

ERIE COUNTY SEWER DISTRICT NO. 6 (ECSO NO. 6)
BOARD OF MANAGERS MEETING MINUTES
TUESDAY, JANUARY 28, 2025 @ 3:15 PM
LACKAWANNA CITY HALL

MEMBERS PRESENT: James Balcarczyk, Garry Pecak

MEMBERS ABSENT: Mark Kuwik

OTHERS PRESENT: Steven Canestrari Sr., Joseph Fiegl, David Hojnacki, and Sandra Kocic

ITEM NO. 1 – CALL THE MEETING TO ORDER

Mr. Balcarczyk called the meeting to order at 3:15 PM.

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

On a motion by Mr. Balcarczyk, seconded by Mr. Pecak, the Board voted to approve the minutes from the October 8, 2024 meeting. The motion carried 2-0.

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. Permit Refund Request – 182 Fisher Road (Handout)

Mr. Pecak presented a permit refund request for consideration. Mr. Pecak advised the Board that after the permit was issued it was determined that the property was not within an Erie County sewer district.

On a motion by Mr. Balcarczyk, seconded by Mr. Pecak, the Board voted to the refund request for 182 Fisher Road. The motion carried 2-0.

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

The Board considered confirmation of the November 8, 2024 email poll approving a resolution to award Contract No. 80 for the Central Region Sewer Collection System Facility.

Item 2

Mr. Balcarczyk had a few questions regarding the costs and percentage of ECSD No. 6's contributions, which were addressed by Mr. Fiegl.

On a motion by Mr. Balcarczyk, seconded by Mr. Pecak, the Board voted to confirm the award of the Central Region Sewer Collection Facility. The motion carried 2-0.

c. Contract Closeout – Dorrance Fuel Storage Tank Replacement (Handout)

Mr. Pecak presented a resolution recommending closeout of the Dorrance Fuel Storage Tank Replacement project. All work has been completed satisfactorily.

On a motion by Mr. Balcarczyk, seconded by Mr. Pecak, the Board voted to close out the Dorrance Fuel Tank Replacement Project. The motion carried 2-0.

d. Lackawanna WRRF & ORF Disinfection Systems Improvement Project Contract Nos. 62-A, 62-B, and 62-D – Request for Time Extension (Handout)

Mr. Pecak explained that this project has experienced several delays. The details were covered more thoroughly in the Construction Update under Item No. 6 on the agenda.

e. GHD Change Order – Disinfection Systems Improvements Project – Additional Engineering Services (Handout)

Mr. Pecak presented a Change Order for GHD the additional engineering and inspection services needed due to construction delays, differing site conditions, and additional scope items added during construction. The final proposed Change Order of \$83,519.87 breaks down as follows: \$19,738.28 for added scope and unforeseen conditions, \$23,881.59 for additional construction administration, and \$39,900.00 for additional construction inspection services.

On a motion by Mr. Balcarczyk, seconded by Mr. Pecak, the Board voted to approve the GHD Change Order No. 4 for additional engineering services. The motion carried 2-0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Hojnacki provided the following Operational Report for District 6:

D6 Collections:

- CCTV focus area (MS5) - ongoing.
- Completed three sanitary sewer spot repairs. (South Shore Blvd., Franklin St., Willet Rd.)
- Routine Storm flushing (MS8) - ongoing
- Replaced 2 catch basins (Martin Rd, Steelawanna St.)

District 6 (D6) Facilities:

- Pumping Station (P.S.) Gas Detection Replacement Project – ongoing (Seal, Dorrance, Well)
- Dorrance P.S. storm pump no. 4 – Out of service, motor repair ongoing
- Well St. P.S. pump no. 3 check valve – pump out of service, shopping replacement valves

b. Construction Report:

Mr. Pecak presented the following construction update to the Board:

Contract No. 64 Lackawanna WRRF Digestion and Solids Management Upgrades -This project was recommended to be closed out at the last meeting. Final punch list items are being completed.

Contract No. 62 Lackawanna WRRF and ORF Disinfection Improvements –Construction under Contract No. 62-A with H&K Services, Contract 62-B with JW Danforth Company, and Contract 62-D with Frey Electric has progressed significantly with completion expected in the next couple of months. Work has progressed at the Water Resource Recovery Facility and the Overflow Retention Facility for Contracts 62-A (General) and 62-D (Electrical). Contract No. 62-B has completed designed installations and start up but additional work was requested and will be completed before close out. The completion date for this project was November 10, 2024. All three contracts have requested extensions due to delays with equipment and programming in Contract 62-A. This project was designed, and construction is managed, by GHD. This project is partially funded by a NYS WQIP grant and the remainder is from ARP and local funding.

Contract No. 65 Wilmuth Avenue Pumping Station Grit Bucket Collection System Rehabilitation – The grit collection system chain and bucket systems need replacement. Design for this project was performed by the Division of Sewerage Management. Most of the cost will be from ARP funds. H&K Services in under Contract to complete this work. Major submittals have recently been approved. On-site work will begin when equipment is delivered.

Contract 67 - Dorrance Ave Pumping Station Force Main Improvements (Contractor – Kandey Company) - This project is for the replacement of an existing sanitary and storm air release valves and associated chamber on South Park Avenue north of the intersection with Ridge Road; replacement of existing air release valves in a chamber on the pump station site; installation of bypass valves in front of the pump station; inspection of the existing 14-inch diameter sanitary forcemain via CCTV; and associated sanitary sewer spot repairs and associated restoration work. The DSM was granted a permit by the Buffalo Sewer Authority (BSA) to temporarily bypass sewage flows to the city's system during construction to facilitate the forcemain repairs. Notice to Proceed was issued to Kandey Company in September. Shop drawing review is in progress. A traffic control plan including road closure and detour is anticipated to complete work within the roadway of South Park Avenue is anticipated. Installation work in spring 2025 is anticipated.

Contract 95 (CIPPL Term Contract) (Kenyon Pipeline and United Survey) – United Survey was issued WO 5U, which includes cured-in-place pipe (CIPP) lining of 247 LF of 8-inch VTP at the intersection of Abbott Road and Ridge Road, and 280 LF of 10-inch diameter sewer on Electric Ave. Prep work and cleaning are anticipated to begin in early 2025, weather depending. Kenyon Pipeline was issued WO 8K, which includes 8,101 linear feet of 8-inch and 10-inch diameter VTP sewerlines on various streets in the Center Street area (including Caldwell, Cooke, Edna, Rich, Michel, Pulaski, Gravel, Sand, Edgewood, Clinton, Franklin, Muck, Prospect, Krakow, Home). Prep work and cleaning are anticipated to begin in early 2025, weather depending.

Contract 96 (Multi-District) - Sanitary Sewer Open Cut Repair Term Contract (Contractors – CATCO, Visone Construction) – The DSM is awaiting a schedule from CATCO for Work Order 2, which consists of three (3) manhole replacements/installations on Kirby Avenue in the City of Lackawanna to be completed ahead of the City’s anticipated upcoming road reconstruction project. It is anticipated that this work will be completed in spring or summer 2025.

Contract 68 - Lackawanna Open Cut Excavation Sanitary Sewer Replacements (Contractor – Visone Construction) This project consists of installation of approximately 2,096 linear feet of 8-inch diameter PVC sanitary sewerline across five project sites in ECSD No. 6 and the City of Lackawanna to replace existing sanitary sewers, inclusive of manhole replacements, lateral reconnections, abandonment or removal of existing sewerlines and manholes, restoration and all associated and appurtenant Work. The project sites include: Ludel Terrace, Shannon Drive at Ludel Terrace, South Fisher at North Drive, Gibbons Street, and Parkview Avenue. The project has been awarded and contract executed. Notice to Proceed will be held until the spring.

Coordination Projects – Abbott Road/ Willet Road rehabilitation project (EC DPW project - D&H). Punch list work was issued to the Contractor and completed/accepted. The sewer scope of work was to replace 16 sanitary frame and covers (funded by the DSM). This project was at the boundary of D3 and D6 and included work in both districts.

c. Payments (Handout)

The Board reviewed payments made to consultants and contractors since the last board meeting.

On a motion by Mr. Pecak, seconded by Mr. Balcarczyk, the Board voted to receive the informational items on the agenda. The motion was carried 2-0.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Mr. Balcarczyk, seconded by Mr. Pecak, the meeting was adjourned at 3:34 PM. The motion was carried 2-0.

The next meeting is scheduled for Tuesday, April 8, 2025 at Lackawanna City Hall.

Respectfully submitted,



Garry S. Pecak, Secretary
ECSD No. 6 Board of Managers

GSP:sk

Motion to Approve the January 28, 2025 Meeting Minutes

Moved by: J. Balcarczyk
Seconded by: G. Pecak
App./Disapp.: 3/0
Date: 4/8/25
Signed: 

ERIE COUNTY SEWER DISTRICT NO. 6 (ECSO NO. 6)
BOARD OF MANAGERS MEETING MINUTES
TUESDAY, APRIL 8, 2025 @ 3:15 PM
LACKAWANNA CITY HALL

MEMBERS PRESENT: James Balcarczyk, Mark Kuwik, Garry Pecak

OTHERS PRESENT: Steven Canestrari Sr., Katherine Curry, Joseph Fiegl, David Hojnacki, Sandra Kocic, and Barbara Piazza

ITEM NO. 1 – CALL THE MEETING TO ORDER

Mr. Balcarczyk called the meeting to order at 3:15 PM.

