

ERIE COUNTY SEWER DISTRICT (ECSD) NO. 5
BOARD OF MANAGERS MEETING MINUTES
MONDAY, JANUARY 27, 2025
CLARENCE TOWN HALL

MEMBERS PRESENT: Mr. Jonathan Bleuer, Mr. William Lardo, Mr. Timothy Lavocat and Ms. Vaishali Reberholt

ABSENT: Mr. Jeffrey Burroughs

OTHERS PRESENT: Mr. Patrick Breier, Mr. Joseph Fiegl and Ms. Brenda Rehac

ITEM NO. 1 – CALL THE MEETING TO ORDER

Mr. Lavocat called the meeting to order at 1:36 pm.

ITEM NO. 2 – APPROVAL OF OCTOBER 7, 2024 MEETING MINUTES

On a motion by Ms. Reberholt, seconded by Mr. Bleuer, the Board voted to approve the minutes from the October 7, 2024 meeting. The motion carried 4-0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

None

ITEM NO. 4 – OLD BUSINESS

a. Eastern Hills Mall Redevelopment

Mr. Fiegl updated the Board on matters related to the Eastern Hills Mall Redevelopment. The Division of Sewerage Management (DSM) has drafted a request for proposals (RFP) to retain an engineering consultant to perform services to implement the recommended alternative from the “Transit Road Corridor Sanitary Sewer Service Evaluation Report”. Due to uncertainty with funding, the RFP has been drafted such that the engineering may be awarded in phases, but also with the ability to award the work to a single firm to complete the full suite of services from design through construction. The availability of funding will determine when the RFP will be released.

The DSM also submitted SEQRA comments on the amended Conceptual Master Plan Application for the Eastern Hills Mall Redevelopment.

As the recommended alternative from the “Transit Road Corridor Sanitary Sewer Service Evaluation Report” assumes the implementation of the Parallel Peanut Line sewer, the Towns of Amherst and Clarence, along with the DSM, have been discussing memorializing the proposed capacity allocations and cost share. With the existing service agreements between the Town of Amherst and the outside sewer districts now almost 20-years old, the Towns of Amherst & Clarence and the DSM have commenced discussions regarding amending these agreements.

Item 2

As it is in close proximity to the Eastern Hills Mall site, Mr. Lavocat discussed the former Applebee's on Transit Road. The SEQR process will be started soon for a proposed Trader Joe's market at that location.

ITEM NO. 5 – NEW BUSINESS

a. I&I Approval for Enforcement Hearing (Handout)

The Board was provided a handout for a property owner who has not complied with correcting a violation and the Division of Sewerage Management (DSM) recommends an Enforcement Hearing. Mr. Fiegl explained the procedure in place recommending an Enforcement Hearing. There were discussions about this property being commercial in nature, and potentially recently being sold. Mr. Fiegl stated the DSM would look into the property transfer further.

Mr. Lavocat moved, seconded by Ms. Reberholt to refer this property to an Enforcement Hearing. The motion carried 4-0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report (September-December)

Mr. Breier updated the Board with the operational report. All scheduled preventive maintenance tasks were completed at the ECSD No. 5 facilities. A few power outages were experienced in the district with no backup issues. At Clarence Research Park treatment plant, a new Program Logic Controller (PLC) was installed and programmed for better valve control.

There were no sanitary sewer complaints received that required corrective action. A handful of manhole repairs were completed at the request of the Town of Clarence from snowplow issues. The annual Inflow and Infiltration meeting was held and the focus this year will be on the Roseville Lane area. All other items were routine in nature.

Mr. Breier updated the Board with the status on various developments. Spaulding Green Phases 7B and 8 are ongoing. Deer Valley Estates is in the final stages of close out. The sewers for Woodland Hills are now certified.

b. Construction Report

None

c. Payments (Handout)

Mr. Lardo reviewed the payments made to JM Davidson, Greenman-Petersen, Inc, and William Schutt Associates.

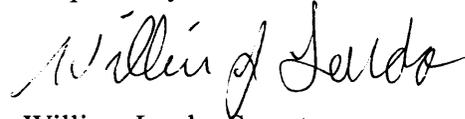
Mr. Lardo moved, seconded by Mr. Bleuer to receive and file the miscellaneous and informational items on the agenda. The motion carried 4-0.

TEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Mr. Bleuer, seconded by Mr. Lardo, the meeting was adjourned at 2:01 pm. The motion carried 4-0.

**Next ECSD No 5 Board Meeting
Monday, April 7, 2025 @ 1:30 p.m.
Amherst Engineering**

Respectfully submitted,



William Lardo, Secretary
ECSD No. 5 Board of Managers

BL:br

Motion to Approve January 27, 2025 Meeting Minutes

Moved by: S. Bleuer
Seconded by: V. Heberhult
App./Disapp.: 5-0
Date: June 9th 2025
Signed: William Lardo

ERIE COUNTY SEWER DISTRICT (ECSD) NO. 5
BOARD OF MANAGERS MEETING MINUTES
MONDAY, JUNE 9, 2025
CLARENCE TOWN HALL

MEMBERS PRESENT: Mr. Jonathan Bleuer, Mr. Jeffrey Burroughs, Mr. William Lardo,
Mr. Timothy Lavocat and Ms. Vaishali Reberholt

OTHERS PRESENT: Mr. Joseph Fiegl, Mr. Kevin Kaminski, Ms. Sally Mertz, Ms. Beth
Pfalzer, and Mr. William Strzeszynski

ITEM NO. 1 – CALL THE MEETING TO ORDER

Mr. Burroughs called the meeting to order at 1:31 pm.

ITEM NO. 2 – APPROVAL OF JANUARY 27, 2025 MEETING MINUTES

On a motion by Mr. Bleuer, seconded by Ms. Reberholt, the Board voted to approve the minutes from the January 27, 2025 meeting. The motion carried 5-0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

None

ITEM NO. 4 – OLD BUSINESS

a. Eastern Hills Mall Redevelopment

Mr. Fiegl advised that the Town of Amherst, Town of Clarence, and the Division of Sewerage Management have met to discuss the design of the Parallel Peanut Line Sewer. The Town of Clarence will be lead agent for the State Environmental Quality Review Act (SEQRA) for the project.

Mr. Bleuer advised that the redevelopment plan for all phases of the Eastern Hills Mall redevelopment will be on the Town's Planning Board Agenda.

b. Consultant – Transit Road Sanitary Sewer Upgrades (Handout)

The Board reviewed a memo regarding the three (3) firms who submitted proposals in response to the request for proposals for the Transit Road Sanitary Sewer Upgrades. On a motion by Mr. Lavocat, seconded by Mr. Burroughs, the Board voted to approve the Division of Sewerage Management's recommendation to retain JMDavidson for these engineering services. The motion carried 5-0.

Item 2

ITEM NO. 5 – NEW BUSINESS

a. Presentation and Approval of the 2025 Budget

i. Proposed 2025 Budget (Handout)

Mr. Fiegl presented the proposed ECSD No. 5 Budget to the Board. ECSD No. 5 is one of three sewer districts that comprise the Division of Sewerage Management’s “Northern Region.” The Northern Region budget is developed based upon a Memorandum of Understanding (MOU) updated in April 2018. The MOU outlines which costs or expenses are shared items and which items are exclusive to individual districts and their respective budgets. In summary:

- Costs such as personnel, supplies, equipment, “Division-wide” expenses, etc. are shared based upon the ratio of units in each sewer district and the total units in Northern Region.
- Contractual treatment charges, debt service, revenues, fund balance, and capital reserve are exclusive to each sewer district.

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

- 2.9% of Centralized Laboratory Expenses based on the volume of laboratory work.
- 26.6% of Centralized Vehicle Expenses based on the ratio of the number of vehicles serviced for the Northern Region to the total number serviced Division-wide.
- 47.3% of Centralized Division of Sewerage Management expenses based on the ratio of units served by the Northern Region to the total units served by all Districts.

