

**MINUTES  
ERIE COUNTY SEWER DISTRICT (ECSD) NO. 5  
BOARD OF MANAGERS  
FEBRUARY 19, 2014 @ 2:30 PM  
CLARENCE TOWN HALL**

**MEMBERS PRESENT:** Messrs. James Callahan, Thomas Ketchum, Timothy Lavocat and Kevin Zynda

**MEMBERS ABSENT:** Mr. Steven Sanders

**OTHERS PRESENT:** Ms. Debbie Brent (2:50), Mr. Mike Brent (2:50), Mr. Joseph Fiegl, Mr. Roger Lalli, and Ms. Brenda Rehac

**ITEM NO. 1-CALL THE MEETING TO ORDER**

Mr. Callahan called the meeting to order at 2:34 pm.

**ITEM NO. 2 APPROVAL OF OCTOBER 16, 2013 MEETING MINUTES**

On a motion by Mr. Ketchum, seconded by Mr. Callahan, the October 16, 2013 minutes were approved. The motion carried 4-0.

**ITEM NO. 3 FROM THE PUBLIC**

a. **Possible Connection to D5-Greenhurst Road**

Prior to the homeowner's arrival, Mr. Fiegl distributed an email along with a map from the homeowner at 5354 Greenhurst Road in Clarence, expressing their interest in connecting to the sewer. In the 1970's, it is believed that the homeowners on Greenhurst and Vista Rds. voted to stay on septic systems rather than be part of ECSD No. 5 and receive public sanitary sewer service.

Mr. & Mrs. Brent arrived at the meeting at 2:50 P.M. Mr. Fiegl explained to Mr. & Mrs. Brent the proper procedure to move ahead with a request to extend public sewer services to Greenhurst and Vista Roads. The first step is to start a petition from the homeowners on Greenhurst and Vista to express their interest. Mr. Fiegl noted that he would follow up with an email to Mr. & Mrs. Brent with additional information and direction on how to move forward

**ITEM NO. 4 NEW BUSINESS**

a. **Confirmation of Email Poll-Construction Inspections Services (Handout)**

The Board received a copy of the resolution and memorandum pertaining to proposed construction inspection services for the Division of Sewerage Management. When in-house staff are unavailable, the Division has utilized outside consulting firms to perform inspections through three-year term agreements. Contracts were awarded to DiDonato Associates; Wm. Schutt Associates; and Greenman-Pederson, Inc., in an amount not-to-exceed a total of \$150,000. In addition, item 6.i., the updated 2014 Board meeting schedule was also part of the email-poll due to a change in the April meeting to now be held on April 10, 2014 at

2:30 at Amherst Town Hall. Mr. Zynda moved, seconded by Mr. Callahan to approve the email poll taken on November 25, 2014. The motion carried 4-0.

#### **ITEM NO. 5-OLD BUSINESS**

- a. Dodge Road Relief Sewer – Status/Harris Hill Pollution Abatement Corporation

There was nothing new to report.

- b. Creekwood Meadows Subdivision

The Board received a copy of a map outlining the Creekwood Meadow and Newhouse Acres subdivisions, along with a memo regarding the proposal to extend the public sewer. Before any discussions on the matter, Mr. Fiegl requested that this item be tabled so that a more comprehensive memo could be provided for further review at a future board meeting. Mr. Callahan subsequently tabled the item.

- c. Spaulding Lake Subdivision

Mr. Lavocat stated a feasibility study was completed in February and will be reviewed shortly by the Town of Clarence. This may be broken up into three (3) phases consisting of Spaulding Lake, Clarence Research and Main St., Rock Oak area.

#### **ITEM NO. 6-MISCELLANEOUS/INFORMATIONAL ITEMS**

- a. Operational Report –September through January (Handout)

Mr. Lalli stated December and January were busy months with flooding and blizzard conditions. Areas flooded which had never had issues in the past. Essential personnel stayed on site for 72 hours to maintain trouble calls and pumping stations.

Mr. Fiegl discussed the role that the Board plays in the sewer district response in these instances. The Board has been supportive in the past when it comes to budgeting for portable and permanent generators, portable pumps, four-wheel drive vehicles, 24/7 vehicle authorization for certain vehicles, overtime, etc. Those types of items are valuable in making sure that the sewer district is responsive to ratepayers and is able to provide service under adverse conditions.

- b. Construction Report

- i. Contract 20-Bryant and Stratton

All shop drawings for the Bryant and Stratton pump replacement project were reviewed and work is scheduled to begin the first week of March.

- ii. Contract 70-Contract Extension for 2014-15 (Handout)

The Board received a copy of the Notice to Proceed letter to United Survey for Cured in Place Pipe Lining 2-year term agreement. Mr. Zynda added that the Town of Amherst may take advantage of this contract as well.

e. Local Law No. 4 (Handout)

The Board received a copy of the Local Law which the Legislature passed at the end of December. The Local Law concerned Hydraulic Fracturing activities on County owned land and the storage, disposal, or treatment of natural gas waste and fracturing wastes at any wastewater treatment facility owned or operated by Erie County. Mr. Fiegl focused on Section 6 – which states that all Erie County Sewer Districts must develop policies to carry out the requirements of this new law. Mr. Fiegl wanted it to be clear that the County has not previously accepted any of the above mentioned wastes. Pursuant to the local law, the Division of Sewerage Management will be evaluating its “Rules and Regulations” in the near future to ensure compliance and Mr. Fiegl will keep the Board apprised.

f. NYWEA Collection System Safety Award (Handout)

Erie County was recently selected to receive the NYWEA collection System Safety Award for 2013.

g. Buffalo News Article

i. District is interested in Parcel-Article/Map (Handout)

Mr. Zynda presented an article in the Buffalo News regarding the availability of a parcel owned by the Town of Lancaster directly behind the Northern Region office on Walden Avenue. If there were no objections from the Board, the Division of Sewerage Management would look into possibly purchasing this parcel as due to exterior space limitations. Based on the Boards favorable response, the County will pursue the matter and move forward.

ii. America’s Infrastructure (Handout)

Literature was provided for the Board’s information.

h. Electric Demand Increase January 2014 (Handout)

Partly due to the extreme cold weather, utility costs have spiked for January and are exceptionally higher than normal. Mr. Fiegl explained to the Board that the Division does budget conservatively, but will have to monitor this closely over the next few months if the trend continues.

i. Revised 2014 Meeting Schedule (Handout)

Addressed in Item 4.a.

On a motion by Mr. Callahan, seconded by Mr. Zynda to receive and file the informational items on the agenda. The motion carried 4-0.

**ITEM NO. 7-ADJOURNMENT & NEXT MEETING**

Mr. Callahan moved seconded by Mr. Zynda to adjourn the meeting at 3:40 p.m. The motion carried 4-0.

Respectfully submitted,



Kevin Zynda, P.E.  
Secretary-ECSD No. 5  
Board of Managers

**\*\*\*NEXT MEETING\*\*\***

**Thursday, April 10<sup>th</sup>, 2014 @ 2:30 p.m.  
AMHERST TOWN HALL**

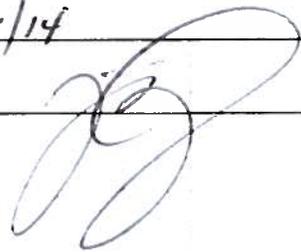
Motion to approve minutes of 2/19/14

Moved By: KETCHUM

Seconded By: CALLAHAN

Approved/ Disapproved: 4-0

Date: 4/10/14

Signature: 

KZ/blr

**MINUTES**  
**ERIE COUNTY SEWER DISTRICT (ECSD) NO. 5**  
**BOARD OF MANAGERS**  
**APRIL 10, 2014**  
**AMHERST TOWN HALL**

**MEMBERS PRESENT:** Messrs. James Callahan, Thomas Ketchum, Timothy Lavocat and Steven Sanders

**MEMBERS ABSENT:** Mr. Kevin Zynda

**OTHERS PRESENT:** Messrs. Joseph Fiegl, Larry Krug, Peter Peterson (MJ Peterson 2:35pm), Alan Randaccio (Randaccio Builders 2:40pm), Richard Rehac and Ms. Brenda Rehac

**ITEM NO. 1-CALL THE MEETING TO ORDER**

Mr. Callahan called the meeting to order at 2:30 pm. Mr. Fiegl introduced the Board members to the new District Manager at Northern Region, Mr. Rick Rehac.

**ITEM NO. 2-APPROVAL OF FEBRUARY 19, 2014 MEETING MINUTES** (Handout)

Mr. Sanders commented on item 6e from the February 19, 2014 meeting. The Town of Amherst had adopted its own resolution in May 2012 prohibiting the acceptance of hydrofracking wastes at the Amherst Water Pollution Control Facility (WPCF).

On a motion by Mr. Ketchum, seconded by Mr. Callahan, the February 19, 2014 minutes were approved. The motion carried 4-0.

**ITEM NO. 3-FROM THE PUBLIC**

Mr. Peterson and Mr. Randaccio questioned the Board regarding Clarence Town District #10. Mr. Lavocat explained that comments on the proposed subdivision(s) should be addressed by the Developers. The Town and County will need to draft a modification of its existing service agreement.

**ITEM NO. 4-NEW BUSINESS**

- a. Out of District Customer Request – 8250 Main St (Handout)

For the Board's review, an out-of-district request for 8250 Main Street in Clarence for Kenyon Convenience Store was submitted. The Town of Clarence and the Division of Sewerage Management does not object to the request considering it is non-residential and the flows are extremely low. Mr. Sanders moved, seconded by Mr. Ketchum to approve the out-of-district customer request. The motion carried 4-0.

*Item 2*

b. I/I approval for Compliance Hearing (Handout)

The Board reviewed copies of the final inspection request letter sent to the homeowner at 5739 Martha's Vineyard who has not completed their house inspection. Mr. Sanders moved, seconded by Mr. Lavocat to refer the property owner to a Compliance Hearing. The motion carried 4-0.

c. Village of Williamsville Merger discussions

A Citizens Advisory Committee for the Village of Williamsville requested that Mr. Fiegl attend a meeting regarding the Village's desire to transfer its sewer service operations to another entity. Mr. Fiegl provided a summary of previous investigations and various options that could be considered. It was noted that a merger with the County would be non-contiguous with other ECSDs and would require a great deal of investigation and review. One option that could be considered would be working with the Town of Amherst as the Village already has a contractual relationship with the Town for transmission/treatment services. Furthermore, the Town provides collection system services to areas directly adjacent to the Village. The Committee noted that it may reach out to the Town of Amherst on this topic.

**ITEM NO. 5-OLD BUSINESS**

a. Dodge Road Relief Sewer – Status/Harris Hill Pollution Abatement Corporation

There was nothing new to report.

b. Creekwood Meadows Subdivision (Handout)

The Board reviewed a memorandum detailing a request for materials to implement an improvement in ECSD No. 5. Mr. Fiegl briefed the Board on the history of the Creekwood Meadows Subdivision and nearby properties in ECSD No. 5. The Division of Sewerage Management is of the opinion that elimination of the Loch Lea Pumping Station and the construction of a more regional pumping station is in the best interest of District considering the need for future upgrades of the Loch Lea facility and the prospect of operating / maintaining two (2) pumping stations in close proximity in the future.

Mr. Sanders questioned if such a request for materials is common practice and if this should be done through different means. Mr. Fiegl noted that this had been done in the past with other developments and has been approved by past Boards when deemed in the best interest of the sewer district. Mr. Callahan questioned how this is tied in with the approval of the conceptual Newhouse Acres subdivision and other potential developments in the area. Mr. Fiegl noted the proposal only pertains to the Creekwood Meadows Subdivision project at this time; however, the infrastructure installed could service other properties in that area of ECSD No. 5 in the future.

Mr. Ketchum moved, seconded by Mr. Lavocat, to accept the proposal as noted. The motion carried 4-0.

c. Spaulding Lake Subdivision

Mr. Callahan stated the Town of Clarence Planning Board has recommended a positive declaration for this project. The Parallel Peanut Line will be a key item of discussion.

d. Town of Lancaster Dog Control Property

The Town of Lancaster may be interested in selling the 3.5 acre parcel directly behind the ECSD Northern Region Offices. The Town recently obtained an appraisal for the property and provided the County with a verbal estimate of \$68,000. The purchase would be a shared cost with ECSD Nos. 1 and 4, and approximately 10-15% would likely be borne by ECSD No. 5 should this proceed. The County will research this further and will keep the Board informed. Approval of the Board will be necessary to purchase the property.

e. Vista/Greenhurst (Handout)

The Board received a copy of an e-mail correspondence to Ms. Debbie Brent regarding information to extend the sewer services to Vista and Greenhurst areas. To date, a petition has not been received.

**ITEM NO. 6-MISCELLANEOUS/INFORMATIONAL ITEMS**

a. Operational Report – February (Handout)

The Board received a copy of the Operational Report for February 2014. Mr. Rezac stated there was a plugged sewer upstream of Bryant & Stratton pumping station. The line was flushed and vacuumed, but it was inconclusive where the material (stone) originated from. There was also a plugged sewer in Clarence Center that affected a local Elementary School. The affected sections will be televised.

b. Construction Report (Handout)

The Board received the following information on the below construction projects:

- i. Contract 20: Milherst anticipates receiving the new pumps this week for the Bryant & Stratton pumping station improvement project.
- ii. Contract 19: Design for Clarence Research Wastewater Treatment Plant (WWTP) improvement is near 100% complete. The project is anticipated to be advertised later in the Spring. The project will be bid with a new power feed as an alternate. Note that improvements implemented are being designed so that the new components can be used with a future pumping station should the WWTP be eliminated in association with item 5.c.

c. Pretreatment Report (Handout)

The Board received information on the County's response to a grease blockage near the Bryant & Stratton Pumping Station. As discussed in item 6a., FOG staff followed up with visits to auto service centers in the area. Three (3) of the five (5) auto dealers were in need of having their separator cleaned. Letters were sent to the service centers and all three (3) dealers have since performed the necessary maintenance.

d. Payments

None

e. Letter to Metzger-9500 Transit Road Capacity (Handout)

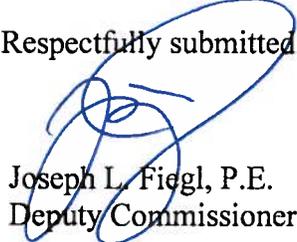
The Board received a copy of the letter from the Division of Sewerage Management to Mr. Metzger regarding a request for out-of-district service. Mr. Ketchum expressed concerns, particularly regarding why this item could not be handled with infiltration/inflow removal and the impacts of Clarence Sewer District #10. Mr. Fiegl stated that recent analyses (including the full-build out of ECSD No. 5 and approved projects) indicate that in the future the sewers on Transit Road / Dodge Road will be at capacity without initiatives such as the Parallel Peanut Line. Mr. Fiegl provided additional information on the subdivisions included in Clarence Sewer District #10 and the County's infiltration/inflow removal programs. Mr. Ketchum noted that the Town of Amherst is advancing improvements on North French Road that may alleviate surcharge further upstream. Mr. Fiegl suggested that he and Mr. Ketchum meet to discuss the Town's work on North French Road and at the Amherst WPCF.

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

**ITEM NO. 7-ADJOURNMENT & NEXT MEETING**

Mr. Sanders moved, seconded by Mr. Callahan to adjourn the meeting at 3:06 p.m. The motion carried 4-0.

Respectfully submitted,

  
Joseph L. Fiegl, P.E.  
Deputy Commissioner

JF/blr

**\*\*\*NEXT MEETING\*\*\*  
Monday, June 23<sup>rd</sup>, 2014 @ 2:30 p.m.  
Clarence Town Hall**

Motion to approve minutes of 4/10/14

Moved By: SANDERS

Seconded By: KETCHUM

Approved/Disapproved: 5/0

Date: 6/23/14

Signature: Kum Jan

**MINUTES**  
**ERIE COUNTY SEWER DISTRICT (ECSD) NO. 5**  
**BOARD OF MANAGERS**  
**JUNE 23, 2014 @ 2:30 PM**  
**CLARENCE TOWN HALL**

**MEMBERS PRESENT:** Messrs. James Callahan, Thomas Ketchum, Timothy Lavocat, Steven Sanders and Kevin Zynda

**OTHERS PRESENT:** Messrs. Joseph Fiegl, Supervisor David Hartzell Jr., Larry Krug, Richard Rehac and Ms. Brenda Rehac

**ITEM NO. 1-CALL THE MEETING TO ORDER**

Mr. Callahan called the meeting to order at 2:32 pm.

**ITEM NO. 2 APPROVAL OF APRIL 10, 2014 MEETING MINUTES**

On a motion by Mr. Sanders, seconded by Mr. Ketchum, the April 10, 2014 minutes were approved. The motion carried 5-0.