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

On a motion by Mr. Balcarczyk, seconded by Mr. Pecak, the Board voted to approve the minutes of the January 28, 2025 meeting. The motion carried 3-0.

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. Odor Complaints – Notice of Violation (Handout)

The Board reviewed a notice of violation, dated February 11, 2025, sent to SweetLife LLC (herein referred to as "SweetLife"). Mr. Fiegl explained that this was a new violation subsequent to the violations discussed at previous meetings in 2024. The letter also serves SweetLife with an official "Notice of Hearing" to be held at the April 8, 2025 Board of Managers meeting due to the repeated violations. The Board also reviewed the response letter from SweetLife dated March 3, 2025 acknowledging the violation and hearing and noting that corrective actions were being taken.

b. Enforcement Hearing: Sucro/SweetLife LLC

On a motion by Mr. Balcarczyk, as chairman of the Board of Managers, seconded by Mr. Pecak, the Board voted to open an enforcement hearing regarding SweetLife's repeated violations of the Rules and Regulations of Erie County Sewer Districts, section 501 (Prohibited Discharges at 3:25pm. The motion carried 3-0.

Item 2

The enforcement hearing follows Article XI, Section 1103 of the Rules and Regulations for Erie County Sewer Districts (Rules and Regulations):

- SweetLife was served a Notice of Hearing via a letter dated February 11, 2025.
- The Notice of Hearing stated the time and place designated for the hearing was April 8, 2025 at 3:15pm in the Council Chambers of Lackawanna City Hall. The Notice of Hearing also noted the particulars of the violation charged, namely Section 501 of the Rules and Regulations.
- The ECSD No. 6 Board of Managers conducted the hearing.

Starting first, Mr. Fiegl presented evidence from the Division of Sewerage Management. The first Notice of Violation was issued to SweetLife. on November 1, 2023. This was in response to several complaints received in 2023 from residents in the area of Wilkesbarre Street in the City of Lackawanna that were directly attributable to SweetLife's sanitary discharges. SweetLife was found to be in violation of the Rules and Regulations, Article V, Section 501.d - Prohibited Discharges: "*Any noxious or malodorous liquid, gas, or solid which either singly or by interaction with other substances or waste is sufficient to create a public nuisance*".

In response to this issue, ECSD No. 6 commenced with deployment of a sodium hypochlorite feed system in December 2023 to mitigate against these malodorous discharges. This system was operational until May 2024 because SweetLife needed to implement system improvements at their site. Over that period ECSD No. 6 incurred over \$6,700.00 in costs to maintain that system.

On February 7, 2025, ECSD No. 6 received odor control complaints in the area of Wilkesbarre Street in the City of Lackawanna. These odors were once again directly attributable to SweetLife's sanitary discharges. Upon investigation by ECSD No. 6 staff, it was found that SweetLife's odor counteractant system had no sodium hypochlorite in its storage tote, and hence the chemical feed pump was running 'dry' for an indeterminate period of time. The chemical feed pump was damaged and hence the system could not immediately be brought back to function. SweetLife's odor counteractant system was not operational again until February 11, 2025.

In response to this issue, ECSD No. 6 once again commenced with a sodium hypochlorite feed system to mitigate against the malodorous discharges from SweetLife. This system was operational until February 13, 2025 to allow time for SweetLife's system to address a backlog of malodorous discharges. Over this period ECSD No. 6 incurred close to \$600.00 in costs to maintain that system. A second Notice of Violation letter was issued to SweetLife on February 11, 2025. This Notice of Violation also included an official Notice of Hearing to discuss SweetLife's violations of the Rules and Regulations.

SweetLife did respond to the February 11, 2025 Notice of Violation in a March 3, 2025 letter. This response was provided within 20-days of SweetLife's receipt of the Notice of Violation. In the letter, included for the Board's consideration, were details regarding their corrective actions and their plan for preventing further violations in the future.

No representatives of SweetLife were present at the hearing to provide any additional information. After a discussion period for the Board Members to deliberate and ask questions, the floor was turned back to Mr. Fiegl on behalf of ECSD No. 6 to present enforcement recommendations.

It is the Division of Sewerage Management's view that SweetLife was indeed in violation of the Rules and Regulations, Article V, Section 501. Because of the repeated offenses and in consideration of the quality of life impacts these violations had on the general community, it is the Division of Sewerage Management's recommendation that penalties be assessed. Section 1104 of the Rules and Regulations notes that violations of Article V will be subject to a premium assessment not to exceed a maximum of ten thousand dollars (\$10,000) for each violation. Each day a violation exists constitutes a separate violation.

The February 11, 2025 letter erroneously stated the premium assessments do not exceed \$500 per day. Due to this fact, it is recommended a premium assessment of \$500 per day be levied, with violations from February 7, 2025 to February 13, 2025, in a total amount of \$3,500.00. This recommendation considers the nature of the violation, the magnitude of impact of the violation on the people of ECSD No. 6, SweetLife's past violation record, and the financial impact to ECSD No. 6.

On a motion by Mr. Kuwik, seconded by Mr. Balcarczyk, the Board voted to approve a penalty form of a premium assessment in the amount of \$3,500.00. The motion carried 3-0. The Secretary was authorized to send the enforcement letter to SweetLife on behalf of the Board.

On a motion by Mr. Balcarczyk, seconded by Mr. Kuwik, the Board voted to conclude the hearing at 3:39 PM. The motion carried 3-0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report:

Mr. Hojnacki provided the following Operational Report for District 6.

D6 Collections:

- CCTV focus area (MS5) – Nearing completion.
- Completed three sanitary sewer spot repairs. (Prospect Pl., Relich Ave., Leonard St.)
- Storm flushing/Inspections (Tributary to South Branch Smokes Creek) - ongoing
- Replaced 1 catch basin on Steelawanna St.

D6 Facilities:

- Pumping Station (PS) Gas Detection Replacement Project – ongoing (Seal, Dorrance, Well)
- Dorrance PS storm pump #4 – motor repaired, pump back in service

- Well St. PS pump #3 check valve – pump out of service; shopping replacement valves
- Replaced heat pumps in Admin & Hypo Buildings

Mr. Fiegl noted the Buffalo Olmstead Parks Conservancy has approached the County regarding storing maintenance equipment on the unused portions of the Dorrance Avenue Pumping Station site due to the storage space the Conservancy was using at the Botanical Gardens no longer being available. In return, the Conservancy offered to perform lawn maintenance of the site. The Division of Sewerage Management believes this could be mutually beneficial but had some concerns about potential neighbor impacts. An agreement protecting the County would be required to proceed. The Board did not express any objections to this arrangement.

b. Construction Report:

Mr. Pecak presented the following Construction update to the Board:

Contract No. 62 Lackawanna WRRF and ORF Disinfection Improvements – Construction under Contract No. 62-A with H&K Services, Contract 62-B with JW Danforth Company, and Contract 62-D with Frey Electric has completed work and now are starting up the remaining processes, correcting operational errors, and creating punch lists of remaining work. This project was designed, and construction is managed by GHD. This project is partially funded by a NYS WQIP grant and the remainder is from ARP and local Funding.

Contract No. 65 Wilmuth Avenue Pumping Station Grit Bucket Collection System Rehabilitation – The grit collection system chain and bucket systems need replacement. Design for this project was performed by the Division of Sewerage Management. Most of the cost will be from ARP funds. H&K Services in under Contract to complete this work. On-site work will begin when equipment is delivered, which is expected in early summer.

Contract 67 - Dorrance Ave Pumping Station Force Main Improvements (Contractor – Kandey Company) - This project is for the replacement of an existing sanitary and storm air release valves and associated chamber on South Park Avenue north of the intersection with Ridge Road; replacement of existing air release valves in a chamber on the pump station site; installation of bypass valves in front of the pump station; inspection of the existing 14-inch diameter sanitary forcemain via CCTV; and associated sanitary sewer spot repairs and associated restoration work. The DSM was granted a permit by the Buffalo Sewer Authority (BSA) to temporarily bypass sewage flows to the city's system during construction to facilitate the forcemain repairs. Over the winter, traffic control plans and shop drawings were reviewed and approved. Traffic message boards will be placed in early April and work is anticipated to start in late April.

Contract 68 - Lackawanna Open Cut Excavation Sanitary Sewer Replacements (Contractor – Visone Construction) - This project consists of installation of approximately 2,096 linear feet of 8-inch diameter PVC sanitary sewerline across five project sites in ECSD No. 6 and the City of Lackawanna to replace existing sanitary sewers, inclusive of manhole replacements,

lateral re-connections, abandonment or removal of existing sewerlines and manholes, restoration and all associated and appurtenant Work. The project sites include: Ludel Terrace, Shannon Drive at Ludel Terrace, South Fisher at North Drive, Gibbons Street, and Parkview Avenue. Notice to Proceed was issued on 3/17/25 and shop drawing review is underway. The DSM is awaiting a schedule from the contractor. It is anticipated that work will commence later in the spring.

Contract 95 (CIPPL Term Contract) (Kenyon Pipeline and United Survey) – Kenyon Pipeline continued CIPP Lining work under WO 8K, which includes 8,101 linear feet of 8-inch and 10-inch diameter VTP sewerlines on various streets in the City of Lackawanna in the Center Street area (including Caldwell, Cooke, Edna, Rich, Michel, Pulaski, Gravel, Sand, Edgewood, Clinton, Franklin, Muck, Prospect, Krakow, Home). The DSM issued a revision/amendment to WO 8K to include 3 additional sewerlines (682 linear feet) that require coordination in conjunction with Contract 68 Lackawanna Open Cut Excavation Sanitary Sewer Replacements (Contractor – Visone Construction). An extension to the work order completion date was also granted.

Contract 96 (Multi-District) - Sanitary Sewer Open Cut Repair Term Contract (Contractors – CATCO, Visone Construction) - CATCO completed Work Order 2, which consisted of three (3) manhole replacements/installations on Kirby Avenue in the City of Lackawanna. The City has an upcoming road project anticipated to bid later this year.

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

Mr. Pecak explained the memo was to memorialize for the record that the District's work included in the ECDPW project was completed and paid for.

c. Payments (Handout)

The Board reviewed payments made to consultants and contractors since the last Board Meeting.

d. Septic Rebate Postcard (Handout)

Mr. Fiegl explained that the Septic Rebate Postcards were sent to residents that utilize a septic tank system as a courtesy to let them know of the rebate benefit that is available to them.

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

The Board reviewed the DSM's comment letter to the NYSDEC presenting the Division's concerns regarding the New/Revised Division of Water Technical and Operational Guidance Series Documents Related to the Control of Phosphorus in Ambient Freshwaters.

On a motion by Mr. Balcarczyk, seconded by Mr. Kuwik, the Board voted to receive the informational items on the agenda. The motion carried 3-0.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Mr. Pecak, seconded by Mr. Balcarczyk, the meeting was adjourned at 3:51 PM. The motion carried 3-0.

The next meeting is scheduled for Tuesday, June 11, 2025 at Lackawanna City Hall.

Respectfully submitted,



Garry S. Pecak, Secretary
ECSD No. 6 Board of Managers

GSP:sk
Motion to Approve the April 8, 2025 Meeting Minutes

Moved by: J. Balcarczyk
Seconded by: M. Kuwik
App./Disapp.: 3/0
Date: 6/10/25
Signed: [Signature]

ERIE COUNTY SEWER DISTRICT NO. 6 (ECSD NO. 6)
BOARD OF MANAGERS MEETING MINUTES
TUESDAY, JUNE 10, 2025 @ 3:15 PM
LACKAWANNA CITY HALL

MEMBERS PRESENT: James Balcarczyk, Mark Kuwik, Garry Pecak

OTHERS PRESENT: Steven Canestrari Sr., Joseph Fiegl, David Hojnacki, Kevin Kaminski,
and Sandra Kocic

ITEM NO. 1 – CALL THE MEETING TO ORDER

Mr. Balcarczyk called the meeting to order at 3:15 PM.

ITEM NO. 2 – APPROVAL OF APRIL 8, 2025 MEETING MINUTES

On a motion by Mr. Balcarczyk, seconded by Mr. Kuwik, the Board voted to approve the minutes from the April 8, 2025 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

a. Odor Complaints (Handout)

The Board reviewed the enforcement letter sent to SweetLife, LLC. on April 14, 2025 subsequent to the April 8, 2025 compliance hearing. There has been no response received from SweetLife in regard to the letter and fine. Mr. Kuwik asked if there was a inspection of SweetLife's corrective actions to their sanitary sewer infrastructure. Mr. Hojnacki stated ECSD No. 6 would follow up.

ITEM NO. 5 – NEW BUSINESS

a. Presentation and Approval of the 2026 Budget

i. Proposed 2026 Budget (Handout)

Mr. Fiegl presented the ECSD No. 6 Budget to the Board.

As ECSD No. 6 is part of the Division of Sewerage Management, there are a number of "shared" items including equipment, vehicles, and personnel. For most shared items, ECSD No. 6 contributes approximately 4% based on the ratio of units served by ECSD No. 6 to the total units served by all Districts. For centralized laboratory expenses, ECSD No. 6 contributes 21.5% based on the volume of laboratory work, while for centralized vehicle maintenance the share is 16.5% based on the ratio of the number of vehicles serviced for ECSD No. 6 to the total number serviced Division-wide.

Heav 2

Reviewing the Detail Summary for ECSD No. 6, total appropriations or expenses are budgeted to increase 7.7% in 2026 when compared to the 2025 budget. The appropriation increase is influenced by maintenance/repair supplies, equipment purchases, capital reserves, debt service, and personnel. Additional interest earned and fund balance utilization offset the increased appropriations. Considering all impacts, the typical ratepayer in ECSD No. 6 would experience an increase of less than \$10 annually when compared to 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. 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 over \$700,000 of the ECSD No. 6 budget. The major items include shared items with the other Erie County Sewer Districts, the purchase of new/replacement treatment plant and pumping station equipment, a new dump truck, and the ECSD No. 6 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, ECSD No. 6 contributes approximately 4% of these Downtown office expenses.

A review of the individual budget codes was provided. Specific items highlighted included the budgeting on fuel, the code for central vehicle maintenance, chemical costs (specifically polymer, sodium hypochlorite, and sodium bisulfite), various items in professional services (including I&I Repair and landfill costs), capital reserves, debt service costs, utilities, and personnel costs.

Fund balance usage as an offsetting revenue is budgeted at 68% of available balance. The available district fund balance at 12/31/24 represents approximately 4.6 months of 2025 budgeted appropriations. As always, this will be monitored in future years and adjustments will be made as warranted.

Mr. Balcarczyk and Mr. Kuwik asked several questions, including questions related to the costs associated with Centralized Vehicle Maintenance, the need for Maintenance and Repair Supply budgets based on capital improvements completed, sludge disposal, and more. Mr. Fiegl provided responses and additional clarifications to questions from the Board Members. On a motion by Mr. Kuwik, seconded by Mr. Balcarczyk, the Board voted to approve / confirm the 2026 budget. The motion carried 3-0.

ii. Resolution (Handout)

Mr. Fiegl went over the details of the resolution handout. It was resolved that approximately 11% and 89% of the total sanitary sewer tax levy of \$2,241,753 be raised from the assessed valuation and parcel charges, respectively. On a motion by Mr. Balcarczyk, seconded by Mr.

Kuwik, the Board voted to approve the Resolution with a parcel charge of \$109. 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. Contract Closeout – Lackawanna Disinfection Improvements Contract Nos. 62B & 62D (Handout)

Mr. Pecak went over the details of the Contract Closeout of Nos. 62B & 62D. On a motion by Mr. Balcarczyk, seconded by Mr. Kuwik, the Board voted to closeout contract Nos. 62B & 62D. The motion carried 3-0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

- a. Operational Report

Mr. Hojnacki provided the following Operational Report for District 6 (D6):

D6 Collections:

- Completed CCTV focus area (Mini System 5)
- ECWA completed a sanitary sewer spot repair on Elkhart to remove water service through main/lateral.
- Replaced 4 catch basins on Glenwood Ave. and Martin Rd.

D6 Facilities:

- Dorrance P.S. - Serviced check valve on pump #3 while station was under bypass
- Well St. P.S. pump #3 check valve – pump out of service; shopping replacement valves

All other items were relatively routine in nature.

- b. Construction Report:

Mr. Pecak presented the following construction update to the Board:

Contract No. 62 Lackawanna WRRF and ORF Disinfection Improvements – Construction under Contract No. 62-A with H&K Services, Contract 62-B with JW Danforth Company, and Contract 62-D with Frey Electric. Contract 62-A is working on completing punch list items and final acceptance of dosing systems. Contract Nos. 62-B and 62-D are being closed out, with Board approval for closeout requested at this meeting.

Contract No. 65 Wilmuth Avenue Pumping Station Grit Bucket Collection System Rehabilitation – The grit collection chain and bucket systems need replacement. Design for this project was performed by the Division of Sewerage Management. Most of the cost will be from ARP funds. H&K Services in under Contract to complete this work, with on-site work expected this summer.

Contract 95 (CIPPL Term Contract) (Kenyon Pipeline and United Survey) – Kenyon Pipeline completed the majority of the CIPP Lining work under WO 8K, which included 8,101 linear feet of 8-inch and 10-inch diameter VTP sewerlines on various streets in the City of Lackawanna in the Center Street area (including Caldwell, Cooke, Edna, Rich, Michel, Pulaski, Gravel, Sand, Edgewood, Clinton, Franklin, Muck, Prospect, Krakow, Home). The DSM issued a revision/amendment to WO 8K to include 3 additional sewerlines (682 linear feet) on Shannon Drive and Ludel Terrace that require coordination in conjunction with Contract 68 Lackawanna Open Cut Excavation Sanitary Sewer Replacements (Contractor – Visone Construction). An extension to the work order completion date was also granted. This work will be completed later this year.

Contract 67 - Dorrance Ave Pumping Station Force Main Improvements (Contractor – Kandey Company)-Work is in progress for this project to replace existing sanitary and storm air release valves and associated chamber on South Park Avenue north of the intersection with Ridge Road; replacement of existing air release valves in a chamber on the pump station site; installation of bypass valves in front of the pump station; inspection of the existing 14-inch diameter sanitary forcemain via CCTV; and associated sanitary sewer spot repairs and associated restoration work. Work is on schedule and is anticipated to be completed by late June.

Contract 68 - Lackawanna Open Cut Excavation Sanitary Sewer Replacements (Contractor – Visone Construction) - This project consists of installation of approximately 2,096 linear feet of 8-inch diameter PVC sanitary sewerline across five project sites in ECSD No. 6 and the City of Lackawanna to replace existing sanitary sewers, inclusive of manhole replacements, lateral re-connections, abandonment or removal of existing sewerlines and manholes, restoration and all associated and appurtenant Work. The project sites include: Ludel Terrace, Shannon Drive at Ludel Terrace, South Fisher at North Drive, Gibbons Street, and Parkview Avenue. Notice to Proceed was issued on 3/17/25. Work on Shannon Drive and Ludel Terrace is anticipated to start in early June.

Contract 87 – On Call Sewer Repair Contract (Contractor – CATCO) – Work order No. 13 was issued in April for emergency repairs to a 15-inch diameter sanitary sewer on Adrian Street south of the intersection with Elkhart Street.

c. Payments (Handout)

The Board reviewed payments made to consultants and contractors since the last board meeting.

On a motion by Mr. Pecak, seconded by Mr. Balcarczyk, the Board voted to receive the informational items on the agenda. The motion was carried 3-0.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Mr. Balcarczyk, seconded by Mr. Pecak, the meeting was adjourned at 3:47 PM. The motion was carried 3-0.

The next meeting is scheduled for Tuesday, October 7, 2025 at Lackawanna City Hall.

Respectfully submitted,



Garry S. Pecak, Secretary
ECSD No. 6 Board of Managers

GSP:sk
Motion to Approve the June 10, 2025 Meeting Minutes

Moved by: J. Balcarczyk
Seconded by: M. Kowik
App./Disapp.: 3/0
Date: 10/7/25
Signed: [Signature]

ERIE COUNTY SEWER DISTRICT NO. 6 (ECSO NO. 6)
BOARD OF MANAGERS MEETING MINUTES
TUESDAY, OCTOBER 7, 2025 @ 3:15 PM
LACKAWANNA CITY HALL

MEMBERS PRESENT: James Balcarczyk, Mark Kuwik, and Garry Pecak

OTHERS PRESENT: Steven Canestrari Sr., Joseph Fiegl, David Hojnacki, and Sandra Kocic

ITEM NO. 1 – CALL THE MEETING TO ORDER

Mr. Balcarczyk called the meeting to order at 3:13 PM.

ITEM NO. 2 – APPROVAL OF JUNE 10, 2025 MEETING MINUTES

On a motion by Mr. Balcarczyk, seconded by Mr. Kuwik, the Board voted to approve the minutes from the June 10, 2025 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

a. Odor Complaints

Mr. Fiegl spoke about the previous odor complaints due to the operations at SweetLife LLC. They appear to be compliant with the protocol they have in place to dissipate the odors that were present in the past. The Sewer District noted that some new odor complaints have been reported throughout the District but do not appear to be attributed to SweetLife.

ITEM NO. 5 – NEW BUSINESS

a. 2026 User Charge

i. Public Hearing Notice & 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.

Item 2

ii. Approval of Resolution (Handout)

Mr. Pecak went over the details of the resolution handout. On a motion by Mr. Kuwik, seconded by Mr. Balcarczyk, the Board voted to approve District 6 proposed 2026 User Charge Rates for ECSD No. 6. The motion carried 3-0.

b. 2026 Meeting Schedule (Handout)

On a motion by Mr. Kuwik, seconded by Mr. Pecak, the Board voted to approve the 2026 Meeting Schedule. The motion carried 3-0.

