

**MONROE COUNTY WATER AUTHORITY  
REGULAR MEETING  
TUESDAY, February 4, 2020  
9:30 a.m.  
Board Room  
General Offices, 475 Norris Drive, Rochester, New York**

Roll Call

Pledge of Allegiance

**#20-011** Approve minutes of the Authority's Regular Meeting held on January 9, 2020.

Moved By:

Seconded By:

Voice Vote:

**#20-012** Accept list of disbursements on check registers dated January 8, January 15, and January 22, which were forwarded to the Authority Members for their review.

Moved By:

Seconded By:

Voice Vote:

**#20-013** Accept Purchase Order List of materials and supplies for the period January 1 through January 28, 2020 in the amount of \$899,989.01.

Moved By:

Seconded By:

Voice Vote:

**COMMUNICATIONS/NOTIFICATIONS**

**#20-014**

**RESOLUTION #20-014**

**EXPRESSING APPRECIATION FOR YEARS OF SERVICE AND  
BEST WISHES OF THE MONROE COUNTY WATER AUTHORITY BOARD  
TO LEONARD J. ALMEKINDER UPON HIS RETIREMENT**

*WHEREAS, Leonard J. Almekinder, a longtime employee of the Water Authority,  
has retired as of January 24, 2020; and*

*WHEREAS, Leonard J. Almekinder is a highly skilled and knowledgeable 14 year  
veteran of the Water Authority; and*

*WHEREAS, Leonard J. Almekinder will be remembered for his dedicated service  
by his fellow employees and management of the Water Authority.*

***NOW, THEREFORE, BE IT RESOLVED**, MCWA extends its appreciation  
and best wishes for a happy, fulfilling retirement; and  
**BE IT FURTHER RESOLVED**, the Recording Secretary of the Board is  
hereby requested to forward a copy of this Resolution to  
Leonard J. Almekinder, MCWA Retiree.*

Moved by:  
Seconded by:  
Roll Call Vote:

**#20-015** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:  
Promotional appointment of Steven Leyland to the title of Labor Foreman effective February 10, 2020, at Salary Schedule 4, Group 6.

Moved By:  
Seconded By:  
Roll Call Vote:

**#20-016** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:  
Promotional appointment of Jeanne Suveges to the title of Payroll Systems Specialist effective February 10, 2020, at Salary Schedule 7, Group 4.

Moved By:  
Seconded By:  
Roll Call Vote:

**#20-017** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:  
Promotional appointment of Roger Moran to the title of Utility Worker effective February 10, 2020, at Salary Schedule 4, Group 3.

Moved By:  
Seconded By:  
Roll Call Vote:

**#20-018** Authorize the use of the **Monroe County Contract for Heavy Equipment Rental** under the terms of **Contract No. BP #0809-17 (4700007419)** to vendor-awarded **C.P. Ward, Inc.**, through its current term ending September 30, 2020, in an estimated amount of \$300,000. All equipment will be rented as needed.

Moved By:  
Seconded By:  
Roll Call Vote:

**#20-019** Authorize a Blanket Purchase Order for the purchase of **various Electrical Materials and Equipment** for maintenance and repair of the Authority's equipment and facilities, to be ordered as needed from **Kovalsky-Carr Electrical Supply Company, Inc.**, for an estimated total cost of \$50,000 for the term ending December 31, 2020.

Moved By:  
Seconded By:  
Roll Call Vote:

**#20-020** Authorize a Blanket Purchase Order for the purchase of **various Electrical Materials and Equipment** for maintenance and repair of the Authority's equipment and facilities, to be ordered as needed from **Graybar Electric Company, Inc.** for an estimated total cost of \$50,000 for the term ending December 31, 2020.

Moved By:  
Seconded By:  
Roll Call Vote:

**#20-021** Authorize a Blanket Purchase Order for the purchase of **various Electrical Materials and Equipment** for maintenance and repair of the Authority's equipment and facilities, to be ordered as needed from **Horizon Solutions, LLC** for an estimated total cost of \$50,000 for the term ending December 31, 2020.

Moved By:  
Seconded By:  
Roll Call Vote:

**#20-022** Authorize the purchase of **Industrial and Commercial Supplies and Equipment**, to be ordered as needed **utilizing New York State Contract Group #39000, Award #22918, Contract #PC67234**, from **MSC Industrial Supply Company**, for an estimated total cost of \$12,000 through the contract period ending September 30, 2020.

Moved By:  
Seconded By:  
Roll Call Vote:

**#20-023** Authorize a Blanket Purchase Order for the purchase of **Industrial and Commercial Supplies and Equipment not included on New York State Contract**, to be ordered as needed from **MSC Industrial Supply Company** for an estimated total cost of \$8,000 for the term ending December 31, 2020.

Moved By:  
Seconded By:  
Roll Call Vote:

**#20-024** Authorize the purchase of four new **Watson Marlow chemical metering pumps** from **Falleson Associates, Inc.**, for an amount not to exceed \$35,000. Falleson Associates, Inc. is the sole authorized vendor of Watson Marlow chemical pumps in Monroe County.

Moved By:  
Seconded By:  
Roll Call Vote:

**#20-025** Authorize the purchase of **Variable Frequency Drive (VFD)** equipment from **Kaman Automation** under the terms of **Monroe County Contract BP #0417-16 for Square D Products**, for an estimated total amount of \$50,000 through the current term ending May 31, 2020.

Moved By:  
Seconded By:  
Roll Call Vote:

**#20-026** Authorize the award of a unit price contract for the **Manitou Beach Road & Salmon Creek Drive Water Main Replacements Project** to the low responsive, responsible bidder, **Nardozzi Paving & Construction, LLC** in the bid amount of \$2,125,023.25.

Moved By:  
Seconded By:  
Roll Call Vote:

**#20-027** Authorize a Professional Services Agreement with **RENAPS Technology, Inc.** for **Oracle Data Base Administration and related consulting services** for a one year term with the option to renew for four additional one-year terms upon mutual consent, for an estimated annual cost of \$24,999.

Moved By:  
Seconded By:  
Roll Call Vote:

**#20-028** Authorize the Executive Director to enter into an Agreement with **O'Donnell & Associates** to provide **NYS Legislative and Advocacy Services** on behalf of the Monroe County Water Authority. The scope of work will include regulatory and legislative representation, program funding, outreach, and updates from The Drinking Water Quality Institute as well as appropriate State agencies and departments. The Agreement is for one year with two optional one-year renewals, which cost may be adjusted plus or minus 25 percent based upon the Authority's review.

Moved By:  
Seconded By:  
Roll Call Vote:

**#20-029** Authorize the leasing of **six printers/large copiers** from **United Business Systems** through De Lage Landen Financial Services, utilizing the PEPPM MPS cooperative contract #528897-044. Total cost for the three year lease to be an estimated \$71,000.

Moved By:  
Seconded By:  
Roll Call Vote:

**#20-030** Authorize the execution of a Professional Services Agreement **with Metrix Marketing, Inc.** to provide **Design & Production Services** for the Monroe County Water Authority's Annual Reports. The initial Agreement term is for one year with the option to extend up to two additional one-year terms upon mutual consent.

Moved By:  
Seconded By:  
Roll Call Vote:

**#20-031** WHEREAS, the Monroe County Water Authority (the "Authority") solicited Requests for Proposals ("RFP") to numerous firms regarding **Credit Card Processing and Related Services** (the "Services") in connection with billing the Authority's ratepayers; and

WHEREAS, twelve firms responded to the RFP; and

WHEREAS, an Evaluation Committee comprised of various Authority personnel reviewed all proposals and determined that **Speedpay, Inc.** (the "Vendor") offers the best qualifications and capabilities to perform the services; and

WHEREAS, the Evaluation Committee hereby recommends that the Authority enter into a Professional Services Agreement with the Vendor upon the general terms set forth below.

NOW, THEREFORE, BE IT:

RESOLVED: The Assistant to the Executive Director of the Authority is hereby authorized to enter into an Agreement with the Vendor for an initial term of two years with three optional one-year extensions, and execute and deliver said Agreement, his signature being conclusive evidence of such Agreement.

Moved By:  
Seconded By:  
Roll Call Vote:

**#20-032** Authorize the execution of a **Water Exchange Renewal Agreement with the Town of Ontario, New York**, for the purchase of water at the existing meter vaults on Boston and Whitney Roads. The Agreement will be for a term of two (2) years.

