

**MONROE COUNTY WATER AUTHORITY
REGULAR MEETING**

THURSDAY, January 9, 2025 ~ 9:00 a.m.

Board Room

General Offices, 475 Norris Drive, Rochester, New York

Roll Call

Pledge of Allegiance

#25-001 Approve minutes of the Authority's Regular Meeting, held on Thursday, December 12, 2024.

Moved By:

Seconded By:

Voice Vote:

#25-002 Accept list of disbursements on check registers dated December 4, December 11, December 18, and December 30, 2024, which were forwarded to the Authority Members for their review.

Moved By:

Seconded By:

Voice Vote:

#25-003 Accept Purchase Order List of materials and supplies for the period December 2, 2024 through December 30, 2024 in the amount of \$1,939,778.77.

Moved By:

Seconded By:

Voice Vote:

COMMUNICATIONS/NOTIFICATIONS

#25-004 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission: Appointment of Tyler Zinck to the title of Maintenance Mechanic III, effective January 13, 2025 at an hourly rate of \$32.67.

Moved By:

Seconded By:

Roll Call Vote:

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#25-005 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:
Appointment of Sean Connell to the title of Utility Stakeout Technician – Water Authority, effective January 27, 2025 at an hourly rate of \$34.56.

Moved By:
Seconded By:
Roll Call Vote:

#25-006 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:
Promotional Appointment of Casey Bauch to the title of Skilled Laborer, effective January 13, 2025 at an hourly rate of \$27.11.

Moved By:
Seconded By:
Roll Call Vote:

#25-007 Authorize the purchase of **four (4) 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 \$303,388.12, utilizing the Onondaga County Contract for Police and Administrative Vehicles Bid Ref. #0010808.

Moved By:
Seconded By:
Roll Call Vote

#25-008 Authorize the purchase of **one (1) New 2025 Ford F-350 XL Extended Cab 4x4 with Reading Service Body and Western Pro Plow** from **Van Bortel Ford** in the amount of \$85,840.63, utilizing the Onondaga County Contract for Police and Administrative Vehicles Bid Ref. #0010808.

Moved By:
Seconded By:
Roll Call Vote

#25-009 Authorize the award of the **Scrubber Installation, Webster Water Treatment Plant** contract to low responsive, responsible bidder, **John W. Danforth Company** for the bid amount of \$278,700.

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Moved By:
Seconded By:
Roll Call Vote

#25-010 Authorize the purchase of 18 **Cisco switches** and accessories from **CDW Government LLC** utilizing New York State Office of General Services Group #73600, Award #22802, Contract #PM20800 for improvements to the Authority's SCADA system communication network for an estimated amount of \$74,100.

Moved By:
Seconded By:
Roll Call Vote

#25-011 Authorize the award of the **Salt Supply for Corfu WTP** unit price contract to the low responsive, responsible bidder, **Midwest Salt, LLC** for the bid amount of \$89,250 (\$525.00/ton) with the option to extend the contract for up to four additional one-year terms upon mutual consent.

Moved By:
Seconded By:
Roll Call Vote

#25-012 Authorize a Blanket Purchase Order for the purchase of **Industrial and Commercial Supplies and Equipment** not included on New York State Contract, to be ordered as needed from **MSC Industrial Supply Company**, for an estimated total cost of \$5,000 for the term ending December 31, 2025.

Moved By:
Seconded By:
Roll Call Vote

#25-013 WHEREAS, the New York State Department of Transportation proposes to undertake projects to construct, reconstruct, or improve various components of the State's transportation system in 2025; and

WHEREAS, pursuant to Section 10, Subdivision 24, of the State Highway Law, the State will include as part of its construction, reconstruction or improvement projects the relocations of and adjustments to, the facilities of Monroe County Water Authority that are in conflict with proposed improvements; and

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WHEREAS, the relocations of or adjustments to facilities of Monroe County Water Authority will meet the requirements of the owner and will be completed at the expense of the State, as shown on contract plans, Utility Special Notes, and as addressed in an HC-140, having a copy of this Resolution attached; and

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

WHEREAS, the Monroe County Water Authority wishes to enact a single resolution to cover all applicable instances of construction, reconstruction, or improvement for the Calendar Year 2025.

NOW, THEREFORE,

BE IT RESOLVED: That the Monroe County Water Authority approves the relocation of and adjustment to their water facilities and related appurtenances and the work performed by the State and that the Monroe County Water Authority will maintain or cause to be maintained the adjusted water facilities; and

BE IT FURTHER RESOLVED: That this resolution is approved beginning January 1, 2025, and will remain in effect through December 31, 2025; and

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 clerk of the Monroe County Water Authority is hereby directed to transmit **(5)** certified copies of the foregoing resolution to the New York State Department of Transportation.

Moved By:
Seconded By:
Roll Call Vote

#25-014

WHEREAS, in November 2024, the Monroe County Water Authority (the “Authority”) sent a Request for Qualifications (“RFQ”) to numerous insurance brokerage firms with the intent to choose one or more firms as a **Broker of Record** for one or more of the Authority’s insurance coverages; and

WHEREAS, two firms responded to the RFQ; and

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WHEREAS, the Authority has found both firms qualified to serve as Broker of Record.

NOW THEREFORE, it is

RESOLVED, the Authority hereby appoints **Arthur J Gallagher & Co.** and **USI Insurance Services** to serve as **Brokers of Record for general insurance policies** maintained by the Authority including, but not limited to, the following types of insurance: General Liability, Public Officials Liability, Employment Practices Liability, Property, Equipment Breakdown, Inland Marine, Automobile, Crime, DIC-Excess Flood & Earthquake, Pollution, Owners & Contractors Protective (OCP), Employee Protection-Travel Accident (AD&D), Cyber, Umbrella/Excess Liability.

FURTHER RESOLVED, all appointments for Broker of Record shall be for an initial term of three years with the option for the Authority to extend any such appointment for up to two additional one-year renewal terms.

FURTHER RESOLVED, regardless of the initial Broker of Record appointments, the Authority reserves the right to modify at any time during the initial term or renewal term, in its sole discretion, one or all of the appointments (including, but not limited to, adding additional firms).

FURTHER RESOLVED, the Members and staff of the Authority are hereby authorized and directed for and on behalf of the Authority and in its name to do all such further acts and things as may be necessary, or in the opinion of the person so acting, desirable and proper to effect the purposes of the foregoing resolution.

Moved By:
Seconded By:
Roll Call Vote

#25-015 Resolved hereby to adopt the Monroe County Water Authority **Prohibited Contractor List**, updated December 6, 2024, as issued by the Monroe County Water Authority Ethics Board.

Moved By:
Seconded By:
Roll Call Vote

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#25-016 The Members of the Authority expressly make the following determination for all awards of Procurement Contracts made during this meeting: (i) the proposed awardee has been found to be responsible; (ii) the proposed awardee complied with the State Finance Law provisions regarding Permissible Contacts (as defined in the Authority's Procurement Disclosure Policy); (iii) the proposed awardee has (or will prior to the final award being effective) complied with the State Finance Law provisions that require disclosure of all information required to be in the Authority's Solicitation Materials (as such term is defined in the Authority's Procurement Disclosure Policy); and (iv) the procurement process did not involve conduct that is prohibited by the Public Officers Law, the Authority's Procurement Disclosure Policy, and the Authority's Code of Ethics and Conflict of Interest Policies.

Moved By:

Seconded By:

Roll Call Vote: