



# TOWN OF CHAUTAUQUA

Office of the Town Supervisor  
demhardt@townofchautauqua.gov

October 10, 2025

RE: Sewer Lateral Connection Notice

Dear Sewer District 1 Extension 1 North Customer,

The Town of Chautauqua Sewer District 1 Extension 1 North (District) would like to thank you for your understanding and patience in completing this construction project, which we know directly affected your property and neighborhood. The District is pleased to announce that construction of the system is complete, and you are now able to connect to your grinder pumping station.

Homeowners have until May 1, 2026 to connect your home to the grinder pumping station and decommission the existing septic tank(s) (or holding tanks) at your property. Enclosed, you will find a list of local contractors that have performed work for the Chautauqua County sewer districts and can legally complete this work, provided they comply with all State and County laws and regulations. You are not required to hire a contractor from this list, it is only provided to assist you with selecting a contractor.

Also enclosed are two applications, one from North Chautauqua Lake Sewer District (NCLSD) for sewer lateral connection and one from the Chautauqua County Health Department with details to decommission your septic tank (or holding tank). The Town has worked with NCLSD to waive the sewer lateral connection fee for the Town's sewer District. The NCLSD sewer lateral connection application **must be completed and filed** before any work can be done. Please review all information included to ensure you are complying with the requirements.

The Town has prepared a checklist and summary guidelines of requirements to complete the connection process.

The construction project final billing is scheduled for the end of December. The Town currently plans to set the user rate for Sewer District 1 Extension 1 North at the January 2026 Board meeting for each EDU. Homeowners will have two types of payments for the public sewer system:

1. **Infrastructure:** The homeowners will pay for the infrastructure in their yearly Town tax bill. The first time homeowners will see this charge will be on the 2027 tax bill. The infrastructure amount will be finalized at the January 2026 Board meeting, and is anticipated to be under \$1,000 per year.
2. **Operation and Maintenance:** This will be a quarterly bill sent from the Town on behalf of the District. The total amount for the year is \$580 (\$145/quarter). For those connected, the first bill will arrive in April 2026. All homeowners will receive the July 2026 bill.

Thank you again for your patience and assistance throughout the project. If you have questions or require additional information, please don't hesitate to reach out to Jenelle Geoghegan (315-960-2922 [jenelle.geoghegan@ramboll.com](mailto:jenelle.geoghegan@ramboll.com)) or myself, Donald Emhardt, Town of Chautauqua Supervisor. You can call me at 716-753-7335, email me at [demhardt@townofchautauqua.gov](mailto:demhardt@townofchautauqua.gov) or stop into the Town of Chautauqua office, I'm there every morning Monday through Friday.

Sincerely,



Donald Emhardt, Supervisor  
Town of Chautauqua

Attachments: Checklist for connection and guidelines  
Contractor List  
NCLSD guidelines for grinder pump, electrical pedestal and handhole  
NCLSD Sewer Building Permit  
Chautauqua County Health Department decommission form

## Checklist for connection and guidelines

Below is a summary checklist to assist homeowners with the connection process. All State and County laws and regulations apply, specifically State of New York County of Chautauqua Local Law 2-25 a local law regulating the use of public and private sewers and drains in sewer Districts established by the County of Chautauqua. Please see the State and County laws and regulations for a full list of requirements.

1. Select Contractor to complete decommission and connect.
2. Fill out NCLSD permit with applicant's signature prior to construction. Return completed permit to NCLSD District office (PO Box 167, 50 Clark St, Mayville, NY 14757).
3. NCLSD Director's signature must be on the permit prior to time of inspection.
4. Decommission septic tank (or holding tank):
  - a. Pumped out by a NYSDEC – licensed waste hauler.
  - b. Crush tank, puncture bottom and fill to grade. Or remove.
  - c. Chautauqua County Health Department form must be received by June 1, 2026.
5. Connect lateral from home to grinder pump:
  - a. Pipe shall be minimum 4" diameter SDR-35 gasketed plastic.
  - b. Laterals shall be laid at a minimum slope of ¼" per foot.
  - c. Laterals shall connect to grinder pump with a minimum depth of cover of 36" and a maximum depth of cover of 60".
  - d. A cleanout shall be installed just outside the building with a wye fitting in the direction of flow and shall be brought to final grade and appropriately capped.
  - e. All pipe shall be bedded and encased with a minimum of 6" of pea gravel (Note: do not place pea gravel on top of pipe until inspection has been completed)
  - f. All laterals shall be subject to a hydrostatic or air pressure leak test.
  - g. All laterals shall be inspected by a Sewer District Inspector prior to being backfilled. Inspector will provide saw and grommet to connect to grinder pump. All inspections will be done during normal work hours. 7:00am – 3:00pm M-F.
6. After passing Inspection, trench shall be backfilled and restored with topsoil, seed.

