

## **ERIE COUNTY WATER AUTHORITY**

INTEROFFICE MEMORANDUM

July 1, 2025

To: Terrence D. McCracken, Secretary to the Authority

From: Daniel J. Seider, PE, Director of Production

Subject: Request to Attend NYSAWWA Tifft Symposium

The NYSAWWA Tifft Symposium is scheduled for September 16 - 18, 2025 in in Syracuse, NY. The two-day conference includes various technical presentations and an exhibit hall where I can meet with a variety of vendors from across the drinking water industry.

I am requesting Board Authorization to travel to the above-referenced symposium.

Budget Information:

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



# **ERIE COUNTY WATER AUTHORITY**

INTEROFFICE MEMORANDUM

July 10, 2025

To: Terrence D. McCracken, Secretary to the Authority

From: Leonard F. Kowalski, PE, Executive Engineer

Subject: Request to Attend NYSAWWA Tifft Symposium

The NYSAWWA Tifft Symposium is scheduled for September 16 - 18, 2025 in in Syracuse, NY. The two-day conference includes various technical presentations and an exhibit hall where I can meet with a variety of vendors from across the drinking water industry.

I am requesting Board Authorization to travel to the above-referenced symposium.

Budget Information:

Unit 2535 – 2025 O&M Budget Item 12 – Travel Unit 2535 – 2025 O&M Budget Item 37 – Training

### 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	Millit	Date: 07/02/2025
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 Production	Daniel J. Seiden	Date: 7/1/2025
Director of Water Quality		Date:
Executive Engineer	Jernard J. Bonalet	Date: <u>7/2/2025</u>
General Counsel (Legal)		_ Date:
Other:		_ Date:
APPROVED FOR BOARD RESOLUTION	1: the	5/14/2025
Secretary to the Authority	140H	_ Date: 7/14/2025
Remarks:		
Resolution Date:	Item No:	

### 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	Da	
Chief Operating Officer	Da	te: 7/11/2025
Claims Rep. – Risk Manager	Da	te:
Comptroller	Da	te:
Director of Administration	Da	te:
Director of Distribution	Da	te:
Director of Human Resources	Da	te:
Director of IT	Da	te:
Director of Production	Daniel Seiden Da	te: <u>7/14/2025</u>
Director of Water Quality	Da	te:
Executive Engineer	Da	te: <u>7/10/2025</u>
General Counsel (Legal)	Da	te:
Other:	Da	te:
APPROVED FOR BOARD RESOLUTIO	N:/	7/14/2025
Secretary to the Authority	TC: Da	te:
Remarks: Resolution Date:	Item No:	

#### TRAINING REQUEST

Date:\_\_\_\_\_

<b>Employee Name</b>	Job Title	Department
Dan Seider	Director of Production	Production
Dates of Training		
From:9/16/257	To:9/18/25 Total numb	er of business days: 2
	e overnight accommodations must be a	
form.	e over inght accommodutions must be a	iccompanied by a Traver Request
Training Information		
Title of Course(s) NYSAWW	A Tifft Symposium	
Description Two day conference	ence including presentations and e	whihit hall I am also planning
-		
co-present a presentation o	n the ECWA pipe loop study.	
	inuing education or contact hour requirer	
How many credit hours will you r How many credits (per year) requ	ired for your license? <u>12</u>	
How many credits do you have ye Are there 2 or more people attend	ear-to-date? 0 ing this seminar? not that I know of	
Are there concurrent sessions?	/es	
Why is there a need for 2 or more	people to attend this seminar? <u>NA</u>	
Estimated Cost		
	ъ <i>к</i> и е <del>т</del> и е 200	
Registration Fee \$_500	_ Mileage & Tolls \$_200	
FOTAL ESTIMATED COST \$_	700	
Balance in the training budget pri-	or to this trip \$5,000	
Unit Number <u>1015</u> Prin	nary Number <u>401000</u> G/L Nu	umber <u>620237</u>
Approvals		
Department Head	aniel / Seiden	Date 6/26/2025
Ĩ.		
		Data 7/10/0005
Chief Operating Officer	Mitter	Date 7/10/2025 Date 07/10/2025

#### TRAVEL REQUEST

Date:\_\_\_\_\_

Employee Name	Job Title	Department
Dan Seider	Director of Production	Production
Destination: Downtown Mariott	Hotel, Syracuse, NY	
Is this training needed to meet profe	ssional licensing requirements? Yes	
Description of training or husiness	and reasons and benefits of attendance	
NYSAWWA Tifft Symposium		
NTOAWWA TIIL Symposium		
Dates of Travel		
	9/18/25 Total numb	er of business days. 2
10		or or ousiness days
Estimated Cost		
Fransportation \$ 200 Ho	tel Accommodations \$_800	<sub>Meals \$</sub> 100
	100 W/ REGISTRATION F	
		ττι φ
Balance in the training budget prior	_	
Unit Number <u>1015</u> Primar	y Number <u>401000</u> G/L Nu	umber <u>620212</u>
Comments (i.e. spouse traveling, pr	eferences):	
Approvals		
Department Head	f Seiden	Date_6/26/2025
Department Head Daniel		Date <sup>7/10/2025</sup>
Secretary		Date 07/10/2025

