

**MINUTES**

***DRAFT - Subject to and Pending Monroe County Water Authority Board approval.***

**MONROE COUNTY WATER AUTHORITY  
REGULAR MEETING  
THURSDAY, March 7, 2024 @ 9:00 a.m.  
ESOC Board Room  
General Offices, 475 Norris Drive, Rochester, New York**

9:00 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, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison

**Absent:** M. Fero

**Staff present:** N. Noce, Executive Director; L. Magguilli, Deputy Executive Director; D. Hendrickson, Director of Human Resources; S. Savage, P.E., Director of Engineering; C. LaManna, P.E., Director of Production; A. Molinari, Director of Finance & Business Services; K. Sharp, Communications

**General Counsel present:** Megan Dorittie – Harter, Secrest & Emery

**Others in Attendance:** Thomas Smith – EFPR Group

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

**Pledge of Allegiance** – Lead by Chairman Nasca

**#24-025** Approve minutes of the Authority's Regular Meeting held on Thursday, February 8, 2024.

On a motion made by Mr. Rulison, seconded by Mrs. Volpe, the foregoing resolution #24-025 was put to a voice vote and unanimously carried. AYES: 6; NAYS: 0

**#24-026** Approve list of disbursements on check registers dated January 31, February 7, February 14, and February 21, 2024, which were forwarded to the Authority Members for their review.

On a motion made by Mr. Rulison, seconded by Mrs. Van Vechten the foregoing resolution #24-026 was put to a voice vote and unanimously carried. AYES: 6; NAYS: 0

**#24-027** Accept Purchase Order List of materials and supplies for the period January 30, 2024 through February 26, 2024 in the amount of \$8,161,686.40.

On a motion made by Mr. Rulison, seconded Mrs. Mason, the foregoing resolution #24-027 was put to a voice vote and unanimously carried. AYES: 6; NAYS: 0

**COMMUNICATIONS/NOTIFICATIONS**

Mr. Noce informed the Board that their folders contain an employee separation memo. Mr. Noce reminded the Board of a time change for the April Board meeting. The meeting will begin at 8:30 a.m. to allow adequate time for the Annual Meeting.

Mr. Noce notified the Board that senior staff is proposing a half workday for Authority employees on April 8<sup>th</sup> due to safety concerns surrounding the solar eclipse. Mr. Noce explained that local authorities have issued warnings about excessive traffic and subsequent safety concerns in our area. Crews will return to work in the event of an emergency.

**#24-ES** 9:05 a.m. Chairman Nasca requested a motion to enter Executive Session pursuant to Section 105(l)(e) of the New York Public Officers Law in order to discuss the employment of a particular employee (s). Moved by Mr. Bernstein, seconded by Mrs. Mason, and put to a roll call vote, the Board Members unanimously agreed to enter Executive Session. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

9:30 a.m. Motion to conclude Executive Session: Moved by Mr. Rulison, seconded by Mrs. Mason, and put to a roll call vote, the Board unanimously agreed to conclude Executive Session. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0. No formal action was taken.

Chairman Nasca called this Regular Meeting back in open session.

**#24-028** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Appointment of Gillian Bennett to the title of Office Clerk IV, effective April 1, 2024 at an hourly rate of \$21.90.

On a motion made by Mr. Rulison, seconded by Mrs. Mason, the foregoing resolution #24-028 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**#24-029** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Provisional Promotion of Nicholas Satter to the title of Supervisor of Mechanical Maintenance, effective March 11, 2024 at an annual salary of \$90,667.

On a motion made by Mrs. Van Vechten, seconded by Mrs. Volpe, the foregoing resolution #24-029 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #24-030**, Mr. Magguilli requested authorization from the Board to award a contract for the as needed purchase of full synthetic premium heavy duty engine oil utilized in the Authority's trucks. He noted the bid amount is based on estimated quantities that have been used in the past. Mr. Magguilli responded to a follow-up question posed by a Board member.

**#24-030** Authorize the award of a unit price contract for **5W-40 Full Synthetic Premium Heavy Duty Engine Oil** to the low responsive, responsible bidder, **Schaeffer Lubricants** in the bid amount of \$13,655.36. This is a six (6) month contract with the option to extend five (5) additional six (6) month terms upon mutual consent. Bid amount is based on estimated quantities and will be purchased as needed.

