



ERIE COUNTY WATER AUTHORITY

INTEROFFICE MEMORANDUM

February 2, 2026

To: Jennifer Hibit, Secretary to the Authority

From: Leonard F. Kowalski, PE, Executive Engineer *LFK*

Subject: Request to Attend 2026 AWWA Annual Water Event in Saratoga Springs, NY.

The AWWA Annual Water Event 2026 is scheduled for April 14 -16, 2026 in Saratoga Springs, NY. The programs will cover a variety of infrastructure issues and solutions, including the latest cost-effective strategies to manage aging infrastructure, control water loss, protection of critical infrastructure, and financing capital projects and operations and maintenance activities.

These conferences will also provide an opportunity to meet with various utilities representatives and vendors and to get information on the new water utility processes, products, and services.

I am requesting Board Authorization to travel to the above-referenced conference for: Leonard F. Kowalski, PE, Executive Engineer. Daniel J. Seider, Director of Production, Mark D. Jarmuz, Sr. Distribution Engineer, Seth Krull, Production Engineer, Paul Miklos, WTPO Crew Chief, and Scott Klubek, Pump Mechanic Crew Chief.

Budget Information:

- Unit 2501 – 2025 O&M Budget Item 12 – Travel
- Unit 2501 – 2025 O&M Budget Item 37 Training
- Unit 1015 – 2025 O&M Budget Item 12 – Travel
- Unit 1015 – 2025 O&M Budget Item 37 Training

MJQ:jmf
Attachments

**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: 2/3/2026

Claims Rep. – Risk Manager

Date: _____

Comptroller

Date: _____

Director of Administration

Date: _____

Director of Distribution

Date: _____

Director of Human Resources

_____ 

Date: 2/3/2026

Director of IT

Date: _____

Director of Operations

Date: _____

Director of Planning & Water Supply

Date: _____

Director of Production

Date: _____

Director of Water Quality

Date: _____

Executive Engineer

Date: _____

General Counsel (Legal)

Date: _____

Other: _____

Date: _____

APPROVED FOR BOARD RESOLUTION:

Secretary to the Authority

_____ 

Date: 2/3/2026

Remarks: _____

Resolution Date: _____ Item No: _____



ERIE COUNTY WATER AUTHORITY

INTEROFFICE MEMORANDUM

January 29, 2026

TO: Jennifer Hibit, Secretary to the Authority

FROM: Sabrina A. Figler, Director of Water Quality

SUBJECT: Request for Ryan McKernan, Analytical Chemist and Dr. Clayton Rumsey, Analytical Chemist, to attend the NYSAWWA Annual Water Event in Saratoga Springs, NY

The NYAWWA Annual Water Event is scheduled for April 14 - 16, 2025. The Annual Water Event brings together utilities, vendors, the state DOH, and academia from across the state to share information, experience and research. This year's technical conference offers sessions in forever chemicals, DBP's, impacts of HAB's, climate change, and treatment options for PFAS/PFOA. Also, at this conference the NYSAWWA WUC, to which Ryan is a member, holds it's annual spring meeting. In addition, the AWWA Young Professionals group is holding it's summit, to which Clayton is a member. The conference also gives PE credits which Ryan needs to maintain his WTPO license.

Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink, reading "Sabrina A. Figler".

Sabrina A. Figler

BUDGET INFORMATION: BUDGET YEAR 2026

Water Quality Unit 1030
GL #: 401000 640212
Remaining Balance: \$10,500.00

cc: Charles Eaton, Chief Operating Officer

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

Document Name: NYSAWWA SARATOGA SP CONF **Project No.:** _____

Description: Approval for Ryan McKernan & Clayton Rumsey travel to Saratoga Springs Conferenc

Item Description:

Choose one: Travel Request

Other: _____

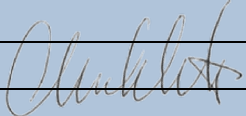
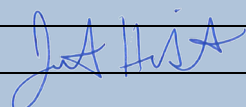
Action Requested:

Choose one Board Approval

Other: _____

Approvals Required:

APPROVED AS TO CONTENT:

<input type="checkbox"/>	Chief Financial Officer	_____	Date: _____
<input checked="" type="checkbox"/>	Chief Operating Officer	<u></u>	Date: <u>2/3/2026</u>
<input type="checkbox"/>	Claims Rep. – Risk Manager	_____	Date: _____
<input type="checkbox"/>	Comptroller	_____	Date: _____
<input type="checkbox"/>	Director of Administration	_____	Date: _____
<input type="checkbox"/>	Director of Distribution	_____	Date: _____
<input checked="" type="checkbox"/>	Director of Human Resources	<u></u>	Date: <u>2/3/2026</u>
<input type="checkbox"/>	Director of IT	_____	Date: _____
<input type="checkbox"/>	Director of Operations	_____	Date: _____
<input type="checkbox"/>	Director of Planning & Water Supply	_____	Date: _____
<input type="checkbox"/>	Director of Production	_____	Date: _____
<input type="checkbox"/>	Director of Water Quality	_____	Date: _____
<input type="checkbox"/>	Executive Engineer	_____	Date: _____
<input type="checkbox"/>	General Counsel (Legal)	_____	Date: _____
<input type="checkbox"/>	Other: _____	_____	Date: _____

APPROVED FOR BOARD RESOLUTION:

☒ Secretary to the Authority  Date: 2/3/2026

Remarks: _____

Resolution Date: _____ Item No: _____

2026 New York's Water Event Calendar										
Tuesday, April 14, 2026 Registration Open - 8:00 am Committee Meetings - 9:00 am – 12:00 pm Welcome Reception										
8:30a–12:30 p	YP Summit in Broadway (0.0 WW, 1.0 PE)									
12:45–1:30p	Annual Business Meeting & Special Awards Reception									
1:30–2:45p	Session 1: Opening General Session Keynote Address in Exhibit Hall									
	Session 2: Water Quality & Treatment Room: SCC 2A					Session 3: Utility Risk & Resilience Room: Broadway				
3:00–3:30p	2 2.0 W 0.5 WW 2.0 PE	Treatment Improvements for Regional DBP Reduction				3 2.0 W 1.5 WW 2.0 PE	Framework for Qualitative Risk & Resilience Assessment			
3:30–4:00p		Rapid Deployment of Temporary Membrane Treatment Trailer for Emergency Capacity					IT-OT Convergence Journey for Enhanced Water Management			
4:00–4:30p		Optimizing Water Treatment: A Novel Approach to Ion Exchange					From Data to Decisions: Advancing Water Infrastructure			
4:30–5:00p		Amperometric Sensor Technology: Considerations in Selection & Installation					Bulk Delivery of Small System Asset Management			
5:00–6:30p	Exhibit Hall Grand Opening Reception									
Wednesday, April 15, 2026 Registration Open - 6:00 am Breakfast – 7:00 am Exhibit Hall - 9:30 am – 6:30 pm										
7:30–9:15a	Session 5: Regulatory and Funding Panel in the Exhibit Hall									
	Session 6: Treatment of PFAS & 1,4 Dioxane Room: SCC 2A					OWW Room: Broadway				
9:30–10:00a	6A 1.0 W 0.5 WW 1.0 PE	Lessons Learned: Addressing some of the Unexpected Challenges of Implementing PFAS Treatment				OWW TBD W TBD WW TBD PE	One Water Workforce: Water Fundamentals: Building the Workforce of Today and Tomorrow			
10:00–10:30a		1,4 Dioxane & PFAS Treatment for the City of Camden's Largest WTP								
10:30–11:00a	Break in the Exhibit Hall Hydration Station									
11:00–11:30a	6B 1.0 W 0.5 WW 1.0 PE	Pressure Vessels or Gravity Contactors: Choosing the Right PFAS Approach				OWW Room: Broadway		Top Ops Room: Sarah Ballro		
11:30a–12:00p		Characterization of PFAS in Foam Forming on the Surface of the Finger Lakes				OWW continued		Top Ops 1.0 W 0.0 WW 1.0 PE	Top Ops Room Ballro	
12:00–1:30p	Lunch in the Exhibit Hall Hydration Station									
	Session 9: Innovative Technologies Room: Broadway					Session 10: Operations & Maintenance Room: Broadway				
1:30–2:00p	9A 0.5 W 0.0 WW 1.0 PE	A Portable RPA-CRISPR/Cas 12a-Based Biosensing Platform for on-site Detection of the Microcystin				10A 1.0 W 0.0 WW 1.0 PE	We Bought a Water System! How the Town of Westbury's Private Water Company			
2:00–2:30p		Bioaugmentation as a Biosolids Management & PFAS Risk Reduction Strategy					A Shore Thing: Restoring Oak Beach's Water Quality			
2:30–3:00p	Break in the Exhibit Hall Hydration Station									
3:00–3:30p	9B 1.0 W 0.5 WW 1.0 PE	A New Approach to Water Loss				10B 1.0 W 0.5 WW 1.0 PE	How Clean is Too Clean? Field & Laboratory			
3:30–4:00p		CCTV of Water Main: A New Tool in the Toolbox					Minimize Costly Errors through Process Monitoring			
4:00–6:00p	Reception in Exhibit Hall Contests: Best Tasting Water									
Thursday, April 16, 2026 Registration Open – 8:00 am Exhibit Hall - 8:00 am – 12:00 pm										
8:00–9:30a	Breakfast in the Exhibit Hall									
	Session 12: Utility Management & Administration Room: SCC 2A							Session 13: Water Quality & Treatment Room: SCC 2A		
9:30–10:00a	12 A 1.0 W 1.0 WW 1.0 PE	Build American Buy America: How Lessons Learned Impact Decision Makers					13 A 1.0 W 0.0 WW 1.0 PE			
10:00–10:30a		Funding the Flow: Balancing Investment Needs, Revenue, and Rate Stability								
10:30–11:00a	Break in the Exhibit Hall Hydration Station									
11–11:30a	12B 1.0 W 1.0 WW 1.0 PE	Setting & Justifying Staffing Levels in Water & Wastewater Organizations						13 B 1.0 W 0.5 WW 1.0 PE		
11:30a–12p		Building Utility Resilience Through Communications with SIGNAL								