Within Northern Region, ECSD No. 5 is responsible for approximately 14.9% of the costs.

Reviewing the Detail Summary for ECSD No. 5, total appropriations have increased approximately \$36,000 or 1.1%. However, total revenues outside of flat usage charges are budgeted to decrease approximately \$78,000 when compared to 2025, mostly due to approximately \$85,000 less fund balance utilization. Considering the proposed appropriations and anticipated revenues, the proposed budget is such that charges for the typical ECSD No. 5 ratepayer (single family home) are projected to increase \$20 in 2026. It was noted that a decrease was realized in 2024 and there was a very small increase in 2025.

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.

The 2026 equipment line items represent over \$867,000 of the Northern Region budget. The major items include: shared purchases amongst all of the Erie County Sewer Districts, a new CCTV sewer inspection system, replacement of equipment at various facilities, two (2) vehicle replacements, and Northern Region’s 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, Northern Region contributes approximately 47.3% of these Downtown office expenses.

A review of the individual budget codes was provided. Specific items highlighted included budgeting for fuel, reimbursements for centralized services, various adjustments in Account 506200, increases in treatment service bills, discussions on debt service and capital reserves, utility costs, and personnel costs. It was noted that there may be some reorganization of field staff, but any changes would be completed within the budgeted amount presented.

Fund balance usage as an offsetting revenue is budgeted at 58%. The available district fund balance at 12/31/24 represents approximately 4.3 months of 2025 budgeted appropriations – hence the increase in the amount allocated in the 2026 budget. As always, this will be monitored in future years and adjustments will be made as warranted.

It is recommended for the 2026 Budget that the flat usage charge increase to \$200.00 per unit and the footage charges in ECSD No. 5 remain at \$1.00 / foot. At this time, the Board would be voting on the budget for ECSD No. 5. If any changes impacting ECSD No. 5 are proposed by the ECSD Nos. 1 and 4 Boards of Managers during their meetings later in the week, said changes would be presented and discussed at a future combined budget meeting.

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

After a question and answer period, on a motion by Mr. Bleuer, seconded by Mr. Lardo, the Board voted to approve the Budget. The motion carried 5-0.

ii. Resolution (Handout)

Mr. Fiegl presented the Budget Resolution to the Board for approval. It was resolved that approximately 59 % and 41% of the total sanitary sewer tax levy of \$828,004 shall be raised from the assessed value and footage charges, respectively. On a motion by Mr. Lavocat seconded by Mr. Burroughs the Board voted to approve the Resolution with a flat charge of \$200 and a footage charge of \$ 1.00. The motion carried 5-0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report (January-April)

Mr. Strzeszynski updated the Board with the operational report. Since the last meeting, backup complaints were address on Elm and Long. In both incidents, roots were found at the residential connection. DSM staff relieved the blockages at the main and notices left with the residents. Staff is continuing flushing in the Spaulding Green, Northwood, and Essex Green areas.

b. Construction Report

Contract 95 (CIPPL Term Contract) – Work Order 13K was issued to Kenyon Pipeline and includes lining of 2,900 linear feet of 8-inch and 10-inch diameter sewerlines on West Point Drive in the Town of Clarence. Preparation work is anticipated to start this spring.

c. Payments (Handout)

Mr. Lardo reviewed the payments made to Greenman-Pedersen Inc and William Schutt.

d. Out of District Customer Request 5005&5025 Harris Hill Rd (Handout)

The Board reviewed a memo in regard to out of district customer requests for 5005 & 5025 Harris Hill Road in the Town of Clarence. The DSM was aware of the desire to connect when the sewers were constructed for the Woodland Hills Subdivision and does not object to the Town's approval.

e. Septic Rebate Postcard (Handout)

The Board reviewed a postcard sent to residents within Erie County Sewer Districts that utilize a septic tank for their waste. This postcard informs residents of an opportunity for a rebate if their septage is hauled to an Erie County Treatment Plant.

