

## MINUTES

**MONROE COUNTY WATER AUTHORITY  
REGULAR MEETING  
THURSDAY, November 14, 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 (5):** S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten,

**Staff present:** N. Noce, Executive Director; L. Magguilli, 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

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

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

**#24-198** Approve minutes of the Authority's Regular Meeting held on Thursday, October 10, 2024.

On a motion made by Mr. Fero seconded by Mrs. Volpe, the foregoing resolution #24-198 was put to a voice vote and unanimously carried. AYES: 5; NAYS: 0

**#24-199** Approve list of disbursements on check registers dated October 2, October 9, October 16, October 23, and October 30, 2024, which were forwarded to the Authority Members for their review.

On a motion made by Mrs. Van Vechten, seconded by Mrs. Volpe, the foregoing resolution #24-199 was put to a voice vote and unanimously carried. AYES: 5; NAYS: 0

**#24-200** Accept Purchase Order List of materials and supplies for the period October 1, 2024 through November 3, 2024 in the amount of \$4,659,410.25.

On a motion made by Mrs. Van Vechten, seconded by Mrs. Mason, the foregoing resolution #24-200 was put to a voice vote and unanimously carried. AYES: 5; NAYS: 0

## **COMMUNICATIONS/NOTIFICATIONS**

Mr. Noce outlined the contents for Board folders, including the 2025 Final Budget, an RFQ for Cathodic Protection and Corrosion Services, an RFQ for SCADA Control System Support Services, employee separation memo, and proposed 2025 Board meeting dates.

#24-201

**RESOLUTION #24-201**

**EXPRESSING APPRECIATION FOR YEARS OF SERVICE AND  
BEST WISHES OF THE MONROE COUNTY WATER AUTHORITY BOARD  
TO KIMBERLE J. PENNINGTON UPON HER RETIREMENT**

*WHEREAS, Kimberle J. Pennington a longtime employee of the Water Authority,  
has retired as of October 6, 2024; and*

*WHEREAS, Kimberle J. Pennington is a highly skilled and knowledgeable 22 year  
veteran of the Water Authority; and*

*WHEREAS, Kimberle J. Pennington will be remembered for her dedicated service  
by her 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*

*Kimberle J. Pennington, MCWA Retiree.*

On a motion made by Mrs. Van Vechten, seconded by Mrs. Volpe, the foregoing resolution #24-201 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

#24-202

**RESOLUTION #24-202**

**EXPRESSING APPRECIATION FOR YEARS OF SERVICE AND  
BEST WISHES OF THE MONROE COUNTY WATER AUTHORITY BOARD  
TO KARL J. PRAY UPON HIS RETIREMENT**

*WHEREAS, Karl J. Pray a longtime employee of the Water Authority,  
has retired as of November 2, 2024; and*

*WHEREAS, Karl J. Pray is a highly skilled and knowledgeable 30+ year  
veteran of the Water Authority; and*

*WHEREAS, Karl J. Pray 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*

*Karl J. Pray, MCWA Retiree.*

On a motion made by Mrs. Mason, seconded by Mrs. Van Vechten, the foregoing resolution #24-202 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

#24-203

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

Promotional Appointment of Daniel Austin to the title of Utility Stakeout Technician – Water Authority, effective November 18, 2024, at an hourly rate of \$31.88.

On a motion made by Mrs. Van Vechten, seconded by Mrs. Volpe, the foregoing resolution #24-203 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

- #24-204** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:  
Promotional Appointment of Philip Baglio to the title of Utility Stakeout Technician – Water Authority, effective November 18, 2024 at an hourly rate of \$33.23.

On a motion made by Mrs. Van Vechten, seconded by Mrs. Mason, the foregoing resolution #24-204 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

- #24-205** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:  
Promotional Appointment of Kiley Miller to the title of Senior Drafting Technician, effective November 18, 2024, at an hourly rate of \$38.70.

On a motion made by Mrs. Mason, seconded by Mrs. Van Vechten, the foregoing resolution #24-205 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

**For Item #24-206.** Mr. Trotta sought Board authorization to purchase two new John Deere backhoes from Five Star Equipment, Inc. as part of the 2025 vehicle replacement program. He stated these will replace two 2019 backhoes utilized by the Operations Department.

- #24-206** Authorize the purchase of two (2) new **2025 John Deere 320P Backhoe/Loaders** from **Five Star Equipment, Inc.** in the amount of \$278,400, utilizing NYS OGS Contract for Heavy Equipment, Contract #PC70139, Group #40625, Award #PGB-22792.

