

MINUTES

**MONROE COUNTY WATER AUTHORITY
REGULAR MEETING
THURSDAY, June 13, 2019
9:30 a.m.**

Board Room, General Offices, 475 Norris Drive, Rochester, New York

9:30 a.m. The Chairman called this Regular Meeting to order.

Roll Call of the membership of the Board and determination that a quorum was present.
Members present (6): S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis
Members absent (1): J. Rulison

Staff present: N. Noce, Executive Director; M.A. Hussar, Secretary to the Authority; S. M. Savage, P.E., Dir. of Engineering; L. Magguilli, Assistant to Exec. Dir.; R. Benschhoff, Exec. Dir. of Operations; D. Hendrickson, Dir. of Human Resources; C. LaManna, Dir. of Production and Transmission; A. Molinari, Acting Dir. of Finance

General Counsel present: R. Miller, Esq. E. Hebert, Atty. HS&E
Monroe County Legislative Liaison present: (0)

Packets containing detailed information on Agenda items were distributed in advance of meeting date to each Member, Executive Staff and Counsel for their prior review.

Pledge of Allegiance – lead by Chairman Nasca

#19-109 Approve minutes of the Authority's Regular Meeting held on May 9, 2019.

On a motion made by Mr. Hurlbut, seconded by Mr. Bernstein, the foregoing resolution #19-109 was put to a voice vote and unanimously carried. Ayes: 6; Nays: 0.

#19-110 Accept list of disbursements on check registers dated May 8, May 15, May 22, May 29 and June 5, 2019, which were forwarded to the Authority Members for their review.

On a motion made by Mr. Bernstein, seconded by Mr. Hurlbut, the foregoing resolution #19-110 was put to a voice vote and unanimously carried. Ayes: 6; Nays: 0.

#19-111 Accept Purchase Order List of materials and supplies for the period May 2, 2019 through June 3, 2019 in the amount of \$479,021.

On a motion made by Mr. Fero, seconded by Mrs. Volpe, the foregoing resolution #19-111 was put to a voice vote and unanimously carried. Ayes: 6; Nays: 0.

COMMUNICATIONS - NONE

#19-112

RESOLUTION #19-112

EXPRESSING APPRECIATION FOR YEARS OF SERVICE AND
BEST WISHES OF THE MONROE COUNTY WATER AUTHORITY BOARD
TO RICHARD J. METZGER, P.E. UPON HIS RETIREMENT

WHEREAS, Richard J. Metzger, P.E. a longtime employee of the Water Authority has retired as of May 23, 2019; and

WHEREAS, Richard J. Metzger, P.E. is a highly skilled and knowledgeable 30+ year veteran of the Water Authority; and

WHEREAS, Richard J. Metzger, P.E. 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, that the Secretary of the Board is hereby requested to forward a copy of this resolution to Richard J. Metzger, P.E., MCWA Retiree.

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On a motion made by Mr. Hurlbut, seconded by Mr. Bernstein, the foregoing resolution #19-112 was duly put to a vote on roll call and unanimously carried. Ayes: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis,); Nays: 0.

#19-113 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Title Change of Michael DiGrazio from Heavy Motor Equipment Operator to the title of Utility Worker effective May 20, 2019 at Salary Schedule 4, Group 3, Step 1.

On a motion made by Ms. Mervis, seconded by Mrs. Volpe, the foregoing resolution #19-113 was duly put to a vote on roll call and unanimously carried. Ayes: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis,); Nays: 0.

#19-114 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Provisional Appointment of Jeffrey Korber to the title of Engineering Technician, effective July 1, 2019 at Salary Schedule 5, Group 4, Step 1.

On a motion made by Mr. Bernstein, seconded by Mr. Hurlbut the foregoing resolution #19-114 was duly put to a vote on roll call and unanimously carried. Ayes: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis,); Nays: 0.

#19-115 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Promotional Appointment of Sean Ramsey to the title of Distribution Maintenance Mechanic, effective June 17, 2019 at Salary Schedule 4, Group 6, Step 7.

On a motion made by Mr. Bernstein, seconded by Mr. Fero, the foregoing resolution #19-115 was duly put to a vote on roll call and unanimously carried. Ayes: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis,); Nays: 0.