**ITEM NO. 3 FROM THE PUBLIC**

There were no items from the public.

**ITEM NO. 4 NEW BUSINESS**

- a. Presentation and Approval of 2015 Budget
  - i. Proposed 2015 Budget(Handout)

Mr. Fiegl presented the proposed ECSD No. 5 Budget to the Board. Overall, the 2015 ECSD No. 5 District tax levy is projected to remain virtually the same, with a \$7,172 total increase. It is important to note that a slight increase was also projected for 2014; however, once the additional units and assessment growth were factored in, the rates ended up being the same as the previous year.

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 dated 6/19/91. Essentially, the Memorandum of Understanding 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 approximately 47% of the Division-wide expenses. Within Northern Region, ECSD No. 5 is responsible for approximately 14% of the costs.

Reviewing the Detail Summary for ECSD No. 5, total appropriations are projected to increase approximately \$147,000 when compared to 2014, with increases in the treatment and operation /

*Item 2*

maintenance accounts. Note that additional expenses have been incurred partially due to growth and additional services provided to the Clarence Sewer Districts. On the revenue side, the user charges, Town of Clarence billings, and fund balance allocations are budgeted to be higher than 2014.

As stated previously, the typical ratepayer (single family home) in ECSD No. 5 will pay essentially the same in 2015 when compared to 2014 budget.

It has been proposed in this budget that a part time administrative position be re-classified and re-titled to a "regular part time" position to provide additional coverage and handle the needs of the office. Mr. Fiegl explained a Division-wide reorganization of positions in the budgets to align with the consolidation of services across the various sewer districts. No new positions were added as part of this process.

Fringe benefits for employees are being calculated at 69.5% in this budget. Actual numbers are not available at this time, but the County's budget office believes this is a conservative estimate. There are factors outside the County's control that influence the rate. The County's Administration has attempted to address the rising fringe benefit costs with recent Union Contract proposals.

The 2015 equipment line items represent \$472,000 of the Northern Region budget. The major items include the replacement of a truck mounted flusher, a new programmable logic controller (PLC) system at a Northern Region pumping station, and Northern Region's standard unanticipated replacement item. The replacement of the truck mounted flusher was discussed last year.

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 a revenue to offset future rate impacts. Items listed in the budget as "DSM" are expenses for the Downtown office. Northern Region contributes 47% of these Downtown office expenses.

A review of the individual budget codes was provided. It was noted that certain items such as "Foundry Supplies" were increased, but there was a corresponding decrease elsewhere in the budget ("Manhole Structures" in this instance). These changes were made for consistency throughout the various Erie County Sewer District budgets. Specific items highlighted included the budgeting on fuel, a \$100,000 increase in I&I repair, increases in the budget for Town of Amherst treatment bills, additional allocation to capital reserves, utility increases, and personnel costs.

Fund balance usage as an offsetting revenue is budgeted at 40%. The available district fund balance at 12/31/13 represents approximately 2.7 months of 2015 budgeted appropriations. Observing recent fund balance trends on amount available and amount used, it is believed that this allocation is prudent.

Mr. Sanders questioned the conservative budgeting practices and the fund balance allocation philosophy. Mr. Fiegl explained that the provision of sanitary sewer services can be unpredictable. Weather conditions, unexpected breakdowns, changes in commodity costs, etc. all can adversely impact the cost to run the sewer district. Furthermore, there is limited flexibility regarding moving money within the various accounts. The amounts in the budget are not to exceed limits and there are numerous controls in place. Mr. Sanders also asked if any variance analyses have been performed in the past. Mr. Fiegl stated that he would look into it.

It is recommended for the 2015 Budget that the flat charge remain unchanged at \$100.00 per unit and the footage charges in ECSD No. 5 remain at \$1.00 / foot. At this time, the Board would be approving the budget for ECSD No. 5. At the Combined Budget Meeting on June 25<sup>th</sup>, the entire Northern Region budget is voted upon.

On a motion by Mr. Sanders, seconded by Mr. Zynda to approve the 2015 Budget. The motion carried 5-0.

ii. 271 Resolution (Handout)

Mr. Fiegl presented the 271 Resolution to the Board for review and approval. Mr. Fiegl explained that the resolution spells out the approximate percentages used to calculate the tax levy, and is a necessary step in the budget approval process. Approximately 53%, 22%, and 25% of the sanitary sewer tax levy of \$1,513,958 shall be raised from the assessed value, footage and flat rate charges, respectively.

Mr. Lavocat requested an amendment to the second 'RESOLVED' clause so that it reads "RESOLVED, that a footage charge be spread to all properties who are serviced by a County-owned sanitary sewer line maintained by the County Sewer District; and be it further". Mr. Ketchum moved, seconded by Mr. Sanders to amend the 271 Resolution. The motion carried 5-0.

Mr. Sanders moved, seconded by Mr. Callahan to approve Resolution 271 as amended, with a flat charge of \$100.00 and footage charge of \$1.00. The motion carried 5-0.

Mr. Fiegl noted that Resolution 271 has been passed under the assumption that the combined budget for the Northern Region will remain unchanged after the upcoming Combined Budget / ECSD No 4 Board of Managers meeting on June 25<sup>th</sup>. It is noted that if there are any modifications necessary, the budget and this resolution may need to be amended at the scheduled July 16<sup>th</sup> ECSD No. 5 meeting.

b. Clarence Research WWTP

The Board received a copy of the award for Contract 19 to replace the existing structure with a new prefabricated building, move the equipment from the existing building to the new structure and replace the power feed from the transformer at Wehrle Road to the new structure. NFP and Sons, Inc., was the low bidder for this project. Mr. Sanders moved, seconded by Mr. Zynda to approve Contract No. 19. The motion carried 5-0.

**ITEM NO. 5-OLD BUSINESS**

a. Dodge Road Relief Sewer – Status/Harris Hill Pollution Abatement Corporation

There was nothing new to report.

b. Creekwood Meadows Subdivision

There was nothing new to report.

c. Spaulding Lake Subdivision

Mr. Callahan stated the Town of Clarence Planning Board has recommended a positive declaration to extend public sewer to Spaulding Lake. The Town is waiting on the results from the downstream capacity and will be looking at proposals.

d. Town of Lancaster Dog Control Property

The Town of Lancaster shared the professional appraisal they received for the Lancaster Dog Control Property. The appraisal was slightly higher than anticipated. The County recently conducted an environmental assessment of the site. The County has not received a report yet from the final assessment but may have something for the Board's consideration at the next meeting.

e. Vista/Greenhurst(Handout)

The Board has not heard back from Ms. Brent regarding her request to extend the sewer services to Vista and Greenhurst areas. This item will be removed from the agenda until someone from the neighborhood contacts the Board again on this matter.

**ITEM NO. 6-MISCELLANEOUS/INFORMATIONAL ITEMS**

a. Operational Report –March-May(Handout)

Mr. Rehac gave his operational report for March, April & May: Manhole repairs were complete in Clarence Center on Goodrich, Stahley and Wexford Avenue; flushed approximately 850' of sanitary sewer and televised these sections on 'quarterly trouble spot' list; and replaced check valves at Eastern Hill Pump Station with ball style valves. In addition, staff are planning to identify/catalog asbestos pipe in District #5. Mr. Zynda noted that DSM has experienced problems with asbestos cement pipe in the past. A discussion ensued regarding asbestos cement pipe where Mr. Krug noted hydrogen sulfide is contributing to the deterioration of the pipe downstream of forcemain discharge.

Mr. Lavocat also requested a report from DSM for any I&I work that they may be able to "take credit" for the Clarence Sewer Districts. Mr. Rehac noted that a report would be completed.

b. Construction Report

The Bryant & Stratton Pump Station project is now complete with the installation of two (2) new pumps, rails, and level control. A payment to the contractor was made in May and again in June up to the full amount of the contract of \$73,506.30.

c.. Pretreatment Report

i. Restaurant Fog Prevention Program (Handout)

FOG staff will be conducting restaurant inspections to several restaurants located in ECSD No. 5 to ensure the facility is operating in compliance to reduce fats, oils and grease from entering the sanitary sewer system. The establishments also received informational & educational brochures. A listing of those restaurants who received the letter was also provided in the handout.

ii. Greatbatch Medical (Handout)

The Board received a copy of the response letter from Greatbatch Medical regarding the malfunctions of their cooling tower which resulted in an excessive discharge to the Clarence Research Park Sewage Treatment Plant in May 2014. This discharge is prohibited according to DSM Rules and Regulations. Greatbatch Medical responded with a letter and will be making adjustments to their process to prevent these discharges.

d. Payments

Addressed under 6.b., Constructions Report.

e. Town of Clarence-Equity Fees (Handout)

The Board received a letter summarizing a meeting between the Town of Clarence and Erie County DSM regarding an explanation of the equity fees. A phone poll to amend the existing agreement may be forthcoming to the Board.

Mr. Callahan moved, seconded by Mr. Ketchum to receive and file the miscellaneous and informational items on the agenda. The motion carried 5-0.

**ITEM NO. 7-ADJOURNMENT & NEXT MEETING**

Mr. Fiegl explained the combined budget meeting will be held on June 25, 2014 and Mr. Zynda will be present to represent ECSD No. 5. Typically a July meeting is scheduled in the event the budget does not pass. Mr. Callahan moved, seconded by Mr. Ketchum to cancel the July 16, 2014 meeting contingent on the Combined Budget Meeting results on June 25, 2014. The motion carried 5-0. The meeting was adjourned at 3:17 pm.

Respectfully submitted,



Kevin Zynda, P.E.

Secretary-ECSD No.5 Board of Managers

**\*\*\*NEXT MEETING\*\*\***

**Wednesday October 15, 2014 @ 2:30 p.m.**

**Clarence Town Hall**

Motion to approve minutes of 6/23/14

Moved By: T. KETCHUM

Seconded By: K. Zynda

Approved/Disapproved: 4-0

Date: 10/15/14

Signature: Kevin Zynda

KZ/blr

**MINUTES  
ERIE COUNTY SEWER DISTRICT (ECSD) NO. 5  
BOARD OF MANAGERS  
OCTOBER 15, 2014  
CLARENCE TOWN HALL**

**MEMBERS PRESENT:** Messrs. James Callahan, Thomas Ketchum, Timothy Lavocat, Steven Sanders (2:43) and Mr. Kevin Zynda

**OTHERS PRESENT:** Messrs. Joseph Fiegl, Larry Krug, Richard Rehac and Ms. Brenda Rehac

**ITEM NO. 1-CALL THE MEETING TO ORDER**

Mr. Callahan called the meeting to order at 2:38 pm.

**ITEM NO. 2 APPROVAL OF JUNE 23, 2014 MEETING MINUTES**

On a motion by Mr. Ketchum, seconded by Mr. Zynda, the June 23, 2014 minutes were approved. The motion carried 4-0.

**ITEM NO. 3 FROM THE PUBLIC**

There were no items from the public.

**ITEM NO. 4 NEW BUSINESS**

a. 2015 Meeting Schedule (Handout)

The Board received a copy of the proposed 2015 Erie County Sewer District No. 5 meeting schedule. Mr. Zynda moved, seconded by Mr. Callahan to approve the 2015 meeting schedule. The motion carried 4-0.

b. User Charges 2015

i. Minutes from Public Hearing (Handout)

The Board of Managers received a copy of the minutes from the public hearing for user charges for Erie County Sewer Districts 1-6 & 8 held on September 24, 2014. Now that the public hearing was held, the next step is for the individual Boards of Managers to adopt the rates. A Notice of Adoption will be published in the Buffalo News and the County's official newspapers. Receive and file item.

ii. Approval of Resolution (Handout)

Mr. Ketchum moved, seconded by Mr. Lavocat to approve the resolution for the 2015 User Charges. The motion carried 4-0.

c. I&I Approval for Compliance Hearing (Handout)

*Item 2*

The Board received a copy of the final violation letter sent to the property owner at 5441 Martha's Vineyard who has not corrected their violation. Mr. Callahan moved, seconded by Mr. Lavocat to approve a Compliance Hearing for the property owner of 5441 Martha's Vineyard. The motion carried 4-0.

d. Amendment to Clarence Service Agreement-3/29/12 to add TD 10

i. Agreement between Town and County of Erie (Handout)

A copy of the Intermunicipal Agreement between the County of Erie on behalf of Erie County Sewer District No.5 and the Town of Clarence on behalf of Clarence Sewer District Nos. 2,4,5,6,7, & 10 was provided for the Board's review.

ii. Legislative Resolution for Amendment to Agreement (Handout)

An amendment to the existing 3/29/2012 agreement is required as the Town has recently created Town Sewer District No. 10. The agreement needs to be revised to reflect services to be provided to Town District No. 10.

iii. Town Board Approval of Amended Agreement (Handout)

A copy of the Clarence Town Board's resolution to approve the amended agreement to add Clarence Sewer District No. 10 and the expansion of Clarence Sewer District No. 6 was provided in the handout.

iv. Approval of Resolution (Handout)

On a motion by Mr. Lavocat, seconded by Mr. Callahan to approve the amended agreement allowing ECSD No. 5 to provide sanitary sewer services to Town Sewer District No. 10. The motion carried 5-0.