## CONTRACTOR LIST

NAME	PHONE
Chautauqua Hydroseeding	(716) 386-7394
Circle Mechanical	(716) 664-2580
Gregory J Lepley	(716) 763-2253
Gordon R Pugh	(716) 450-1630
Husky Enterprises	(716) 499-6877
JMI Heating & Air Systems Inc	(716) 488-8275
Kingsview Construction	(716) 763-0069
Lake Shore Paving Inc	(716) 664-4400
Landmark Enterprise	(716) 753-6956
L W Parker Enterprises	(716) 753-2300
N Mathews Enterprises Inc	(716) 581-1705
McCandless Well Drilling and Services	(716) 666-3708
Roger Valliancourt	(716) 450-2169
Rock of WNY	(716) 753-6611
S. Tabone Paving & Sealcoating	(716) 672-6633
Smith Brothers Plumbing	(716) 569-4168
St. George Enterprises	(716) 672-2488
Stone Plumbing Company LLC	(716) 397-7860
TJ's Plumbing & Heating Inc	(716) 488-0066

**\* You are not required to hire a contractor from this list. This is only intended to assist you in choosing a contractor. Any contractor can legally attempt this work, provided they comply with all State and County laws and regulations, including insurance requirements.**



9. If you have existing service:
- |    |  |   |   |
|----|--|---|---|
| a. | Is a property line or "street lateral" clean-out presently in place: | Y | N |
| b. | Is an interior clean-out presently in place:                         | Y | N |

All work is to be done in accordance with the North, South and Center Chautauqua Lake Sewer Districts Sewer Use Law and other applicable laws and regulations. The law requires, among other requirements:

1. If the work is done by a contractor, a Certificate of Insurance shall be filed with the District office showing suitable Liability Insurance.
2. Copies of plans and specifications for the proposed building sewer and as-builds changes at the completion of construction.
3. All 4", 6" and 8" Sewer Laterals and Lines will be made of SDR SCH 35 Gasket Pipe. All pipes will be bedded in stone with a minimum of 6" on all sides.
4. Where private sewer service is replaced with public sewer service, disposal of septic tank waste and filling of septic tanks with stone or other suitable material.
5. Notification to the District when the building sewer is ready for connection. Connections must be made under District inspection and approval. The Sewer District's inspection is for the benefit of the District, not the property owner. In approving a connection the District makes no guarantees or warranties to the property owner, and the District's inspection and approval do not create special relationship with the property owner.
6. Notification to the District when any trenches that were excavated for the laying of building laterals are ready for backfilling. The trench must be inspected and the District must give approval before it may be backfilled.

***In addition, the law requires notification to operators of underground facilities (12 NYCRR Part 53).***

***All interior service points to be located below grade will need separate authorization by the Sewer District Director.***

If a contractor signs this application as an agent on behalf of a property owner, such action does not enlarge his contract obligation to the owner; the contractor is responsible to the District to take no action in violation of applicable law.

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

Permit Granted by: \_\_\_\_\_ Date \_\_\_\_\_

Inspected by: \_\_\_\_\_ Date \_\_\_\_\_

~~A check or money order payable to "North Chautauqua Lake Sewer District" in the amount of \$50.00 for Residential permits and \$100.00 for Commercial permits (for new construction only) must accompany this application or it will be automatically rejected.~~

**NOTE: Inspectors are not available after 3:00 PM weekdays, national holidays or weekends. Exceptions can be made with prior consent of the Director. Excavations may not be backfilled until the inspection has been completed.**



CHAUTAUQUA COUNTY

HEALTH DEPARTMENT

Prevent. Promote. Protect.

PAUL M. WENDEL, JR.  
County Executive

MICHAEL W. FAULK, M.D.  
Chief Medical Officer

LACEY R. WILSON, MPH, RDN  
Public Health Director

**Environmental Health Division**

To Whom It May Concern:

This mailing is intended for property owners within the Sewer District 1 Extension 1 North sewer expansion in the Town of Chautauqua. As you plan for connection to the municipal sewer, please be aware that the onsite wastewater treatment system (OWTS) must be abandoned in a manner acceptable to the Public Health Director following connection to the municipal sewer.

All septic tanks, holding tanks, wet wells, dry wells, seepage pits, and treatment tanks must be pumped by a NYSDEC-licensed waste hauler. These components must then be removed or left in place and crushed / filled to ground surface with a material that will not "rot down" or otherwise leave gaps which would allow the tank to collapse at a later date. If tanks are left in place and crushed, the bottom should be punctured to allow drainage. Motors such as those found in aeration units and wet wells should be removed prior to crushing / filling the components. Absorption bed materials including individual lines and distribution boxes may remain in place.

In an effort to reduce the number of times inspectors must visit your property, the Health Department is requesting that each property owner complete this form to confirm that the appropriate measures have been taken to decommission and abandon OWTS components. A copy of the detailed pumping receipt, including the number of tanks and their respective volumes, must accompany this form.

Property address: \_\_\_\_\_

Owner name: \_\_\_\_\_ Contact #: \_\_\_\_\_

Owner email: \_\_\_\_\_

**Number & Type of tank(s) serving OWTS (check all that apply):** \_\_\_\_\_ total # of tanks

\_\_\_ septic / holding tank    \_\_\_ aeration tank    \_\_\_ pump tank (wet well)    \_\_\_ seepage pit (dry well)

*How were tanks decommissioned?* \_\_\_\_\_ tanks removed    \_\_\_\_\_ tanks crushed & filled

*If tanks were crushed, what were they filled with?* \_\_\_\_\_ sand    \_\_\_\_\_ gravel

If you have questions about decommissioning an OWTS please call the Chautauqua County Environmental Health Division at 716-753-4693 or email Jeffrey Gallagher at [gallaghj@chqgov.com](mailto:gallaghj@chqgov.com).

Completed forms and a copy of the detailed pumping receipt must be emailed to [gallaghj@chqgov.com](mailto:gallaghj@chqgov.com) or mailed to the Mayville address below **by June 1, 2026**.

Thank you for connecting to municipal sewer and improving community health around Chautauqua Lake.

Jessica Wuerstle  
Director of Environmental Health

Chautauqua Co. Environmental Health  
c/o Jeffrey Gallagher  
7 N. Erie St.  
Mayville, NY 14757

# North Chautauqua Lake Sewer District

P.O. Box 167, Mayville, New York 14757-0167, Phone: (716) 753-7787, Fax (716) 753-7796

**Mathew Oehlbeck – Director**

**Administrative Board**

**Martin Bova Chairman**  
**Suzanne Aldrich V. Chair**  
**Marilyn Scarpino**  
**Daniel Roush**  
**Martin Proctor**  
**David Thomas**

Below are the guidelines for the grinder pump, electrical pedestal and handhole (part of the sewer system) that are operated and maintained by the North Chautauqua Lake Sewer District (NCLSD):

1. The easement agreement between the Owner and the Town of Chautauqua remain in full force and effect.
2. Items that cannot be covered:
  - a. Alarm red light
  - b. Alarm buzzer
  - c. Silence Button
  - d. “sticker” with phone number and panel number
  - e. Padlocks
3. No home/living area/nest for any living animal or organism shall be placed within the easement area (manmade structures).
4. Keep plantings clear of easement area and equipment for maintenance. Easement is approximately five feet (5’) on all sides from center of Grinder Pump Tank Cover
5. Items under 50 pounds may be placed on top of the grinder pump tank cover and handhole (such as planter boxes, etc). Must be 2 items or less on each structure and be easily moved for maintenance.
6. No glass items are permitted as decorations within the easement area.
7. The operation and maintenance team will do their best to move items without damage, but they are not responsible to maintain its condition. If damage is done to items, they will not be replaced or paid for by the Town or NCLSD.
8. All structures can be painted (cost, labor and maintenance are all the responsibility of the Owner). Please do not paint the locks, hinges, red alarm light, alarm buzzer, silence button, or “sticker” with call in details.
9. Not recommended to dig into the ground within the easement area
10. Items such as a non-fixed trellis (under 50 pounds) that can be moved for maintenance are acceptable. Please keep plantings out of the easement area or growing to cover the pedestal.