



ERIE COUNTY WATER AUTHORITY

INTEROFFICE MEMORANDUM

To: Jerome D. Schad, Chair
Peggy A. LaGree, Vice Chair
Michele M. Iannello, Treasurer

From: Jennifer Hibit, Secretary to the Authority

Date: October 13, 2025

Subject: Creation of Three (3) Crew Chief Positions

In looking into the future needs of Authority, I believe it is in the best interest of the Authority to create three (3) additional Crew Chief positions. This title oversees and participates in the installation, maintenance, and repair of hydrants, valves, water mains, and associated services within the Authority's water distribution system. I see a benefit in having three additional positions placed in our inventory to assist in the many future projects of the Authority, if needed. I have requested and received authorization from the Erie County Personnel Department to add these positions to our inventory.

A resolution to create three (3) additional Crew Chief positions has been included for your consideration at the meeting of October 16, 2025. Thank you.

JH/alh

**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

Date:

Director of Planning & Water Supply

Date:

Director of Production

Date:

Director of Water Quality

Date:

Executive Engineer

Date:

General Counsel (Legal)

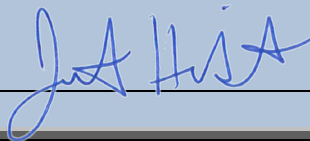
Date:

Other:

Date:

APPROVED FOR BOARD RESOLUTION:

Secretary to the Authority



Date: 10/13/2025

Remarks: _____

Resolution Date: _____ Item No: _____