

**MONROE COUNTY WATER AUTHORITY  
REGULAR MEETING**

**THURSDAY, October 10, 2024 ~ 9:00 a.m.**

**Board Room**

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

Roll Call

Pledge of Allegiance

**#24-172** Approve minutes of the Authority's Regular Meeting, held on Thursday, September 12, 2024.

Moved By:

Seconded By:

Voice Vote:

**#24-173** Accept list of disbursements on check registers dated September 4, September 11, September 18, and September 25, 2024, which were forwarded to the Authority Members for their review.

Moved By:

Seconded By:

Voice Vote:

**#24-174** Accept Purchase Order List of materials and supplies for the period September 3, 2024 through September 30, 2024 in the amount of \$4,349,480.61.

Moved By:

Seconded By:

Voice Vote:

**COMMUNICATIONS/NOTIFICATIONS**

**#24-175** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:  
Appointment of Cheryl Mortellaro to the title of Dispatcher, effective November 4, 2024, at an hourly rate of \$30.34.

Moved By:

Seconded By:

Roll Call Vote:

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**#24-176** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:  
Provisional Appointment of Jacob Vogt to the title of Distribution Maintenance Mechanic effective October 21, 2024, at an hourly rate of \$41.59.

Moved By:  
Seconded By:  
Roll Call Vote:

**#24-177** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:  
Promotional Appointment of Richard Wagner to the title of Maintenance Mechanic II, effective October 14, 2024, at an hourly rate of \$38.46.

Moved By:  
Seconded By:  
Roll Call Vote:

**#24-178** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:  
Appointment of Michael Balistere to the title of Senior Construction Inspector effective October 14, 2024, at an hourly rate of \$38.06.

Moved By:  
Seconded By:  
Roll Call Vote:

**#24-179** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:  
Promotional Appointment of David Carroll to the title of Senior Construction Inspector, effective October 14, 2024, at an hourly rate of \$42.94.

Moved By:  
Seconded By:  
Roll Call Vote:

**#24-180** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:  
Promotional Appointment of Jasen Hillebrant to the title of Assistant Construction Inspector, effective October 14, 2024, at an hourly rate of \$29.33.

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Moved By:  
Seconded By:  
Roll Call Vote:

- #24-181** 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 Witkowski to the title of Assistant Construction Inspector, effective October 14, 2024, at an hourly rate of \$28.15.

Moved By:  
Seconded By:  
Roll Call Vote:

- #24-182** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:  
Appointment of Jacob Olyer to the title of Laborer, effective October 28, 2024, at an hourly rate of \$21.34.

Moved By:  
Seconded By:  
Roll Call Vote:

- #24-183** Authorize the purchase of services and materials from **ABB, Inc.** for the **repair and evaluation of medium voltage variable frequency drive equipment** located at the Lake Water Pump Station and Webster Water Treatment Plant for an estimated amount up to \$51,000.

Moved By:  
Seconded By:  
Roll Call Vote:

- #24-184** Authorize the purchase of **Hydro Instruments vacuum regulators and ancillary equipment** from **Pertech, Inc.** for the Webster Water Treatment Plant gaseous chlorine emergency disinfection system for an estimated amount up to \$19,600.

Moved By:  
Seconded By:  
Roll Call Vote:

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**#24-185** Authorize the Executive Director to amend the Agreement for Professional Services with **Eurofins Eaton Analytical, LLC** for **Laboratory Analytical Services** to increase the total annual not-to-exceed amount to \$96,500.

Moved By:  
Seconded By:  
Roll Call Vote:

**#24-186** Authorize the Executive Director to amend the Agreement for Professional Consulting Services with **Arcadis of New York, Inc.** for the **Fluoride Chemical Systems Improvements Project** for the budget amount of \$25,000 for additional design services and bid phase services.

Moved By:  
Seconded By:  
Roll Call Vote:

**#24-187** Authorize the award of a lump sum price contract for the **Allens Creek Vault Demolition project** to the low responsive, responsible bidder, **Frederico Demolition, LLC.** in the bid amount of \$39,500.

Moved By:  
Seconded By:  
Roll Call Vote:

**#24-188** Authorize payment to **Bill Gray's Inc.** in the amount of \$21,250 for a **permanent easement** at their property located at 1650 Penfield Road, in the Town of Penfield.

Moved By:  
Seconded By:  
Roll Call Vote:

**#24-189** Authorize the Executive Director to execute an Agreement with **National Grid** for the installation of a **new electric service for the Walker Road Tank** in the Town of Pavilion. The estimated cost for the service installation is less than \$20,000.

Moved By:  
Seconded By:  
Roll Call Vote:

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**#24-190** WHEREAS, the New York State Department of Transportation proposes the construction, reconstruction, or improvement of **Route 33A and Route 259 Intersection Safety Improvements in the Town of Chili, Monroe County, P.I.N. 4033.77**, and

WHEREAS, the State will include as part of the construction, reconstruction, or improvement of the above mentioned project the **Remove/abandon and re-establish approximately four (4) water mains and one (1) water service. Relocate approximately two (2) water service locations and one (1) hydrant. Alter elevation of approximately two (2) water valves**, 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.

Moved By:  
Seconded By:  
Roll Call Vote:

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**#24-191** WHEREAS, the Monroe County Water Authority (the "Authority") solicited Requests for Proposals ("RFP") to numerous firms regarding **Third Party Payment Processing (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 **ACI Worldwide** (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 Director of Finance and Businesses Services of the Authority is hereby authorized to enter into an Agreement with the Vendor for an initial term of three years with two optional one-year extensions, and execute and deliver said Agreement, her signature being conclusive evidence of such Agreement.

Moved By:

Seconded By:

Roll Call Vote:

**#24-192** Authorize the use of New York State OGS Contract, Group #73600, Award #22802, Lot 1, Contract #PM20800, for the purchase of a three-year **Cisco Security Enterprise Agreement** from **ePlus Technology, Inc.** for an estimated annual cost of \$65,000.

Moved By:

Seconded By:

Roll Call Vote:

**#24-193** Authorize the use of New York State OGS Contract, Group #73600, Award #22802, Lot 1 and 2, Contract #PM20800, for the purchase of **Cisco Networking Equipment, Licensing, and Warranty** from **ePlus Technology, Inc.** for an estimated five-year cost of \$1,540,000.

Moved By:

Seconded By:

Roll Call Vote:

**#24-194** Authorize the Executive Director to execute a Memorandum of Agreement with **CSEA** for reimbursement to eligible employees for the cost and expense of obtaining a **Commercial Drivers' License (CDL)**.

Moved By:  
Seconded By:  
Roll Call Vote:

### **FINANCE COMMITTEE REPORT**

**#24-195** RESOLVED: That the **Authority's Preliminary Budget** for the calendar year 2025 totaling \$96,900,593 be, and it hereby is, adopted.

IT IS FURTHER RESOLVED: That in accordance with the Authority's Trust Indenture dated October 1, 1991, Section 506, Paragraph #2, the Preliminary Budget so adopted shall, when it has been approved by a certificate of the Consulting Engineer, constitute for all purposes the Annual Budget for 2025.

Moved By:  
Seconded By:  
Roll Call Vote:

### **COMPENSATION COMMITTEE REPORT**

**#24-196** Upon recommendation of the Monroe County Water Authority's Compensation Committee, the Board hereby adopts the **Compensation Guidelines** and Compensation Philosophy, as presented.

Moved By:  
Seconded By:  
Roll Call Vote:

**#24-197** 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

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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: