

ERIE COUNTY SEWER DISTRICT NO. 3 (ECSD No. 3)
BOARD OF MANAGERS MEETING MINUTES
WEDNESDAY, JANUARY 29, 2025
SOUTHTOWNS AWTF CONFERENCE ROOM

MEMBERS PRESENT: Jason Cozza, Michael Kasprzyk, Jason Keding, David Millar,
Vincent Vacco, Emery Wittmeyer

ABSENT: David Kaczor, David Rood

OTHERS PRESENT: Joseph Balcarczyk, Steve Canestrari, Joseph Fiegl, Carl Horne,
Kevin Kaminski

ITEM NO. 1 – CALL MEETING TO ORDER

Vice Chairman Kasprzyk called the meeting to order at 8:03 a.m.

ITEM NO. 2 – APPROVAL OF DECEMBER 4, 2024 MEETINGS MINUTES

On a motion by Mr. Keding, seconded by Mr. Vacco, the Board voted to approve the minutes of the December 4, 2024 meeting. The motion carried, 6 – 0.

Mr. Fiegl informed the Board that Kenneth Kostowniak is no longer on staff with the Town of Hamburg and, as such, will not be participating on the ECSD No. 3 Board of Managers going forward.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

None.

ITEM NO. 4 – OLD BUSINESS

a. Southtowns AWTF Expansion Project

Mr. Fiegl discussed the recent progress of the Southtowns Advanced Wastewater Treatment Facility (AWTF) Phase 1 and Phase 2 Expansion Project.

Since the last Board meeting Phase 1 construction has continued primarily in the new electrical building and new effluent submersible pumping station. Progress has slowed a bit, primarily due to the weather and the holidays. The contractor remains on schedule. The next major item will be installation of the new pipeline from the existing effluent wet well to the new effluent wet well. As this will require significant work near the front entrance to the facility, a temporary closure with a detour and alternate parking will be implemented.

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ECSD No. 3's consultant, Arcadis, completed a basis of design report to the New York Department of Environmental Conservation (NYSDEC) and the New York State Environmental Facilities Corporation (NYSEFC) proposing shifting the relocation of influent piping for the ORF from Phase 2 to Phase 1 as a change order to Contract 74C, or a separate bid. Mr. Fiegl explained the benefits and challenges with a potential change order.

For Phase 2 services, Arcadis is finalizing the design documents to submit to the NYSDEC and NYSEFC prior to a March 1, 2025 deadline. Design of the pre-Phase 2 electrical work was submitted to the NYSDEC and NYSEFC for review, with a later winter / early spring anticipated bid. Regulatory review comments were received for the proposed closed landfill reclamation and a meeting is scheduled with the NYSDEC on January 30, 2025 to get clarification prior to finalizing design.

The NYSEFC has indicated short-term financing for the Phase 1 work will close in March 2025. One caveat is the recent pause by the Federal government on loan and grant programs, since the impact on the Clean Water State Revolving Fund is unknown.

An application to the Office of the State Comptroller for the \$215 million bond authorization was submitted by the County's bond counsel in December 2024. No comments have been received as of this date.

Last month the Division of Sewerage Management reached out to the NYSDEC regarding a new SPDES permit for the Southtowns AWTF, as a new permit is a required step to proceed with Phase 2 construction. There has yet to be a response.

This is an informational item; no action is required by the Board.

b. Steuben Foods

Comments on the report evaluating the infrastructure to service the expansion of Steuben Foods were to be submitted to the consultant, AECOM, in December 2024. AECOM issued a revised report last week, and it is under final review. Once complete, the report will be forwarded to Steuben Foods and Moog.

The Division of Sewerage Management met with representatives from Moog on December 16, 2024 to discuss their potential service needs. Moog appears to be very interested in connecting to the proposed infrastructure if it is advanced.

This is an informational item; no action is required by the Board.

ITEM NO. 5 – NEW BUSINESS

a. Payments (Handout)

The Board reviewed a copy of the payments on a handout for the month of January 2025. On a motion by Mr. Cozza, seconded by Mr. Wittmeyer, the Board voted to approve the January 2025 payments. The motion carried, 6 – 0.

b. Contract Closeout – Southtowns AWTF Effluent HVU Replacement (Handout)

The Board considered approval of a resolution to close out Contract No. 76-B with D.V. Brown & Associates for the Southtowns AWTF Effluent HVU Replacement project. This project was completed concurrently with the Southtowns roof replacement project that was already completed and closed out. The final amount for this project is \$2,020,228, which includes a decrease of \$38,172 to the original contract. All work has been satisfactorily completed.

On a motion by Mr. Keding, seconded by Mr. Vacco, the Board voted to close out Contract No. 76-B with D.V. Brown & Associates in the final amount of \$2,020,228 for the Southtowns AWTF Effluent HVU Replacement project. The motion carried, 6 – 0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Horne presented the following operational report:

- *Southtowns AWTF Incinerators*: Completed quarterly stack testing through an outside vendor.
- *Southtowns AWTF Bar Screens*: Started up newly installed bar screen number 2.
- *Southtowns AWTF Equipment Cleanup*: Continued demolition and cleanup of discarded equipment in the tunnel alcove areas of the plant in preparation for upcoming Phase 2 Expansion Project construction.
- *Southtowns AWTF Sludge Wasting Facility*: Changed the filter cloths on the Y sludge press.
- *Southtowns AWTF Filter X Press*: Performed snow removal and coordination with the General Contractor for Phase 1 Expansion Project work.

