

ERIE COUNTY SEWER DISTRICT NO. 8 (ECSD NO. 8)
BOARD OF MANAGERS MEETING MINUTES
JANUARY 28, 2025 at 9:30 A.M.
VILLAGE OF EAST AURORA HALL

MEMBERS PRESENT: Shane Kreiger, Mary Plesh, Bryan Smith, Jeffrey Stoll, Raymond Wrazen

MEMBERS ABSENT: None

OTHERS PRESENT: Joseph Balcarczyk, Steven Canestrari, Tammy Comerate, Joseph Fiegl, Carl Horne

ITEM NO. 1 – CALL THE MEETING TO ORDER

Mr. Smith called the meeting to order at 9:35 a.m.

a. Welcome new Board Members

Hon. Raymond Wrazen, Councilmember from the Town of Aurora, Mr. Shane Kreiger, Administrator from the Village of East Aurora, and Mr. Jeffrey Stoll from the Village of East Aurora Public works, were welcomed as new Board members.

b. Election of Officers

Nominations for Board Officers were presented as Bryan Smith for Chair, Shane Kreiger for Vice-Chair, and Mary Plesh for Secretary. The Board voted to confirm the Board member appointments. The motion carried 5-0.

ITEM NO. 2 – APPROVAL OF OCTOBER 8, 2024 MEETING MINUTES

On a motion by Mr. Smith, seconded by Ms. Plesh, the Board voted to approve the minutes from the October 8, 2024 meeting. The motion carried 5-0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

There were no items from the public.

ITEM NO. 4 – OLD BUSINESS

There was no old business.

ITEM NO. 5 – NEW BUSINESS

- a. Confirmation of Email Poll – Award of Central Region Sewer Collection System Facility (Handout)

Item 2

Mr. Fiegl explained the email poll and approval process for the new board members. He also explained the setup of combined services for ECSD Nos. 3, 6, and 8 as it relates to the new Central Region Sewer Collection System Facility and this contract award.

On a motion by Mr. Smith, seconded by Ms. Plesh, the Board voted to confirm the email poll. The motion carried 5-0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Horne reported to the Board that a new rotating assembly was installed in the centrifuge for sludge dewatering at the Water Resource Recovery Facility. It is operational and in service. The removed rotating assembly was shipped to the Andritz factory to be rebuilt and kept on hand as a spare. It is due to be returned by April. The sludge conveyor is being rebuilt by Hohl Industrial and is anticipated to be returned at the beginning of February. Mr. Horne also stated that the drive wheel on Reactor Bridge No. 1 was replaced.

Mr. Horne advised that Whole Effluent Toxicity (W.E.T.) testing for the Fourth Quarter of 2024 was completed and passed. The next round of W.E.T testing will be in 2028 as required by our SPDES permit.

Mr. Balcarczyk reported to the Board on work done in the collections system. Crews are continuing the CCTV of ECSD No. 8, Mini System No. 3. Mr. Horne, Mr. Canestrari and Mr. Balcarczyk spoke on CCTV and cured-in-place pipe (CIPP) lining processes for the new members. Mr. Canestrari advised that there has been over 44,000 feet of CIPP lining completed in the district to date.

b. Construction Report

For the new Board Members, Mr. Fiegl and Ms. Plesh gave an overview of the District, collection system and wastewater processes and improvements since the County took over the system from the Village of East Aurora. Ms. Plesh reported to the Board on the construction updates:

Contract No. 25 East Aurora WRRF Electrical Upgrades Design – Under the Term Engineering Contract, design to upgrade all electrical systems at the facility, as well as replace the emergency generator, has progressed. The systems are old and buried conduits have corroded. Isolated failures have occurred to individual pieces of equipment. Replacement is necessary to update and provide reliable service for current and future needs. The DSM is expecting the 90% design submittal in February. This project is expected to bid in 2025.

East Aurora WRRF Sand Filter Replacement – At the previous meeting, GHD was awarded the engineering contract to design new mini-disk filters in the current Sand Filter

Building structure and make improvements to the building. Design is underway with a 30% set of drawings expected in February or March.

c. Payments (Handout)

Ms. Plesh presented a copy of the payments to the Board for the month of January.

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

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Mr. Wrazen, seconded by Mr. Kreiger, the meeting was adjourned at 10:05 am. The motion was carried 5-0.

