

MINUTES of the **MEETING** of the **ERIE COUNTY WATER AUTHORITY** held in the office, 295 Main Street, Room 350, Buffalo, New York, on the 20th day of November 2025.

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

ATTENDEES: Earl Wells III, e3 Communications
 Barbara Piazza, Erie County Personnel
 Robert Lohr

PLEDGE TO THE FLAG

I. CALL TO ORDER/ROLL CALL

The meeting was called to order at 9:31 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 Thursday, October 16, 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 Thursday, October 16, 2025.

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, LaGree and Iannello
Noes: None

IV. REPORTS

A. SECRETARY

1. 2026 Board Meeting Schedule

Secretary Hibit presented the Board with a proposed schedule for the 2026 Board Meetings. A brief discussion ensued.

2. Ethics Presentation

Barbara Piazza, Erie County Department of Personnel's Chief Ethics Officer, gave the Board a short presentation regarding the Board's obligations to the Erie County Code of Ethics and the role of the Board of Ethics.

B. LEGAL

1. Executive Session

Discussion relating to proposed, pending or current litigation pursuant to Public Officers Law § 105 (1)(d)

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

C. FISCAL

1. September 2025 Investment Report

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

2. September 2025 Financial Report

Ms. Brown distributed the September 2025 Financial Report along with a brief explanation of the report. A brief discussion ensued.

D. OPERATIONS

1. Projects Advertised for Bidding – Formal Contracts

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

- Water Service Investigations, Contract 2, PN 202500101
- Watermain Materials Purchase Contract 2026-2027, PN 202600002

2. RFPs Solicited

Mr. Kowalski reported to the Board on three RFPs that have been advertised since the last Board Meeting:

- Pine Hill Tank Rehab/Replacement Study, PN 202500214
- Design & Construction Phase Services for Corrosion Control Treatment System Improvements, PN 202500216
- Chlorine Risk Management Program Improvements, PN 202500219

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 – DANZIGER V ECWA – RECEIVE AND FILE AND REFER TO LEGAL FOR FOLLOW UP**
- C-2 NOTICE OF CLAIM – FUNKE V ECWA – RECEIVE AND FILE AND REFER TO LEGAL FOR FOLLOW UP**
- C-3 NOTICE OF CLAIM – WHITTMORE V ECWA – RECEIVE AND FILE AND REFER TO LEGAL FOR FOLLOW UP**
- C-4 FOIL FROM HOHL - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-5 FOIL FROM ELLEN GEITTER - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-6 FOIL FROM ZACHARY MCCORMICK - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-7 FOIL FROM AMANI COLEMAN - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-8 FOIL FROM SNAP TAX - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**

- C-9 FOIL FROM SNAP TAX - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-10 FOIL FROM MARK ZURADA - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-11 FOIL FROM MARK ZURADA - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-12 FOIL FROM SMARTPROCURE - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-13 FOIL FROM THE TOWN OF QUEENSBURY - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-14 FOIL FROM FRANCIS CLERKEN - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-15 FOIL FROM OAKLEY ROSNO - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-16 FOIL FROM CAMBELL & ASSOCIATES - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-17 FOIL FROM COAST TO COAST - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-18 FOIL FROM MARK ZURADA - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-19 FOIL FROM PSTA RECORD - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-20 FOIL FROM JAMES ROGERS - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-21 FOIL FROM MARK ZURADA - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-22 FOIL FROM CONCENTRIX - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-23 FOIL FROM MARLENE SZRETTER - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-24 FOIL FROM CONCENTRIX - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**

- C-25 FOIL FROM MICHAEL VERISCO - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-26 FOIL FROM MARK - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-27 FOIL FROM CIVIL GRID - RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP**
- C-28 LETTER FROM ROBERT LOHR - 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.

Mr. Robert Lohr spoke to the Board regarding information he collected about unclaimed funds in New York State.

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS

ITEM 1 - AUTHORIZATION TO AMEND THE ERIE COUNTY WATER AUTHORITY'S TARIFF

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 ENTER INTO A MATERIAL AND SUPPLIES CONTRACT WITH NEPTUNE TECHNOLOGY GROUP, INC. FOR THE FURNISHING AND DELIVERING OF WATER METERS AND APPURTENANCES FROM JANUARY 1, 2026 THROUGH DECEMBER 31, 2028, PROJECT NO. 202500220

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

DISCUSSION

On the question, Chair Schad sought clarification on the availability of new technology. Ms. Tomaka indicated that if new technology were to become available and prove beneficial to the Authority, the contract could be modified to incorporate that technology.

VOTE

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

ITEM 3 - AUTHORIZATION TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH U.S. TRAFFIC CONTROL, LLC RELATING TO EMERGENCY TRAFFIC EQUIPMENT CONTROL RENTALS AND RELATED SERVICES, IDENTIFIED AS CONTRACT NO. UST-002, PROJECT NO. 202600007

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

DISCUSSION

On the question, Commissioner LaGree requested verification regarding the sole source designation. Mr. Carney and Mr. Kowalski verified the designation process that occurred.