#### TRAINING REQUEST

Date:\_\_\_\_\_

——————————————————————————————————————	Job Title	Department
Leonard Kowalski	Executive Engineer	Engineering
Dates of Training		
From:9/16/2025 To:	<u>9/18/2025</u> Total num	ber of business days: 2
Training requests which require a	wornight accommodations must be	accompanied by a Travel Dequest
form.	overnight accommodations must be	accompanied by a 1 ravel Request
т. • • т.е. /•		
Training Information		
Title of Course(s) NYSAWW	/A Tift Symposium	
		· · · · · · · · · · · · · · · · · · ·
Description <u>Two day conference</u>	ence with presentations specific	to the water industry, plus an
exhibit hall.		
		N V
		ements? Yes
How many credit hours will you rec	eive?6 to 8	
How many credit hours will you rec How many credits (per year) require How many credits do you have year	eive? <u>6 to 8</u> ed for your license? <u>12</u> -to-date? <u>0</u>	
How many credit hours will you rec How many credits (per year) require How many credits do you have year Are there 2 or more people attending	eive? <u>6 to 8</u> ed for your license? <u>12</u> -to-date? <u>0</u> g this seminar? <u>Yes</u>	
How many credit hours will you rec How many credits (per year) require How many credits do you have year Are there 2 or more people attending	eive? <u>6 to 8</u> ed for your license? <u>12</u> -to-date? <u>0</u> g this seminar? <u>Yes</u>	
How many credit hours will you rec How many credits (per year) require How many credits do you have year Are there 2 or more people attending	eive? <u>6 to 8</u> ed for your license? <u>12</u> -to-date? <u>0</u> g this seminar? <u>Yes</u>	quirements and attending
How many credit hours will you rec How many credits (per year) require How many credits do you have year Are there 2 or more people attending Are there concurrent sessions? <u>Ye</u> Why is there a need for 2 or more pe	eive? <u>6 to 8</u> ed for your license? <u>12</u> -to-date? <u>0</u> g this seminar? <u>Yes</u> eople to attend this seminar? <u>PDH re</u>	quirements and attending
How many credit hours will you rec How many credits (per year) require How many credits do you have year Are there 2 or more people attending Are there concurrent sessions? <u>Ye</u> Why is there a need for 2 or more pe	eive? <u>6 to 8</u> ed for your license? <u>12</u> -to-date? <u>0</u> g this seminar? <u>Yes</u> eople to attend this seminar? <u>PDH re</u>	quirements and attending
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How many credit hours will you rec How many credits (per year) require How many credits do you have year Are there 2 or more people attending Are there concurrent sessions? <u>Ye</u> Why is there a need for 2 or more people <b>Estimated Cost</b> Registration Fee \$_500	eive? <u>6 to 8</u> ed for your license? <u>12</u> -to-date? <u>0</u> g this seminar? <u>Yes</u> eople to attend this seminar? <u>PDH re</u> session	quirements and attending
How many credit hours will you rec How many credits (per year) require How many credits do you have year Are there 2 or more people attending Are there concurrent sessions? <u>Ye</u> Why is there a need for 2 or more people <b>Estimated Cost</b> Registration Fee \$_500	eive? <u>6 to 8</u> ed for your license? <u>12</u> -to-date? <u>0</u> g this seminar? <u>Yes</u> eople to attend this seminar? <u>PDH re</u> session Mileage & Tolls \$ <u>200</u>	quirements and attending
How many credit hours will you rec How many credits (per year) require How many credits do you have year Are there 2 or more people attending Are there concurrent sessions? <u>Ye</u> Why is there a need for 2 or more people <b>Estimated Cost</b> Registration Fee \$_500 <b>TOTAL ESTIMATED COST \$_</b>	eive? <u>6 to 8</u> eive? <u>12</u> -to-date? <u>0</u> g this seminar? <u>Yes</u> eople to attend this seminar? <u>PDH re</u> session Mileage & Tolls \$ <u>200</u> <u>700</u>	quirements and attending
How many credit hours will you rec How many credits (per year) require How many credits do you have year Are there 2 or more people attending Are there concurrent sessions? <u>Ye</u> Why is there a need for 2 or more people <b>Estimated Cost</b> Registration Fee \$_500 <b>TOTAL ESTIMATED COST \$</b> Balance in the training budget prior	eive? <u>6 to 8</u> eive? <u>6 to 8</u> ad for your license? <u>12</u> -to-date? <u>0</u> g this seminar? <u>Yes</u> eople to attend this seminar? <u>PDH re</u> session Mileage & Tolls \$ <u>200</u> <u>700</u> to this trip \$ <u>2,500</u>	quirements and attending
How many credit hours will you rec How many credits (per year) require How many credits do you have year Are there 2 or more people attending Are there concurrent sessions? <u>Ye</u> Why is there a need for 2 or more people <b>Estimated Cost</b> Registration Fee \$_500 <b>TOTAL ESTIMATED COST \$</b> Balance in the training budget prior	eive? <u>6 to 8</u> eive? <u>6 to 8</u> ad for your license? <u>12</u> -to-date? <u>0</u> g this seminar? <u>Yes</u> eople to attend this seminar? <u>PDH re</u> session Mileage & Tolls \$ <u>200</u> <u>700</u> to this trip \$ <u>2,500</u>	quirements and attending
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How many credit hours will you rec How many credits (per year) require How many credits do you have year Are there 2 or more people attending Are there concurrent sessions?Ye Why is there a need for 2 or more people <b>Estimated Cost</b> Registration Fee \$_500 <b>TOTAL ESTIMATED COST \$</b> Balance in the training budget prior Unit Number _2535 Primar Approvals Department Head	eive? <u>6 to 8</u> ed for your license? <u>12</u> -to-date? <u>0</u> g this seminar? <u>Yes</u> eople to attend this seminar? <u>PDH re</u> session Mileage & Tolls \$ <u>200</u> 700 to this trip \$ <u>2,500</u> ry Number <u>401000</u> G/L N	quirements and attending           is.           Jumber           921237
How many credit hours will you rec How many credits (per year) require How many credits do you have year Are there 2 or more people attending Are there concurrent sessions? <u>Ye</u> Why is there a need for 2 or more people <b>Estimated Cost</b> Registration Fee \$_500 <b>TOTAL ESTIMATED COST \$</b> Balance in the training budget prior Unit Number <u>2535</u> Primar Approvals	eive? <u>6 to 8</u> ed for your license? <u>12</u> -to-date? <u>0</u> g this seminar? <u>Yes</u> eople to attend this seminar? <u>PDH re</u> session Mileage & Tolls \$ <u>200</u> 700 to this trip \$ <u>2,500</u> ry Number <u>401000</u> G/L N	quirements and attending