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

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Mr. Lavocat, seconded by Mr. Lardo, the meeting was adjourned at 2:22 pm. The motion carried 5-0.

**Next ECSD No. 5 Board Meeting
Monday, October 6, 2025 @ 1:30 p.m.
Amherst Engineering**

Respectfully submitted,

William J. Lardo
William Lardo, Secretary
ECSD No. 5 Board of Managers

BL:bp

Motion to Approve June 9, 2025, Meeting Minutes

Moved by: J. BLEUER
Seconded by: T. LAVOCAT
App./Disapp.: 4-0
Date: 10/6/25
Signed: *[Signature]* f2 wl

ERIE COUNTY SEWER DISTRICT (ECSD) NO. 5
BOARD OF MANAGERS MEETING MINUTES
MONDAY, OCTOBER 6, 2025
AMHERST ENGINEERING

MEMBERS PRESENT: Mr. Jonathan Bleuer, Mr. Jeffrey Burroughs, Mr. Timothy Lavocat and Ms. Vaishali Reberholt

MEMBERS ABSENT: Mr. William Lardo

OTHERS PRESENT: Mr. Joseph Fiegl, Ms. Sally Mertz, and Mr. William Strzeszynski

ITEM NO. 1 – CALL THE MEETING TO ORDER

Mr. Lavocat called the meeting to order at 1:30pm.

ITEM NO. 2 – APPROVAL OF JUNE 9, 2025 MEETING MINUTES

On a motion by Mr. Bleuer, seconded by Mr. Lavocat the Board voted to approve the minutes from the June 9, 2025 meeting. The motion carried 4-0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

None

ITEM NO. 4 – OLD BUSINESS

a. Eastern Hill Mall Redevelopment

i. Support Letter Handout

Mr. Fiegl noted that the engineering services kickoff meeting for the “Transit Road Sanitary Sewer Upgrades Project” with JMDavidson will be held on October 14th. The Town of Amherst and Town of Clarence will be looped into the project as is needed. Item 4.a.i includes a letter sent by the Division of Sewerage Management regarding the need for funding to address construction of these proposed improvements.

The Town of Amherst continues to advance the design of the proposed “Peanut Line Parallel Interceptor Sewer”. A 90% design review meeting was held with the NYSDEC on September 15th, with no initial concerns expressed by the NYSDEC. The Town of Amherst anticipates bidding the construction project in 2026 and the NYSDEC stated they could provide comments on the design documents in a timeframe to meet the proposed schedule. To fund the

Item 2

“Peanut Line Parallel Interceptor Sewer” project, the Towns of Amherst and Clarence, along with the County, have received approval from their respective municipal boards to execute a memorandum of agreement (see Items 5.d and 5.d.i for more information). The gathering of signatures for the memorandum of agreement is in progress. The Town of Clarence solicited SEQR lead agency for the “Peanut Line Parallel Interceptor Sewer” project over the summer, with the 30-day comment period closing September 5th.

A letter was sent to the governor for funding related to construction costs.

ITEM NO. 5 – NEW BUSINESS

a. 2026 User Charge

i. Public Hearing Meeting Minutes (Handout)

The Board received a copy of the public hearing minutes for the 2026 User Charges. The meeting was held on September 25, 2025, and no comments were received from the public. Now that the public hearing was held, the next step is for the individual Boards of Managers to adopt the 2026 rates. The rates will take effect January 1, 2026.

ii. Approval of Resolution (Handout)

Mr. Lavocat moved, seconded by Ms. Reberholt to approve the 2026 User Charge Rates for ECSD No. 5. The motion carried 4-0.

b. 2026 Meeting Schedule (Handout)

The Board reviewed the proposed meeting schedule for 2026. On a motion by Mr. Burroughs, seconded by Mr. Bleuer, the Board voted to approve the 2026 meeting schedule as submitted. The motion carried 4-0.