On a motion made by Mrs. Van Vechten, seconded by Mr. Bernstein, the foregoing resolution #24-030 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #24-031** Mr. Magguilli sought Board authorization for the as needed purchase of automotive and truck lubricants utilizing the City of Rochester contract. He explained this is virgin oil, which is a better quality oil, to be used in the Authority's trucks.

**#24-031** Authorize the use of City of Rochester Contract #136324/506620 for the as needed purchase of **Automotive and Truck Lubricants** from **Superior Lubricants** in the estimated amount of \$5,000. This is a six (6) month contract with the option to extend (5) additional six (6) month contracts as long as this contract is still valid.

On a motion made by Mr. Rulison seconded by Mrs. Mason, the foregoing resolution #24-031 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #24-032**, Mr. Magguilli briefed the Board for authorization in utilizing the Monroe County contract with Hawk Frame and Axle for the as-needed collision repair of Authority vehicles and equipment. He stated this contract can be extended for three additional one-year terms.

**#24-032** Authorize the use of Monroe County Contract #1102-21 with **Hawk Frame and Axle** for the as needed **collision repair of MCWA vehicles and equipment** in the estimated amount of \$50,000. Contract period ending December 31, 2024. This contract can be extended for three (3) additional one year terms upon mutual consent.

On a motion made by Mrs. Van Vechten, seconded by Mr. Rulison, the foregoing resolution #24-032 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #24-033**, Mr. Magguilli requested Board authorization to use Onondaga County contract for the purchase of six new light duty pickup trucks to replace existing trucks. He noted this purchase includes a 5-year/100,000 mile warranty.

**#24-033** Authorize the purchase of **six (6) New 2024 Ford F-250 XL Super Duty Super Cab 4WD Pickup Trucks** from **Van Bortel Ford** in the amount of \$344,269.86, utilizing Onondaga County Contract for Police and Administrative Vehicles Bid Reference #0010808.

On a motion made by Mr. Bernstein, seconded by Mrs. Van Vechten, the foregoing resolution #24-033 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #24-034**, Mr. Magguilli addressed the Board for authorization in the purchase of one new XL super duty cab 4WD pickup truck with an 8 foot bed utilizing Onondaga County contract. He noted this will be purchased off the stock line and sent to Van Bortel Ford for customization. Mr. Magguilli answered a question posed by a Board member.

**#24-034** Authorize the purchase of **one (1) New 2024 Ford F-250 XL Super Duty Super Cab 4WD Pickup Truck with 8' bed and ARE cap and safety lighting** from **Van Bortel Ford** in the amount of \$62,312.39, utilizing Onondaga County Contract for Police and Administrative Vehicles Bid Reference #0010808.

On a motion made by Mrs. Mason, seconded by Mr. Bernstein, the foregoing resolution #24-034 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #24-035.** Mr. Magguilli sought Board authorization to utilize Onondaga County contract to purchase one new 2024 Ford F-250 XL Super Duty Super Cab 4WD pickup truck with ARE cap and safety lighting from Van Bortel Ford. He noted the customized truck will likely be delivered in 2025.

**#24-035** Authorize the purchase of **one (1) New 2024 Ford F-250 XL Super Duty Super Cab 4WD Pickup Truck with ARE cap and safety lighting** from **Van Bortel Ford** in the amount of \$66,119.38, utilizing Onondaga County Contract for Police and Administrative Vehicles Bid Reference #0010808.

On a motion made by Mr. Rulison, seconded by Mr. Bernstein, the foregoing resolution #24-035 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #24-036.** Mr. Magguilli briefed the Board for authorization in utilizing the Onondaga County contract to purchase one new 2026 International HX620 dump truck with a 17 foot heavy duty Bibeau dump body from Regional International. Mr. Magguilli notified the Board that there is still an approximate 18 month delay from supply chain issues stemming from the COVID pandemic. This truck is anticipated to be built in 2025 and delivered in 2026. Ms. Molinari responded to a financial question posed by a Board member, clarifying the Authority will pay upon delivery.

**#24-036** Authorize the purchase of **one (1) New 2026 International HX620 Dump Truck with 17' Heavy Duty Bibeau Dump Body** from **Regional International** in the amount of \$225,954.71, utilizing Onondaga County Heavy Truck Class 8 Statewide Contract # 8996.

On a motion made by Mr. Bernstein, seconded by Mrs. Van Vechten, the foregoing resolution #24-036 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #24-037.** Mr. Magguilli requested authorization from the Board to utilize the NYS Heavy Equipment Statewide contract to purchase two new lawnmowers from Bentley Brothers, Inc. He stated one is a regular series mower and the other is a stand-on zero turn mower.

**#24-037** Authorize the purchase of **one (1) New Kubota Commercial Stand On-Series Lawnmower #SZ26NC-61-2** in the amount of \$13,761.13 and **one (1) New Kubota Z700 Series Lawnmower #Z781KWTI-60** in the amount of \$13,594.24, from **Bentley Brothers, Inc.** utilizing NYS Heavy Equipment Statewide Contract PC #69404 Group #40625 Award #22792.

On a motion made by Mr. Rulison, seconded by Mrs. Mason, the foregoing resolution #24-037 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #24-038.** Mr. Magguilli sought Board authorization to use the City of Rochester contract for the transmission repair of the Authority's Kenworth T800 dump truck from Penn Power Group.

**#24-038** Authorize the use of City of Rochester Contract #137080/507650 for the **transmission repair of The Authority's Kenworth T800 Dump Truck** from **Penn Power Group** in the amount of \$12,202.08.

On a motion made by Mr. Bernstein, seconded by Mrs. Mason, the foregoing resolution #24-038 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #24-039**, Mr. LaManna addressed the Board for authorization in the purchase of tech support for the Authority's programmable logic controller (PLC) hardware and software. PLC's are vital to the Authority's supervisory control and data acquisition (SCADA) system for monitoring, operating, and controlling MCWA's production and transmission facilities. He noted a 23 percent cost increase for these services compared to the prior year.

**#24-039** Authorize the purchase of a **Rockwell Automation TechConnect<sup>SM</sup> Support Agreement** from **Horizon Solutions, LLC**, to provide to provide technical support services for the Authority's Allen Bradley® PLCs and ancillary equipment for a total cost up to \$66,000 for a three year term beginning April 1, 2024 through March 31, 2027.

On a motion made by Mr. Rulison, seconded by Mrs. Van Vechten, the foregoing resolution #24-039 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #24-040**, Mr. LaManna requested Board authorization for the as needed purchase of products for microbiological testing from IDEXX Distribution, Inc. He stated IDEXX is a leader in the field and the Authority previously standardized on the use of these products. Mr. LaManna noted an average cost increase of approximately 5-10 percent over the previous two years.

**#24-040** Authorize a commodity purchase order for the purchase of **microbiological testing products** from **IDEXX Distribution, Inc.**, to be ordered as needed, at the unit prices proposed for an estimated amount up to \$140,000 for a term not to exceed two years, beginning April 1, 2024 through March 31, 2026.

On a motion made by Mr. Bernstein, seconded by Mrs. Van Vechten, the foregoing resolution #24-040 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #24-041**, Mr. LaManna briefed the Board for authorization in the purchase of 40 cellular communication devices and accessories from Corporate Computer Solutions, Inc. for the Authority's SCADA system network. He explained these are used at remote facilities to communicate with the network. They will replace devices that are 10+ years old. Mr. LaManna noted they have been testing these devices over the past several months and they have been pleased with how they performed.

**#24-041** Authorize the purchase of **40 cellular communication devices and accessories** from **Corporate Computer Solutions, Inc.** for the Authority's SCADA system network for the approximate amount of \$78,000.

On a motion made by Mr. Bernstein, seconded by Mrs. Mason, the foregoing resolution #24-041 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #024-042**, Mr. LaManna sought authorization from the Board to award a contract to replace the granular activated carbon (GAC) filter media in the Shoremont Water Treatment Plant West II filters. He stated two responsive bids were received and Calgon Carbon Corporation was the low, responsive, responsible bidder. Mr. LaManna mentioned the cost is comparable to last years' project, not as large an increase as expected.

**#24-042** Authorize the award of the **GAC Replacement – West II Filters**, Shoremont Water Treatment Plant contract to low responsive, responsible bidder, **Calgon Carbon Corporation** for the bid amount of \$866,760.

On a motion made by Mr. Bernstein, seconded by Mrs. Van Vechten, the foregoing resolution #24-042 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #24-043.** Mr. LaManna addressed the Board for authorization to award a contract for the Pavilion Booster Pumping Station generator. He stated only one bid was received and it was under the anticipated cost.

**#24-043** Authorize the award of the **Pavilion BPS Generator** contract to the low responsive, responsible bidder **Southworth-Milton Inc., dba Milton CAT** for the bid amount of \$82,540.

On a motion made by Mr. Bernstein, seconded by Mrs. Mason, the foregoing resolution #24-043 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #24-044.** Mr. LaManna requested authorization from the Board to award a contract for the Shoremont West I Water Treatment Plant Phase 3 Improvements. He stated this is the final phase of the project and includes piping and valve replacements. One bid was received and Mr. LaManna said the Authority has successfully worked with this vendor in the past.

**#24-044** Authorize the award of the **Shoremont West 1 Water Treatment Plant Phase 3 Improvements** contract to the low responsive, responsible bidder **John W. Danforth Company** for the bid amount of \$3,395,000.

On a motion made by Mrs. Van Vechten, seconded by Mr. Bernstein, the foregoing resolution #24-044 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #24-045.** Mr. LaManna sought Board authorization for an amendment to the Agreement for Professional Consulting Services with GHD Consulting Service, Inc. for the Shoremont Water Treatment Plant West 1 Improvement Project. GHD is the vendor who designed the project initially. This amendment updates the contract to include design, bid and construction for Phase 3 of the project.

**#24-045** Authorize the Executive Director to amend the Agreement for **Professional Consulting Services** with **GHD Consulting Services, Inc.** for **Phase 3 of the Shoremont Water Treatment Plant West 1 Improvements Project** for the budget amount of \$288,563 for additional design, bid, and construction phase services as proposed.

On a motion made by Mrs. Mason, seconded by Mrs. Van Vechten, the foregoing resolution #24-045 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #24-046.** Mr. Savage briefed the Board for authorization for an agreement with New York State Department of Transportation to support their project on Route 15A from the NYS Thruway to I390 in the Town of Henrietta. This will allow their contractor to adjust water system components which are in conflict with the project. Mr. Savage stated this work will be completed at no expense to the Authority.

**#24-046** WHEREAS, the New York State Department of Transportation proposes the construction, reconstruction, or improvement of **Route 15A from NYS Thruway to I-390, Town of Henrietta, Monroe County, P.I.N. 4015.45,** and

WHEREAS, the State will include as part of the construction, reconstruction, or improvement of the above mentioned project the relocation of approximately **one (1) water main and adjust approximately eleven (11) water valve box elevations,** 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.

On a motion made by Mr. Rulison, seconded by Mrs. Volpe, the foregoing resolution #24-046 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #24-047**, Mr. Savage requested Board authorization to award a contract for 2024 pavement replacement on the east side. This project involves asphalt and concrete pavement restoration at locations within the east side of the Authority's service area. Mr. Savage noted there are escalations tied to the NYS Pavement Index to accommodate fluctuating material costs. Mr. Savage responded to a follow-up question posed by a Board member.

**#24-047** Authorize the award of a unit price contract for the **2024 Pavement Replacement Contract – East Side** to the low responsive, responsible bidder, **Central Roadways, Inc.** in the bid amount of \$2,226,975. This Contract may be extended for four subsequent one-year terms with mutual, written consent.

On a motion made by Mr. Bernstein, seconded by Mrs. Volpe, the foregoing resolution #24-047 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #24-048**, Mr. Savage addressed the Board for authorization to award a contract for 2024 pavement replacement on the west side. This project involves asphalt and concrete pavement restoration at locations within the west side of the Authority's service area. Mr. Savage answered a question asked by a Board member.

**#24-048** Authorize the award of a unit price contract for the **2024 Pavement Replacement Contract – West Side** to the low responsive, responsible bidder, **Central Roadways, Inc.** in the bid amount of \$1,387,775. This Contract may be extended for four subsequent one-year terms with mutual, written consent.

On a motion made by Mr. Bernstein, seconded by Mr. Rulison, the foregoing resolution #24-048 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #24-049**, Mr. Savage addressed the Board to authorize a contract for 2024 lawn restoration on the east side. He noted one bid was received. Mr. Savage stated the Authority has worked with this vendor in the past. Mr. Savage responded to a follow-up question posed by a Board member.

**#24-049** Authorize the award of a unit price contract for the **2024 Lawn Restoration Contract – East Side** to the low responsive, responsible bidder, **Central Roadways, Inc.** in the bid amount of \$349,000. This contract may be extended for four subsequent one-year terms with mutual, written consent.

On a motion made by Mr. Rulison, seconded by Mr. Bernstein, the foregoing resolution #24-049 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #24-050**, Mr. Savage requested authorization from the Board in awarding a contract for 2024 lawn restoration on the west side. He noted one bid was received. Mr. Savage stated the Authority has worked with this vendor in the past.

**#024-050** Authorize the award of a unit price contract for the **2024 Lawn Restoration Contract – West Side** to the low responsive, responsible bidder, **Central Roadways, Inc.** in the bid amount of \$254,000. This contract may be extended for four subsequent one-year terms with mutual, written consent.

On a motion made by Mr. Bernstein, seconded by Mr. Rulison, the foregoing resolution #24-050 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**#24-051** Authorize the award of the **leak detection services** contract with **American Leak Detection** for the survey of approximately 850 miles of pipe, as directed by the Authority, for an approximate cost of \$253,000 and as needed onsite leak correlation for a cost of \$182 per hour. This agreement is for a maximum of one year or until completed, if sooner, with a mutual option to extend an additional three years.

On a motion To Table This Item made by Mr. Bernstein, seconded by Mrs. Mason, the foregoing resolution #24-051 was put to a roll call vote and unanimously Tabled. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**AUDIT COMMITTEE REPORT** – Presented by Mr. Rulison, Committee Chair

Mr. Rulison gave a briefing on the Audit Committee meeting held on March 1, 2024 at 8:00 a.m. The first item on the agenda was a review of the 2023 Audited Financial Statements. Mr. Rulison reported that Mr. Thomas Smith from EFPR Group stated it was a clean audit, no instances of compliance issues, all the proper documentation was provided and there were no corrected statements, therefore no Management letter was being issued. Mr. Smith complimented Amy Molinari and the finance department staff. Mr. Rulison continued, reporting that Mr. Smith from EFPR Group presented a thorough review of the financial statements for the year ending December 31, 2023, and following the review and discussion, the Audit Committee voted unanimously to approve the financial statements and forward to the full Board for approval.

Mr. Rulison continued with the next item, which was a review of the annual 2023 Investment Audit. He stated EFPR Group conducted an audit of the Authority's investments for 2023, as required by the State Comptroller's Office, to confirm compliance with applicable laws and the Authority's investment policies. EFPR Group found the Authority was in compliance for the year ending December 31, 2023. The Audit Committee voted unanimously to approve the 2023 Annual Investment Audit, as presented, and forward to the full Board for its approval.

Mr. Rulison continued his reporting with the third agenda item, which was a review of the 2023 Annual Investment Report. He stated Ms. Molinari had presented the Committee with

an in-depth review of the report and responded to their follow-up questions. The Committee voted unanimously to approve the report, as presented, and to forward to the full Board for its approval.

Mr. Rulison stated the next item brought before the Committee was a review of the Annual Statement of Investment Policy, of which Ms. Molinari had informed the Committee the Executive Staff had reviewed the policy and there were no recommended changes. The Committee voted unanimously to re-adopt this policy and forward to the full Board for approval at the Annual Meeting in April.

Mr. Rulison stated the next item on the agenda was a review of the Assessment of the Effectiveness of Internal Controls for year ended December 31, 2023. He said Ms. Molinari explained the assessment procedure and findings, which indicated the Authority has sufficient controls protecting its assets. The Committee voted unanimously to approve the assessment, as presented, and forward to the full Board for its approval.

Mr. Rulison concluded his briefing by stating the minutes of the March 1<sup>st</sup> meeting are posted on MCWA's website.

**For Items #24-052 and #24-053**, Ms. Molinari introduce Mr. Thomas Smith of EFPR Group. Mr. Smith gave the Board an overview of the 2023 Audited Financial Statements and 2023 Investment Audit, reiterating the Authority complied in all material aspects with the standards established by the American Institute of Certified Public Accountants and in compliance with the rules and regulations of New York State relating to investments. They found no material weaknesses or significant deficiencies in the Authority's internal controls over financial reporting or in the Authority's compliance with certain provisions of the law, regulations, contracts, and grant agreements. It was a clean audit. Mr. Rulison commended the Authority for its planning and strategies that have resulted in long-term sustainability.

**#24-052** Upon consideration and recommendation of the Monroe County Water Authority's Audit Committee, the Board hereby approves the **2023 Annual Financial Statements** as audited by EFPR Group, LLP.

On a motion made by Mrs. Van Vechten, seconded by Mr. Bernstein, the foregoing resolution #24-052 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**#24-053** Upon recommendation of the Monroe County Water Authority's Audit Committee, the Board hereby approves the **2023 Annual Investment Audit** as performed by EFPR Group, LLP.

On a motion made by Mr. Rulison, seconded by Mr. Bernstein, the foregoing resolution #24-053 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #24-054**, Ms. Molinari addressed the Board with a summary of the 2023 Annual Investment Report, which had been provided for their prior review. She stated that 2023 showed increased earnings from the previous year.

**#24-054** Upon recommendation of the Monroe County Water Authority's Audit Committee, the Board hereby approves the **2023 Annual Investment Report** as directed under Title 7, Section 2925 of the Public Authorities Law, issued under the *Annual Statement of Investment Policy* in effect through December 31, 2023.

On a motion made by Mr. Bernstein, seconded by Mrs. Mason the foregoing resolution #24-054 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #24-055.** Ms. Molinari briefed the Board on the Management's Assessment of the Effectiveness of Internal Control Structure and Procedures. She reported the review found no inordinate risks to the Authority's assets or operations and the Authority is in compliance with the New York State Authorities Budget Office regulations.

**#24-055** Upon recommendation of the Monroe County Water Authority's Audit Committee, the Board hereby approves **Management's Assessment of the Effectiveness of Internal Control Structure and Procedures**, as presented on this date.

On a motion made by Mrs. Van Vechten, seconded by Mrs. Mason the foregoing resolution #24-055 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**#24-056** 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.

On a motion made by Mr. Bernstein seconded by Mrs. Mason the foregoing resolution #24-056 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

#### **GOVERNANCE COMMITTEE REPORT – Presented by Mrs. Sheryal Volpe, Committee Chair**

Mrs. Volpe gave a briefing on the Governance Committee meeting held on February 22, 2024 at 8:30 a.m. The first item before the Committee was the review and re-adoption of the Water Authority's Mission Statement. Mrs. Volpe informed the Board based on their review of the Statement, Executive Staff recommended no revisions. The Committee then voted unanimously to re-adopt the Mission Statement, as presented, and to forward to the full Board for its approval.

Mrs. Volpe continued her reporting by stating Mr. LaManna, Director of Production and Transmission, gave a detailed review of the Report on 2023 Performance Measurements. Following the review, the Committee voted unanimously to accept the Report and to forward to the full Board for its approval.

The next item on the agenda was the review of the 2024 ABO Performance Measurements, also prepared by Mr. LaManna. Mr. LaManna informed the Committee the New York State Authorities Budget Office requires the Authority to establish a set of performance measures to allow the Authority to determine how well it is carrying out its mission and to revisit the appropriateness of such measurements each year. Measurements for 2024 are unchanged from the prior year. Following some discussion, the Committee voted unanimously to adopt the Report, as presented, and to forward to the full Board for its approval.

Mrs. Volpe concluded her reporting by stating the next Governance Committee meeting is slated for November 7, 2024 at 8:30 a.m. and the minutes of the February 22<sup>nd</sup> meeting are posted on the MCWA website.

**#24-057** Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby re-adopts MCWA's **Mission Statement**, as presented.

On a motion made by Mr. Rulison seconded by Mrs. Mason the foregoing resolution #24-057 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**#24-058** Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby accepts the **Report on 2023 Performance Measurements**, as presented.

On a motion made by Mr. Bernstein seconded by Mrs. Mason the foregoing resolution #24-058 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**#24-059** Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby adopts **Performance Measurements for 2024**, as presented.

On a motion made by Mrs. Van Vechten seconded by Mr. Rulison the foregoing resolution #24-059 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

**In Board folders for review:**

- Employee Separation Memo

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There being no further business to come before the Authority, Chairman Nasca adjourned this Regular Meeting at 10:05 a.m.

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Diane L. Hendrickson, Recording Secretary

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Scott D. Nasca, Chairman