

ERIE COUNTY SEWER DISTRICT NO. 8
BOARD OF MANAGERS MEETING
FEBRUARY 10, 2015
AURORA TOWN HALL

MEMBERS PRESENT: Susan Friess, Matthew Hoeh, Ed Paolini, and Bryan Smith

OTHERS PRESENT: Glenn Absolom, Joseph Fiegl, and Laurie Gier

ITEM NO. 1 – CALL MEETING TO ORDER

Ms. Friess opened the meeting at 9:31 a.m.

ITEM NO. 2 – APPROVAL OF MINUTES OF PREVIOUS MEETING

On a motion by Mr. Smith, and seconded by Mr. Hoeh, the Board voted to approve the minutes from the October 7, 2014 meeting. The motion carried 4-0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

- a. 100 Geneva Road – Bill Inquiry

Mr. Paolini reported on a conversation he had with the homeowner at 100 Geneva Road over concerns regarding the 2015 sewer charges. She questioned why she was being billed for water usage in the 2015 bill since she is not connected to the sewer yet. Mr. Paolini reported that he went over the bill with the homeowner line by line, explaining the charges, and the homeowner indicated she understood. He also advised the homeowner that fees cannot be waived, and that she agreed to pay the full service cost when the waiver allowing delay of the connection of the premises was requested. The homeowner was also advised that the 2014 sewer charge was in error as it should have included a water usage charge, however we will not be back charging for the error. The homeowner was reminded that they must connect to the sewer by November 1, 2016.

ITEM NO. 4 – NEW BUSINESS

There was nothing new to report at this time.

Item 2

ITEM NO. 5 – OLD BUSINESS

There is nothing to report at this time.

ITEM NO. 6 - MISCELLANEOUS / INFORMATIONAL ITEMS

a. Payments

There were no payments at this time.

b. Operational Report

Mr. Absolom gave a brief update to the Board on televising lines in problem areas in the District. Lines televised on weekends in the mornings, as it does not cause as much traffic disruption if completed at this time on the weekends. He explained that due to the inclement weather, the televising is on hold and will resume when the weather breaks. Mr. Absolom also reported that there was nothing out of the ordinary happening and crews are completing normal winter activities, such as snow plowing/removal & etc.

Mr. Fiegl reported that during the November 2014 storm District staff was able to report to the East Aurora Wastewater Treatment Plant so there was no interruption in services/operations in SD #8. He explained some of the challenges presented to the County during this event and commended the dedication of numerous employees. He also described how critical portable generators, portable pumps, 4-wheel drive trucks, loader equipment, 24/7 authorized vehicles, etc. were to the operations of the Sewer Districts.

c. Pretreatment Report

Mr. Paolini advised Board that an Industrial Wastewater Discharge Permit was issued to Diversified Controls & Systems, 645 Person Street, effective November 1, 2014. Currently, a pretreatment program is being investigated by Erie County for SD #8, but until that is in place, Diversified Controls & Systems Pretreatment Program is being regulated by the EPA.

d. Construction Report

There was no active construction to report on at this time.

Mr. Fiegl advised Board that the Cured-in-Place Pipe Lining Program will resume again this year.

e. SPDES Permit No. NY028936 – Compliance Inspection

A copy of a letter sent from Mr. Absolom to Mr. Richard Rink of the NYSDEC dated October 27, 2014 was distributed to the Board. The letter addresses concerns brought up during the annual inspection of the Treatment Plant by the DEC. The plant needs improvements, but is still functional. Mr. Fiegl explained that the Division is looking at the best options for covering the costs for those improvements, and that the use of capital reserves to fund the improvements is anticipated.

f. Town of Aurora – November Storm – Thank You

Mr. Fiegl discussed the letter he had sent to the Town of Aurora Superintendent of Highways, in which he thanked them for the assistance and support they had provided the County in getting the Geneva Road Pumping Station back up and running during the November 2014 storm. A tree had fallen, knocking out power to the Pump Station. The Town Highway Department sent a loader and crew to help remove snow, so that a portable generator could be set up to restore power to the station.

On a motion by Mr. Hoeh, seconded by Ms. Friess, the Board voted to receive and file the informational items on the agenda. The motion carried 4-0.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Ms. Friess, seconded by Mr. Smith, the meeting was adjourned at 9:47 a.m. The motion carried 4-0.

**Tuesday April 14, 2015 at 9:30
Town of Aurora**

Respectfully submitted,



Edward A. Paolini, P.E., Secretary
ECSD No. 8 Board of Managers

Motion to approve minutes of February 10, 2015

Moved By: S. Friess

Seconded By: M. Hoeh

Approved/Disapproved: 4-0

Date: 6/23/15



**ERIE COUNTY SEWER DISTRICT NO. 8
BOARD OF MANAGERS MEETING
JUNE 23, 2015
AURORA TOWN HALL**

MEMBERS PRESENT: Susan Friess, Matthew Hoeh, Garry Pecak, and Bryan Smith

OTHERS PRESENT: Glenn Absolom, Joseph Fiegl, Laurie, Gier, and Kevin Kaminski

ITEM NO. 1 – CALL MEETING TO ORDER

Ms. Friess opened the meeting at 9:31 a.m.

ITEM NO. 2 – APPROVAL OF MINUTES OF PREVIOUS MEETING

On a motion by Ms. Friess, and seconded by Mr. Hoeh, the Board voted to approve the minutes from the February 10, 2015 meeting. The motion carried 4-0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

There were no items from the public

ITEM NO. 4 – NEW BUSINESS

a. Presentation and Approval of 2016 Budget

i. Proposed 2016 Budget (Handout)

Mr. Fiegl presented the proposed ECSD No. 8 Budget to the Board. There was a typographical error on the cover memorandum: overall, the 2016 ECSD No. 8 tax levy is projected to increase approximately \$18,600, not \$24,000.

ECSD No. 8 is part of the combined ECSD Nos. 3 and 8 (Central Region) budget, and it's based upon a Memorandum of Understanding dated 6/17/08. The Memorandum of Understanding outlines which costs or expenses are shared items and which are exclusive to individual districts and their respective budgets. To summarize:

- Costs such as supplies, equipment, "District-wide" expenses, etc. are shared based upon the ratio of units in each sewer district and the total units in the ECSD Nos. 3 and 8 service areas.
- Debt service, revenues, fund balance, and capital reserve allocations are exclusive to each sewer district .

For this year, Central Region shares in approximately 39.7% of the Division-wide expenses. Overall, within Central Region ECSD No. 8 is responsible for approximately 9% of ECSD Nos. 3 and 8 costs, except for Professional Services, debt service, capital reserves, and personnel.

Item 2

Reviewing the overall summary for ECSD No. 8, total appropriations are projected to increase approximately \$104,500 when compared to 2015. The major component of this increase is an additional \$100,000 allocated to capital reserves. Offsetting the appropriation increase is approximately \$94,000 in fund allocation in the District's revenues when compared to the 2015 budget. Observing the recent trends on amount available and amount used, it is believed that this allocation of fund balance is prudent.

The typical ratepayer (single family home) in ECSD No. 8 will pay essentially the same when compared to the 2015 budget.

Fringe benefits for employees are being calculated at 69.5% in this budget – same as the 2015 budget. Actual numbers are not available at this time, but 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 2016 equipment line items represent over \$610,000 of the Central Region budget. The major items include various treatment plant equipment replacements throughout the Region, shared equipment purchases to be used across all Erie County Sewer Districts, replacement of four vehicles, and Central Region's standard unanticipated replacement items.

Mr. Fiegl explained that the budgets are developed conservatively, with the understanding that monies left over at year end are transferred to the 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, Central Region contributed 39.7% of these Downtown office expenses.

Mr. Fiegl highlighted certain budget items, such as fuel, various changes in Maintenance and Repair supply codes, the \$50,000 increase in I&I repair, breakdown in capital reserve allocation (\$300,000 total for ECSD No. 8), utility costs, and personnel costs.

Fund balance usage as an offsetting revenue is budgeted at 47%. The available district fund balance at 12/31/14 represents approximately 3.7 months of 2016 budgeted appropriations. This is an item to monitor.

It is recommended for the 2016 Budget that the flat charge be increased to \$50.00 per unit, footage charges remain at \$1.50/foot, and the water usage charge remain at \$3.50/1,000 gallons.

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, there is additional coordination required prior to finalization. If any changes are necessary, the Board of Managers will be informed.

On a motion by Mr. Smith, seconded by Mr. Hoeh, the Board voted unanimously to approve the ECSD No. 8 2016 Budget. The motion carried 4-0.

Mr. Fiegl explained the next steps with the Combined Budget meeting. If any changes to the Central Region budget are proposed by the ECSD No. 3 Board of Managers that impact the ECSD

No. 8 portion of the Central Region budget, said changes will be presented and discussed at the July 2015 ECSD No. 8 Board of Managers meeting.

ii. 271 Resolution (Handout)

Mr. Fiegl presented to the ECSD No. 8 Board of Managers the Resolution that approximately 63%, 25% and 12% of the total sanitary sewer tax levy of \$1,335,376.00 shall be raised from the assessed value, footage and flat charges, respectively.

On a motion by Mr. Smith, seconded by Ms. Friess, the Board voted to approve the 271 Resolution. The motion carried 4-0.

ITEM NO. 5 – OLD BUSINESS

There was no old business to discuss.

ITEM NO. 6 - MISCELLANEOUS / INFORMATIONAL ITEMS

a. Payments

There were no payments at this time.

b. Operational Report

Mr. Kaminski reported that the No. 2 aeration/clarifier tank was down for a couple of weeks for maintenance, but is now back on line. The No. 1 tank will be taken down for maintenance later this year.

Mr. Absolom reported to the Board that the Division's sewer televising crew has been performing work on Saturday mornings to analyze certain sewer trouble spots in the district.

c. Pretreatment Report

Mr. Absolom explained that Diversified Controls & Systems, 645 Person Street, has not yet submitted mandated pretreatment reports to the USEPA, and that a Consent Order has been issued by USEPA to force them to comply.

ECSD No. 8 does not have an approved Pretreatment Program, therefore oversight authority defaults to the USEPA. The district is commencing a project this summer with an outside consultant to develop a program under which ECSD No. 8 would become the oversight authority for businesses within its boundaries. The County has attempted to assist this company in the interim.

d. Construction Report

Mr. Pecak stated that the Cured-in-Place Pipe Lining will resume later in the year.

e. East Aurora Zoning Board of Appeals – 123 Grey St (Handout)

A notice of Public Hearing held on April 16, 2015 was distributed to the Board regarding the application of Wilcox Brothers Sign Co, aaf TJ MAXX to install an internally lit sign with a building face signage more than 8% at 123 Grey St. Mr. Pecak stated that this notice was sent to the Division as the property in question is within 300 feet of the treatment plant property. The sign will have no impact on the Division and is out of the sight line from the plant.

On a motion by Mr. Hoeh, seconded by Mr. Smith, the Board voted to receive and file the informational items on the agenda. The motion carried 4-0.

In the event that the entire Budget is passed at the Combined meeting on June 24, 2015, Mr. Smith made a motion, seconded by Mr. Hoeh, to cancel the July 14, 2015 District 8 meeting.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Ms. Friess, seconded by Mr. Smith, the meeting was adjourned at 9:56 a.m. The motion carried 4-0.

Respectfully submitted,



Garry Pecak, P.E., Secretary
ECSD No. 8 Board of Managers

Motion to approve minutes of June 23, 2015

Moved By: B. Smith

Seconded By: G. Pecak

Approved/Disapproved: 3-0

Date: 10/6/15

Signed: Garry S. Pecak

ERIE COUNTY SEWER DISTRICT NO. 8
BOARD OF MANAGERS MEETING
OCTOBER 6, 2015
AURORA TOWN HALL

MEMBERS PRESENT: Matthew Hoeh (9:36), Susan Friess, Garry Pecak, and Bryan Smith

OTHERS PRESENT: Joseph Fiegl, Steve Canestrari, Kevin Kaminski, and Ms. Gier

ITEM NO. 1 – CALL MEETING TO ORDER

Ms. Friess opened the meeting at 9:30 a.m.

ITEM NO. 2 – APPROVAL OF MINUTES OF PREVIOUS MEETING

On a motion by Mr. Smith, and seconded by Mr. Pecak, the Board voted to approve the minutes from the June 23, 2015 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

There were no items to discuss.

