

**MINUTES** of the **MEETING** of the **ERIE COUNTY WATER AUTHORITY** held in the office, 295 Main Street, Room 350, Buffalo, New York, on the 21st day of August 2025.

**PRESENT:** Jerome D. Schad, Chair  
 Peggy A. LaGree, Commissioner  
 Michele M. Iannello, Commissioner  
 Terrence D. McCracken, Secretary to the Authority  
 Joyce A. Tomaka, Chief Financial Officer  
 Mark S. Carney, General Counsel  
 Charles E. Eaton, Chief Operating Officer  
 Leonard F. Kowalski, Executive Engineer  
 Jennifer L. Hibit, Director of Human Resources  
 Katherine A. Gillette, Senior Associate Attorney  
 Jessica R. Brown, Comptroller  
 Lavonya C. Lester, Director of Administration  
 David W. Aubertine, Director of Cybersecurity and Information Technology  
 Matthew W. Barrett, Security Officer

**ATTENDEES:** Earl Wells III, e3 Communications  
 Victor Martucci, Masiello Martucci Hughes

## **PLEDGE TO THE FLAG**

### **I. CALL TO ORDER/ROLL CALL**

The meeting was called to order at 9:32 a.m. A quorum was present with three Commissioners.

### **II. READING OF MINUTES**

Motion by Ms. LaGree seconded by Ms. Iannello and carried to waive the reading of the Minutes of the Meeting held on Wednesday, July 23, 2025.

### **DISCUSSION**

None

### **VOTE**

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

### **III. APPROVAL OF MINUTES**

Motion by Ms. LaGree seconded by Ms. Iannello and carried to approve the Minutes of the Meeting held on Wednesday, July 23, 2025.

### **DISCUSSION**

None

**VOTE**

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

**IV. REPORTS****A. SECRETARY****1. Lobbying Update**

Secretary McCracken noted that the Authority has engaged the services of Masiello Martucci and Associates for lobbying services and that Mr. Martucci was present to give the Board an update on their lobbying initiatives. Mr. Martucci provided an outline to the Board that detailed the lobbying activities. The key points that were discussed are as follows:

- State Budget Review
- Outlook for SFY 2027 Budget
- ECWA Plan for Remainder of 2025

After Mr. Martucci's briefing, a brief discussion was held with the Commissioners. Chair Schad initiated a conversation about arranging legislative meetings with local delegations to address water issues with the state legislators in October, as suggested by NYSAWWA. Commissioner LaGree recommended inviting the state legislators to meet with the Authority at the Van de Water Water Treatment Plant. The Board requested Mr. Martucci coordinate the meeting.

Commissioner LaGree requested Mr. Martucci to check on the status of a proposed amendment to the Penal Law, A8221, that would classify certain assaults on employees of public benefit corporations governed by Article 5 of the Public Authorities Law, which includes the Authority, as assault in the second degree.

Chair Schad sought confirmation that federal earmarks would not occur in this budget year. Mr. Martucci confirmed that he did not think the funds would be accessible but would investigate further.

**2. Executive Session**

Discussion relating to personnel matters of a particular person pursuant to Public Officers Law § 105 (1)(f) (matters relating to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person)

The above executive session has been deferred to the end of the meeting.

**B. LEGAL****C. FISCAL****1. June 2025 Investment Report**

Ms. Tomaka distributed the June 2025 Investment Report along with a brief explanation of the report.

## 2. May 2025 Financial Report

Ms. Brown distributed the June 2025 Financial Report along with a brief explanation of the report. A brief discussion ensued. The Board requested Ms. Brown furnish them with a list of items contained within each line.

## 3. Barcoding and Scanning Initiative Update

Ms. Lester presented the Board with a review and update on the Barcoding and Scanning Initiative. Ms. Lester discussed the challenges of the previous system and the goals of the new system. She noted that key benefits included an increase in inventory accuracy, reduced manual entry, real-time stock level visibility, and fewer ordering and delivery errors.