TRAVEL REQUEST

Date: 2/2/2026

Employee Name	Job Title	Department
Leonard Kowalski (2501/401000/662012)	Executive Engineer	Engineering
Daniel Seider (1015/401000/662012)	Director of Production	Production
Seth Krull (1020/401000/662012)	Production Engineer	Production
Mark Jarmuz (2501/401000/662012)	Sr. Distribution Engineer	Engineering
Paul Miklos (1015/401000/662012)	WTPO Crew Chief	Production

Scott Klubek (1020/401000/662012) Pump Mechanic Crew Chief Production

Destination: Saratoga Springs, NY

Is this training needed to meet professional licensing requirements? Yes

Description of training or business, and reasons and benefits of attendance:

2026 New York's Water Event Conference - annual water conference that provides
training in multiple aspects of the water industry. Continuing education hours
for engineers are available and contact hours operators license are also available.

Dates of Travel

From: 4/13/2026 - D. Seider/ Paul M. To: 4/16/2026 Total number of business days: 3
4/14/2026 - remainder of group

Estimated Cost

Transportation \$ 300 Hotel Accommodations \$ \$2,500 Meals \$ 1,200

TOTAL ESTIMATED COST \$ 4,000 W/ REGISTRATION FEE \$ 6,550

Balance in the training budget prior to this trip \$ _____

Unit Number See above Primary Number See above G/L Number See above

Comments (i.e. spouse traveling, preferences): _____

Approvals

Department Head  Date 2/2/2026

Director of Human Resources  Date 2/3/2026

Secretary  Date 2/3/2026

TRAINING REQUESTDate: 2/2/2026

Employee Name	Job Title	Department
Leonard Kowalski (2501/401000/640237)	Executive Engineer	Engineering
Daniel Seider (1015/401000/640237)	Director of Production	Production
Seth Krull (1020/401000/640237)	Production Engineer	Production
Mark Jarmuz (2501/401000/640237)	Sr. Distribution Engineer	Engineering
Paul Miklos (1015/401000/640237)	WTPO Crew Chief	Production
Scott Klubek (1020/401000/640237)	Pump Mechanic Crew Chief	Production

Dates of TrainingFrom: 4/14/2026 To: 4/16/2026 Total number of business days: 3**Training requests which require overnight accommodations must be accompanied by a Travel Request form.****Training Information**Title of Course(s) 2026 New York's Water Event ConferenceDescription NYSAWWA annual water conferenceIs this course needed to meet continuing education or contact hour requirements? YesHow many credit hours will you receive? Approximately 8, depends on which sessions are attendedHow many credits (per year) required for your license? 12 for PEHow many credits do you have year-to-date? Varies with each employeeAre there 2 or more people attending this seminar? YesAre there concurrent sessions? YesWhy is there a need for 2 or more people to attend this seminar? Continuing education and contact hour requirements**Estimated Cost**Registration Fee \$ \$425 x 6 = \$2,550 Mileage & Tolls \$ 300**TOTAL ESTIMATED COST \$** 2,850

Balance in the training budget prior to this trip \$ _____

Unit Number See above Primary Number See above G/L Number See above**Approvals**Department Head Leonard Kowalski Date 2/2/2026Director of Human Resources Just HUSA Date 2/3/2026Secretary Just HUSA Date 2/3/2026

TRAVEL REQUEST

Date: 1/28/2026

Employee Name	Job Title	Department
Clayton Rumsey	Analytical Chemist	Water Quality

Destination: NYS Annual AWWA Conference

Is this training needed to meet professional licensing requirements? No

Description of training or business, and reasons and benefits of attendance: Conference covering
current and emerging water quality concerns faced by similar water providers throughout NYS
Young Professional summit for continued professional development.

Dates of Travel

From: 4/13/26 To: 4/16/26 Total number of business days: 4

Estimated Cost

Transportation \$ 100 Hotel Accommodations \$ 500 Meals \$ 400

TOTAL ESTIMATED COST \$ 975- 1000 W/ REGISTRATION FEE \$ 1425- 1525

Balance in the training budget prior to this trip \$ 10500


Unit Number 1030 Primary Number 401000 G/L Number 640212

Comments (i.e. spouse traveling, preferences): _____

Approvals

Department Head  Date 1/29/2026

Chief Operating Officer  Date 2/3/2026

Secretary  Date 2/3/2026

TRAVEL REQUEST

Date: 1/28/26

Employee Name	Job Title	Department
RYAN MCKERNAN	ANALYTICAL CHEMIST	WATER QUALITY

Destination: NYSAWWA SARATOGA SPRINGS

Is this training needed to meet professional licensing requirements? YES

Description of training or business, and reasons and benefits of attendance: AS A MEMBER OF WQC I WILL BE ATTENDING OUR MEETING. I WILL ALSO RECEIVE CONTACT HOURS FOR MY IA WTPD CERTIFICATION FOR SESSIONS.

Dates of Travel

From: 4/13/26 To: 4/16/26 Total number of business days: 4

Estimated Cost

Transportation \$ 160 Hotel Accommodations \$ 562.35 Meals \$ 200

TOTAL ESTIMATED COST \$ 862.35 W/ REGISTRATION FEE \$ ~~1620.35~~

Balance in the training budget prior to this trip \$ 10,500 1720.35

Unit Number 1030 Primary Number 401000 G/L Number 640212

Comments (i.e. spouse traveling, preferences): _____

Approvals

Department Head [Signature] Date 1/29/26

Chief Operating Officer [Signature] Date 2/3/2026

Secretary [Signature] Date 2/3/2026

TRAINING REQUEST

Date: 1/28/2026

Employee Name	Job Title	Department
Clayton Rumsey	Analytical Chemist	Water Quality

Dates of Training

From: 4/14/26 To: 4/16/26 Total number of business days: 3

Training requests which require overnight accommodations must be accompanied by a Travel Request form.

Training Information

Title of Course(s) NYS AWWA Conference

Description New York State's Annual AWWA Conference and Young Professionals Summit

Is this course needed to meet continuing education or contact hour requirements? No

How many credit hours will you receive? N/A

How many credits (per year) required for your license? N/A

How many credits do you have year-to-date? N/A

Are there 2 or more people attending this seminar? Yes

Are there concurrent sessions? Yes

Why is there a need for 2 or more people to attend this seminar? Multiple concurrent sections re: Water Quality concerns and current/future issues faced by similar water providers

Estimated Cost

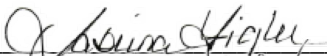
Registration Fee \$ 425 Mileage & Tolls \$ 100

TOTAL ESTIMATED COST \$ 525

Balance in the training budget prior to this trip \$ 5400

Unit Number 1030 Primary Number 401000 G/L Number 640237

Approvals

Department Head  Date 1/29/2026

Chief Operating Officer  Date 2/3/2026

Secretary  Date 2/3/2026

TRAINING REQUEST

Date: 1/28/26

Employee Name	Job Title	Department
RYAN MCKELMAN	ANALYTICAL CHEMIST	WATER QUALITY

Dates of Training

From: 4/13/26 To: 4/16/26 Total number of business days: 4

Training requests which require overnight accommodations must be accompanied by a Travel Request form.

Training Information

Title of Course(s) TREATMENT IMPROVEMENTS FOR REGIONAL DBP PRODUCTION, ~~GOVT~~ LEAD + COPPER COMPLIANCE

INNOVATIVE TECH - DETECTION OF MICROCYSTIN

Description DIFFERENT TREATMENT AND MONITORING TECHNIQUES FOR CONTAMINANTS,
AND SESSIONS FOR LEAD AND COPPER AND LCR1 COMPLIANCE

Is this course needed to meet continuing education or contact hour requirements? YES

How many credit hours will you receive? APPROXIMATELY 8

How many credits (per year) required for your license? 10

How many credits do you have year-to-date? 0

Are there 2 or more people attending this seminar? YES

Are there concurrent sessions? YES

Why is there a need for 2 or more people to attend this seminar? WE WILL BE DIVIDING UP
THE CONCURRENT SESSIONS

Estimated Cost

Registration Fee \$ 758.00 Mileage & Tolls \$ 100.00

TOTAL ESTIMATED COST \$ 858.00

Balance in the training budget prior to this trip \$ 5400

Unit Number 1030 Primary Number 401000 G/L Number 640237

Approvals

Department Head [Signature] Date 1/29/26

Chief Operating Officer [Signature] Date 2/3/2026

Secretary [Signature] Date 2/3/2026