Mr. Fiegl asked the Board members if they were all willing to commit to another 2-year term. All agreed to remain as Board members for another term if so appointed.

c. Contract Closeout – Dorrance Ave Forcemain Improvements Contract No. 67 (Handout)

Mr. Pecak presented the closeout for the Dorrance Avenue Forcemain Improvement Contract. All work has been satisfactorily completed. On a motion by Mr. Balcarczyk, seconded by Mr. Kuwik, the Board voted to approve the closeout of Contract No. 67. The motion carried 3-0.

d. 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 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 Mr. Balcarczyk, seconded by Mr. Kuwik, the Board voted to approve the resolution to retain Professional Engineering Services over the next 3-year term. The motion carried 3-0.

e. Contract Closeout – Lackawanna Disinfection Improvements Contract General 62A (Handout)

Mr. Pecak presented the closeout for the Lackawanna Disinfection General Contract. All work has been satisfactorily completed. On a motion by Mr. Balcarczyk, seconded by Mr. Pecak, the Board voted to approve the closeout of Contract 62A. The motion carried 3-0.

f. Contract Closeout – Wilmuth Avenue Pumping Station Grit Collection System Replacement Project (Handout)

Mr. Pecak presented the closeout for the Wilmuth Avenue Pumping Station (P.S.) Grit Collection System Replacement contract. All work has been satisfactorily completed. On a motion by Mr. Balcarczyk, seconded by Mr. Pecak, the Board voted to approve the closeout of this contract. The motion carried 3-0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Hojnacki provided the following Operational Report for District 6:

D6 Collections:

- Completed 5 Sanitary sewer spot repairs to replace broken pipe - Knowlton, Sandra and Colton.
- Repaired/Replaced 6 catch basins - Firestone St, Leo Pl., Maple Grove Ave., Balen Dr., and Pearl Ave.
- Completed smoke testing of the 2025 focus area (MS9), CCTV inspections to follow.

D6 Facilities:

- Dorrance P.S. - pump #3 was rebuilt. Maintenance staff to schedule installation to return pump to service.
- Well St. P.S. pump #3 check valve – pump out of service; new check valve purchased, shopping contractors to install.

b. Construction Report:

Mr. Pecak presented the following construction update to the Board:

Contract 95 (CIPPL Term Contract) (Kenyon Pipeline and United Survey) – Kenyon Pipeline completed cured-in-place pipe (CIPP) Lining work on work order (WO) 8K, which included 8,101 linear feet of 8-inch and 10-inch diameter vitrified clay tile pipe (VTP) sewerlines on various streets in the City of Lackawanna in the Center Street area and 682 linear feet on Ludel Terrace/ Shannon Drive that required coordination in conjunction with Contract 68 Lackawanna Open Cut Excavation Sanitary Sewer Replacements.

Contract 67 - Dorrance Ave Pumping Station Force Main Improvements (Contractor – Kandey Company) Work was completed for this project and recommendation of closeout was earlier on this meeting agenda. This project included replacement of existing sanitary and storm air release valves and associated chamber on South Park Avenue north of the intersection with Ridge Road; replacement of existing air release valves in a chamber on the pump station site; installation of bypass valves in front of the pump station; inspection of the existing 14-inch diameter sanitary

forcemain via CCTV televising; and associated sanitary sewer spot repairs and associated restoration work.

Contract 68 - Lackawanna Open Cut Excavation Sanitary Sewer Replacements (Contractor – Visone Construction) - Work is in progress for this project to install approximately 2,096 linear feet of 8-inch diameter sanitary sewerline across five project sites in ECSD No. 6 and the City of Lackawanna to replace existing sanitary sewers, inclusive of manhole replacements, lateral re-connections, and associated restoration. The project sites include: Ludel Terrace, Shannon Drive at Ludel Terrace, South Fisher at North Drive, Gibbons Street, and Parkview Avenue. All sewers and manhole have been installed and Visone Construction is now completing restoration work. A final walkthrough is anticipated to be scheduled for October.

g. Payments (Handout)

The Board reviewed payments made to consultants and contractors since the last board meeting.

On a motion by Mr. Balcarczyk, seconded by Mr. Pecak, the Board voted to receive the informational items on the agenda. The motion was carried 3-0.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Mr. Kuwik, seconded by Mr. Pecak, the meeting was adjourned at 3:27 PM. The motion was carried 3-0.

The next meeting is scheduled for Tuesday, December 2, 2025 at Lackawanna City Hall.

Respectfully submitted,



Garry S. Pecak, Secretary
ECSD No. 6 Board of Managers

GSP:sk
Motion to Approve the October 7, 2025 Meeting Minutes

Moved by: J. Balcarczyk
Seconded by: G. Pecak
App./Disapp.: 3 / 0
Date: 2/10/26
Signed: [Signature]