

ERIE COUNTY SEWER DISTRICT NO. 6 (ECSD 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.

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.

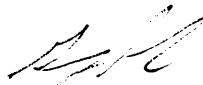
On a motion by Mr. Balcarczyk, seconded by Mr. Pecak, the Board voted to receive the informational items on the agenda. The motion was carried 3-0.

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: _____
Seconded by: _____
App./Disapp.: _____
Date: _____
Signed: _____