

**MONROE COUNTY WATER AUTHORITY  
REGULAR MEETING**

**WEDNESDAY, November 10, 2021 ~ 9:30 a.m.**

**Main Conference Room**

**General Offices, 475 Norris Drive, Rochester, New York**

Roll Call

Pledge of Allegiance

**#21-218** Approve minutes of the Authority's Regular Meeting, held on October 14, 2021.

Moved By:

Seconded By:

Voice Vote:

**#21-219** Accept list of disbursements on check registers dated of, October 6, October 13, October 20, and October 27, which were forwarded to the Authority Members for their review.

Moved By:

Seconded By:

Voice Vote:

**#21-220** Accept Purchase Order List of materials and supplies for the period October 1 through October 29, 2021 in the amount of \$187,534.29.

Moved By:

Seconded By:

Voice Vote:

**COMMUNICATIONS/NOTIFICATIONS**

**#21-221**

**RESOLUTION #21-221**

**EXPRESSING APPRECIATION FOR YEARS OF SERVICE AND  
BEST WISHES OF THE MONROE COUNTY WATER AUTHORITY BOARD  
TO JAMES B. SPADA UPON HIS RETIREMENT**

*WHEREAS, James B. Spada, a longtime employee of the Water Authority,  
has retired as of October 24, 2021; and*

*WHEREAS, James B. Spada is a highly skilled and knowledgeable 18+ year*

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*veteran of the Water Authority; and*

**WHEREAS**, *James B. Spada 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  
James B. Spada, MCWA Retiree.*

Moved By:  
Seconded By:  
Roll Call Vote:

- #21-222** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:  
Promotional Appointment of Laurel Neff to Senior Accountant effective November 15, 2021 at Salary Schedule 3, Group 4.

Moved By:  
Seconded By:  
Roll Call Vote:

- #21-223** Authorize a Commodity Purchase Order for the purchase of repair parts, services, and diagnostic software for the Authority's **Caterpillar, Inc.** emergency electric power generator equipment from **Milton-CAT** at the quoted unit prices, on an as-needed basis, for an estimated total cost of \$20,000 per contract term. The initial term is November 11, 2021 through September 30, 2022, which can be extended for two additional one-year terms upon mutual request.

Moved By:  
Seconded By:  
Roll Call Vote:

- #21-224** 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 **W.W. Grainger, Inc.**, for an estimated

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total cost of \$25,000 for a one-year term beginning December 10, 2021 through December 9, 2022.

Moved By:  
Seconded By:  
Roll Call Vote:

**#21-225** WHEREAS, the New York State Department of Transportation proposes the construction, reconstruction, or improvement of **NY-31, NY-96, NY64 Pavement Rehabilitation, Town and Village of Pittsford, Monroe County, P.I.N. 4031.08.321**, and

WHEREAS, the State will include as part of the construction, reconstruction, or improvement of the above mentioned project, **the verification of location or relocation of approximately one hydrant, and adjustment of approximately 58 valve boxes**, pursuant to Section 10, Subdivision 24, of the State Highway Law, as shown on the contract plans and Utility Special Note relating to the project and meeting the requirements of the owner, and

WHEREAS, the service life of the relocated and/or replaced utilities has not been extended, and

WHEREAS, the State will provide for the reconstruction of the above mentioned work, as shown on the contract plans and Utility Special Notes, relating to the above mentioned project.

NOW, THEREFORE,

BE IT RESOLVED: That the **Monroe County Water Authority** approves of the adjustment to water line valve boxes and the above mentioned work performed on the project and shown on the contract plans relating to the project and that the **Monroe County Water Authority** will maintain or cause to be maintained the adjusted facilities performed as above stated and as shown on the contract plans.

BE IT FURTHER RESOLVED that the **Executive Director** has the authority to sign, with the concurrence of the **Monroe County Water Authority Board of Directors**, any and all documentation that may become necessary as a result of this project as it relates to the **Monroe County Water Authority**, and

BE IT FURTHER RESOLVED: That the **Monroe County Water Authority** is hereby directed to transmit five (5) certified copies of the foregoing resolution to the New York State Department of Transportation.

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Moved By:  
Seconded By:  
Roll Call Vote:

- #21-226** 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:

- #21-227** Approve the Authority's **3<sup>rd</sup> Quarter Investment Report** for the period ending September 30, 2021, as presented.

Moved By:  
Seconded By:  
Roll Call Vote:

- #21-228** Approve the Authority's **3<sup>rd</sup> Quarter Financial Report** for the period ending September 30, 2021, as presented.

Moved By:  
Seconded By:  
Roll Call Vote:

**FINANCE COMMITTEE REPORT**

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**#21-229**      **Approve an amendment to the Authority's Rules for the Sale of Water and the Collection of Rents and Charges effective January 1, 2022** in the form attached hereto and made a part of the minutes hereof, subject to compliance with the requirements of Subdivision 1 of Section 1096-a of the Public Authorities Law, with a copy of said amendment to be duly certified by the Recording Secretary of the Authority and filed with the President of the Monroe County Legislature and thereafter published twice in the *Democrat and Chronicle*, twice in the *Daily Record*, twice in the *Batavia Daily News*, and once in the *Post* Newspapers; and filed in the Monroe County Clerk's office.

Moved By:  
Seconded By:  
Roll Call Vote:

**#21-230**      WHEREAS, the Monroe County Water Authority has adopted a water rate schedule effective January 1, 2022, which amends its present water rate schedule; and

WHEREAS, Section 1096-a of the Public Authorities Law provides for (1) notification of such water rate schedule change to the President of the Monroe County Legislature and (2) a public information meeting.

NOW, THEREFORE, IT IS RESOLVED: That the Authority publish an announcement of a Public Information Meeting to be held on December 1, 2021 at 3:00 p.m. in the offices of the Authority, 475 Norris Drive, Rochester, New York; and

IT IS FURTHER RESOLVED: That the Authority will conduct the Public Information Meeting in order to inform the public of the need and the design of the water rates schedule changes; and

IT IS FURTHER RESOLVED: That a copy of this Resolution be certified by the Recording Secretary of the Authority and delivered to the President of the Monroe County Legislature.

Moved By:  
Seconded By:  
Roll Call Vote:

**#21-231**      Upon recommendation of the Monroe County Water Authority's Finance Committee, the Board hereby re-adopts the **Debt Management Policy**, as presented.

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Moved By:  
Seconded By:  
Roll Call Vote: