



ERIE COUNTY WATER AUTHORITY

INTEROFFICE MEMORANDUM

January 21, 2025

TO: Jennifer Hibit, Secretary to the Authority

FROM: John M. Catanzaro, Director of Operations *JmC*

SUBJECT: Board Authorization for Hydrant/Valve Replacements

Please be advised that Authority personnel have recently replaced various hydrants and valves that were obsolete, defective or unrepairable. These hydrants and valves are located within the Direct Service areas of the Erie County Water Authority Service Area.

Since the hydrants and valves are assets of the Authority, the old hydrant or valve must be removed from our inventory. This is referred to as "retired". The new hydrant or valve then replaces the retired asset. The make, size, model and cost of the new hydrant or valve is then included as a current asset.

The action to retire an old hydrant or valve and to replace it with a new hydrant or valve requires authorization from the Board. As such please find the following:

- Blue Authorization form for Board Resolution for hydrant and valve replacements.
- Construction Authorization forms for the subject hydrant or valve that was replaced; along with a pink "Property Removed from Service" form for each hydrant and valve. These two documents identify all the pertinent data including the cost of the new asset.

Please advise if you require additional information.

**ERIE COUNTY WATER AUTHORITY
AUTHORIZATION FORM
For Approval/Execution of Board Meeting Documents**

Document Name: _____ **Project No.:** _____

Description: _____

Item Description:

Choose one: _____

Other: _____

Action Requested:

Choose one _____

Other: _____

Approvals Required:

APPROVED AS TO CONTENT:

Chief Financial Officer	_____	Date: _____
Chief Operating Officer	_____	Date: _____
Claims Rep. – Risk Manager	_____	Date: _____
Comptroller	_____	Date: _____
Director of Administration	_____	Date: _____
Director of Distribution	_____	Date: _____
Director of Human Resources	_____	Date: _____
Director of IT	_____	Date: _____
Director of Operations	<i>John M Catanzaro</i>	Date: 1/26/2026
Director of Planning & Water Supply	_____	Date: _____
Director of Production	_____	Date: _____
Director of Water Quality	_____	Date: _____
Executive Engineer	<i>Leonard F. Koralicki</i>	Date: 2/2/2026
General Counsel (Legal)	_____	Date: _____
Other: _____	_____	Date: _____

APPROVED FOR BOARD RESOLUTION:

Secretary to the Authority *JA Hiss* _____ Date: 2/2/2026

Remarks: _____

Resolution Date: _____ Item No: _____

ERIE COUNTY WATER AUTHORITY
CONSTRUCTION AUTHORIZATION

Project No. 202600038
Budget No. _____

Authorization No.: EC 7558, R 260001
Date: 12/11/25
Inputted By/Date: 01/21/26 Imp



12/11/25 Estimate Starting Date
12/11/25 Estimate Complete Date
x yes _____ no Retirement Involved
x Public Street
Private Right of Way
On Authority's Prop
Tax Districts _____
Name of Grantor of Easement _____

_____ Date of Easement
CLASS OF MAIN INSTALLATION:
_____ System Betterment
_____ Bldr/Cont/Dev. Agree.
_____ Owner Occupant Cont.
_____ Special Revenue Cont.

ESTIMATE COST
RESTORATION ESTIMATED
(1) Total Est. Cost \$ 11,577.00
(2) _____ Meters and \$ _____
Service @ _____
(3) Removal Cost Less Salvage \$ _____
(4) Gross Investment \$ _____

DEDUCT
(5) Const. Advance \$ _____
(6) Service Conn. \$ _____
(7) Refunds \$ _____
(8) Net Auth. Invest. \$ _____

BUDGETARY DATA
(9) Tot. Budget Expnd. \$ _____
(10) This Authorization \$ _____
(11) Pre Approved \$ _____
(12) Tot. Apvl. To Date \$ _____
(13) Bal. Budget Expnd. \$ _____

APPROVALS
Preparation S. Spier
Director of Oper. 
Exec. Engr. 
Admn. Director _____
Legal Dept. _____
Acct. Dept. _____

TITLE OF PROJECT: Replaced existing 6" valve at 114 Sharon Dr. TOCY

DETAILED DESCRIPTION AND PURPOSE:
Originally installed prior to 08/18/04, was scrapped, retired under #R 260001, and replaced with a 6" resilient seat valve under EC 7558. Old 6" gate valve was unrepairable. Work done by ECWA forces at ECWA expense.

RATIFICATION

RESOLUTION APPROVING
Adopted _____
Item No. _____

ERIE COUNTY WATER AUTHORITY
Property Removed From Service

Inputted By/Date	<u>01/21/26 Imp</u>	Project No.:	<u>202600038</u>
G.L. No.	<u>186.000</u>		
Pri. No.	<u> </u>	Location:	<u>TOCY</u>
Auth No.	<u> </u>		Date: <u>12/11/25</u>
		(Town)	
Date Installed:	<u>Prior to 08/18/04</u>	Public St.	(X)
Under Auth. No.:	<u> </u>	or	
Date Removed:	<u>12/11/25</u>	Private-Right-of-Way	()
Replaced Under:	<u>EC 7558</u>	Disp.	1. Book Value
	<u>(EC#, OWIP, BI#)</u>	Code:	2. Cost of Removal
			3. Salvage (Trade-in)
Complete description of unit retired: (Record numbers if possible)			
1-6" gate valve			

Department Head

FOR ACCOUNTING DEPT. USE ONLY. DO NOT WRITE BELOW THIS LINE.

[illegible]

	General Ledger #	Primary Number	RWIP Auth. #	Disp. Code	Amount
JE 32 (Dr)	186.000				
JE 32 (Cr)	101.000		XXXXXXXXXX	XXXXXXX	
JE 33 (Dr)	108.00	XXXXXXXXXXXXX			
JE 33 (Cr)	186.00				

FOR RECORD PURPOSES ONLY; WORK DONE
WHEN NECESSARY FOR MAINTENANCE PURPOSES

ERIE COUNTY WATER AUTHORITY
CONSTRUCTION AUTHORIZATION

Project No. 202600039
Budget No. _____

Authorization No.: EC 7559, R 260002
Date: 12/15/25
Inputted By/Date: 01/21/26 Imp

12/15/25 Estimate Starting Date
12/15/25 Estimate Complete Date
x yes no Retirement Involved
 x Public Street
 Private Right of Way
 On Authority's Prop
 Tax Districts
Name of Grantor of Easement _____

 Date of Easement

CLASS OF MAIN INSTALLATION:

 System Betterment
 Bldr/Cont/Dev. Agree.
 Owner Occupant Cont.
 Special Revenue Cont.

ESTIMATE COST

RESTORATION ESTIMATED

(1) Total Est. Cost \$ 2,985.00
(2) Meters and \$
 Service @
(3) Removal Cost Less Salvage \$
(4) Gross Investment \$

DEDUCT

(5) Const. Advance \$
(6) Service Conn. \$
(7) Refunds \$
(8) Net Auth. Invest. \$

BUDGETARY DATA

(9) Tot. Budget Expnd. \$
(10) This Authorization \$
(11) Pre Approved \$
(12) Tot. Apvl. To Date \$
(13) Bal. Budget Expnd. \$

APPROVALS

Preparation S.Spier
Director of Oper. John M. Catanzaro
Exec. Engr. Golf F. Kaulbach 1-23-2026
Admn. Director _____
Legal Dept. _____
Acct. Dept. _____

TITLE OF PROJECT: Replaced existing 6" valve at Nagel Dr. and Goering Ave. CHTN

DETAILED DESCRIPTION AND PURPOSE:

Originally installed in 1960 under EC 924, was scrapped, retired under #R 260002, and replaced with a 6" resilient seat valve under EC 7559. Old 6" gate valve was unrepairable. Work done by ECWA forces at ECWA expense.

RATIFICATION

RESOLUTION APPROVING

Adopted _____
Item No. _____

ERIE COUNTY WATER AUTHORITY
Property Removed From Service

Inputted By/Date	<u>01/21/26 Imp</u>	Project No.:	<u>202600039</u>
G.L. No.	<u>186.000</u>		
Pri. No.	<u> </u>	Location:	<u>CHTN</u>
Auth No.	<u> </u>		Date: <u>12/15/25 Imp</u>
		(Town)	
Date Installed:	<u>1960</u>	Public St.	(X)
Under Auth. No.:	<u>EC 924</u>	or	
Date Removed:	<u>12/15/25</u>	Private-Right-of-Way	()
Replaced Under:	<u>EC 7559</u>	Disp.	1. Book Value
	<u>(EC#, OWIP, BI#)</u>	Code:	2. Cost of Removal
			3. Salvage (Trade-in)
Complete description of unit retired: (Record numbers if possible)			
1-6" gate valve			

Department Head

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[illegible]

	General Ledger #	Primary Number	RWIP Auth. #	Disp. Code	Amount
JE 32 (Dr)	186.000				
JE 32 (Cr)	101.000		XXXXXXXXXX	XXXXXXX	
JE 33 (Dr)	108.00	XXXXXXXXXXXXXX			
JE 33 (Cr)	186.00				

ERIE COUNTY WATER AUTHORITY
CONSTRUCTION AUTHORIZATION

Authorization No.: EC 7562, R 260005
Date: 01/07/26
Inputted By/Date: 01/21/26 Imp

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ERIE COUNTY WATER AUTHORITY
Property Removed From Service

Inputted By/Date	<u>01/21/26 Imp</u>	Project No.:	<u>202600042</u>
G.L. No.	<u>186.000</u>		
Pri. No.	<u> </u>	Location:	<u>CHTN</u>
Auth No.	<u> </u>		Date: <u>01/07/26</u>
		(Town)	
Date Installed:	<u>1954</u>	Public St.	(X)
Under Auth. No.:	<u>EC-89</u>	or	
Date Removed:	<u>01/07/26</u>	Private-Right-of-Way	()
Replaced Under:	<u>EC 7562</u>	Disp.	1. Book Value
	<u>(EC#, OWIP, BI#)</u>	Code:	2. Cost of Removal
			3. Salvage (Trade-in)
Complete description of unit retired: (Record numbers if possible)			
1-6" gate valve			

Department Head

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[illegible]

	General Ledger #	Primary Number	RWIP Auth. #	Disp. Code	Amount
JE 32 (Dr)	186.000				
JE 32 (Cr)	101.000		XXXXXXXXXX	XXXXXXX	
JE 33 (Dr)	108.00	XXXXXXXXXXXX			
JE 33 (Cr)	186.00				

ERIE COUNTY WATER AUTHORITY
CONSTRUCTION AUTHORIZATION

Project No. 202600041
Budget No. _____

Authorization No.: EC 7561, R 260004
Date: 01/08/26
Inputted By/Date: 01/21/26 Imp

01/08/26 Estimate Starting Date
01/08/26 Estimate Complete Date
x yes _____ no Retirement Involved
x Public Street
Private Right of Way
On Authority's Prop
Tax Districts _____

TITLE OF PROJECT: Replaced existing 6'
hydrant at 49 Tudor Blvd. WSTN

Name of Grantor of Easement _____

Date of Easement _____

CLASS OF MAIN INSTALLATION:

System Betterment
Bldr/Cont/Dev. Agree.
Owner Occupant Cont.
Special Revenue Cont.

DETAILED DESCRIPTION AND PURPOSE:

Originally installed in 1974 under EC 2542, was
scrapped, retired under #R 260004, and replaced
with a 6' Kennedy K81 hydrant under EC 7561. Old
6' bury Mueller hydrant was unrepairable. Work
done by ECWA forces at ECWA expense.

ESTIMATE COST

RESTORATION ESTIMATED

(1) Total Est. Cost \$ 5,393.00
(2) _____ Meters and \$ _____
Service @ _____
(3) Removal Cost Less Salvage \$ _____
(4) Gross Investment \$ _____

DEDUCT

(5) Const. Advance \$ _____
(6) Service Conn. \$ _____
(7) Refunds \$ _____
(8) Net Auth. Invest. \$ _____

BUDGETARY DATA

(9) Tot. Budget Expnd. \$ _____
(10) This Authorization \$ _____
(11) Pre Approved \$ _____
(12) Tot. Apvl. To Date \$ _____
(13) Bal. Budget Expnd. \$ _____

RATIFICATION

APPROVALS

Preparation S. Spier
Director of Oper. *[Signature]*
Exec. Engr. *[Signature]*
Admn. Director _____
Legal Dept. _____
Acct. Dept. _____

RESOLUTION APPROVING

Adopted _____
Item No. _____

ERIE COUNTY WATER AUTHORITY
Property Removed From Service

Inputted By/Date	<u>01/21/26 Imp</u>	Project No.:	<u>202600041</u>
G.L. No.	<u>186.000</u>		
Pri. No.	<u> </u>	Location:	<u>WSTN</u>
Auth No.	<u> </u>		Date: <u>01/08/26 Imp</u>
		(Town)	
Date Installed:	<u>1974</u>		Public St. (X)
Under Auth. No.:	<u>EC 2542</u>		or
Date Removed:	<u>01/08/26</u>		Private-Right-of-Way ()
Replaced Under:	<u>EC 7561</u>		Disp. 1. Book Value
	<u>(EC#, OWIP, BI#)</u>		Code: 2. Cost of Removal
			3. Salvage (Trade-in)
Complete description of unit retired: (Record numbers if possible)			
1-6' bury Mueller hydrant			

Department Head

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[illegible]

	General Ledger #	Primary Number	RWIP Auth. #	Disp. Code	Amount
JE 32 (Dr)	186.000				
JE 32 (Cr)	101.000		XXXXXXXXXX	XXXXXXX	
JE 33 (Dr)	108.00	XXXXXXXXXXXXXX			
JE 33 (Cr)	186.00				