On a motion made by Mrs. Van Vechten, seconded by Mrs. Volpe, the foregoing resolution #24-206 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

**For Item #24-207.** Mr. Trotta requested authorization from the Board to purchase a new John Deere wheel loader utilizing the New York State Contract as part of the 2025 vehicle replacement program. Mr. Trotta noted this will replace a 2010 loader located at the Authority's East Side Operations Center.

- #24-207** Authorize the purchase of one (1) new **2025 John Deere 624P Wheel Loader** from **Five Star Equipment, Inc.** in the amount of \$271,842.21, utilizing NYS OGS Contract for Heavy Equipment, Contract #PC70139, Group #40625, Award #PGB-22792.

On a motion made by Mrs. Van Vechten, seconded by Mr. Fero, the foregoing resolution #24-207 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

**For Item #24-208** Mr. Trotta addressed the Board for authorization to purchase one new Bobcat and attachments utilizing the New York State Contract as part of the 2025 vehicle replacement program. He stated the Bobcat will be utilized by the Building and Grounds Department to replace a 2018 Bobcat.

- #24-208** Authorize the purchase of one (1) new **2025 T66 T4 Bobcat Compact Track Loader** with attachments from **DJM Equipment Inc.** in the amount of \$102,827.90, utilizing NYS OGS Contract for Heavy Equipment, Contract #PC69396, Group #40625 Award #PGB-22792

On a motion made by Mrs. Mason, seconded by Mr. Fero, the foregoing resolution #24-208 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

**For Item #24-209**, Mr. Trotta sought authorization from the Board to purchase one new Ford F-550 pickup truck with a platform body and lift gate utilizing the Onondaga County Contract as part of the 2025 vehicle replacement program. Mr. Trotta noted this will be utilized by the warehouse staff to replace a 2009 flatbed truck.

**#24-209** Authorize the purchase of one (1) new **2025 Ford F-550 XLT regular cab 4x4 with 12' HD Rugby platform Body & Lift Gate** from **Van Bortel Ford** in the amount of \$80,300.73, utilizing Onondaga County Contract for Heavy Duty Trucks, Bid Ref. #ONGOV-106-19

On a motion made by Mrs. Van Vechten, seconded by Mrs. Volpe, the foregoing resolution #24-209 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

**For Item #24-210**, Mr. Trotta briefed the Board for authorization to purchase a new Ford van utilizing the Onondaga County Contract as part of the 2025 vehicle replacement program. He noted this will be utilized by the Meter Service Group and then responded to a follow-up question posed by a Board member.

**#24-210** Authorize the purchase of one (1) new **2025 Ford Transit 350 AWD Van, medium roof long wheel base with Adrian Steel Cargo Management System** from **Van Bortel Ford** in the amount of \$76,137.75, utilizing Onondaga County Contract for Police and Administrative Vehicles Bid Ref. #0010808.

On a motion made by Mrs. Van Vechten, seconded by Mrs. Mason, the foregoing resolution #24-210 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

**For Item #24-211**, Mr. Trotta requested Board authorization to purchase a new Ford Escape utilizing the Onondaga County Contract as part of the 2025 vehicle replacement program. He noted this will be utilized by the Production Department to replace a 2016 Equinox.

**#24-211** Authorize the purchase of one (1) new **2025 Ford Escape Active AWD** from **Van Bortel Ford** in the amount of \$31,090.30, utilizing Onondaga Contract for Police and Administrative Vehicles Bid Ref. #0010808

On a motion made by Mrs. Van Vechten, seconded by Mrs. Volpe, the foregoing resolution #24-211 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

**For Item #24-212**, Mr. LaManna addressed the Board for authorization of a blanket purchase order for the as-needed purchase of electrical materials and equipment for maintenance and repairs of the Authority's equipment and facilities. He stated Graybar Electrical Supply is a local firm and the Authority has worked with them for several years.

**#24-212** Authorize a Blanket Purchase Order for the purchase of **various electrical materials and equipment** for maintenance and repair of the Authority's equipment and facilities, to be ordered as needed from **Graybar Electrical Supply** for an estimated total cost up to \$50,000 for the term January 1 through December 31, 2025.

On a motion made by Mrs. Mason, seconded by Mr. Fero, the foregoing resolution #24-212 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

**For Item #24-213**, Mr. LaManna requested authorization for a blanket purchase order for the as-needed purchase of electrical supplies and equipment utilized for maintenance and repair of the Authority's equipment and facilities. He noted Kovalsky-Carr Electrical Supply

Company, Inc. is a local vendor.

- #24-213** Authorize a Blanket Purchase Order for the purchase of **various electrical materials and equipment** for maintenance and repair of the Authority's equipment and facilities, to be ordered as needed from **Kovalsky-Carr Electrical Supply Company, Inc.**, for an estimated total cost up to \$50,000 for the term January 1 through December 31, 2025.

On a motion made by Mrs. Van Vechten, seconded by Mrs. Mason, the foregoing resolution #24-213 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

**For Item #24-214.** Mr. LaManna briefed the Board for authorization of a blanket purchase order for the as-needed purchase of electrical materials and equipment for the maintenance and repair of the Authority's equipment and facilities. He noted Rexel USA, Inc. is a local firm and used to be known as Horizon Solutions.

- #24-214** Authorize a Blanket Purchase Order for the purchase of **various electrical materials and equipment** for maintenance and repair of the Authority's equipment and facilities, to be ordered as needed from **Rexel USA, Inc. LLC** for an estimated total cost up to \$50,000 for the term January 1 through December 31, 2025.

On a motion made by Mrs. Mason, seconded by Mrs. Van Vechten, the foregoing resolution #24-214 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

**For Item #24-215.** Mr. LaManna requested authorization from the Board for a blanket purchase order for the as-needed purchase of emergency generator repair parts, services and diagnostic software for the Authority's Cummins-Onan generators. He noted this is an annual blanket purchase order to support the Authority's generators at various booster pumping stations and other locations which maintain system operations during power outages.

- #24-215** Authorize a Blanket Purchase Order with **Cummins Inc. Sales and Service** for the purchase of **emergency generator repair parts, services, and diagnostic software** for the Authority's Cummins-Onan generators, to be ordered as needed, for an estimated total cost up to \$25,000 for the term January 1 through December 31, 2025.

On a motion made by Mrs. Van Vechten, seconded by Mr. Fero, the foregoing resolution #24-215 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

**For Item #24-216.** Mr. LaManna addressed the Board for authorization of a commodity purchase order for the as-needed purchase of repair parts, services and diagnostic software for the Authority's Caterpillar, Inc. emergency electric power generator equipment from Milton-Cat. The Authority operates and maintains multiple CAT portable and fixed emergency generators at its treatment plants and booster pumping stations to maintain system operations during power outages.

- #24-216** Authorize a Commodity Purchase Order with **Milton-CAT** for the purchase of repair parts, services, and diagnostic software for the Authority's Caterpillar, Inc. **emergency electric power generator equipment** at the quoted unit prices, on an as-needed basis, for an estimated total cost of \$25,000 for the term November 15, 2024 through September 30, 2025.

On a motion made by Mrs. Mason, seconded by Mrs. Van Vechten, the foregoing resolution #24-216 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

**For Item #24-217.** Mr. LaManna sought Board authorization for the as-needed purchase of Intelligent Facility and Security Systems and Solutions materials and services utilizing the New York State Contract. He noted this building management system is used at multiple locations including the Authority's Webster and Lakewater facilities.

**#24-217** Authorize the purchase of **Intelligent Facility and Security Systems and Solutions materials and services**, to be ordered as needed, utilizing New York State Office of General Services Group #77201, Award #23150, Contract #PT68817, from **Johnson Controls, Inc.**, for an estimated amount of \$25,000 per contract term, for an initial term through August 26, 2025, with an option to extend for up to four additional 12-month terms through the contract period ending August 26, 2029.

On a motion made by Mrs. Van Vechten, seconded by Mrs. Volpe, the foregoing resolution #24-217 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

**For Item #24-218.** Mr. LaManna requested Board authorization to purchase 17 cellular communication devices and accessories utilizing the New York State Contract to be used for the Authority's SCADA communication network. He stated these will replace some older devices, as well as add some new devices.

**#24-218** Authorize the purchase of **17 cellular communication devices and accessories** from **TCI Systems, Inc.** utilizing New York State Office of General Services Group #73600, Award #22802, Contract #PM69710 for the Authority's SCADA system network for an estimated amount of \$29,000.