#### TRAVEL REQUEST

Date: 7/10/2025

<b>Employee Name</b>	Job Title	Department
Leonard Kowalski	Executive Engineer	Engineering
Destination: Syracuse, NY	· · ·	
Is this training needed to meet profe		
Description of training or business,	and reasons and benefits of attenda	nce:
NYSAWWA Tift Symposium	L	
Dates of Travel		
From:9/16/2025 To	:9/18/2025 Total nu	umber of business days: 2
Estimated Cost		
Estimated Cost Transportation \$00Ho	otel Accommodations \$ <u>800</u>	Meals \$_100
Transportation \$00 Ho	1,100 W/ REGISTRATIO	
Transportation \$0 Ho	1,100 W/ REGISTRATIO	N FEE \$\$1,600
Transportation \$ 200 Ho <b>TOTAL ESTIMATED COST \$</b> Balance in the training budget prior Unit Number 2535 Primat	<u>1,100</u> <b>W/ REGISTRATIO</b> to this trip \$ ry Number <u>401000</u> G/I	N FEE \$\$1,600 Number <u>921237</u>
Transportation \$200 Ho TOTAL ESTIMATED COST \$ Balance in the training budget prior	<u>1,100</u> <b>W/ REGISTRATIO</b> to this trip \$ ry Number <u>401000</u> G/I	N FEE \$\$1,600 Number <u>921237</u>
Transportation \$ 200 Ho <b>TOTAL ESTIMATED COST \$</b> Balance in the training budget prior Unit Number 2535 Primat	<u>1,100</u> <b>W/ REGISTRATIO</b> to this trip \$ ry Number <u>401000</u> G/I	N FEE \$\$1,600 Number <u>921237</u>
Transportation \$ 200 Ho <b>TOTAL ESTIMATED COST \$</b> Balance in the training budget prior Unit Number 2535 Primat	<u>1,100</u> <b>W/ REGISTRATIO</b> to this trip \$ ry Number <u>401000</u> G/I	N FEE \$\$1,600 Number <u>921237</u>
Transportation \$ 200 Ho <b>TOTAL ESTIMATED COST \$</b> Balance in the training budget prior Unit Number 2535 Primat	<u>1,100</u> <b>W/ REGISTRATIO</b> to this trip \$ ry Number <u>401000</u> G/I	N FEE \$\$1,600 Number <u>921237</u>
Transportation \$200 Ho TOTAL ESTIMATED COST \$ Balance in the training budget prior Unit Number2535 Primate Comments (i.e. spouse traveling, pressure	<u>1,100</u> <b>W/ REGISTRATIO</b> to this trip \$ ry Number <u>401000</u> G/I	N FEE \$\$1,600 Number <u>921237</u>
Transportation \$200Ho TOTAL ESTIMATED COST \$ Balance in the training budget prior Unit Number2535 Priman Comments (i.e. spouse traveling, pr	1,100       W/ REGISTRATIO         • to this trip \$	N FEE \$\$1,600 Number 921237
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Transportation \$200Ho TOTAL ESTIMATED COST \$ Balance in the training budget prior Unit Number2535 Priman Comments (i.e. spouse traveling, pr	<u>1,100</u> W/ REGISTRATIO	N FEE \$\$1,600 Number 921237