The next meeting is scheduled for Tuesday, April 8, 2025, at 9:30 am. at the East Aurora Village Hall.

Respectfully submitted,


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

MLP:tc

Motion to Approve the January 28, 2025 Meeting Minutes

Moved by: R. Wrazen
Seconded by: M. Plesh
App./Disapp.: 4-0
Date: June 10, 2025
Signed: Mary L. Plesh

ERIE COUNTY SEWER DISTRICT NO. 8 (ECSD NO. 8)
BOARD OF MANAGERS MEETING MINUTES
JUNE 10, 2025 at 9:30 A.M.
VILLAGE OF EAST AURORA HALL

MEMBERS PRESENT: Shane Kreiger, Mary Plesh, Jeffrey Stoll, Raymond Wrazen

MEMBERS ABSENT: Bryan Smith

OTHERS PRESENT: Joseph Balcarczyk, Steven Canestrari, Tammy Comerate, Joseph Fiegl, Carl Horne, Sarah Hudi, Kevin Kaminski, Barbara Piazza

ITEM NO. 1 – CALL THE MEETING TO ORDER

Vice Chair Kreiger called the meeting to order at 9:33 a.m.

ITEM NO. 2 – APPROVAL OF JANUARY 28, 2025 MEETING MINUTES

On a motion by Mr. Wrazen, seconded by Ms. Plesh, the Board voted to approve the minutes from the January 28, 2025, meeting. The motion carried 4-0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

Ms. Barbara Piazza, the Chief Ethics Officer from the Erie County Board of Ethics, provided the Board with a brief presentation on the County's Code of Ethics and how it relates to the Board of Managers.

ITEM NO. 4 – OLD BUSINESS

There was no old business.

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. 8 Budget to the Board.

ECSD No. 8 is part of the combined ECSD Nos. 3 and 8 budget. The ECSD Nos. 3 and 8 budget is developed based upon a Memorandum of Understanding (MOU) updated in April 2018. The MOU essentially outlines which costs or expenses are shared items, and which items are exclusive to individual districts and their respective budgets. In summary:

Hand 2

- 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 Division of Sewerage Management expenses based on the ratio of units served by ECSD Nos. 3 and 8 to the total units served by all Districts.

Within the ECSD Nos. 3 and 8 budget, ECSD No. 8 is responsible for approximately 9% of the costs, except for Professional Services, debt service, capital reserves, and personnel.

Reviewing the overall summary for ECSD No. 8, total appropriations are projected to increase approximately \$95,500 when compared to 2025. Anticipated revenues are projected to increase about the same amount, mainly due to an increase in the flat usage charge. Considering the proposed appropriations and anticipated revenues, the 2026 budget is such that charges for the typical ECSD No. 8 ratepayer (single family home) are projected to increase by approximately \$22.

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, a decrease in capital reserves to offset rate increases, utility cost changes, debt services, and the aforementioned personnel cost increases.

Fund balance usage as an offsetting revenue is budgeted at approximately 58% of the amount available on 12/31/24. The available district fund balance represents approximately 4.0 months of 2025 budgeted appropriations. As always, this will be monitored in future years and adjustments will be made as warranted.

At this time, the Board would be voting on the ECSD No. 8 portion of the budget. If any changes impacting ECSD No. 8 are proposed by the ECSD No. 3 Board of Managers during their meeting next week, said changes would be presented and discussed at a future combined budget meeting.

There were several questions asked by the Board regarding the setup of the budget, laboratory testing, the current and future use of electric vehicles, and more. Once all questions were answered Mr. Wrazen moved, seconded by Mr. Stoll, to approve the 2026 Budget as presented. The motion carried 4-0.

ii. Resolution (Handout)

Mr. Fiegl presented the Budget Resolution to the Board for consideration. It was resolved that approximately 70% and 30% of the total sanitary tax levy of \$1,181,970 shall be raised from assessed value and footage charges, respectively. The flat usage charge was set at \$150.00 per unit, the footage charge was set at \$1.50/foot, and the water usage charge was set to \$3.50 per 1,000 gallons.

On a motion by Mr. Stoll, seconded by Mr. Wrazen, the Board voted to approve the Resolution. The motion carried 4-0.

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.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Horne reported to the Board on major work completed in ECSD No. 8 since the last meeting. On June 3, 2025, the No. 2 reactor/clarifier was drained and is out of service for its annual inspection and maintenance performed by DSM staff. The spare centrifuge rotating assembly unit has been rebuilt by Andritz and returned. The centrifuge sludge conveyor has been rebuilt, installed by Hohl, and is in service.

Mr. Balcarczyk reported to the Board on work done in the Collection System. CCTV work in the ECSD No. 8 mini system 3 focus area continued. At the request of the East Aurora DPW, district staff televised the sanitary sewers on Park Place due to crumbling pavement. The investigation found no defects.

b. Construction Report

Ms. Plesh reported to the Board on the construction updates:

Contract No. 23 East Aurora WRRF Effluent Filter Replacement – The current sand filters are past their useful life and have frequently reoccurring problems. GHD is under contract to design new mini-disk filters for, and make improvements to, the current Filter Building structure. Design is progressing well with a recent submission of 60% documents.

Contract No. 25 East Aurora WRRF Electrical Upgrades – The systems are approaching, or have hit, the end of their useful life. Buried conduits have corroded and isolated failures have occurred to individual pieces of equipment. Replacement is necessary to update and provide reliable service for current and future needs. Under the Term Engineering Contract, design to upgrade all electrical systems at the facility, as well as replace the emergency generator, was completed by LaBella Associates and put out to bid on May 28th. Bids will be received on June 18th (possibly extending to Jun 25th). If bids are accepted, the Board will be polled the week of June 30th, or the following week if extended, to recommend award. The poll would be confirmed at the next BOM meeting in October.

Contract 95 (CIPPL Term Contract) (USI/Kenyon Pipeline)- Work Order (WO) 12K was issued to Kenyon Pipeline and includes lining of 3,200 linear feet of 8-inch through 16-inch diameter ACP & VTP sewerlines in the Village of East Aurora including on Hamlin Ave, Girard Ave, Riley St, Church St, Whaley Ave, and Elmwood Ave. Preparatory work is anticipated to start this summer.

Contract 96 (Multi-District) - Sanitary Sewer Open Cut Repair Term Contract -Visone Construction completed WO 2, which consisted of replacement of 5 sanitary sewer manholes in the Village of East Aurora at locations on North Grove Street, Park Place, Spring Street, South Street, and Pennsylvania Avenue.

Contract 96 (Multi-District) - Sanitary Sewer Open Cut Repair Term Contract (Contractors – CATCO, Visone Construction) - Work Order 4 was issued to Visone Construction for the replacement of approximately 263 linear feet of sanitary sewer on the East Aurora WRRF property and within the right of way of Mill Road. The existing sanitary sewer requires re-location due to conflicts with an upcoming electrical upgrade project at the plant and associated site improvements (grading, retaining wall and concrete pad installation) at the site. The sewer immediately upstream within Mill Road has additional defects including alignment issues, presence of horizontal bends, an inaccessible buried manhole, and voids in the pipe wall located under the roadway. A buried and inaccessible manhole located in Mill Road just south of the intersection with Big Tree/ US Route 20A (approx. 80 LF±) will also be replaced in-kind. Work is anticipated to take place later this year.

c. Payments (Handout)

Ms. Plesh presented a copy of the payments to the Board.

d. Industrial Waste Survey – 2025 (Handout)

Mr. Fiegl reviewed a copy of the Industrial Waste Survey letter with the Board.

e. Septic Rebate Postcard (Handout)

Mr. Fiegl reviewed a copy of the postcard sent to residents with septic systems in the sewer district notifying them of a rebate opportunity for disposal. This benefit is available to those in ECSD No. 8, and the DSM found that additional outreach was needed so residents were aware.

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

Mr. Fiegl reviewed a copy of a letter sent to NYSDEC to the board and spoke on the concerns regarding the changed guidance.

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

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Ms. Plesh, seconded by Mr. Stoll, the Board voted to adjourn the meeting at 10:19 am. The motion was carried 4-0.

The next meeting is scheduled for Tuesday, October 7, 2025, at 9:30 am at East Aurora Village Hall.

Respectfully submitted,



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

MLP:tc

Approval of the June 10, 2025 Minutes

Moved by: B Smith

Seconded by: S Krueger

App./Disapp: 4-0

Date: 10/7/25

Signed: Mary L Plesh