Mr. Fiegl noted that Board terms will be done at the end of the calendar year and inquired if the members would be willing to serve again. All present responded in the affirmative.

c. Request for Proposal for Professional Engineering Services (Handout)

The Board considered approval of a resolution to award Professional Engineering Term Agreements for the 2026-2028 term. As the current engineering term agreements expire at the end of 2025, a request for proposals (RFP) was issued for these services, with a total of nineteen (19) firms responding. A review committee consisting of staff from the Division of Sewerage Management (DSM) reviewed and ranked all responses using a scoring matrix included in the RFP. The DSM recommends retaining the top ten (10) scoring firms for engineering term agreements in an amount not-to-exceed \$250,000 each. This would be the same number of firms as currently retained for the 2023-2025 term. Costs associated with these agreements are paid through sewer district operating or capital accounts.

On a motion by Ms. Reberholt, seconded by Mr. Lavocat, the Board voted to approve the resolution to award Professional Engineering Term Agreements for the 2026-2028 term. The motion carried 4– 0.

d. Confirmation of Email Poll – Memorandum of Agreement “Peanut Line Parallel Interceptor Sewer Project (Handout)

The Board reviewed a resolution previously approved via e-mail poll recommending the County of Erie enter into an agreement with the Towns of Amherst and Clarence related to the Peanut Line Parallel Interceptor Sewer Project. The agreement outlines the responsibilities of the various parties and the cost/capacity allocations.

On a motion by Ms. Reberholt, seconded by Mr. Bleuer, the Board voted to confirm the email poll. The motion carried 4-0.

i. Memorandum of Understanding – Town of Amherst Letter (Handout)

The Board reviewed a letter related to the agreement sent to the Town of Amherst allowing the Towns and the County to move forward with shared costs associated with the above noted project.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report (May-August)

Mr. Strzeszynski updated the Board with the operational report. Several manholes were addressed on Boyd Drive in the Town of Clarence Sewer District #9, in conjunction with a Town paving project. Following the paving project, staff has begun to clean the sewer system in this sewershed. Once completed, this will complete the cleaning of all the priority areas within ECSD5. Going forward attention will be considered in the areas that have not been considered an initial priority, like newer subdivisions developed in recent years.

A few resident complaints have been received but determined not to be sewer related. All batteries had been replaced in the Pump Station telemetry units. Stand-by generator Preventative Maintenance tasks were completed at all the District’s pump stations. At the Stahley Road pump station, the comminutor and hydraulic power pack were replaced, and a new set of stainless-steel guide rails were installed. At the Clarence Research Parkway plant, the plant deck was repaired with a resin resurfacing product, the well pump and AC unit for the lab were also replaced due to failure. On September 17, the NYSDEC performed an annual inspection of the facility and there were no immediate recommendations made to DSM.

All other tasks were generally routine in nature.

b. Construction Report

Mr. Fiegl noted under Contract 95, the cured-in-place pipe (CIPP) lining term contract, Kenyon Pipeline completed CIPP lining under work order (WO) 13K which included 2,900 linear feet of 8-inch and 10-inch diameter sewerlines on West Point Drive in the Town of Clarence.

c. Payments (Handout)

Mr. Fiegl reviewed the payments made to Greenman-Pedersen Inc, Kenyon Pipeline, and William Schutt.

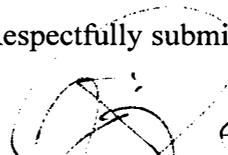
On a motion by Mr. Bleuer seconded by Mr. Burroughs, the Board voted to receive and file the informational items. The motion carried 4-0.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Mr. Burroughs, seconded by Ms. Reberholt, the meeting was adjourned at 1:48pm. The motion carried 4-0.

**Next ECSD No. 5 Board Meeting
Monday, December 1, 2025 @ 1:30 p.m.
Clarence Town Hall**

Respectfully submitted,


William Lardo, Secretary
ECSD No. 5 Board of Managers

BL:bp

Motion to Approve October 6, 2025, Meeting Minutes

Moved by: U Reberholt
Seconded by: J. Biener
App./Disapp.: 4-0
Date: 2/9/26
Signed: William Lardo