

**ERIE COUNTY SEWER DISTRICT NO. 1  
BOARD OF MANAGERS  
JUNE 19, 2015 - 9:30 AM  
CHEEKTOWAGA TOWN HALL**

**MEMBERS PRESENT:** Mr. Patrick Bowen, Mr. Daniel Higgins, Ms. Mary Holtz, Ms. Sheila Meegan, and Mr. Matt Salah

**OTHERS PRESENT:** Mr. Glenn Absolom Mr. Joseph Fiegl, Mr. Richard Rehac and Ms. Brenda Rehac

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

Ms. Holtz called the meeting to order at 9:34 am.

**ITEM NO.2-APPROVAL OF APRIL 17, 2015 MEETING MINUTES**

Ms. Holtz moved, seconded by Ms. Meegan to approve the April 17, 2015 meeting minutes. The motion carried 5-0.

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

There were no items from the public.

**ITEM NO.4-NEW BUSINESS**

a. Presentation and Approval of 2014 Budget

i. Proposed 2016 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 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. 1 is responsible for approximately 36% of the costs.

Reviewing the Detail Summary for ECSD No. 1, total appropriations are projected to increase almost \$236,000 when compared to 2015. The change can be most attributed to a proposed \$150,000 increase in the capital reserve allocation, a \$100,000 increase for cured in place pipe lining, and personnel costs. On the revenue side, "user charges" are projected to increase approximately \$20,000 and the ECSD No. 1 fund balance allocation has been increased approximately \$66,000 when compared to the 2015 budget. Observing recent trends on amount available and amount used, it is believed that this allocation of fund balance is prudent.

*Item 2*

The estimated impact to the typical ratepayer (single family home) in ECSD No. 1 is approximately a 2% increase for 2016, or less than \$0.75 / month.

No new positions are proposed in the Northern Region in 2016.

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 approximately \$405,000 of the Northern Region budget. The major items include the replacement of equipment at numerous pumping stations throughout Northern Region, shared equipment purchases to be used across all Erie County Sewer Districts, the replacement of two (2) vehicles, and Northern Region's standard unanticipated replacement item.

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. Northern Region contributes 47% of these Downtown office expenses.

A review of the individual budget codes was provided. It was noted that several changes were made throughout the budget for consistency throughout the various Erie County Sewer District budgets. Therefore, certain items were "zeroed" out with a corresponding increase elsewhere in the budget. Specific items highlighted included the budgeting on fuel, the \$100,000 increase in I&I repair / Sewer Lining, the Buffalo Sewer Authority bills, utility costs, and personnel costs.

Fund balance usage as an offsetting revenue is budgeted at 51%. The available district fund balance at 12/31/14 represents approximately 2.3 months of 2016 budgeted appropriations.

It is recommended for the 2016 Budget that the flat charge remain unchanged at \$200.00 per unit and the footage charges in ECSD No. 1 remain at \$0.70 / foot. At this time, the Board would be voting on the budget for ECSD No. 1. At the Combined Budget Meeting on June 24<sup>th</sup>, the entire Northern Region budget is voted upon. If any changes are proposed by either the ECSD No. 4 or ECSD No. 5 Board of Managers, said changes would be presented and discussed at the July 2015 ECSD No. 1 Board of Managers meeting. Ms. Holtz moved, seconded by Ms. Meegan to approve the 2015 Budget. The motion carried 5-0.

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

ii. 271 Resolution

Mr. Fiegl presented the 271 resolution to the board for review and approval. Approximately 42%, 9%, and 49% of the total sanitary sewer tax levy of \$6,592,004 will be raised from the assessed value, footage and flat charges, respectively.

Ms. Holtz moved, seconded by Ms. Meegan, to approve Resolution 271 with a flat charge of \$200.00 and typical footage charge of \$0.70. 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 ECSD Nos. 4 and 5

Board meetings. It is noted that if there are any modifications necessary, the budget and this resolution may need to be amended at the already scheduled July 17<sup>th</sup> ECSD No. 1 meeting.

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

Ms. Holtz moved, seconded by Ms. Meegan to recommend a Compliance Hearing for the property owner at 103 Martinique Drive, Cheektowaga for failure to correct a violation found during their house inspection. The motion carried 5-0.

**ITEM NO.5-OLD BUSINESS**

a. Town of Lancaster Dog Control Property

Ms. Holtz moved, seconded by Ms. Meegan to formally authorize the Division of Sewerage Management to proceed with the necessary steps to effectuate the purchase of SBL #104.08-7-7.1. The motion carried 5-0.

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

a. Operational Report - April & May (Handout)

Mr. Rezac updated the Board with his operational reports for April and May. The deteriorated sections of asbestos pipe on French Road near Transit have been lined. The mechanical cleaning of all back lot sections of the Clinton Trunk which was started last fall has been completed. The Central Maintenance televising crew will now televise all those sections, beginning next week weather permitting. We presently have the Central Maintenance crew investigating lines where we have had multiple plugged sewers in the same sections. So far, that has resulted in approximately 3,000 feet of root cutting with the camera following & guiding the cutter. There have been no major pump station issues. The crew did repair the return gate at the ORF which is now back to the full push button control that we had lost for a while.

b. Pretreatment Report

There was nothing new to report.

c. Construction Report

i. Sewer Manhole Rehabilitation Project-bid Schedule (Handout)

The Board received a copy of the bid schedule for Sewer Manhole Rehabilitation and Replacement; Contract No. 74. Bid opening is scheduled for July 17, 2015.

d. District Payments

None

e. Leg. Ltr.-Feasibility Study town of Cheektowaga Sewers (Handout)

The Board received a copy of the Resolution approved by the Erie County Legislature for the Division of Sewerage Management to investigate the feasibility of including all of the Town of Cheektowaga and Village of Sloan's sewer system to be fully serviced by Erie County Sewer District No. 1.

Mr. Fiegl stated an updated merger feasibility study to see what the impacts are could be partnered with Cheektowaga and West Seneca, along with a shared cost.

f. 5130 Transit Road-Foreclosure Property (Handout)

The Board received a copy of a letter from the Director of Real Property Tax Services regarding a possible foreclosure for the property at 5130 Transit Rd for non-payment of taxes. Mr. Fiegl stated the County has an easement on the property and this is for the Boards information only.

Mr. Salah moved, seconded by Ms. Holtz to receive and file items 6a-f. The motion carried 5-0.

ITEM NO.7-ADJOURNMENT & NEXT MEETING

Mr. Fiegl explained the combined budget meeting will be held on June 24, 2015 and Mr. Salah will be present to represent District #1. Typically a July meeting is scheduled in the event the budget does not pass. Mr. Fiegl suggested a motion to cancel the July 17, 2015 meeting and schedule for the following meeting on October 2, 2015, provided the budget is passed. Ms. Holtz moved, seconded by Ms. Meegan to cancel the July 17, 2015 meeting contingent on Combined Budget Meeting results on June 24, 2015. The motion carried 5-0.

The meeting was adjourned at 10:20 am.

**\*\*\*NEXT MEETING\*\*\*  
OCTOBER 2, 2015 @ 9:30 AM  
BURCHFIELD NATURE & ARTS CENTER**

Respectfully submitted,



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

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

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

Approved/Disapproved: \_\_\_\_\_

Date: \_\_\_\_\_

MS:br