On a motion made by Mrs. Mason, seconded by Mr. Fero, the foregoing resolution #24-218 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

**For Item #24-219.** Mr. Savage briefed the Board for authorization to award a unit price contract to Insituform Technologies, LLC for the 2024 Structural Lining Program Rebid. He outlined the project, which entails cleaning and lining nearly 10,000 feet of water mains in Brighton, Greece, Irondequoit, Penfield and Pittsford. Mr. Savage noted the vendor is currently working on the 2024 Cement Lining Project with the Authority.

**#24-219** Authorize the award of a unit price contract for the **2024 Structural Lining Program - REBID** project to the low responsive, responsible bidder, **Insituform Technologies, LLC** in the bid amount of \$3,790,413.

On a motion made by Mrs. Van Vechten, seconded by Mr. Fero, the foregoing resolution #24-219 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

**For Item #24-220.** Mr. Savage outlined a water main replacement project on Penfield Road in the Town of Penfield, requiring the acquisition of three additional easements. He requested Board authorization to pursue eminent domain, if necessary to acquire these easements to complete the construction, installation, operation and maintenance of the project.

**#24-220** WHEREAS, the Monroe County Water Authority (the "Authority") is replacing approximately 4,800 linear feet of existing 8-inch cast iron water main with new 8-inch ductile iron water main and appurtenances (with Authority Engineering No. 23-026) on Penfield Road in the Town of Penfield, County of Monroe, Zip Code 14625 (the "Project");

WHEREAS, the acquisition of 12 permanent easements from 8 property owners in the Town of Penfield along the Project is necessary for the construction, installation, operation, and maintenance of the Project;

WHEREAS, the Authority has acquired 9 permanent easements necessary for the construction, installation, operation, and maintenance of the Project;

WHEREAS, the remaining three (3) permanent easement necessary for the Project are described on Attachment "A" to this Resolution (the "Easement");

WHEREAS, the Authority has considered whether the acquisition of the Easements is de minimis in nature so that the public interest will not be prejudiced thereby;

WHEREAS, the Authority has considered whether the delay of the acquisition of the Easements will cause harm to the public.

NOW, THEREFORE, it is

RESOLVED, that three (3) Permanent Easements that run along Penfield Road in the Town of Penfield, as further described on Attachment "A" to this Resolution, and its appendices, is necessary to the Project, and it is

FURTHER RESOLVED, that the public use, benefit, or purpose of the acquisition of the Easements is to allow the completion of the construction, installation, operation, and maintenance of the Project, which will provide potable water and water for fire protection to residents in the Town of Penfield; and it is

FURTHER RESOLVED, that the exercise of the power of eminent domain is appropriate and necessary to acquire the Easements for the completion of the construction, installation, operation, and maintenance of the Project; and it is

FURTHER RESOLVED, that the acquisition of the Easements is de minimis in nature so that the public interest will not be prejudiced; and it is

FURTHER RESOLVED, that any delay in the Authority obtaining immediate possession of the Easements will cause harm to the public; and it is

FURTHER RESOLVED, that the Executive Director, or any agent he may designate, is authorized to proceed immediately to acquire the Easements through exercise of the Authority's power of eminent domain pursuant to the provisions of New York State's Eminent Domain Procedure Law ("EDPL"); and it is

FURTHER RESOLVED, that public interests will be prejudiced by delay and, accordingly, the Executive Director, or any agent he may designate, is authorized to petition a court of competent jurisdiction for immediate possession and right of entry pursuant to EDPL §402 (B) (6) and/or to pursue any other lawful method of taking the Easements ("Condemnation Action"); and it is

FURTHER RESOLVED, that the Executive Director, or any agent he may designate, shall retain the authority to negotiate the purchase of the Easements on terms determined reasonable by him during the pendency of the Condemnation Action should that course of action be deemed by him to be feasible and desirable; and it is

FURTHER RESOLVED, that the Executive Director, or any agent he may designate, shall execute any and all documents necessary in the opinion of counsel to the Authority to give effect to the resolutions made herein; and it is



FURTHER RESOLVED, that the Executive Director shall have the authority to take such other actions as he deems advisable and necessary in relation to obtaining the Easements.

On a motion made by Mr. Fero, seconded by Mrs. Van Vechten, the foregoing resolution #24-220 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

**For Item #24-221.** Mr. Savage briefed the Board for authorization to enter into an agreement with the New York State Department of Transportation to allow their contractors to adjust valve boxes and make adjustments to the water system facilities, as necessary to complete work on Route 204 (Brooks Ave.) in the Town of Gates. He noted the work will be completed at no cost to the Authority.