**ITEM NO. 5-OLD BUSINESS**

a. Dodge Road Relief Sewer – Status/Harris Hill Pollution Abatement Corporation

Mr. Fiegl noted there was nothing new to report.

b. Creekwood Meadows Subdivision

Mr. Fiegl stated an agreement is in place which would include the elimination of the Loch Lea pumping station and a newly constructed more centralized pumping station.

c. Spaulding Lake Subdivision

Mr. Callahan stated they have received a positive declaration and are currently in negotiations.

d. Town of Lancaster Dog Control Property

Mr. Fiegl presented to the Board two options the Division of Sewerage Management would like to approach the Town of Lancaster with for the purchase of the Lancaster Dog Control property. An environmental assessment was completed and there are some minor issues which need to be addressed. Some asbestos concrete pipe was located on the property and will need to be removed, along with the existing building on the property. Mr. Fiegl suggested offering the Town's requested purchase price of \$68,000 and the removal of the shed and debris would be the Town's responsibility. The second option would include the Division of Sewerage Management removing the items and offering a lower bid for the property. The Board agreed with both options and Mr. Fiegl will move forward with a formal bid.

**ITEM NO. 6-MISCELLANEOUS/INFORMATIONAL ITEMS**

a. Operational Report – June-September (Handout)

Mr. Rezac updated the Board with the District 5 operational report for June through September. One of the pumps at Pine Breeze pumping station was replaced. The comminutor at Stahley Rd., was rebuilt in-house, reinstalled and tested. With regard to the sewer lines at Main St. and Transit Rd. discussed at the last board meeting, the DSM central maintenance crew televised four sewer reaches at the intersection early on a Sunday morning as this is a high-traffic area. There was some deterioration noted in the first upstream section and considering the consequences of failure, it is recommended that all four sections be rehabilitated using cured in place pipe (CIPP) lining. Mr. Fiegl noted this project may be out of the normal scope of work to be performed through the already approved CIPP bid through United Survey due to the additional traffic control and will likely be bid as a separate project.

b. Construction Report

i. CIPP Lining-Work Order No.11 (Handout)

The sewerlines at Main St. and Transit Rd. that were to be lined through this contract will likely be bid separately.

ii. Clarence Research Treatment Plant.

The consulting engineer is currently reviewing shop drawings for the project.

c. Pretreatment Report

i. Restaurant Fog Prevention Program (Handout)

FOG staff sent letters to various food service establishments in District 5 to ensure the facility is operating properly to reduce fats, oils and grease from entering the sanitary sewer system. A sample letter and listing of those restaurants who received the letter was also provided in the handout.

d. Payments

None

e. Roll Road Sr. Housing Sanitary Connection-Notice of Violation (Handout)

Mr. Zynda discussed the letter submitted to Clover Construction regarding the violations pertaining to the Roll Rd. Senior Housing Project. Mr. Zynda noted Clover Construction have addressed items one through three and are in the process of addressing item four (the record drawings) as stated in the letter.

Mr. Callahan moved seconded by Mr. Ketchum to receive and file the informational items on the agenda. The motion carried 5-0.

**ITEM NO. 7-ADJOURNMENT & NEXT MEETING**

The meeting was adjourned at 3:01 p.m.

Respectfully submitted,



Kevin Zynda, P.E.  
Secretary-ECSD No. 5 Board of Managers

**\*\*\*NEXT MEETING\*\*\***

**Wednesday, December 17<sup>th</sup>, 2014 @ 2:30 p.m.  
AMHERST TOWN HALL**

Motion to approve minutes of \_\_\_\_\_

Moved By: KETCHUM

Seconded By: CALLAHAN

Approved/Disapproved: 4-0

Date: 2/18/15

Signature: Kevin Zynda

KZ/blr