#19-116 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Promotional Appointment of Jeffrey Dewey to the title of Distribution Maintenance Mechanic, effective June 17, 2019 at Salary Schedule 4, Group 6, Step 6.

On a motion made by Ms. Mervis, seconded by Mrs. Volpe, the foregoing resolution #19-116 was duly put to a vote on roll call and unanimously carried. Ayes: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis,); Nays: 0.

#19-117 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Promotional Appointment of Jason Hanlon to the title of Distribution Maintenance Mechanic, effective June 17, 2019 at Salary Schedule 4, Group 6, Step 7.

On a motion made by Mr. Bernstein, seconded by Mr. Hurlbut, the foregoing resolution #19-117 was duly put to a vote on roll call and unanimously carried. Ayes: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis,); Nays: 0.

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#19-118 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Appointment of Joshua Stirk to the title of Laborer in the Facilities, Fleet and Operations Department working with Distribution Maintenance effective July 1, 2019 at Schedule 4, Group 1, Step 1.

On a motion made by Mr. Fero, seconded by Mr. Bernstein, the foregoing resolution #19-118 was duly put to a vote on roll call and unanimously carried. Ayes: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis,); Nays: 0.

#19-119 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Probationary Promotion of Ulysses Ashburn to the title of Senior Construction Inspector, effective June 17, 2019 at Salary Schedule 5, Group 4, Step 9.

On a motion made by Mr. Hurlbut, seconded by Mr. Bernstein, the foregoing resolution #19-119 was duly put to a vote on roll call and unanimously carried. Ayes: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis,); Nays: 0.

#19-120 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Appointment of Daniel Austin to the title of Laborer in the Facilities, Fleet and Operations Department at an hourly rate of \$17.14 effective June 10, 2019. This Resolution supersedes Resolution #19-094 (ref: 5/9/19).

On a motion made by Mr. Bernstein, seconded by Mr. Fero, the foregoing resolution #19-120 was duly put to a vote on roll call and unanimously carried. Ayes: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis,); Nays: 0.

For item #19-121, Mr. Savage briefed the Members for authorization on this unit-price contract award. He provided a detailed summary overview on the scope and location of the project in the Town of Sweden, and addressed questions relating to pipe size, material and life expectancy. He also indicated that Villager Construction, Inc. has successfully completed work for the Authority in the past.

#19-121 **Authorize the award of a unit price contract** for the Lake Road & White Road Water Main Replacement – Rebid to the low, responsive, responsible bidder, Villager Construction, Inc., in the bid amount of \$1,298,154.

On a motion made by Mrs. Volpe, seconded by Mr. Fero, the foregoing resolution #19-121 was duly put to a vote on roll call and unanimously carried. Ayes: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis,); Nays: 0.

Mr. Benschoff addressed the Board on item #19-122 for purchase authorization utilizing the Monroe County Contract. He indicated the ready mix concrete is used throughout the year on an as needed basis.

#19-122 **Authorize the purchase of Concrete Mixes Delivered** (Delivered Concrete to various sites as needed) utilizing Monroe County Contract – Concrete Mixes Delivered – Contract No. 0414-18, #4700007454 (currently held by Manitou Concrete) for an estimated amount of \$50,000 through the contract period ending April 30, 2020.

On a motion made by Mr. Bernstein, seconded by Ms. Mervis, the foregoing resolution #19-122 was duly put to a vote on roll call and unanimously carried. Ayes: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis,); Nays: 0.

For item #19-123, Mr. Benschoff again addressed the Board for authorization in utilizing this Monroe County Contract - for routine and emergency tree service. He indicated work to be performed will be as needed and that Terry Tree Service has provided these services to the Authority in the past.

#19-123 **Authorize the use of Monroe County Contract – Tree Removal, Tree Trimming & Stump Removal Services** Contract No. BP-0314-19 #4700007518 (currently held by Terry Tree Service) for routine and emergency tree services as needed, for an approximate cost of \$75,000 through the contract period ending April 30, 2020.

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On a motion made by Mr. Bernstein, seconded by Mr. Hurlbut, the foregoing resolution #19-123 was duly put to a vote on roll call and unanimously carried. Ayes: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis,); Nays: 0.

Mr. Benshoff explained to the Board that item #19-124 requests authorization to purchase two (2) Knapheide Line Bodies that will be installed on two (2) existing Authority crew trucks. This purchase of Line Bodies only versus two (2) total vehicle replacement purchases, would yield an overall cost savings of approximately \$190,000.