Mr. Aubertine elaborated on the IT Department's involvement in the project, which included an instructional video designed to assist employees at each scanning station.

Ms. Brown discussed the effectiveness of the project in connection with the yearly inventory assessment performed by the Finance Department. She remarked on the capacity to execute reports in real-time to detect inconsistencies and rectify them immediately.

The Board commended the coordination between the departments to successfully transition to the new system.

## **D. OPERATIONS**

### 1. Projects Advertised for Bidding – Formal Contracts

Mr. Kowalski reported to the Board on three Formal Contracts that have been advertised for bidding since the last Board Meeting:

- Water Service Investigations and Lead Service Replacements, Contract, C, City of Tonawanda, PN 202500100
- Sturgeon Point WTP Sludge Removal and Disposal, PN 202500117
- Lake Shore Road 48-inch Transmission Main Rehabilitation, Town of Evans, PN 202500113

A brief discussion ensued regarding bidding processes.

## **E. HUMAN RESOURCES**

## **F. AUDIT COMMITTEE**

**G. GOVERNANCE COMMITTEE****H. FINANCE COMMITTEE****I. ETHICS COMMITTEE****V. COMMUNICATIONS AND BILLS**

(Communications may be limited to items that are provided electronically. Every effort will be made to provide all communications at future meetings.)

- C-1 NOTICE OF CLAIM – FELDT V ECWA – RECEIVE AND FILE AND REFER TO LEGAL FOR FOLLOW UP**
- C-2 NOTICE OF CLAIM – LONCZAK V ECWA – RECEIVE AND FILE AND REFER TO LEGAL FOR FOLLOW UP**
- C-3 NOTICE OF CLAIM – COX V ECWA – RECEIVE AND FILE AND REFER TO LEGAL FOR FOLLOW UP**
- C-4 FOIL FROM AMANI COLEMAN - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-5 FOIL FROM ATHENA RHEE - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-6 FOIL FROM NEW YORK FOUNDATION FOR FAIR CONTRACTING - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-7 FOIL FROM ROCKET MORTGAGE - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-8 FOIL FROM KENNETH BABCOCK - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-9 FOIL FROM CONSOLIDATED DEVELOPMENT SERVICES - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-10 FOIL FROM FUSEON CONNECTIONS - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-11 FOIL FROM BENJAMIN DANZIGER - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-12 FOIL FROM SARAH FELDMANN - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-13 FOIL FROM THE ENVIRONMENTAL SERVICE GROUP - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**

**C-14 FOIL FROM ROBIN CARLISI - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**

**C-15 FOIL FROM REAL RES - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**

**C-16 LETTER FROM TOWN OF AMHERST - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**

**C-17 LETTER FROM CINDY BUJANOWSKI - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**

Chair Schad noted that Ms. Tomaka will respond to Ms. Bujanowski regarding her letter.

Secretary McCracken informed the Board of an additional Communications item.

**C-18 LETTER FROM ERIE COUNTY LEGISLATOR JOHN MILLS TO ERIE COUNTY LEGISLATIVE CHAIRMAN TIMOTHY MEYERS - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**

## **VI. PERSONS ADDRESSING THE AUTHORITY**

Pursuant to the Erie County Water Authority's Open Meetings Law Policy Section 10 Public Expression, as posted on its website, the Commissioners will hear the concerns of persons desiring to address the Commissioners on any Water Authority subject. No one appeared to speak.

## **VII. UNFINISHED BUSINESS**

## **VIII. NEW BUSINESS**

**ITEM 1 - RESOLUTION GRANTING THE STATE OF NEW YORK AUTHORITY TO PERFORM THE ADJUSTMENT FOR THE OWNER AND AGREEING TO MAINTAIN FACILITIES ADJUSTED VIA STATE-LET CONTRACT IN CONNECTION WITH PIN NO. 5825.51, D265494, PROJECT NO. 202500149**

Motion by Ms. LaGree and seconded by Ms. Iannello and carried.

### **DISCUSSION**

None

### **VOTE**

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

**ITEM 2 - AUTHORIZATION TO EXECUTE A LEASE AGREEMENT WITH NEW CINGULAR WIRELESS PCS, LLC RELATING TO LEASE SPACE AT THE ERIE COUNTY WATER AUTHORITY'S TANK LOCATED AT 225 FREDERICK ROAD, TOWN OF TONAWANDA**

Motion by Ms. LaGree and seconded by Ms. Iannello and carried.

**DISCUSSION**

None

**VOTE**

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

**ITEM 3 - AWARD OF CONTRACT TO MARK CERRONE, INC. FOR ON CALL REPAIR SERVICES, WATERMAIN AND RELATED FACILITIES, SEPTEMBER 1, 2025 THROUGH AUGUST 31, 2027, PROJECT NO. 202500083 - \$3,998,034.00**

Motion by Ms. LaGree and seconded by Ms. Iannello and carried.

**DISCUSSION**

On the question, Commissioner Iannello requested clarification regarding the expenditure of the contract. Mr. Kowalski gave a brief overview of the process. Commissioner LaGree noted that only one bid was received, and it was from the contractor of the current contract. Mr. Kowalski verified the information and added that he is pleased with their work.

**VOTE**

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

**ITEM 4 - AWARD OF CONTRACT TO SCHAEFER PLUMBING SUPPLY CO., INC. TO FURNISH AND DELIVER EIGHT REDUCED PRESSURE ZONE BACKFLOW PREVENTER ASSEMBLIES FOR STURGEON POINT WATER TREATMENT PLANT, PROJECT NO. 202500127 - \$70,604.00**

Motion by Ms. LaGree and seconded by Ms. Iannello and carried.

**DISCUSSION**

None

**VOTE**

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

**ITEM 5 - AUTHORIZATION TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH UTILITY SERVICE ASSOCIATES, LLC TO**

**PROVIDE PROFESSIONAL ENGINEERING SERVICES RELATING TO LEAK DETECTION INVESTIGATION SERVICES, IDENTIFIED AS CONTRACT NO. USA-001, PROJECT NO. 202500161**

Motion by Ms. LaGree and seconded by Ms. Iannello and carried.

**DISCUSSION**

On the question, Commissioner Iannello requested clarification on the number of points of interest. Mr. Kowalski replied that it was an average amount for a system of the Authority's size. Chair Schad inquired about prioritizing sections of the Authority's system when completing the previous points of interest. Mr. Kowalski noted that two scans were completed, and the overlap locations were prioritized when completing the previous points of interest. The new contract will complete the remaining points of interest. Chair Schad asked if they will concentrate on older neighborhoods that contain cast iron pipes. Mr. Kowalski affirmed this. Commissioner LaGree inquired whether it was a two-year contract. Mr. Kowalski confirmed that it was.

**VOTE**

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

**ITEM 6 - APPROVAL OF AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT WITH WENDEL WD ARCHITECTURE, ENGINEERING, SURVEYING & LANDSCAPE ARCHITECTURE, PC TO PROVIDE CONSULTING ENGINEERING SERVICES RELATING TO WATER STORAGE TANK INSPECTIONS, IDENTIFIED AS CONTRACT NO. W-036, PROJECT NO. 202300214**

Motion by Ms. LaGree and seconded by Ms. Iannello and carried.

**DISCUSSION**

On the question, Commissioner LaGree requested additional information regarding not needing structural analysis of the tanks. Mr. Kowalski gave a brief overview of the process.

**VOTE**

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

**ITEM 7 - APPROVAL OF AMENDMENT NO. 2 TO THE CONTRACT WITH ONSOLVE, LLC. TO FURNISH AND DELIVER A MASS NOTIFICATION SYSTEM, IDENTIFIED AS CONTRACT NO. OS-001, PROJECT NO. 202100207**

Motion by Ms. LaGree and seconded by Ms. Iannello and carried.