Mr. Balcarczyk presented the following collections report:

- *Elma Forcemain Repair*: District staff performed a spot repair of the Elma Forcemain along Conley Road.
- *5031 Thurston Rd.*: District staff attempted to identify the cause of a backup at 5031 Thurston Rd. After much investigation, the cause appears to be an internal plumbing issue.

b. Construction Status Report

Contract 71 (Southtowns Incinerators Heat Exchanger Replacement) – This project is being performed by Hohl Industrial Services, Inc. Replacement is a maintenance item that needs to be completed to ensure proper operation and improve efficiency of the incinerators. Ramboll designed this project through the Term Engineering Contract, and funding is through the capital reserve account. On-site work has begun and the project should be completed by April 2025.

Contract 73 (Southtowns Influent Screening Replacement) – The three screens are original to the facility and at the end of useful service life. Hohl Industrial Services, under Contract 73-A, replaced all three screens which are now fully functional. Operational adjustments and gate testing are being performed. The Contractor is still waiting for the screenings conveyor assembly and shipment has been delayed several times. CIR Electrical, under Contract 73-D, installed electrical conduits for all equipment and connections. The completion date was extended to January 22, 2025 due to previous equipment delays. This project uses ARP funding supplemented with funding from the District.

Contract 74-C (Southtowns Expansion Phase 1) – This contract is being performed by Kandey Company. On-site work is progressing well. The electrical substation building structure is complete and the Effluent Submersible Pump Station (ESPS) building is progressing. Additional chlorine contact tank foundations were poured. Some buried piping has been replaced, and other pipe installations are in progress. Electrical and other specialty work is progressing as areas become available. Substation electrical equipment and ESPS large diameter wastewater piping will be installed in the next few months. Equipment will be installed in the ESPS once the building is enclosed. This project is partially funded by ARP funding and partially funded with NYS grants, with the remainder of funding from the District.

Contract 75 (Southtowns Expansion Phase 2) – This project is currently in design with Arcadis. 90% design documents have been received and drawing comments returned. 100% design documents are expected in the next couple of months. This project is expected to bid in 2025, once the funding and permits are in place.

Contract 81 (Southtowns Expansion Pre-Phase 2 Electrical Upgrades) – This project will be bid in advance of the Phase 2 expansion work to ensure that the electrical requirements for Phase 2 are addressed prior to construction. This project was sent to the funding agency (EFC) for review and is expected to bid in early 2025.

Contract 82 (Southtowns Landfill Reclamation) – This project is necessary to provide site availability for excavation materials during Phase 2 construction. The onsite landfill has been closed for many years and contains only inert ash materials from the incineration process. Reclaiming this area will provide staging and permanent soil deposit areas. The NYSDEC is currently reviewing the project which is expected to bid in early 2025.

Contract 95 (CIPPL Term Contract) (USI/Kenyon Pipeline) – USI was issued Work Order (WO) 7U which includes 6,282 linear feet of 8-inch and 10-inch diameter cured-in-place pipe (CIPP) lining on various streets in the Village of Hamburg (including Hunt, Raymond, Huntington, Robert, Dudley, and Sherwood) and 1,494 linear feet of 8-inch diameter CIPP lining on City View and Daisy Lane in the Town of Hamburg. Prep work and cleaning is anticipated to commence in early 2025.

Contract 96 (Multi-District) - Sanitary Sewer Open Cut Repair Term Contract (Visone Construction) – As updated at the last meeting, a work order has been issued to Visone Construction to address a defect in the existing 8-inch diameter mainline sanitary sewer at the intersection of Martha Place and Robert Street in the Village of Hamburg. Work is anticipated to take about one week and will be performed in spring/summer of 2025.

Upcoming Design/Evaluations – Eighteenmile Creek Sewer Line Stabilization (Boston Valley Trunkline 18-inch diameter sewer pipe exposed in Eighteenmile Creek) – In 2024, an amendment to an existing agreement between Erie County Soil and Water Conservation District (ECS&WCD) and Erie County was approved by the EC Legislature, to allow for ECS&WCD to proceed with a project to stabilize the creek and secure this exposed pipe crossing. In mid-January 2025 an access road was placed, and stone was installed in the creek downstream of the pipe crossing to provide temporary support until the full project scope can be re-bid in Spring 2025.

Miscellaneous Design work – LaBella Associates was retained to design the replacement of approximately 2,800 LF of existing 12-inch diameter sewer along Milestrip Road in the Town of Hamburg. The 90% design plans are anticipated in early 2025 and will be sent to NYSDEC for review and approval. Tentatively anticipating 2026 construction.

Coordination Projects - Abbott Road/ Willet Road rehabilitation project (EC DPW project - D&H) – Punch list work was issued to the Contractor and resolved/accepted under this project for the scope of work to replace 16 sanitary frame and covers (furnished by the Districts). This project was at the boundary of ECSD Nos. 3 and 6 and included work in both Districts.

- i. Southtowns Influent Screening Replacement Contract No. 73 – Request for Extension (Handout)

The Board reviewed a no-cost time extension Change Order for the Southtowns Influent Screening Replacement Project.

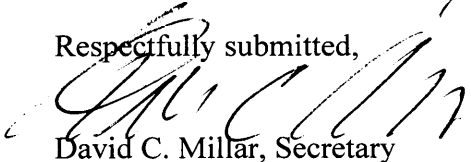
On a motion by Mr. Keding, seconded by Mr. Vacco, the Board voted to receive and file the informational items. The motion carried, 6 – 0.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Mr. Cozza, seconded by Mr. Vacco, the meeting was adjourned at 8:37 a.m. The motion carried, 6 – 0.

Next meeting of the Board is scheduled for 8:00 a.m., Wednesday, April 9, 2025.

Respectfully submitted,


David C. Millar, Secretary
ECSD No. 3 Board of Managers

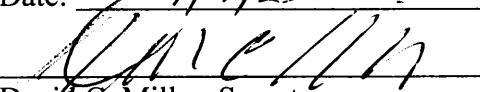
Motion to Approve the January 29, 2025 Meeting Minutes

Moved by: MIKE KASPRZYK

Seconded by: DAVID ROOD

App./Disapp.: APPROVED, 8-0

Date: 4/9/25


David C. Millar, Secretary
ECSD No. 3 Board of Managers

ERIE COUNTY SEWER DISTRICT NO. 3 (ECSO No. 3)
BOARD OF MANAGERS MEETING MINUTES
WEDNESDAY, APRIL 9, 2025
SOUTHTOWNS AWTF CONFERENCE ROOM

MEMBERS PRESENT: Jason Cozza, Michael Kasprzyk, Jason Keding, David Kaczor,
David Millar, David Rood, Vincent Vacco, Emery Wittmeyer

MEMBERS ABSENT: None

OTHERS PRESENT: Steve Canestrari, Joseph Fiegl, David Hojnacki, Carl Horne, Kevin
Kaminski

ITEM NO. 1 – CALL MEETING TO ORDER

Chairman Kaczor called the meeting to order at 8:03 a.m.

ITEM NO. 2 – APPROVAL OF JANUARY 29, 2025 MEETINGS MINUTES

On a motion by Mr. Kasprzyk, seconded by Mr. Rood, the Board voted to approve the minutes of the January 29, 2025 meeting. The motion carried, 8 – 0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

None.

ITEM NO. 4 – OLD BUSINESS

a. Southtowns AWTF Expansion Project

Mr. Fiegl discussed the recent progress of the Southtowns Advanced Wastewater Treatment Facility (AWTF) Phase 1 and Phase 2 Expansion Project.

Since the last Board meeting Phase 1 construction has been advanced by Kandey Company in several locations:

- Electrical conduit hangers and cable trays, and conduit/cabling installation continued in the new substation building. Factory testing of key components has been completed. Power conductors were installed in the new buried duct banks.
- Exterior Concrete Masonry Unit (CMU) construction was completed for the new effluent submersible pumping station building, and interior wall installation has commenced. Electrical and mechanical piping installation continued for the new effluent pumps, which were delivered over the winter.
- Installation of soldier piles for shoring systems between the AWTF and the ESPS for the gravity pipe between the existing final effluent wet well and new final effluent wet well was completed. There was an issue with the drilling subcontractor hitting the existing main high voltage electrical line for the AWTF; fortunately, no one was hurt.

- Various mechanical work within the AWTF continued, including new chemical feed systems, low-pressure service water system improvements, and installation of the new sodium bisulfite tank.
- Significant work has been completed for new chambers and the associated piping for the new ORF effluent line.

ECSD No. 3's consultant, Arcadis, submitted the Phase 2 basis of design report and final drawings/specification to the New York Department of Environmental Conservation (NYSDEC) and the New York State Environmental Facilities Corporation (NYSEFC) in February 2025. A meeting was held on March 12th with the NYSDEC and NYSEFC, where amongst other items the desired summer 2025 bid for the Phase 2 expansion project was discussed.

Arcadis finalized the design of the pre-Phase 2 electrical work and the project was advertised. Bids will be received on April 16th. The NYSDEC and NYSEFC approved the relocation of influent piping for the ORF from Phase 2 to Phase 1, and that work will be advertised for bids on April 17th. The Division of Sewerage Management (DSM) was notified that the proposed closed landfill reclamation is not eligible for NYSEFC financing, and hence separate funding will be required for this work to be bid later this spring.

The NYSEFC noted the short-term financing for the Phase 1 work closed in March 2025. The County is working closely with Arcadis and Kandey Company to complete their M/WBE paperwork so these funds may be accessed.

The DSM and the County's bond counsel responded to two (2) rounds of questions regarding the project's application to the Office of the State Comptroller for the \$215 million bond authorization.

As the Board is aware, the DSM has contacted the NYSDEC several times regarding a new SPDES permit for the Southtowns AWTF, as a new permit is a required step to proceed with Phase 2 construction. During a meeting with the NYSDEC last month, the NYSDEC indicated that they will be reaching out in April 2025 regarding this topic.

b. Steuben Foods

AECOM completed the final "Elma Pumping Station and Force Main Upgrades" report in February 2025. The report was forwarded to Steuben Foods and Moog. A meeting was held on March 5th where the DSM presented the report recommendations, and the parties discussed the next steps. A second meeting was held on April 4th with Steuben Foods, Moog, Empire State Development, the Erie County Industrial Development Agency, a representative from the County Executive's office, and the DSM. Steuben Foods, Moog, and the DSM provided a high-level overview and at the close of the meeting, Empire State Development encouraged submittal of a letter of intent for the State's FAST-NY grant program.

The DSM also spoke with Supervisor Clark from the Town of Elma and subsequently provided a summary memorandum on the proposed infrastructure upgrades. The Town may be asked to provide a letter of support for FAST-NY applications.

i. Proposed Elma Pumping Station & Force Main Upgrades (Handout)

The Board reviewed a memorandum from the DSM to the Town of Elma's Supervisor summarizing a conversation concerning the history and projected status of the Elma Forcemain. During that conversation, the Town Supervisor indicated he was not aware of any planned developments or economic development initiatives under consideration in the vicinity of the proposed Elma Forcemain upgrades. This is an information item; no action is required by the Board.

ITEM NO. 5 – NEW BUSINESS

a. Payments (Handout)

The Board reviewed a copy of the payments on a handout for the month of April 2025. On a motion by Mr. Keding, seconded by Mr. Vacco, the Board voted to approve the April 2025 payments. The motion carried, 8 – 0.

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

The Board reviewed copies of final notices from the ECDSM to several property owners in ECSD No. 3. Written requests were mailed to each property owner on several occasions, without response, to complete a house inspection or correct a violation identified during ECDSM's Inflow/Infiltration (I/I) inspection program. As a result, these property owners have been referred to the Board to be considered for a hearing with the ECDSM's hearing officer who will evaluate violations of the "Rules and Regulations" and recommend a follow-up action.

On a motion by Mr. Wittmeyer, seconded by Mr. Rood, the Board voted to approve the referral to an enforcement hearing. The motion carried, 8 – 0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Horne presented the following operational report:

- *Southtowns AWTF Bioclarifier No. 2*: Repaired the sweep mechanism on this bioclarifier and returned it to service.
- *Southtowns AWTF Telemetry Tower*: Repaired the antenna on the telemetry tower at the plant.

- *Southtowns AWTF and Holland WRRF*: The NYSDEC conducted annual inspections of the Southtowns AWTF and Holland WRRF, both without significant incident.

Mr. Hojnacki presented the following collections report:

- *South Park Ave. Sewer Repair*: Completed an open cut spot repair of the sanitary sewer on South Park Avenue in Blasdell.
- *Roberts Road PS Forcemain Repair*: Repaired a forcemain break for the Roberts Road Pump Station of Amsdell Road.
- *Grinder Tank PM Program*: District staff will be resuming DSM's grinder tank preventative maintenance program in the Towns of Holland and Boston.

b. Construction Status Report

Contract No. 71 (Southtowns AWTF Incinerators Heat Exchanger Replacement) – This project is being performed by Hohl Industrial Services, Inc. Replacement required to ensure proper operation and improve efficiency of the incinerators. Ramboll designed this project through the Term Engineering Contract, and funding is through the capital reserve account. On-site work should be completed by June 2025.

Contract No. 73 (Southtowns AWTF Influent Screening Replacement) – The three screens are original to the facility and at the end of useful service life. Hohl Industrial Services, under Contract 73-A, replaced all three screens which are now fully functional. Operational adjustments and gate testing is being performed. The Contractor is still waiting for the screenings conveyor assembly and shipment has been delayed several times. The completion date was already extended to January 22, 2025 due to previous equipment delays and hence is behind schedule. This project uses ARP funding supplemented with funding from the District.

Contract No. 74-C (Southtowns AWTF Expansion Phase 1) – This contract is being performed by Kandey Company. On-site work is progressing well. The electrical substation building structure is complete and the effluent submersible pump station (ESPS) building is progressing swiftly. Additional chlorine contact tank walls were poured. Some buried piping has been replaced, and other piping is in progress. Electrical and other specialty work is progressing as areas become available. Substation outside electrical equipment and ESPS large diameter wastewater piping will be installed in the next few months. Equipment will be installed in the ESPS once the building is sealed. This project was designed by Arcadis. This project is partially funded by ARP funding and partially funded with New York State (NYS) loans, with the remainder of funding from the District.

Contract No. 75 (Southtowns AWTF Expansion Phase 2) – This project is being designed by Arcadis. The project is currently being reviewed by the NYSDEC and the NYSEFC. 100% design documents will be completed once approval is received. This project is expected to bid in 2025, once the funding and permits are in place.

Contract No. 81 (Southtowns AWTF Expansion Pre-Phase 2 Electrical Upgrades) – This project is required to purchase and install electrical upgrades necessary for the Phase 2 Expansion. This work was separated and is being bid in advance to ensure that the electrical needs for the Phase 2 Expansion are available and do not delay other construction. Bids for this project will be opened on April 16, 2025. The Board will be polled for approval to award this Contract once the bids have been examined and the lowest responsible bidder determined.

Contract No. 82 (Southtowns AWTF Landfill Reclamation) – This project is necessary to provide site availability for excavation materials during Phase 2 construction. The onsite landfill has been closed for many years and contains only inert ash materials from the incineration process. Reclaiming this area will provide staging and permanent soil deposit areas. The NYSDEC is currently reviewing the project which is expected to bid in Spring 2025.

Contract 85 (Southtowns AWTF Overflow Retention Facility (ORF) and Influent Piping Installation) – This project is needed to install underground piping prior to the excavation activities for the Phase 2 Expansion. This work was separated from the Phase 2 Expansion design and is being bid in advance to avoid delays in the Phase 2 Expansion construction. The NYSDEC has recently approved the design for this project. Bid documents will be prepared and this project will be bid in April 2025.

Contract 95 (CIPPL Term Contract) (USI/Kenyon Pipeline) – USI was issued Work Order (WO) 7U which includes 6,282 linear feet of 8-inch and 10-inch diameter cured-in-place pipe (CIPP) lining on various streets in the Village of Hamburg (including Hunt, Raymond, Huntington, Robert, Dudley, and Sherwood) and 1,494 linear feet of 8-inch diameter CIPP lining on City View and Daisy Lane in the Town of Hamburg. Prep work and cleaning is anticipated to commence in early 2025.

Contract 96 (Multi-District) – The DSM is awaiting Visone Construction's schedule to perform WO 3 in the Village of Hamburg. This work order consists of installation of 58 LF of 8-inch diameter sewer, 2 manhole installations, and spot repair to address pipe defects on an existing 8-inch diameter mainline sanitary sewer at the intersection of Martha Place and Robert Street. It is anticipated that the work will begin in the coming weeks.

Upcoming Design/Evaluations – Eighteenmile Creek Sewer Line Stabilization (Boston Valley Trunkline 18-inch diameter sewer pipe exposed in Eighteenmile Creek) – In 2024, an amendment to an existing agreement between Erie County Soil and Water Conservation District (ECS&WCD) and Erie County was approved by the EC Legislature, to allow for ECS&WCD to proceed with a project to stabilize the creek and secure DSM's exposed pipe crossing. Over the winter, ECS&WCD's low bidder, Matt Kolo Excavating placed stone in the creek to temporarily stabilize the pipe crossing for the winter. ECS&WCD re-bid the full project scope to stabilize the pipe crossing this spring with bids opened on April 2nd. Bids are presently under review. If awarded, it is anticipated that work will begin this summer in accordance with in-stream work restrictions.

Miscellaneous Design work – Design work is in progress by LaBella Associates for the replacement of approximately 2,800 LF of existing 12-inch diameter sewer along Milestrip Road in the Town of Hamburg. LaBella reports that the 90% design plans are nearly complete. It is anticipated to be sent to the NYSDEC for review and approval later in 2025 for tentative 2026 construction.

i. Contract Closeout ECDPW Division of Highway Project – Willet Road Rehabilitation (Handout)

All work for the Abbott and Willet Roads Rehab project, involving replacement of 16 DSM manhole frames and covers, has been completed.

c. Septage Disposal within Erie County Sewer District - Outreach

The following three (3) items involve DSM outreach efforts to provide information to the public about the opportunity for septic system owners located within ECSD No. 3 to receive a partial refund of sewer charges paid by disposing of their septic wastes at County facilities.

i. Septage Disposal Letter to Permit Holders (Handout)

A letter was sent to approved waste haulers asking for assistance in encouraging their clients to take advantage of the partial sewer charge refund benefit.

ii. Septic Rebate Postcard (Handout)

A mass mailing was sent to septic system owners within ECSD No. 3, providing information about the partial sewer charge refund benefit.

iii. Septage Disposal Rebate Requests (Handout)

The Board reviewed a series of letters sent to numerous septic system owners within the district who applied for the partial sewer charge refund, but were unfortunately not eligible as their waste haulers did not dispose of their septage at a County owned facility.

d. Revised NYSDEC Division of Water Technical & Operational Guidance (Handout)

The Board reviewed a copy of a response letter prepared by the DSM requesting reconsideration of a proposed change in the NYSDEC discharge limit for phosphorus for larger treatment facilities along Lake Erie basin. The proposed change cuts the limit in half from 1 mg/L to 0.5 mg/L.

On a motion by Mr. Millar, seconded by Mr. Cozza, the Board voted to receive and file the informational items. The motion carried, 8 – 0.

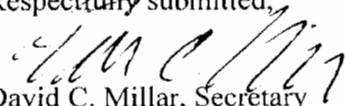
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ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Mr. Kasprzyk, seconded by Mr. Rood, the meeting was adjourned at 8:44 a.m. The motion carried, 8 – 0.

Next meeting of the Board is scheduled for 8:00 a.m., Wednesday, June 11, 2025.

Respectfully submitted,


David C. Millar, Secretary
ECSD No. 3 Board of Managers

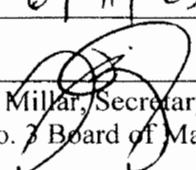
Motion to Approve the April 9, 2025 Meeting Minutes

Moved by: M. KASPRZYK

Seconded by: D. ROOD

App./Disapp.: 6 - 0

Date: 6/11/25

 FOR DCM
David C. Millar, Secretary
ECSD No. 3 Board of Managers

ERIE COUNTY SEWER DISTRICT NO. 3 (ECSD No. 3)
BOARD OF MANAGERS MEETING MINUTES
WEDNESDAY, JUNE 11, 2025
SOUTHTOWNS AWTF CONFERENCE ROOM

MEMBERS PRESENT: Jason Cozza, David Kaczor, Michael Kasprzyk, Jason Keding,
David Rood, Emery Wittmeyer

MEMBERS ABSENT: David Millar, Vincent Vacco

OTHERS PRESENT: Steve Canestrari, Joseph Fiegl, David Hojnacki, Carl Horne, Kevin
Kaminski

ITEM NO. 1 – CALL MEETING TO ORDER

Chair Kaczor called the meeting to order at 8:02 a.m.

ITEM NO. 2 – APPROVAL OF APRIL 9, 2025 MEETINGS MINUTES

On a motion by Mr. Kasprzyk, seconded by Mr. Rood, the Board voted to approve the minutes of the April 9, 2025 meeting. The motion carried 6 – 0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

None.

ITEM NO. 4 – OLD BUSINESS

a. Southtowns AWTF Expansion Project

Mr. Fiegl discussed the recent progress of the Southtowns Advanced Wastewater Treatment Facility (AWTF) Phase 1 and Phase 2 Expansion Project. Onsite work for Phase 1 of the construction project remains on schedule. The electrical substation equipment installations are nearly complete, including the delivery and installation of the new 2.5-megawatt backup generator. The effluent submersible pumping station building and internal equipment installation are progressing well. Additional chlorine contact tank walls were poured with more concrete work in progress. Various improvements throughout the facility to tie-in new components have been completed. Buried piping has been advanced, chambers installed, and other hydraulic improvements are in progress. The industrial diver subcontractor will soon be mobilizing to finalize the outfall work; there have been issues with cleaning the outfall and broken diffusers.

ECSD No. 3 received comments from the New York Department of Environmental Conservation (NYSDEC) and the New York State Environmental Facilities Corporation (NYSEFC) on the Phase 2 basis of design report and final drawings/specifications in April 2025. Arcadis, the project consultant, issued responses to comments in May 2025. There is one follow-up engineering task that remains to address a NYSDEC comment regarding the need for

Item 2

additional dispersion / mixing zone modeling. Arcadis will be completing the modeling through the engineering term contract.

Bids for the pre-Phase 2 electrical work and relocation of influent piping for the ORF were received and awarded (see Items 4a.i and 4a.ii). The Division of Sewerage Management (DSM) advertised the proposed closed landfill reclamation project and bids will be received later this month.

The County is working closely with Arcadis and Kandey Company to complete M/WBE paperwork to access NYSEFC financing.

The DSM and the County's bond counsel received word that the Office of the State Comptroller approved ECSD No. 3's application for the \$215 million bond authorization. The final step is requesting passage of a bond resolution by the County Legislature.

The DSM once again contacted the NYSDEC regarding a new SPDES permit for the Southtowns AWTF. The latest outreach reiterated a request to allow for the Phase 2 project to be bid while the draft SPDES permit is being finalized.

i. Confirmation of Email Poll - Change Order No. 2, ORF Influent & Oxygen Feed Replacement Award (Handout)

The Board considered confirmation of the May 25, 2025 email poll, recommending award of Contract No. 85 for the ORF Influent & Oxygen Feed Replacement project via a change order for Contract No. 74C. Bids for Contract No. 85 were opened on May 14, 2025 and the lowest responsible bidder was Kandey Company, Inc. in the amount of \$4,141,414.00. Kandey Company, Inc. is presently constructing the improvements for Phase 1 of the Southtowns AWTF expansion under Contract No. 74C and amongst other benefits, implementing the Contract No. 85 improvements as a change order for Contract No. 74C allows this work to be eligible for Water Infrastructure Improvement Act (WIIA) grant funding. The WIIA program could reimburse up to 25% of the costs of the Contract No. 85 improvements if this work is incorporated into Contract No. 74C.

On a motion by Mr. Keding, seconded by Mr. Wittmeyer, the Board voted to confirm the results of the email poll approving Change Order No. 2 for Contract No. 74C. The motion carried 6 – 0.

ii. Confirmation of Poll – Award Contract No. 81 Southtowns AWTF Pre-Phase 2 Electrical Improvements (Handout)

The Board considered confirmation of the April 28, 2025 email poll, recommending award of Contract No. 81 for the Southtowns AWTF Pre-Phase 2 Electrical Improvements. Bids for Contract No. 81 were opened on April 16, 2025 and the lowest responsible bidder was Ferguson Electric, Inc. in the amount of \$4,735,100.00.

On a motion by Mr. Cozza, seconded by Mr. Keding, the Board voted to confirm the results of the email poll approving award of Contract No. 81 to Ferguson Electric, Inc. The motion carried 6 – 0.

b. Steuben Foods / Moog

The DSM submitted a FAST-NY “letter of intent” to Empire State Development for the Elma Pumping Station and Force Main Upgrades. Empire State Development accepted the letter of intent on April 25, 2025, which allows submission of an application for “Track B” funding. The “Track B” program funds pre-development costs such as engineering design, with a grant award typically up to \$500,000 maximum.

Steuben Foods and Moog have had a series of meetings to discuss the cost share for the engineering work. The DSM has been developing the components of a grant application, along with answering many questions from the companies. The goal is to submit the application in July 2025.

ITEM NO. 5 – NEW BUSINESS

a. Presentation and Approval of the 2026 Budget

i. Proposed 2026 Budget (Handout)

Mr. Fiegl presented the proposed ECSD No. 3 Budget to the Board.

ECSD No. 3 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:

- 59.9% of Centralized Laboratory Expenses based on the volume of laboratory work.
- 38.6% 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.
- 39.7% of Centralized DSM 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. 3 is responsible for approximately 91% of the costs, except for Professional Services, debt service, capital reserves, and personnel.

Reviewing the overall summary for ECSD No. 3, total appropriations are projected to increase almost \$2.2 million when compared to 2025. This is primarily due to an increase in capital reserves by \$1.4 million and debt service by \$0.5 million. Anticipated revenues are projected to increase, mainly due to fund balance utilization. Considering the proposed appropriations and anticipated revenues, the 2026 budget is such that charges for the typical ECSD No. 3 ratepayer (single family home) are projected to increase by approximately \$29 on average.

Personnel costs are increasing this year, primarily due to contractual raises. Fringe benefits for employees are being conservatively calculated at 60% based on discussions with the County's Budget Department. It was noted that there may be some reorganization of field staff, but any changes would be completed within the budgeted amount presented.

The 2026 equipment line items represent approximately \$1.0 million of the ECSD Nos. 3 and 8 budget. As is typical, there are shared purchases to be used across all Erie County Sewer Districts. Some of the larger items specific to ECSD Nos. 3 and 8 include three (3) vehicle replacements, a new track loader / skidsteer, a new dump truck, various equipment replacements, and the unanticipated replacement items.

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), adjustments made in the Professional Service Contracts/Fees, increases in capital reserves in anticipation of future construction costs, utility cost changes, debt service increases for the Southtowns AWTF expansion project, and the aforementioned personnel cost increases.

Fund balance usage as an offsetting revenue is budgeted at approximately 63% of the amount available on 12/31/24. The available district fund balance represents approximately 4.3 months of 2025 budgeted appropriations. As always, this will be monitored in future years and adjustments will be made as warranted.

The board members asked several questions throughout the budget presentation. The questions generally pertain to planning for the expansion project, ensuring operations and maintenance staff have the resources needed to perform their jobs, updates on fund balance, and more.

After the question-and-answer period, Mr. Kasprzyk offered a motion, seconded by Chair Kaczor, for the ECSD No. 3 Board to approve the 2026 budget as presented. The motion carried 6 – 0.

ii. Resolution (Handout)

Mr. Fiegl presented the budget resolution to the Board for review and approval. It was resolved that approximately 72% and 28% of the total sanitary sewer tax levy of \$8,430,448 shall be raised from the assessed value and footage changes, respectively, for ECSD No. 3, with the flat usage charge of \$328.00 per unit and a standard footage charge of \$1.00/foot.

On a motion by Mr. Wittmeyer, seconded by Mr. Kasprzyk, the ECSD No. 3 Board voted to approve the resolution as presented. The motion carried 6 – 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. Payments (Handout)

The Board reviewed a copy of the payments on a handout for the month of June 2025. On a motion by Mr. Rood, seconded by Mr. Keding, the Board voted to approve the June 2025 payments. The motion carried 5 – 0 (Mr. Cozza was absent for the vote).

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

The Board reviewed copies of final notices from the DSM to several property owners in ECSD No. 3. Written requests were mailed to each property owner on several occasions, without response, to complete a house inspection or correct a violation identified during DSM's Inflow/Infiltration (I/I) inspection program. As a result, these property owners have been referred to the Board to be considered for a hearing with the DSM's hearing officer who will evaluate violations of the "Rules and Regulations" and recommend a follow-up action.

On a motion by Chair Kaczor, seconded by Mr. Rood, the Board voted to approve the referral to an enforcement hearing. The motion carried 5 – 0 (Mr. Cozza was absent for the vote).

d. Wastehauler Permit Additional Applicant (Handout)

On a motion by Mr. Kasprzyk, seconded by Mr. Keding, the Board voted to approve a wastehauler permit for Meyer Septic Service for the remainder of 2025. The motion carried 6 – 0.

e. Capital Reserve Transfer Request (Handout)

Replacement incinerator scrubber venturi/elbows, a replacement comminutor, and a replacement portable generator were requested by sewer district staff as part of the initial 2026 budget submission but were removed from the final budget in the interest of mitigating rate

impacts. The DSM recommends these equipment replacements be funded through capital reserves.

On a motion by Mr. Cozza, seconded by Mr. Wittmeyer, the Board voted to recommend a transfer of capital reserves to fund the various equipment purchases. The motion carried 6 – 0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Horne presented an update on various matters related to ECSD No. 3 facilities. Highlights include work on the incinerators, screens, UNOX reactors, and clarifiers, and well as traditional preventative maintenance tasks throughout the district. Earlier in the meeting Mr. Fiegl updated the board on an injury sustained by the Senior Operator at the Holland Water Resource Recovery Facility, in which he stated the DSM's employee condition has steadily improved.

Mr. Hojnacki presented an update on the ECSD No. 3 collection system. Highlights include CCTV evaluation of minisystem (MS) 29 (tributary to the Mt. Vernon sewer district), a spot repair on a failing 8-inch diameter sewer on South Park Avenue in Blasdel, the completion of a spot repair on the Elma Pumping Station Force Main on Jamison Road, and the completion of a spot repair on the Roberts Road Pumping Station Force Main on Amsdell Road.

b. Construction Status Report

Contract No. 71 (Southtowns AWTF Incinerators Heat Exchanger Replacement) – This project is being performed by Hohl Industrial Services, Inc. to ensure proper operation and improve the efficiency of the incinerators. Ramboll designed this project through the term engineering contract and funding is through the capital reserve account. Hohl completed installation of the heat exchangers on both incinerators. Adjustments and punch list items still need to be completed. Change Order No. 1, increasing the project time by 87 days to May 19, 2025 was processed by the DSM. The project should be completed and closed out by the end of the month.

Contract No. 73 (Southtowns AWTF Influent Screening Replacement) – Hohl Industrial Services, under Contract 73-A, has replaced the three influent screens. The Contractor is waiting for the conveyor system – assembly and shipment has been delayed several times. The project should be completed by the end of the month. GHD is the design engineer, and JM Davidson is providing construction inspection. This project was primarily financed using American Rescue Plan (ARP) funding, supplemented with funding from the District.

Contract No. 74-C (Southtowns AWTF Expansion Phase 1) – See Item 4.a. This contract is being performed by Kandey Company. This project is a mix of funding including ARP, WIIA, and the Clean Water State Revolving Fund.

Contract No. 75 (Southtowns AWTF Expansion Phase 2) – This project is being designed by Arcadis and the final drawings/specifications are currently being reviewed by the NYSDEC and NYSEFC. This project is expected to bid in 2025, once all approvals are in place.

Contract 80 – Central Region Collections Facility, Blasdel – A-Resetarits (General); B-Quackenbush (Mechanical); C-MKS (Plumbing); D-CIR (Electrical) – The general contractor and their subcontractors are onsite, mostly performing site clearing. The new sewer lateral was installed in May, rebar was delivered, and foundation work started in June. The Electrical and Plumbing contractors will be onsite later this month. Building delivery is expected mid July. Substantial completion is expected by mid November.

Contract No. 81 (Southtowns AWTF Expansion Pre-Phase 2 Electrical Upgrades) – This project will complete electrical upgrades needed for the Phase 2 Expansion. See Item 4a.ii. Contracts are currently being executed, with Notice to Proceed expected to be issued by the end of this month. This project was designed by Arcadis.

Contract No. 82 (Southtowns AWTF Landfill Reclamation) – This project is needed to provide site availability during the Phase 2 Expansion construction. The landfill has been closed for many years and contains only inert ash materials from the incineration process. This project was designed by Arcadis, and bids are expected later this month. An email poll will be needed to recommend award if bidding results are favorable. This project will likely be funded through a local borrowing.

Contract 85 (Southtowns AWTF Overflow Retention Facility (ORF) and Influent Piping Installation) – This project is needed to install underground piping prior to the excavation activities for the Phase 2 Expansion. See Item 4a.i. This project will be included in the updates for Contract No. 74C in the future.

Contract 95 (CIPPL Term Contract) (USI/Kenyon Pipeline) – The DSM is awaiting United Survey's schedule for work order (WO) 7U which includes lining of 6,282 linear feet of 8-inch and 10-inch diameter sewers on various streets in the Village of Hamburg (including Hunt, Raymond, Huntington, Robert, Dudley, and Sherwood) and 1,494 linear feet of 8-inch diameter sewer on City View and Daisy Lane in the Town of Hamburg.

Contract 96 (Multi-District) - Sanitary Sewer Open Cut Repair Term Contract – (Visone Construction) – Construction was completed by Visone Construction in May for WO 1. This work order consisted of installation of 58 LF of 8-inch diameter sewer, 2 manhole installations, and a spot repair to address pipe defects on an existing sanitary sewer at the intersection of Martha Place and Robert Street in the Village of Hamburg. A “final” walkthrough was held this month, and some follow-up work will be required. WO 3 was issued to Visone Construction for the replacement of approximately 96 linear feet of 8-inch diameter sanitary sewer on Pleasant Avenue near Church Street in the Village of Hamburg. The existing sewerline has a poor and meandering alignment, cracked pipe at risk of collapsing under Church Street, and a large hole and void at the side of the pipe wall. The work will be completed in two phases. The first phase was an exploratory test pit to verify the elevation of the existing 42-inch diameter water transmission main that crosses over the existing sewer. This was completed on May 30th. The

results are being reviewed and direction will be provided to the contractor. The second phase is anticipated to be completed later this summer.

Contract 84 – Elma Force Main Air Release Valve Replacement – A project is currently advertised for bids to replace two (2) deteriorated air release valves on the Elma Pumping Station Force Main. One is located on Jamison Road east of Bowen Road and will require a new manhole to be installed. One is located on Milestrip Road west of Transit Road and will be installed in the existing manhole. Bids are due on Wednesday June 11th and an email poll is anticipated later this month to recommend award.

Contract 99 (Multi-District) (Sanitary Sewer Trunkline Inspection Service Contract) - Bids were received through Purchasing on May 16th for a service contract consisting of inspection of approximately 20,500 linear feet of 12-inch through 42-inch diameter trunkline sanitary sewers of various pipe types and across four (4) separate locations in multiple sewer districts. The project sites are primarily backlots which challenging access, most of which is only by foot. The sewer inspections shall be accomplished with the use of sonar, LIDAR, and closed-circuit television video inspection technologies to provide condition assessment while the pipeline is in service. In ECSD No. 3, there are 2 proposed trunklines for inspection. The first location is sewers extending from Milestrip Road to McKinley Parkway (approximately 5,900 LF – various diameters ranging between 15-inch and 42-inch). The second location is from Big Tree Road to Southwestern Boulevard (approximately 5,700 LF – various diameters ranging between 12-inch and 21-inch), including locations behind the Bills stadium. The Purchasing department is in the process of awarding to Red Zone Robotics. Work is anticipated to take place later this year.

Eighteenmile Creek Sewer Line Stabilization – In 2024, an amendment to an existing agreement between the Erie County Soil and Water Conservation District (ECS&WCD) and Erie County was approved to allow for the ECS&WCD to proceed with a project to stabilize the creek and secure an 18-inch diameter sewer pipe exposed in Eighteenmile Creek. Bids were opened on April 2nd and the ECS&WCD has recommended award to the low bidder, Matt Kolo Excavating, at a price of \$231,137.72. A pre-construction meeting will be scheduled soon. Work is anticipated to begin this summer.

Miscellaneous Design work – Design work is in progress by LaBella Associates for the replacement of approximately 2,800 LF of existing 12-inch diameter sewer along Milestrip Road in the Town of Hamburg. LaBella reports that the 90% design plans are nearly complete – additional survey and design to include additional sewers was approved by the DSM. It is anticipated the design documents will be sent to the NYSDEC for review and approval later in 2025 for 2026 construction (tentative).

c. Eaglebrook Drive Reconstruction Downstream Capacity Analysis Review
(Handout)

The Board reviewed a letter from the DSM to the Town of Orchard Park, regarding the Town's request to connect the Eaglebrook Drive neighborhood to the sewer system tributary to the Southtowns AWTF. Presently flows from this neighborhood are conveyed to the Town of West Seneca's sewer system.

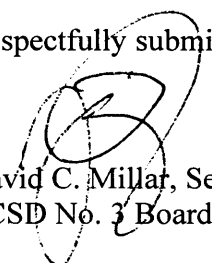
On a motion by Mr. Cozza, seconded by Mr. Rood, the Board voted to receive and file the informational items on the agenda. The motion carried 6 – 0.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Mr. Wittmeyer, seconded by Chair Kaczor, the Board voted to adjourn the meeting at 9:27 a.m. The motion carried 6 – 0.

Next meeting of the Board is scheduled for 8:00 a.m., Wednesday, October 8, 2025.

Respectfully submitted,

 for DCM
David C. Millar, Secretary
ECSD No. 3 Board of Managers

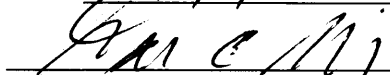
Motion to Approve the June 11, 2025 Meeting Minutes

Moved by: MIKE KASAPZYK

Seconded by: DAVID ROOD

App./Disapp.: APPROVED, 5-0

Date: 10/8/25



David C. Millar, Secretary
ECSD No. 3 Board of Managers