#19-124 **Authorize bid award for the purchase for two (2) new 2019 Knapheide Line Bodies**, from the low responsive, responsible bidder, CB Truck Bodies & Equipment in the bid amount, which includes the removal and disposal of old bodies and installation of new bodies, of \$102,108.

On a motion made by Mr. Hurlbut, seconded by Mrs. Volpe, the foregoing resolution #19-124 was duly put to a vote on roll call and unanimously carried. Ayes: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis,); Nays: 0.

For item #19-125, Mr. LaManna addressed the Members on this unit price contract, explaining that sodium permanganate is used to control zebra mussels at the Webster Lake Water Pump Station. He indicated that there were 2-bidders and that Shannon Chemical is a new supplier to the Authority.

#19-125 **Authorize the award of a unit price contract for Sodium Permanganate** to the low responsive, responsible bidder, Shannon Chemical, in the bid amount of \$7.77/gallon for a one-year term with the option to extend for four additional one-year terms if mutually agreeable with a price escalation of no more than 3% per year of extension.

On a motion made by Mr. Bernstein, seconded by Mr. Hurlbut, the foregoing resolution #19-125 was duly put to a vote on roll call and unanimously carried. Ayes: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis,); Nays: 0.

#19-126 The Members of the Authority expressly make the following determinations 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.

On a motion made by Mr. Bernstein, seconded by Mr. Fero, the foregoing resolution #19-126 was duly put to a vote on roll call and unanimously carried. Ayes: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis,); Nays: 0.

For item #19-127 Mr. LaManna informed the Board that the NYPA agreement is related to the proposed solar power project to be installed on MCWA property located in Penfield. NYPA services will include project planning and all project related advisory services. Mr. LaManna responded to follow up inquiries regarding agreement terms and conditions.

#19-127 **Authorize the Executive Director to enter into an Agreement with the New York Power Authority for Advisory Services** in connection with a proposed solar installation at MCWA's site at 2842 Penfield Road.

On a motion made by Mr. Hurlbut, seconded by Mr. Fero, the foregoing resolution #19-127 was duly put to a vote on roll call and unanimously carried. Ayes: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis,); Nays: 0.

#19-128 **Approve proposal as submitted by broker, Brown & Brown of NY, Inc.**, for renewals of Excess Liability insurance coverage policies for an estimated cost of \$98,000. The term for insurance coverage is July 1, 2019 through June 30, 2020.

On a motion made by Mr. Hurlbut, seconded by Mr. Bernstein, the foregoing resolution #19-128 was duly put to a vote on roll call and unanimously carried. Ayes: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis,); Nays: 0.

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For item #19-129, Ms. Molinari addressed the Members in discussion of this report, which was also enclosed in their packets of information on agenda items distributed in advance of meeting for their prior review.

#19-129 Approve the Authority's **1st Quarter Financial Report** for the period ending March 31, 2019, as presented.

On a motion made by Mr. Bernstein, seconded by Mr. Fero, the foregoing resolution #19-129 was duly put to a vote on roll call and unanimously carried. Ayes: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis,); Nays: 0.

Presented for Board Members' informational purposes:

- Mr. Noce delivered an informative presentation to the Members on the Cost of Service Study Results:
 - Key Recommendations
 - Final discussions
- Notification of hiring Temporary Seasonal Laborers and Student Interns at this time
- In Board folders for review:
 - Any routine monthly updates

EXECUTIVE SESSION

#19-ES 10:17 a.m. Chairman Nasca requested a motion to enter executive session pursuant to Section 105(1)(f) of the New York Public Officers Law in order to discuss the employment history of particular people.

Moved by Mr. Hurlbut, seconded by Mr. Bernstein, and put to a vote on roll call, the Board unanimously agreed to enter executive session. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis,); Nays: 0.

10:57 a.m. Motion to conclude executive session

Moved by Mr. Hurlbut, seconded by Ms. Mervis, upon voice vote the Board unanimously agreed to conclude Executive Session. Chairman Nasca called this Regular Meeting back in open session. No formal action taken.

There being no further business to come before the Authority, Chairman Nasca adjourned the meeting at 10:58 a.m.

MaryAnn Hussar, Secretary to the Authority

Scott D. Nasca, Chairman