**#24-221** WHEREAS, the New York State Department of Transportation proposes the construction, reconstruction, or improvement **NY Route 204 Pavement Rehabilitation from Route 33A to Rochester City Line, Monroe County, P.I.N. 4204.26**, and

WHEREAS, the State will include as part of the construction, reconstruction, or improvement of the above mentioned project the **adjustment of 17 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.

On a motion made by Mrs. Van Vechten, seconded by Mrs. Mason, the foregoing resolution #24-221 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

#### **FINANCE COMMITTEE REPORT – Presented by Mr. Fero, Committee Chairperson**

Mr. Fero briefed the Board on the Finance Committee meeting held on November 7, 2024, at which the first item before the Committee was the review of the proposed 2025 Water Rates Schedule. He reported the Director of Finance, Amy Molinari, gave a detailed presentation



on the proposed 2025 Rates Schedule and responded to questions posed by Committee members. Following Ms. Molinari's review and some discussion, the Committee unanimously agreed to approve the 2025 Water Rates schedule and to forward to the full Board for approval.

Mr. Fero proceeded to the next item on the Agenda, the re-adoption of the Debt Management Policy. He reported that no changes were recommended and the Committee voted to re-adopt the policy and forward to the full Board for its approval.

Mr. Fero stated the final item on the Agenda was to schedule meetings for 2025, to which the Committee agreed on dates of October 2<sup>nd</sup> and November 6<sup>th</sup>, both to commence at 8:00 a.m. He concluded his report by stating minutes of the Finance Committee's November 7<sup>th</sup> meeting are posted on the MCWA website.

**For Item #24-222.** Ms. Molinari directed the Board members to their folders for a copy of the redline version of the Authority's Rules for the Sale of Water and Collection of Rents and Charges, effective January 1, 2025 and welcomed any further questions from the Board Members.

**#24-222** Approve an amendment to the **Authority's Rules for the Sale of Water and the Collection of Rents and Charges** effective January 1, 2024 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, and twice in the Batavia Daily News; and filed in the Monroe County Clerk's office.

On a motion made by Mrs. Van Vechten, seconded by Mrs. Volpe, the foregoing resolution #24-222 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

**For Item #24-223.** Ms. Molinari provided notification of the upcoming Public Information Meeting pertaining to the 2025 water rates, scheduled for Wednesday, December 4, 2024 at 3:00 p.m. at the Authority's East Side Operations Center.

**#24-223** WHEREAS, the Monroe County Water Authority has adopted a water rate schedule effective January 1, 2025, 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 4, 2024 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.

On a motion made by Mrs. Van Vechten, seconded by Mrs. Volpe, the foregoing resolution #24-223 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

**For Item #24-224,** Ms. Molinari stated there were no changes to the Debt Management Policy, the policy outlines how the Authority maintains and issues debt.

**#24-224** Upon recommendation of the Monroe County Water Authority's Finance Committee, the Board hereby re-adopts the **Debt Management Policy**, as presented.

On a motion made by Mrs. Volpe, seconded by Mrs. Mason, the foregoing resolution #24-224 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

**For Items #24-225 and #24-226,** Ms. Molinari addressed the Board regarding the Authority's 3<sup>rd</sup> Quarter Investment and Financial Reports for the period ending September 30, 2024. Ms. Molinari discussed each report, copies of which were also enclosed in Board Members' packets and distributed in advance of the meeting date for their prior review.

**#24-225** Approve the Authority's **3rd Quarter Investment Report** for the period ending September 30, 2024, as presented.

On a motion made by Mrs. Van Vechten, seconded by Mrs. Mason, the foregoing resolution #24-225 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

**#24-226** Approve the Authority's **3rd Quarter Financial Report** for the period ending September 30, 2024, as presented.

On a motion made by Mrs. Van Vechten, seconded by Mrs. Mason, the foregoing resolution #24-226 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

**GOVERNANCE COMMITTEE REPORT** – Presented by Mrs. Volpe, Committee Chairperson

Mrs. Volpe briefed the Board on the Governance Committee meeting held Thursday, November 7<sup>th</sup>, 2024, at which all of the items on the Agenda were Water Authority policies needing review and approval or re-adoption. Mrs. Volpe stated that Mr. Noce gave a brief description of the following policies, which were previously reviewed by executive staff and recommended for re-adoption without revisions: Code of Ethics Policy, Conflicts of Interest Policy, Software Code of Ethics Policy, Whistleblower Policy, and Disposal Guidelines. She reported the Committee members voted unanimously to re-adopt these policies, as presented, and forward to the full Board for re-adoption.

Mrs. Volpe stated Ms. Molinari presented the committee with recommended revisions to the Purchasing and Procurement Guidelines, which were just housekeeping updates. Mrs. Volpe reported the committee members voted to adopt the revised Purchasing and Procurement Guidelines and to forward to the full Board for its approval.

Mrs. Volpe concluded her report by stating the Governance Committee scheduled its 2025 meeting dates for March 6<sup>th</sup>, and November 6<sup>th</sup>, both to commence at 8:30 a.m., and the minutes of the November 7<sup>th</sup> meeting are posted of the MCWA website.

**For Items #24-227 to #24-231,** Mr. Noce stated no revisions were made to these policies and the Governance Committee recommends straight re-adoptions of these policies.

**#24-227** Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby re-adopts the **Code of Ethics Policy**, as presented.

On a motion made by Mrs. Van Vechten, seconded by Mrs. Mason, the foregoing resolution #24-227 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

**#24-228** Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby re-adopts the **Conflicts of Interest Policy**, as presented.

On a motion made by Mrs. Van Vechten, seconded by Mrs. Mason, the foregoing resolution #24-228 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

**#24-229** Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby re-adopts the **Software Code of Ethics Policy**, as presented.

On a motion made by Mrs. Mason, seconded by Mrs. Van Vechten, the foregoing resolution #24-229 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

**#24-230** Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby re-adopts **Whistleblower Policy**, as presented.

On a motion made by Mrs. Van Vechten, seconded by Mrs. Mason, the foregoing resolution #24-230 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

**#24-231** Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby re-adopts the **Disposal Guidelines**, as presented.

On a motion made by Mr. Fero, seconded by Mrs. Mason, the foregoing resolution #24-231 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

**For Item #24-232**, Ms. Molinari noted the only recommended revisions pertain to minor housekeeping items.

**#24-232** Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby adopts the revised **Purchasing and Procurement Guidelines**, as presented.

On a motion made by Mrs. Mason, seconded by Mrs. Van Vechten, the foregoing resolution #24-232 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

#### **COMPENSATION COMMITTEE REPORT** – Presented by Mrs. Van Vechten, Committee, Chair

Mrs. Van Vechten briefed the Board of the Compensation Committee meeting held on November 7, 2024 at 9:00 a.m. She stated the Committee met in Executive Session to discuss the performance appraisal of the Executive Director. No formal action was taken. Mrs. Van Vechten concluded her report by stating the next Compensation Committee meeting will be scheduled as needed and the minutes of the November 7<sup>th</sup> meeting are posted of the MCWA website.

**#24-ES** 9:30 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 for the full Board to discuss the employment performance history and performance evaluations of the Executive Director.

Moved by Mrs. Mason, seconded by Mr. Fero, and put to a roll call vote, the Board unanimously agreed to enter Executive Session. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten) NAYS: 0

9:50 a.m. – Motion to conclude Executive Session: Moved by Mrs. Van Vechten, seconded by Mrs. Mason, put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

Chairman Nasca called this Regular Meeting back in open session with no formal action taken.

**For Item #24-233.** Ms. Megan Dorritie, Esq. from Harter, Secrest and Emery reviewed the Prohibited Contractor List for 2024 pursuant to the Code of Ethics Policy. She recommended one revision, to eliminate entries associated with former Board members, Joseph Rulison and Allen Bernstein.

**#24-233** Resolved hereby to adopt the Monroe County Water Authority **Prohibited Contractor List**, updated October 4, 2024, as issued by the Monroe County Water Authority Ethics Board.

On a motion made by Mrs. Van Vechten, seconded by Mr. Fero, the foregoing resolution #24-233 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

**#24-234** 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 Mrs. Van Vechten, seconded by Mrs. Mason, the foregoing resolution #24-234 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten); NAYS: 0

**In Board folders for review:**

- RFQ for Cathodic Protection and Corrosion Services
- RFQ for SCADA Control System Support Services
- Proposed Board Meeting Dates for 2025
- Memo listing separations from employment
- 2025 Budget

There being no further business to come before the Authority, Chairman Nasca adjourned this Regular Meeting at 9:55 a.m.



Diane L. Hendrickson, Recording Secretary



Scott D. Nasca, Chairman