VOTE

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

ITEM 4 - APPROVAL OF AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES CONTRACT WITH ARCADIS OF NEW YORK, INC. TO PROVIDE CONSULTING ENGINEERING SERVICES FOR WATER SYSTEM IMPROVEMENTS, TRANSMISSION MAIN INSTALLATION, TOWN OF TONAWANDA, IDENTIFIED AS CONTRACT NO. MP-084, PROJECT NO. 202000084 - \$15,850.00

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 - APPROVAL OF AMENDMENT NO. 3 TO THE PROFESSIONAL SERVICES CONTRACT WITH ARCADIS OF NEW YORK, INC. TO PROVIDE CONSULTING ENGINEERING SERVICES RELATING TO EPA LEAD AND COPPER RULE REVISIONS PROGRAM MANAGEMENT, IDENTIFIED AS CONTRACT NO. MP-091, PROJECT NO. 202200135 - \$280,750.00

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

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

ITEM 6 - 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 7 - RATIFICATION OF THE INSTALLATION OF WATER DISTRIBUTION SYSTEM REPLACEMENTS AND IMPROVEMENTS AND RETIREMENT OF EXISTING WATER INFRASTRUCTURE - VARIOUS LOCATIONS, PROJECT NO. 202500010

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

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

ITEM 8 - RATIFICATION OF THE INSTALLATION OF WATER DISTRIBUTION SYSTEM REPLACEMENTS AND IMPROVEMENTS AND RETIREMENT OF EXISTING WATER INFRASTRUCTURE – WALDEN DRIVE WATERMAIN REPAIR, PROJECT NO. 202500198

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 - AUTHORIZATION TO AMEND THE ERIE COUNTY WATER AUTHORITY'S ANNUAL CAPITAL BUDGET FOR THE FISCAL YEAR 2025 – VAN DE WATER WATER TREATMENT PLANT BOILER NO. 1 REHABILITATION, PROJECT NO. 202500244 - \$35,000.00

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

DISCUSSION

On the question, Commissioner LaGree requested the project timeline. Mr. Kowalski replied that it would be completed in 2025.

VOTE

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

ITEM 10 - AUTHORIZATION TO AMEND THE ERIE COUNTY WATER AUTHORITY'S ANNUAL CAPITAL BUDGET FOR THE FISCAL YEAR 2025 – VAN DE WATER WATER TREATMENT RESIDUALS IMPROVEMENTS, IDENTIFIED AS CONTRACT NO. GHD-008, PROJECT NO. 201900208 - \$360,000.00

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 Hohl Industrial Services, Inc. and GHD Consulting Services, Inc. and proposed, pending or current litigation pursuant to Public Officers Law § 105 (1)(d) at 10:05 a.m. Chair Schad invited Jennifer Hibit, Joyce Tomaka, Mark Carney, Leonard Kowalski, and Katherine Gillette.

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 10:12 a.m.

DISCUSSION

Chair Schad reported that a productive discussion was held with Counsel.

ITEM 11 - AUTHORIZATION TO APPROVE SETTLEMENT OF CLAIMS RELATING TO RESIDUALS HANDLING UPGRADES, VAN DE WATER WATER TREATMENT PLANT, IDENTIFIED AS CONTRACT NO. GHD-008, PROJECT NO. 201900208

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 FOR JEROME D. SCHAD, CHAIR, TO ATTEND NYSAWWA WATER UTILITY COUNCIL'S QUARTERLY MEETING IN ALBANY, NEW YORK

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

DISCUSSION

On the question, Chair Schad gave a brief overview of the meeting's objectives and the benefits of attending.

VOTE

Ayes: Two; Commrs. LaGree and Iannello; Chair Schad abstained.

Noes: None

ITEM 13 - AUTHORIZATION TO ENTER INTO A SERVICE AGREEMENT WITH TIME WARNER CABLE NORTHEAST, LLC D/B/A SPECTRUM TO PROVIDE AND INSTALL AN ETHERNET PRIVATE LINE SERVICE (FIBER POINT-TO-POINT) AT VARIOUS ERIE COUNTY WATER AUTHORITY LOCATIONS, PROJECT NO. 201800158

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

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

ITEM 14 - AUTHORIZATION TO AMEND THE ERIE COUNTY WATER AUTHORITY'S ANNUAL O&M BUDGET FOR THE FISCAL YEAR 2025 – UNIT 1020 CONTROL OPERATIONS, ITEM 14 POWER PURCHASED - \$425,000.00

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

DISCUSSION

On the question, Commissioner LaGree requested an overview of the estimate process. Ms. Tomaka gave a brief description of the process.

VOTE

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

VIII. ADJOURNMENT

Motion by Ms. LaGree seconded by Ms. Iannello carried that the meeting adjourned at 10:15 a.m.

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None



Jennifer Hibit
Secretary to the Authority

ALH