**DISCUSSION**

On the question, Commissioner LaGree requested an example of usage. Mr. Kowalski described different scenarios when the mass notification system would be utilized.

**VOTE**

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

**ITEM 8 - APPROVAL OF CHANGE ORDER NO. 2 OF INTUITECH, INC. FOR CORROSION CONTROL TREATMENT PROGRAM PIPE LOOP EQUIPMENT, IDENTIFIED AS CONTRACT NO. HS-002, PROJECT NO. 202100152**

Motion by Ms. LaGree and seconded by Ms. Iannello and carried.

**DISCUSSION**

None

**VOTE**

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

**ITEM 9 - RATIFICATION OF THE INSTALLATION OF HYDRANTS AND VALVES AND RETIREMENT OF EXISTING HYDRANTS AND VALVES - VARIOUS LOCATIONS**

Motion by Ms. LaGree and seconded by Ms. Iannello and carried.

**DISCUSSION**

None

**VOTE**

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

**ITEM 10 - AUTHORIZATION FOR SABRINA FIGLER, DIRECTOR OF WATER QUALITY, AND RYAN MCKERNAN, ANALYTICAL CHEMIST, TO ATTEND THE 2025 AWWA WATER QUALITY TECHNOLOGY CONFERENCE IN SEATTLE, WASHINGTON**

Motion by Ms. LaGree and seconded by Ms. Iannello and carried.

**DISCUSSION**

None

**VOTE**

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

**ITEM 11 - AUTHORIZATION FOR WILLIAM WHEELER, SENIOR DISTRIBUTION ENGINEER, TO ATTEND THE 2025 NYSAWWA TIFFT SYMPOSIUM IN SYRACUSE, NEW YORK**



Motion by Ms. LaGree and seconded by Ms. Iannello and carried.

**DISCUSSION**

None

**VOTE**

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

**ITEM 12 - AUTHORIZATION TO DESIGNATE AND APPOINT ATTORNEY JESSICA KULPIT AS HEARING OFFICER FOR CIVIL SERVICE SECTION 75 HEARING**

Motion by Ms. LaGree and seconded by Ms. Iannello and carried.

**DISCUSSION**

On the question, Commissioner Iannello asked if the designation was in general or for a specific hearing. Secretary McCracken responded that it was for a specific hearing, and details would be provided in the Executive Session.

**VOTE**

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

**ITEM 13 - APPROVAL OF AMENDMENT NO. 7 TO THE PROFESSIONAL SERVICES AGREEMENT WITH NEW YORK STATE INDUSTRIES FOR THE DISABLED, INC. AND THE ERIE COUNTY CHAPTER NYSARC, INC. D/B/A THE ARC ERIE COUNTY NEW YORK RELATING TO GENERAL CLEANING SERVICES FOR THE ERIE COUNTY WATER AUTHORITY SERVICE CENTER, PROJECT NO. 202000211**

Motion by Ms. LaGree and seconded by Ms. Iannello and carried.

**DISCUSSION**

None

**VOTE**

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

Motion made by Ms. LaGree, seconded by Ms. Iannello to go into Executive Session for the discussion relating to personnel matters of a particular person pursuant to Public Officers Law § 105 (1)(f) (matters relating to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person) at 10:36 a.m. Chair Schad invited Terrence McCracken, Joyce Tomaka, Mark Carney, Chuck Eaton, and Jennifer Hibit.

**DISCUSSION**

None

**VOTE**

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

Motion made by Ms. LaGree, seconded by Ms. Iannello to exit Executive Session at 10:49 a.m.

**DISCUSSION**

Chair Schad reported that a productive discussion was held with Staff and directions have been provided.

**VIII. ADJOURNMENT**

Motion by Ms. LaGree seconded by Ms. Iannello carried that the meeting adjourned at 10:50 a.m.

**DISCUSSION**

None

**VOTE**

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

Terrence D. McCracken  
Secretary to the Authority

ALH