ITEM NO. 5 – NEW BUSINESS

a. Amended Proposed 2016 Budget

i. 271 Resolution – Confirmation of Telephone Poll

On a motion by Mr. Smith, seconded by Mr. Pecak, the Board voted to confirm the telephone poll conducted on August 25, 2015, which approved the budget decrease in the fringe benefit rate. The motion carried 3-0.

b. User Charges 2016

i. Minutes from Public Hearing

The minutes from the public hearing conducted on September 24, 2015 was distributed to the Board. Mr. Fiegl noted that no one from the public attended the meeting.

ii. Approval of Resolution

The Board reviewed the following new rates for the 2016 budget year:

Items
2(a)

Flow (water use):	\$3.50/1000 gallons
Biochemical Oxygen Demand:	\$.03/lb.
Suspended Solids:	\$.04/lb.
Phosphorus:	\$.61/lb.

On a motion by Mr. Hoeh, seconded by Mr. Smith, the Board voted to approve the User Charge Resolution. The motion carried 4-0.

c. 2016 Proposed Meeting Schedule

The 2016 Proposed Meeting Schedule was distributed to the Board. On a motion by Ms. Friess, seconded by Mr. Smith, the Board voted to approve the schedule. The motion carried 4-0. Mr. Fiegl asked the Board members if they were interested in serving another term on the Board, as the term is up at the end of the year. All of the members stated they would be willing to remain on the Board.

d. Construction Inspection Term Agreement – Change Order No. 1

The Term Agreements with DiDonato Associates, Wm Schutt Associates, and Greenman-Pederson Inc. have reached budget limits. The Division of Sewerage Management recommends the approval of Change Order No. 1, which will increase the amount of \$50,000.00 for each of the firms for a total of \$200,000.00. It was noted that this increase will be spread out over the seven sewer districts, and a major revenue source to offset these costs are the monies recovered by means of inspection fees collected when the permits are issued.

On a motion by Mr. Smith, seconded by Mr. Hoeh, the Board voted to approve the Change Orders. The motion carried 4-0.

ITEM NO. 6 - MISCELLANEOUS / INFORMATIONAL ITEMS

a. Payments

There were no payments at this time.

b. Operational Report

Mr. Kaminski reported that both the No. 1 and No. 2 tanks are back in operation. A temporary repair was made to the buried No. 1 tank airline. See item 6.d. below.

Mr. Canestrari reported there was some routine maintenance and some root cutting that was done, but nothing out of the ordinary to report.

c. Pretreatment Report

There was nothing to report at this time.

d. Construction Report

Mr. Pecak informed the Board that a Work Order has been issued to DiDonato to do the permanent repair of the No. 1 tank airline. Mr. Pecak also informed the Board about work on the Control Building. A Work Order has been issued to Wendel for work on the roof, doors, and windows to make the building weather-tight. Mr. Fiegl mentioned the possibility of using capital reserve rather than long-term financing for both these projects.

Mr. Hoeh reported to the Board that a road reconstruction of West Fillmore from Hamlin Ave to the Parkdale School will likely begin in spring of 2016. Mr. Canestrari stated he would look into this.

e. Section 428 Proposed Fiscal Year 2016 Appropriations Bill

Mr. Fiegl discussed a the letter sent to Senators Gillibrand and Schumer requesting that they oppose a new provision in a federal appropriations bill. If this bill goes through, it will impose unnecessary costs for the District and the ratepayers as well.

f. NYSDEC – Sewage Pollution Right to Know Act – Comments

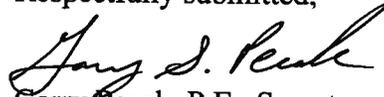
A copy of the letter from Mr. Fiegl to the NYSDEC regarding the Sewage Pollution Right to Know Act expressing the Division’s comments was distributed to the Board for their information.

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

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Mr. Hoeh, seconded by Mr. Smith, the meeting was adjourned at 9:50 a.m. The motion carried 4-0.

Respectfully submitted,



Garry Pecak, P.E., Secretary
ECSD No. 8 Board of Managers

Motion to approve minutes of October 6, 2015

Moved By: _____

Seconded By: _____

Approved/Disapproved: _____

Date: _____

Signed: _____