

ERIE COUNTY SEWER DISTRICT NO 1 (ECSD NO. 1)
BOARD OF MANAGERS MEETING MINUTES
FRIDAY, APRIL 11, 2025
WEST SENECA COMMUNITY CENTER

MEMBERS' PRESENT: Mr. Gary Dickson, Mr. Brian Nowak, Mr. Patrick Bowen and Mr. Matt Salah

MEMBERS ABSENT: Ms. Susan Kims

OTHERS PRESENT: Mr. Joseph Fiegl, Ms. Sally Mertz, Ms. Beth Pfalzer, Ms. Barbara Piazza (9:52), and Mr. William Strzeszynski

ITEM NO. 1 – CALL THE MEETING TO ORDER

Mr. Dickson called the meeting to order at 9:33 am.

ITEM NO. 2 – APPROVAL OF OCTOBER 11, 2024, MEETING MINUTES

On a motion by Mr. Dickson, seconded by Mr. Bowen, the Board voted to approve the minutes of October 14, 2024, 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 purpose and importance of professional ethics.

ITEM NO. 4 – OLD BUSINESS

a. Order on Consent

Mr. Fiegl advised the Board that the Division of Sewerage Management (DSM) submitted its wet weather operation plan to the New York State Department of Environmental Conservation (NYSDEC) near the end of January. The next step is to submit an Inflow and Infiltration (I&I) study. The study commenced in 2021 and should be submitted later this year after further guidance from the NYSDEC. This study will set up a prioritized plan of action for sewer system evaluation work.

ITEM NO. 5 – NEW BUSINESS

a. I/I Approval for enforcement Hearing (Handout)

The Board was provided with a handout of property owners who have not complied with house inspection. The DSM recommends these properties be referred to an Enforcement Hearing. Mr. Dickson moved, seconded by Mr. Bowen, to move forward with an Enforcement Hearing. The motion carried 4 -0.

Hen 2

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report (September-February)

Mr. Strzeszynski updated the Board with the operational report. Sewer district staff continued cleaning and televising the sewers in the neighborhoods previously smoke tested, tributary to Como Park Boulevard, Rowley Road and Cayuga Creek Road. An additional 11,000 lineal feet (LF) of sewer lines were completed. Annual manhole inspections were performed on a portion of the district trunkline sewers from Seneca Creek Road extending west to Mineral Springs at Brian Lane. Additionally, the District #1 trunkline root intrusion locations are being re-assessed and remedied. Moving forward, Mr. Strzeszynski informed the Board members that a long-term approach to the removal of these known obstructions would be put into practice. Facility maintenance staff completed the Preventative Maintenance inspections of the VFD's and transformers at the Industrial Park and Cayuga Road pumping stations. An upgraded telemetry unit was installed at the Forest Stream pumping station. Work has been scheduled for the week of 4/21 to have permanent power run to the alarm manhole on Empire Drive, which will allow the County to more accurately modulate the flows associated with the Cayuga pumping station and District #1 Overflow Retention Facility (ORF). New ORF Contact Chamber Mixers have been ordered and will be installed upon arrival. Lastly, the new 12-inch and 30-inch flow meters for the Industrial Park pumping station have also been ordered and similarly will be installed upon arrival.

Mr. Dickson inquired about the New American Industrial Park expansion (Upstate Farms Milk). Mr. Salah advised that the DSM has been working with Upstate's engineers to identify options to support the added capacity.

b. Construction Status Report

Mr. Salah updated the Board with construction since the last meeting.

Contract 95 (CIPPL Term Contract) (USI/Kenyon Pipeline)- the DSM is awaiting United Survey's schedule for WO 6U which includes 359 linear feet of 8-inch diameter VTP lining on North Seine Drive in the Town of Cheektowaga and 370 linear feet of 8-inch diameter ACP on Empire Drive in the Town of West Seneca. Coordination with Rosina's is anticipated for the lining work on Empire Drive. Lining is anticipated to occur in spring or summer 2025. WO 9K was issued to Kenyon Pipeline and includes 16,563 linear feet of 8-inch and 10-inch diameter VTP sewerlines on various streets in the Town of Cheektowaga primarily in the French Road area (including Eileen Ct, Lois Dr, Dee Ter, Maria Ln, Nancy Pl, Marrano Parkway, E Cavalier Drive, W Cavalier Drive, N. Transit Hill Rd, S. Prince Dr (backlot), & French Road). Four sewerlines on Borden Road between Castlewood Drive and Bory Drive were also issued as priorities for CIPP lining ahead of the EC DPW Road reconstruction project in this area.

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 4, which consists of a sanitary sewer spot repair on Seneca Creek Road in front of House #1300 to remove a partial obstruction in the line that is preventing pipeline rehabilitation. It is anticipated that this work will be completed in spring or summer 2025.

Coordination Projects - Borden Road reconstruction (EC DPW project – Phase 2, CATCO). The DPW's project commenced in summer 2024 and is currently in winter shutdown. Due to conflicts identified with the storm design and ECSD No. 1's existing sanitary sewerlines, the DSM has been

coordinating with EC DPW and their engineer to evaluate potential sanitary sewer replacement scopes to address the conflict.

c. Payments (Handout)

Mr. Salah reviewed the payments made to Greenman-Pederson, Inc., WM Schutt Associates, Catco and Visone Construction.

d. Septic Rebate Resident Postcard (Handout)

The board reviewed a postcard sent to residences within an Erie County Sewer District that utilizes an on-site septic system for their wastewater discharge. This postcard informs residents of an opportunity for a rebate, if their septic is hauled and discharged into an Erie County Treatment Plant and the sewer taxes are fully paid.

On a motion by Mr. Dickson moved, seconded by Mr. Bowen, 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 Mr. Dickson, seconded by Mr. Nowak, the Board voted to adjourn the meeting at 9:59 am. The motion carried 4-0.

The next meeting is scheduled for June 13, 2025, at 9:30 am at the Cheektowaga Town Hall.

Respectfully submitted,



Matt Salah, P.E., Secretary
ECSD No.1 Board of Managers

MS:bp
Motion to Approve the April 11, 2025, Meeting Minutes

Moved by: MR. BOWEN
Seconded by: MR. SALAH
App./Disapp.: 4/0
Date: 6/17/2025
Signed: M. Bowen

ERIE COUNTY SEWER DISTRICT NO 1 (ECSD NO. 1)
BOARD OF MANAGERS MEETING MINUTES
TUESDAY, JUNE 17, 2025
CHEEKTOWAGA TOWN HALL

MEMBERS PRESENT: Mr. Patrick Bowen, Mr. Gary Dickson, Mr. Brian Nowak and Mr. Matt Salah

MEMBERS ABSENT: Ms. Susan Kims

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. Dickson called the meeting to order at 3:00 pm.

ITEM NO. 2 – APPROVAL OF APRIL 11, 2025 MEETING MINUTES

On a motion by Mr. Bowen, seconded by Mr. Salah, the Board voted to approve the meeting minutes of April 11, 2025. The motion carried 4-0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

None

ITEM NO. 4 – OLD BUSINESS

a. Order on Consent

Mr. Fiegl advised the board that the Division of Sewerage Management (DSM) is working on completing the Flow Monitoring and Inflow and Infiltration Study which is due to the New York State Department of Environmental Conservation (NYSDEC) next month.

ITEM NO. 5 – NEW BUSINESS

a. Presentation and Approval of the 2026 Budget (Handout)

i. Proposed 2026 Budget (Handout)

Mr. Fiegl presented the proposed ECSD No. 1 Budget to the Board.

ECSD No. 1 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 cost or expense is a shared item, and which item is 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, the Northern Region shares 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 the Northern Region, ECSD No. 1 is responsible for approximately 36.7% of the costs.

Reviewing the Detail Summary for ECSD No. 1, total appropriations have decreased approximately \$53,000. There is a large appropriation increase of an additional \$415,000 for Buffalo Sewer Authority bills, but this is offset by an over \$550,000 decrease in debt service. Fund balance utilization is expected to be approximately \$261,000 less in 2026, which negatively impacts the budget. Considering the proposed appropriations and anticipated revenues, the proposed budget is such that charges for the typical ECSD No. 1 ratepayer (single family home) is projected to increase approximately \$17 in 2026.

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 \$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, the 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.

Fund balance usage as an offsetting revenue is budgeted at 55%. The available district fund balance at 12/31/24 represents approximately 3.4 months of 2025 budgeted appropriations. As always, this will be monitored in future years and adjustments will be made as warranted. There were several questions posed by the Board throughout the budget presentation, including regarding Buffalo Sewer Authority projections, revenues and fund balance utilization, adjustments in maintenance/repair supplies, capital reserves, and vehicles/equipment. After all questions were answered, Mr. Nowak moved, seconded by Mr. Bowen, to approve the budget as presented. The motion carried 4-0.

ii. Resolution (Handout)

It was resolved that approximately 75% and 25% of the total sanitary sewer tax levy of \$3,567,051 shall be raised from the assessed value and footage charges, respectively. Mr. Bowen moved, seconded by Mr. Dickson, to approve the Resolution with a flat charge of \$245.00 and footage charge of \$1.00. 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.

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

The Board was provided with a handout of property owners who have not complied with the house inspection program. The DSM recommends these properties be referred to an Enforcement Hearing. Mr. Dickson moved, seconded by Mr. Bowen, to move forward with an Enforcement Hearing. The motion carried 4-0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report (March-April)

Mr. Strzeszynski updated the Board with the operational report. Since the last meeting, staff have continued to clean sanitary sewer lines tributary to the Como Park Boulevard and Borden Road. As a follow up to manhole repairs that were noted during the smoke testing fifteen (15) manholes were repaired in the areas of French Road in Mini-systems 6 and 7. Staff also televised, and dye tested sewer lines tributary to Rowley Road. Smoke testing on Indian & Rowley Rd identified a storm manhole and sewer line leaking into the main sewer line.

New gates were installed at the Cayuga pumping station. The new Telog Unit has been installed at the Mineral Springs flow meter. Work has been completed to have permanent power run to the alarm manhole on Empire Drive, for more accurate monitoring. Two homeowner backup complaints were noted on Losson Rd. and Electric Ave. Grease was found to be the source at both locations and the properties were referred to the DSM's Industrial Waste Specialist for follow up.

b. Construction Status Report

Mr. Salah updated the Board with construction since the last meeting.

Contract 95 (CIPPL Term Contract) (USI/Kenyon Pipeline)- USI completed cured in place pipe (CIPP) lining work for work order No. 6U which included 359 linear feet of 8-inch diameter VTP lining on North Seine Drive in the Town of Cheektowaga and 370 linear feet of 8-inch diameter ACP on Empire Drive in the Town of West Seneca. Work is in progress by Kenyon Pipeline for work order No. 9K, which includes 16,563 linear feet of 8-inch and 10-inch diameter VTP sewer lines on various streets in the Town of Cheektowaga primarily in the French Road area (including Eileen Ct, Lois Dr, Dee Terr, Maria Ln, Nancy Pl, Marrano Parkway, E. Cavalier Drive, W. Cavalier Drive, N. Transit Hill Rd, S. Prince Dr (backlots), and French

Road). Four sewer lines on Borden Road between Castlewood Drive and Bory Drive were also issued as priorities for CIPP lining. This will be completed before the ECDPW Road reconstruction project.

Contract 96 (Multi-District) - Sanitary Sewer Open Cut Repair Term Contract - CATCO completed Work Order No. 4, which consisted of a sanitary sewer spot repair on Seneca Creek Road in front of House No. 1300 to remove partial obstruction in the line that is preventing pipe relining.

Borden Road reconstruction (EC-DPW project – Phase 2, CATCO): The ECDPW’s road reconstruction resumed and is currently in progress. Due to conflicts with the proposed storm design and the existing sanitary sewer lines, the ECDPW has proposed to replace approximately 6,057 linear feet of sanitary sewer pipe inclusive of manhole replacements, approximately 51 lateral re-connections, and abandonment of the existing sewer, as a change order to their project. This work is currently underway.

c. Payments (Handout)

Mr. Salah reviewed the payments made to Greenman-Pederson, Inc. and United Survey Inc.

On a motion by Mr. Dickson moved, seconded by Mr. Nowak, 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 Mr. Dickson, seconded by Mr. Bowen, the Board voted to adjourn the meeting at 3:43pm. The motion carried 4-0.

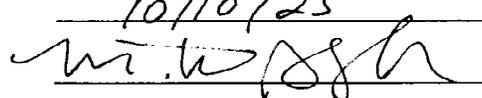
The next meeting is scheduled for October 10, 2025, at 9:30 am at the West Seneca Community Center.

Respectfully submitted,



Matt Salah, P.E., Secretary
ECSD No.1 Board of Managers

MS:bp
Motion to Approve the June 17, 2025, Meeting Minutes

Moved by: MR DICKSON
Seconded by: MR BOWEN
App./Disapp.: 4/0
Date: 10/10/25
Signed: 

ERIE COUNTY SEWER DISTRICT NO 1 (ECSO NO. 1)
BOARD OF MANAGERS MEETING MINUTES
OCTOBER 10, 2025, 9:30AM
WEST SENECA COMMUNITY CENTER

MEMBERS PRESENT: Mr. Patrick Bowen, Mr. Gary Dickson, Ms. Susan Kims
and Mr. Matt Salah

MEMBERS ABSENT: Mr. Brian Nowak

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

ITEM NO. 1 – CALL THE MEETING TO ORDER

Mr. Dickson called the meeting to order at 9:31 am.

ITEM NO. 2 – APPROVAL OF JUNE 17, 2025, MEETING MINUTES

On a motion by Mr. Dickson, seconded by Mr. Bowen, the Board voted to approve the meeting minutes of June 17, 2025. The motion carried 4-0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

None

ITEM NO. 4 – OLD BUSINESS

a. Order on Consent

Mr. Fiegl updated the Board on the Order of Consent for the ECSO No. 1 Overflow Retention Facility (ORF). The Division of Sewerage Management (DSM) has submitted a Flow Monitoring and Infiltration/Inflow Quantification Report to New York State Department of Environmental Conservation (NYSDEC) on July 7, 2025 for review and approval.

ITEM NO. 5 – NEW BUSINESS

a. 2026 User Charge

i. Public Hearing Meeting Minutes (Handout)

Mr. Salah reviewed the public hearing meeting minutes from the hearing held on September 25, 2025. No comments were received from the public. Now that the public

hearing was held, the next step is for the Board of Managers to adopt the 2026 rates. The rates would take effect January 1, 2026.

ii. Approval of Resolution (Handout)

Mr. Dickson moved, seconded by Mr. Bowen, to approve the 2026 User Charge Rates for ECSD No. 1. The motion carried 4-0.

b. 2026 Meeting Schedule (Handout)

The Board reviewed the proposed 2026 meeting schedule. On a motion by Mr. Dickson seconded by Ms. Kims, 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. Ms. Kims stated her term is up for the West Seneca Town Board and hence she would not be serving again. The other Board members present responded in the affirmative.

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

Mr. Salah informed the Board that the DSM accepted proposals for the Professional Engineering Term Contract for the 2026-2028 term. Nineteen (19) firms submitted proposals. The DSM is recommending retention of the following ten (10) firms: AECOM, Arcadis, DiDonato, GHD, Hazen, JMD, LaBella, Ramboll, TYLin, and Wendel for the 2026-2028 term.

On a motion by Mr. Bowen, seconded by Mr. Salah, the Board voted to approve the ten firms for the 2026-2028 term. The motion carried, 4-0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report (May -August)

Mr. Strzeszynski updated the Board with the operational report. Since the last meeting, ECSD staff have continued cleaning and inspecting the sewer lines via CCTV camera system. The sewer system in District 1, along Broadway, Como Park, Cayuga Creek, and portions of Willam, are now 80-90% complete. In the last few months, an additional 25,000 ft in this area was inspected and cleaned. Sewers on or tributary to Cayuga Creek and William remain outstanding. Six (6) sections of the 27" diameter backlot trunkline was inspected and cleaned; a few areas required root removal. Staff diverted the flows to the ORF temporarily and shut down the pumping station to keep the flow in the pipes down for visibility. Also, manhole repairs were completed in neighborhoods tributary to French Rd.

Chemical root treatment was applied to 28,000 feet of sewer lines. A new power line was installed for one of the key District trunklines to continue monitoring manholes/flows on Empire Dr. New level sensors were installed, replacing the old high/low floats system, and an

Omni-Site has been installed which allows to remotely monitor the levels 24/7 in real-time. Staff replaced variable frequency drive (VFD) #1 and upgraded the lighting in the wet well portion of the ORF pumping station. All other tasks were generally routine in nature.

b. Construction Status Report

Mr. Salah updated the Board with construction activities since the last meeting.

Contract 95 (CIPPL Term Contract) (USI/Kenyon Pipeline)- USI completed cured-in-place pipe (CIPP) lining work for work order (WO) 6U which included 359 linear feet of 8-inch diameter vitrified clay tile pipe (VTP) lining on North Seine Drive in the Town of Cheektowaga and 370 linear feet of 8-inch diameter asbestos cement pipe (ACP) on Empire Drive in the Town of West Seneca. Kenyon Pipeline completed CIPP lining work in WO 9K, which included 16,563 linear feet of 8-inch and 10-inch diameter VTP sewer lines on various streets in the Town of Cheektowaga primarily in the French Road area (including Eileen Ct, Lois Dr, Dee Ter, Maria Ln, Nancy Pl, Marrano Parkway, E Cavalier Drive, W Cavalier Drive, N. Transit Hill Rd, S. Prince Dr (backlot), & French Road). Four sewer lines on Borden Road between Castlewood Drive and Bory Drive were also issued as priorities for CIPP lining ahead of the Erie County Department of Public Works (EC DPW) road reconstruction project work in this area.

Borden Road reconstruction (EC DPW project – Phase 2, CATCO). The DPW's road reconstruction is currently in progress. Due to conflicts with the proposed storm design and the DSM's existing sanitary sewer lines, the DPW has proposed to replace approximately 6,057 linear feet of sanitary sewer pipe inclusive of manhole replacements, approximately 51 lateral reconnections, and abandonment of the existing sewer, as a change order to their project. The new sewer was constructed this summer and will be televised and reviewed prior to acceptance by the DSM.

Borden Road reconstruction (EC DPW project – Phase 3 (Slate Bottom Creek (south side to Seneca Creek Road): Design for the third phase of this road project is underway by Colliers on behalf of EC DPW. The DSM was sent a set of design drawings for review prior to advertisement for bid (anticipated bid later this year for 2026 construction).

c. Payments (Handout)

Mr. Salah reviewed the payments made to CATCO, Greenman-Pederson, Inc., JM Davidson, Kenyon, and United Survey Inc.

On a motion by Mr. Dickson moved, seconded by Ms. Kims, 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 Mr. Dickson, seconded by Ms. Kims, the Board voted to adjourn the meeting at 9:50 am. The motion carried 4-0.

**The next meeting is scheduled for December 5, 2025, at 9:30 am at the
Cheektowaga Town Hall.**

Respectfully submitted,



Matt Salah, P.E., Secretary
ECSD No. 1 Board of Managers

MS:bp

Motion to Approve the October 10, 2025, Meeting Minutes

Moved by: MR DICKSON
Seconded by: MR NOWAK
App./Disapp.: 5/0
Date: FEB. 6, 2026
Signed: M. Salah