

MINUTES

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

**MONROE COUNTY WATER AUTHORITY
REGULAR MEETING
THURSDAY, July 11, 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 (7): S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison

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; S. Trotta, Director of Operations; K. Sharp, Communications; L. Rawlins, Assistant Director of Finance

General Counsel present: Matthew Eldred– Harter, Secrest & Emery

Others in Attendance: Gordon Toleman

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

Chairman Nasca initiated a moment of silence in remembrance of two individuals who recently passed away; one being former longtime Board Chairman, Anthony Quattrone and the other being Cleveland Police Officer, Jamieson Ritter. Mr. Quattrone served on the MCWA Board for 19 years, holding the position of chairman for ten years until he retired in 2015. Officer Ritter was the son of a current MCWA employee, Jonathan Ritter. Chairman Nasca offered condolences to both families on behalf of the Board.

#24-118 Approve minutes of the Authority's Regular Meeting held on Thursday, June 13, 2024.

On a motion made by Mr. Rulison, seconded by Mrs. Mason, the foregoing resolution #24-118 was put to a voice vote and unanimously carried. AYES: 7; NAYS: 0

#24-119 Approve list of disbursements on check registers dated June 5, June 12, June 19, and June 26, 2024, which were forwarded to the Authority Members for their review.

On a motion made by Mr. Rulison, seconded by Mr. Fero the foregoing resolution #24-119 was put to a voice vote and unanimously carried. AYES: 7; NAYS: 0

#24-120 Accept Purchase Order List of materials and supplies for the period June 3, 2024 through June 30, 2024 in the amount of \$3,198,774.13.

On a motion made by Mrs. Van Vechten, seconded by Mr. Rulison, the foregoing resolution #24-120 was put to a voice vote and unanimously carried. AYES: 7; NAYS: 0

COMMUNICATIONS/NOTIFICATIONS

Mr. Noce informed the Board that two RFP/Q's will be distributed, one for Axis Camera and security system upgrades and the other for third party payment processing. He also directed the Board members to their folders for copies of the 2023 MCWA Annual Report, 2023 MCWA Annual Water Quality Report, Monroe County Directory and Summer Spill Employee Newsletter.

#24-121

RESOLUTION #24-121

**EXPRESSING APPRECIATION FOR YEARS OF SERVICE AND
BEST WISHES OF THE MONROE COUNTY WATER AUTHORITY BOARD
TO JOSEPH PARRAVANO, JR. UPON HIS RETIREMENT**

*WHEREAS, Joseph Parravano, Jr., a longtime employee of the Water Authority,
has retired as of June 17, 2024; and*

*WHEREAS, Joseph Parravano, Jr. is a highly skilled and knowledgeable 22+ year
veteran of the Water Authority; and*

*WHEREAS, Joseph Parravano, Jr. 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
Joseph Parravano, Jr., MCWA Retiree.*

On a motion made by Mr. Bernstein, seconded by Mrs. Van Vechten, the foregoing resolution #24-121 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

#24-122 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Promotional Appointment of Michael Salisbury to the title of Labor Foreman effective July 15, 2024 at an hourly rate of \$40.13.

On a motion made by Mr. Bernstein seconded by Mrs. Mason, the foregoing resolution #24-122 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

#24-123 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Promotional Appointment of Ryan Bonacchi to the title of Plant Mechanic effective July 15, 2024 at an hourly rate of \$40.76.

On a motion made by Mrs. Van Vechten seconded by Mr. Rulison the foregoing resolution #24-123 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

#24-124 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Promotional Appointment of John Palermo to the title of Plant Mechanic effective July 15, 2024 at an hourly rate of \$40.76.

On a motion made by Mr. Rulison seconded by Mrs. Van Vechten the foregoing resolution #24-124 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

For Item #24-125. Mr. Trotta sought Board authorization to purchase two 48" concrete pipe adapters to replace ones used in a recent water main repair. He noted only one bid was received. Mr. Trotta stated the Authority has worked with Thompson Pipe Group in the past and they have proven reliable.

#24-125 Authorize the purchase of **(2) 48" Concrete Pipe Adapters** from the low responsive, responsible bidder, **Thompson Pipe Group** in the bid amount of \$24,730.

On a motion made by Mr. Rulison, seconded by Mrs. Volpe, the foregoing resolution #24-125 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

For Item #24-126. Mr. Trotta requested authorization from the Board to award a contract for dumpster services to be utilized at the East Side Operations Center, West Side Operations Center, Shoremont Water Treatment Plant, Webster Water Treatment Plant, and Meter Shop. Mr. Trotta stated the Authority has worked with Waste Management in the past and has been pleased with their services. He responded to a follow-up question posed by a Board member regarding the cost of the contract, to which he indicated is only increasing slightly.

#24-126 Authorize the award of a contract for **Dumpster Service** at Water Authority Facilities from the low responsive, responsible bidder, **Waste Management** in the estimated amount of \$20,000. This is a one-year contract with the option to for up to four additional one-year terms upon mutual consent.

On a motion made by Mrs. Mason, seconded by Mr. Fero, the foregoing resolution #24-126 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

For Item #24-127. Mr. Trotta sought authorization from the Board to purchase tires and related services for MCWA vehicles utilizing the New York State Contract. Mr. Trotta noted the Authority has successfully worked with Lewis General Tire, Inc. for several years.

#24-127 Authorize the purchase of new **Tires and Related Services** for MCWA vehicles utilizing New York State Contract Award #PGB-23149, Group #30600 from vendor awarded **Lewis General Tire, Inc.** for an annual estimated amount of \$120,000 through contract period ending June 30, 2025. This contract may be extended annually as long as this contract remains in effect.

On a motion made by Mr. Rulison, seconded by Mr. Fero, the foregoing resolution #24-127 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

For Item #24-128. Mr. Savage briefed the Board for authorization in awarding a unit price contract for the 2024 Roof Replacement Program in the Town of Webster. He explained the project includes the installation of silicone coating on the concrete roofs of the Webster Lake Pump Station and Screen Buildings. Mr. Savage shared photographs of the project locations and responded to a follow-up question posed by a Board member.

#24-128 Authorize the award of a unit price contract for the **2024 Roof Rehabilitation Program** to the low, responsive, responsible bidder, **United Thermal Systems, LLC** in the bid amount of \$98,521.

On a motion made by Mr. Bernstein, seconded by Mrs. Van Vechten the foregoing resolution #24-128 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

For Item #24-129. Mr. Savage requested Board authorization from the Board to reward a unit price contract for the South Lake Road water main replacement in the Town of Pavilion, involving the replacement of approximately 2,500 feet of water main. He outlined the plan to upgrade the mains from 6" to 8" due to several main failures.

#24-129 Authorize the award of a unit price contract for the **South Lake Road Water Main Replacement** project, to the low responsive, responsible bidder, **Fairway Contracting** in the bid amount of \$607,108.

On a motion made by Mr. Bernstein, seconded by Mrs. Van Vechten, the foregoing resolution #24-129 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

For Item #24-130. Mr. Savage addressed the Board for authorization in amending the professional services agreement with Arcadis of New York to support ongoing efforts in regards to the Service Line Material Inventory Project. The increased budget will cover construction administration and inspection services for 2,000 additional vacuum excavation efforts to enhance predictive modeling accuracy, along with grant funding application assistance.

#24-130 Authorize an increase of \$280,000 to the budget for the Professional Services Agreement with **Arcadis of New York** for Amendment 3 – Additional Lead and Copper Rule Revisions Support to the **Service Material Inventory Services Project**.

On a motion made by Mr. Bernstein seconded by Mr. Rulison, the foregoing resolution #24-130 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

For Item #24-131. Ms. Molinari sought Board authorization to utilize the New York State Contract for DSL/low-bandwidth internet and cable services, along with the conversion of 17 MCWA locations from phone to DSL.

#24-131 Authorize the use of New York State OGS Contract, Group #77017, Award #23100, Contract #PS68706 for **DSL/Low Bandwidth Internet and Cable services** with **Time Warner Cable Northeast, LLC d/b/a Spectrum** for an annual estimated cost of \$40,000, and the conversion of 17 MCWA locations from phone to DSL for an estimated cost of construction at \$20,000.

On a motion made by Mrs. Van Vechten, seconded by Mr. Fero, the foregoing resolution #24-131 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

For Item #24-132. Ms. Molinari presented the Board with an overview of the Cost of Service Study prepared by Amawalk Consulting Group, LLC. The study analyzes MCWA's rates and rate-setting process for the years 2024 to 2029. Ms. Molinari reviewed the highlights, and noted MCWA's current water rates are very competitive with the rates of other water utilities in New York State, and MCWA's credit rating is outstanding. Ms. Molinari recognized Ms. Lisa Rawlins, Assistant Director of Finance, for her dedicated efforts in working with Amawalk to complete the report. Board Member, Rulison commended Ms. Molinari and her team for their proactive approach in establishing fiscally responsible, affordable rates while continuously planning for the future.

#24-132 Accept the final **Cost of Service Study** prepared by **Amawalk Consulting Group, LLC** dated July, 2, 2024.

On a motion made by Mrs. Mason, seconded by Mr. Fero, the foregoing resolution #24-132 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

#24-133 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 Mr. Fero the foregoing resolution #24-133 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

In Board folders for review:

- RFP/Q for Axis Camera and Security Upgrades
- RFP/Q for Third Party Payment Processing
- May Financials
- 2023 MCWA Annual Report
- 2023 MCWA Annual Water Quality Report
- Monroe County Directory
- Summer Spill Employee Newsletter
- Notification of Temporary Summer Employee

There being no further business to come before the Authority, Chairman Nasca adjourned this Regular Meeting at 9:25 a.m.

Diane L. Hendrickson, Recording Secretary

Scott D. Nasca, Chairman