been executed. A pre-construction meeting was held in March. Quackenbush & Frey Electric are working on shop drawings and equipment procurement. It is anticipated that construction by the general contractor will start onsite in approximately September. There are significantly long lead times for the electrical contractor, particularly the temporary and new switchgears which are anticipated for delivery in April 2024. It is anticipated that a contract extension will likely be required by the electrical contractor.

Design/Evaluations – Evaluation phase services including preparation of an engineering report are in progress by GPI for the Wide Beach and Lotus Bay forcemains and PS's for replacement and rehabilitation. The DSM provided review comments to GPI on the draft report in April and are waiting for a report revision.

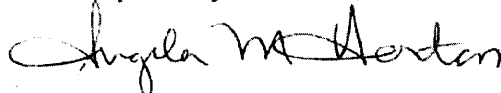
Ms. Knack moved, seconded by Mayor George to receive and file the miscellaneous and informational items on the agenda. The motion carried 3 – 0.

ITEM NO. 7 - ADJOURNMENT & NEXT MEETING

On a motion by Ms. Knack, seconded by Ms. Horton, the meeting was adjourned at 2:41 pm. The motion carried 3 – 0.

**Next meeting is scheduled for Thursday, October 5, 2023 @ 9:00 am.**

Respectfully submitted,



Angela M. Horton, P.E., Secretary  
ECSD 2 Board of Managers

Approval of Minutes: as amended for typographical error

Motioned By: Mayor George

Seconded By: A. Horton

Approved/Disapproved: 3/0

Date: 10/5/2023

Signed: Angela M. Horton

ERIE COUNTY SEWER DISTRICT NO. 2 (ECSD 2)  
BOARD OF MANAGERS MEETING MINUTES  
THURSDAY, OCTOBER 5, 2023  
DISTRICT ADMINISTRATION BUILDING

MEMBERS PRESENT: Mayor Vincent George, Angela Horton, and Anna Knack

OTHERS PRESENT: Chris Baldwin, Joseph Fiegl, and Carl Horne

ITEM NO. 1 – CALL MEETING TO ORDER

Ms. Knack called the meeting to order at 9:02 am.

ITEM NO. 2 – APPROVAL OF MEETING MINUTES

a. Approval of the June 21, 2023 Meeting Minutes

Ms. Knack mentioned a typographical correction for the last name ‘Masullo’ in the minutes. On a motion by Mayor George, seconded by Ms. Horton, the Board voted to approve the minutes as amended from the June 21, 2023 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

Mr. Fiegl followed up with the board about the study for the Sturgeon Point Marina. The Division of Sewerage Management (DSM) met with the Town of Evans and their consultant back in July to go through the scope of the Town’s study and provide data, drawings, and other information related to sewer services. The DSM contacted them again last month and provided additional information they requested.

ITEM NO. 5 – NEW BUSINESS

a. 2024 User Charge

i. Public Hearing Notice & Meeting Minutes (Handout)

Ms. Horton reviewed the minutes with the board from the public hearing held on September 21, 2023.

ii. Approval of Resolution (Handout)

Ms. Horton presented a resolution and made a motion to approve the new User Charge for the 2024 Budget year for ECSD 2. Ms. Knack seconded the motion. The motion carried 3 – 0.

b. 2024 Meeting Schedule (Handout)

A motion was made by Ms. Horton to approve the five meetings scheduled for 2024. Mayor George seconded the motion. The motion carried 3 – 0.

Mr. Fiegl noted that the current Board term will expire on December 31, 2023. He asked the board members if they are interested in serving another term. Mayor George stated he is willing to serve another term, while Ms. Knack stated she will let the board know of her interest before the end of the year.

c. Approval for Enforcement Hearing (Handout)

The Board was provided with a list of homeowners who have not complied with their house inspection after receiving four letters. The DSM is recommending an Enforcement Hearing for these properties. On a motion by Ms. Horton, seconded by Mayor George, the Board voted to move forward with an Enforcement Hearing for these properties. The motion carried 3 - 0.

d. Confirmation of Email Poll – Discharge Request (Septech)

Ms. Horton explained to the Board that Septech LLC requested approval in August to discharge their waste (wastehauler) to the Big Sister Creek Water Resource Recovery Facility (WRRF) for 2023. The Board approved this request during an August 2023 email/phone poll.

On a motion by Ms. Horton, seconded by Ms. Knack, the Board voted to confirm the email poll from August recommending Septech LLC as an approved wastehauler. The motion carried 3 - 0.

e. Trucker's Discharge Permits (Handout)

i. 2023 Additional Applicant Requests (Handout)

Ms. Horton explained that Top Notch Sewer and Drain Cleaning LLC and Macken Services Inc. requested approval to discharge their waste to the Big Sister Creek WRRF for the rest of 2023. On a motion by Ms. Horton, seconded by Mayor George, the Board voted to approve discharge permits for these companies for 2023. The motion carried 3 - 0.

ii. 2024 Requests (Handout)

Ms. Horton reviewed the companies requesting approval to discharge their waste to the Big Sister Creek WRRF for 2024 which included Delo Drain & Spetic Service, Modern Portable Toilets, United Rentals (NA) Inc, Septech LLC, Top Notch Sewer & Drain Cleaning LLC, and Macken Services Inc. On a motion by Ms. Horton, seconded by Mayor George, the Board voted to approve discharge for these companies for 2024. The motion carried 3 - 0.

f. Draft Generic Environmental Impact Statement (Handout)

Mr. Fiegl reviewed the 9/27/23 letter to the Board from Wendel about the draft generic environmental impact statement (DGEIS) for the proposed ECIDA agribusiness park on Eden-Evans Center Road in the Town of Evans. He explained to the board that Wendel would like to use specific language to represent the sewer availability at the proposed site. Ms. Knack asked about the interests of existing ratepayers of ECSD 2. Mr. Fiegl noted that while a small portion of the parcel is within ECSD 2, the majority of the property is out of district and explained that approvals would be needed for any development in the future before proceeding. The language proposed by Wendel in the DGEIS was carefully reviewed by the DSM before finalizing, with the existing ratepayers of ECSD 2 in mind.

On a motion from Mayor George, seconded by Ms. Horton, the board voted to accept the DGEIS language Wendel proposed. The motion carried 3 - 0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Baldwin provided the Board with an update on ECSD 2 activities since the last meeting. The District completed a review of inventoried emergency items and equipment necessary in preparation of winter storms. The collection system activities consisted of flushing 25,698 feet of sewerline, televising 26,642 feet of sewerline, and repairing 9 manholes. There was a total of 28 complaints including 11 grinder related and 17 sanitary sewerline related.

At the WRRF the flotation thickening/Abel pump project is on-going with all materials in stock and work will continue through the winter. The older flotation thickener is in service, while the newer one is drained and cleaned for steel repairs and coating. The aeration blower replacement project has started. The chimney on the SCADA/Lab building has been replaced. The roofing project for the Sand Filter and Blower Building is done and awaiting final punch list items. The annual DEC inspection was completed. A wasting valve in the Solids Building was also replaced, which was a major project due to its location and other logistical issues.

At the pumping stations (PSs) crews completed the annual preventative maintenance on the generators and made suggested repairs. The repaired motor for one of the Sweetland PS pumps was received from Volland and will be in the rotation as a spare. The Shorecliff PS telemetry CPU was reprogrammed to send and receive signals. The shaft broke on pump 2 at the Brant/Farnham PS and was replaced with a spare. The spare had a bad seal housing, so a high head pump was rented from Xylem for 2 weeks for a backup while Volland combined 2 bad pump/motor assemblies. Once the pump repairs were complete ECSD 2 installed them. Volland is currently repairing and rebuilding the spare pump with a new shaft, bearings, seal housing and impeller.

b. Construction Report

Ms. Horton reviewed the construction updates which included Contract 79 (Multi-District) Sewer Repair Contract. In August, Visone performed driveway and lawn restoration on Sandrock Road in the Town of Eden (from a 2022 sanitary sewer spot repair).

Contract 93 for the Sanitary Manhole Rehabilitation Term Contract with Camden Group completed the punch list work from work order 1.

Under Contract 95 cured in place pipe (CIPP) lining term contract a work order was issued to Kenyon Pipeline including approximately 9,000 LF of sewerlines in ECSD 2 on several streets in the Village of Angola with asbestos cement pipe (ACP) pipe, and truss pipe on South Main Street in the Town of Eden.

Contract 100 Big Sister Creek IT Infrastructure Improvements with Frey Electric was issued a notice to proceed on 8/11/23. This project consists of expansion of fiber optic service and ethernet cable at the facility, installation of new infrastructure to support the facility's upcoming transition to a voice over IP (VOIP) phone system, installation or replacement of network cabinets and replacement of outdated technology devices including speakers and network switches. Shop drawing review is now in progress and equipment procured by the DSM has been delivered. The DSM approached Frey Electric about discussing options for scope reduction or value engineering to reduce the project cost, as the bid total came in above the Engineer's Estimate and the amount budgeted for this project. Possible scope reductions are currently under review by the DSM.

Contract 101 Big Sister Creek Aeration Blower Replacement project with Quackenbush and Frey Electric, both contractors are working on shop drawings and equipment procurement. Onsite work is scheduled to begin on October 2<sup>nd</sup> and will commence with the civil/site work at the building exterior (concrete piers for new pipe).

Design/Evaluations – Evaluation phase services including preparation of an engineering report are in progress by Greenman-Pederson (GPI) for the Wide Beach and Lotus Bay forcemains and PS's for replacement and rehabilitation. The DSM provided review comments to GPI on the draft report in April and are waiting for a report revision.

c. Payments (Handout)

Ms. Horton conveyed to the Board that district payments were made to Visone for sewer repairs; to Kandey Co. for sewer repairs; to USI for CIPP lining; to Wendel for the Big Sister Creek WRRF Blower System; to GPI for PS Evaluation; to DiDonato for Subdivision Inspection and also for the Big Sister Creek WRRF Sand Filter Roof; and to Progressive Roofing for the Big Sister Creek WRRF Roof Replacement.

Ms. Knack moved, seconded by Mayor George to receive and file the miscellaneous and informational items on the agenda. The motion carried 3 - 0.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Ms. Knack, seconded by Mayor George, the meeting was adjourned at 9:32 am. The motion carried 3 - 0.

**Next meeting is scheduled for Thursday, December 7, 2023 @ 9:00 am.**

Respectfully submitted,



Angela M. Horton, P.E., Secretary  
ECSD 2 Board of Managers

Approval of Minutes:

Motioned By:   A. Knack  

Seconded By:   Mayor George  

Approved/Disapproved:   3/0  

Date:   2/1/2024  

Signed:   Angela M. Horton