Moved By:  
Seconded By:  
Roll Call Vote:

**FINANCE COMMITTEE REPORT**

**#20-033**

**RESOLUTIONS REGARDING ISSUANCE OF WATER SYSTEM  
REVENUE BONDS BY MONROE COUNTY WATER AUTHORITY**

WHEREAS, the Monroe County Water Authority (the "Authority") intends to issue its Water System Revenue Bonds, Series 2020 (the "Series 2020 Bonds") for the purpose of financing the costs of the Series 2020 Projects (as defined below); and

WHEREAS, the Authority intends to set forth the terms under which it will issue the Series 2020 Bonds.

NOW THEREFORE, BE IT:

**RESOLVED:** The Members and staff of the Authority are authorized to cause to be issued the Series 2020 Bonds in a principal amount not to exceed Twenty-Five Million Five Hundred and Eighty Thousand Dollars (\$25,580,000) for the purpose of (a) financing the costs of certain capital improvements within Monroe County and Genesee County including (i) the construction of new pump stations, (ii) upgrades to existing pump stations, (iii) installation of new water main; (b) financing the costs of certain other capital improvements of the Authority including (i) replacing certain existing hydrants, (ii) replacing or upgrading certain existing residential meters, (iii) replacing or upgrading certain existing large meters, (iv) rehabilitating certain storage facilities, and (v) any incidental improvements related thereto; (c) paying costs of issuance of the Series 2020 Bonds, and (d) if necessary, funding a Debt Service Reserve Account for the Series 2020 Bonds either through bond proceeds or the purchase of a surety bond (collectively, the "Series 2020 Projects").

**RESOLVED:** The Executive Director, the Director of Finance and Business Services, and the Director of Engineering, or any one of them, with the advice of counsel, be and hereby are authorized and directed to approve the form and substance of all documents to be executed and delivered by the Authority to implement the Series 2020 Projects, including the Fifteenth Supplemental Indenture between the Authority and The Bank of New York Mellon, as trustee, the Series 2020 Bonds (specifically, the financial terms thereof, including, but not limited to, the application of bond proceeds, interest rates, maturities, sinking fund redemption amounts, purchase prices and redemption prices), a Preliminary Official Statement of the Authority (the "Preliminary Official Statement"), a final Official Statement of the Authority (the "Official Statement"), a Bond Purchase Agreement between the Authority and Piper Sandler & Co., as underwriter (the "Underwriter"), a Continuing Disclosure Agreement by and between the Authority and the Trustee, an Arbitrage and Use of Proceeds Certificate of the Authority, and any other document or instrument to be executed by the Authority in connection

with the issuance and sale of the Series 2020 Bonds, including but not limited to, various closing certificates. All such documents and instruments approved by the Authorized Officers, or either of them (their signature thereon being conclusive evidence of such approval), are authorized and approved and the same (collectively referred to as the "Authority's Documents") shall be filed with the records of the Authority as soon as available after the execution and delivery thereof.

RESOLVED: The Executive Director, the Director of Finance and Business Services, the Director of Engineering, or any one of them, are hereby authorized, in the name and on behalf of the Authority, to execute and deliver the Authority's Documents, to affix the seal of the Authority thereto, and to attest the same, and the Authority's Documents so executed and delivered shall be valid and binding obligations of the Authority.

RESOLVED: The Authority hereby approves the use and distribution of the Preliminary Official Statement and the Official Statement by the Underwriter for purposes of marketing and selling the Series 2020 Bonds.

RESOLVED: The Members and staff of the Authority are hereby authorized, in the name of and on behalf of the Authority, to take any and all action for and on behalf of the Authority in connection with the proposed issuance of the Series 2020 Bonds, which they deem necessary or appropriate to obtain licenses or permits or to register, qualify, or notice the Series 2020 Bonds for offering, issuance or sale under the securities or Blue Sky laws of such of the various states as such officers deem advisable.

RESOLVED: The Members and staff of the Authority are hereby authorized and directed for and on behalf of the Authority and in its name to do all acts and things required or provided by the provisions of the Authority's Documents, and to execute and deliver all such additional certificates, and to do all such further acts and things as may be necessary, or in the opinion of the officer so acting, desirable and proper to effect the purposes of the foregoing resolutions and to cause compliance by the Authority with all of the terms, covenants, and provisions thereof binding upon the Authority.

RESOLVED: These resolutions shall take effect immediately.

Moved By:  
Seconded By:  
Roll Call Vote:

**#20-034**

WHEREAS, the Monroe County Water Authority (the "Authority") intends to issue a series of bonds (the "Series 2020 Bonds") for the purpose of financing the costs of the Series 2020 Projects as described in the Authority's Resolution of February 4, 2020; and

WHEREAS, the expenses to be paid include:



(i) An estimated amount of \$118,000 to Piper Sandler ("Piper") described in the proposal letter from Piper dated January 14, 2020, which the estimated amount includes (a) takedown (sales compensation) of \$87,000; (b) \$25,000 for the fees of Underwriter's Counsel, and (c) other underwriting expenses estimated at \$6,000; and

(ii) An estimated amount of \$82,000 to Harter Secrest & Emery LLP ("HSE") described in the proposal letter from HSE dated January 7, 2020, which estimated amount includes fees of (a) Authority's Bond Counsel of \$39,000; (b) Authority's General Counsel of \$25,000; and (c) Authority's Special Tax Counsel of \$18,000; and

(iii) An estimated amount of \$45,000 to Capital Market Advisors, LLC ("CMA") for financial advisory services, as described in the proposal letter from CMA dated January 13, 2020; and

(iv) An estimated amount of \$8,500 to Bonadio & Co., LLP ("Bonadio") for certain accounting services as described in the proposal letter from Bonadio dated January 16, 2020; and

(v) An estimated amount of \$2,000 to O'Brien & Gere Engineers, Inc., part of Ramboll ("OBG") for certain consulting engineer services as described in the proposal letter from OBG dated January 22, 2020; and

(vi) Amounts payable to the Bank of New York Mellon of \$2,000 as a one-time acceptance fee, \$2,000 as an annual trustee administration fee, and \$5,000 as a capped fee for counsel services, all as described in the fee proposal from the Bank of New York Mellon dated January 24, 2020; and

(vii) Certain other miscellaneous expenses, including but not limited to, fees of Moody's Investors Services, Inc. (estimated to be \$27,000) and S&P Global Ratings (estimated to be \$25,000) for providing ratings on the Series 2020 Bonds, fees for printing the Official Statement, fees of the Depository Trust Company, if any, and any other similar fees and expenses necessary to issue the Series 2020 Bonds, the amount thereof to be determined by the Executive Director in his discretion.

Items (i) through (vii) being collectively referred to as the "Approved Expenses".

NOW, THEREFORE, BE IT RESOLVED:

1. The Officers of the Authority are hereby authorized to pay the Approved Expenses.

2. The Executive Director and/or the Director of Finance and Business Services are hereby authorized to make such changes to the amounts and other terms of the expenses payable as part of the Approved Expenses.

3. The Members and staff of the Authority are hereby authorized and directed for and on behalf of the Authority and in its name to do all acts and things required or as may be necessary, or in the opinion of the officer so acting, desirable and proper to effect the purposes of the foregoing resolutions and to cause compliance by the Authority with all of the provisions of the foregoing resolutions.

Moved By:  
Seconded By:  
Roll Call Vote:

**#20-035**

The Members of the Authority expressly make the following determination for all awards of Procurement Contracts made during this meeting: (i) the proposed awardee has been found to be responsible; (ii) the proposed awardee complied with the State Finance Law provisions regarding Permissible Contacts (as defined in the Authority's Procurement Disclosure Policy); (iii) the proposed awardee has (or will prior to the final award being effective) complied with the State Finance Law provisions that require disclosure of all information required to be in the Authority's Solicitation Materials (as such term is defined in the Authority's Procurement Disclosure Policy); and (iv) the procurement process did not involve conduct that is prohibited by the Public Officers Law, the Authority's Procurement Disclosure Policy, and the Authority's Code of Ethics and Conflict of Interest Policies.

Moved By:  
Seconded By:  
Roll Call Vote: