

**MONROE COUNTY WATER AUTHORITY
REGULAR MEETING**

THURSDAY, October 8, 2020 ~ 9:30 a.m.

Main Conference Room

General Offices, 475 Norris Drive, Rochester, New York

Roll Call

Pledge of Allegiance

#20-175 Approve minutes of the Authority's Regular Meeting, held on September 3, 2020.

Moved By:

Seconded By:

Voice Vote:

#20-176 Accept list of disbursements on check registers dated August 26, September 2, September 9, September 16, and September 23, 2020, which were forwarded to the Authority Members for their review.

Moved By:

Seconded By:

Voice Vote:

#20-177 Accept Purchase Order List of materials and supplies for the period August 27 through September 30, 2020 in the amount of \$718,395.13.

Moved By:

Seconded By:

Voice Vote:

COMMUNICATIONS/NOTIFICATIONS

#20-178

RESOLUTION #20-178

**EXPRESSING APPRECIATION FOR YEARS OF SERVICE AND
BEST WISHES OF THE MONROE COUNTY WATER AUTHORITY BOARD
TO RAYMOND W. BENSHOFF UPON HIS RETIREMENT**

*WHEREAS, Raymond W. Benshoff, a longtime employee of the Water Authority,
has retired as of September 25, 2020; and*

*WHEREAS, Raymond W. Benshoff is a highly skilled and knowledgeable 24 year
veteran of the Water Authority; and*

*WHEREAS, Raymond W. Benshoff 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*

Raymond W. Benshoff, MCWA Retiree.

Moved By:
Seconded By:
Roll Call Vote:

#20-179 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission: Appointment of Kerry Sharp to the position of Communications Aide effective November 2, 2020, at Salary Schedule 3, Group 3.

Moved By:
Seconded By:
Roll Call Vote:

#20-180 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission: Promotional Appointment of Jeffrey Krahe to the position of Utility Worker effective October 12, 2020, at Salary Schedule 4, Group 3.

Moved By:
Seconded By:
Roll Call Vote:

#20-181 Authorize the use of New York State OGS Contract, Group #73600, Award #22802, Contract #PM20820, for the purchase of one (1) new **Dell Power Edge vSan Server** from **Quality & Assurance Tech Corp.** in the amount of \$32,382.76.

Moved By:
Seconded By:
Roll Call Vote:

#20-182

WHEREAS, the Monroe County Water Authority has utilized **Amazon Web Services (AWS)** for the past several years in **hosting the former and newly-revised MCWA website and customer portal**; and

WHEREAS, our current website, customer portal, and associated programs are all designed specifically and uniquely for AWS, and conversion to another provider would result in significant time and expense in the re-writing of programs; and

WHEREAS, Information Technology staff have been trained and certified by AWS for its use and have determined that AWS is the best venue for this purpose; and

WHEREAS, the Authority's *Purchasing and Procurement Guidelines* has Appropriate Circumstances for **Standardization of Goods and Services** under which such a provision would be satisfied.

NOW, THEREFORE BE IT RESOLVED that:

In order to provide for the most efficient and economic hosting of the MCWA website and customer portal as outlined above, Amazon Web Services will be the platform utilized for this purpose.

FURTHER RESOLVED, that 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 acts and things required or as may be necessary, or in the opinion of the Officer so acting, desirable and proper to effect the purposes of the foregoing resolutions and to cause compliance by the Authority with all of the provisions of the foregoing resolutions.

Moved By:
Seconded By:
Roll Call Vote:

#20-183

Authorize the as-needed use of **Monroe County Contract No. 0911-18 (4700007496)** for **Sprinkler Inspection, Testing and Maintenance** (currently awarded to **Davis-Ulmer Sprinkler Company**) through the initial contract period ending 10/31/2021, with the option to extend for up to four additional one-year periods in accordance with the terms of the Monroe County Contract, for an estimated annual amount of \$40,000.

Moved By:
Seconded By:
Roll Call Vote:

#20-184 Authorize the as-needed use of **Monroe County Contract** BP #0809-17 (4700007419) – **Heavy Equipment Rental** (currently awarded to **CP Ward, Inc.**) through the initial contract period ending 09/30/2021, with the option to extend for up to four additional one-year periods in accordance with the terms of the Monroe County Contract, for an estimated annual amount of \$200,000.

Moved By:
Seconded By:
Roll Call Vote:

#20-185 Authorize the Executive Director to enter into any and all agreements with the New York State Department of Transportation for the **NY-286 (Atlantic Avenue) at Five Mile Line Road Intersection Improvements, Town of Penfield, Monroe County, P.I.N. 4286.06.321.**

WHEREAS, the State will include as part of the construction, reconstruction, or improvement of the above mentioned project the relocation of approximately **2 hydrants and the adjustment of 7 valves**, pursuant to Section 10, Subdivision 24, of the State Highway Law, as shown on the contract plans and Utility Special Notes 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 adjustments 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:

#20-186 Authorize the Executive Director to enter into any and all agreements with the New York State Department of Transportation for the **NY-390 Corridor Multi-Use Trail System, Town of Greece, Monroe County, P.I.N. 4390.08.321.**

WHEREAS, the State will include as part of the construction, reconstruction, or improvement of the above mentioned project **the elevation of approximately five (5) water valve boxes, one meter vault cover, and verification of location and depth or relocation of water main at approximately three (3) locations**, pursuant to Section 10, Subdivision 24, of the State Highway Law, as shown on the contract plans and Utility Special Notes 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:

FINANCE COMMITTEE REPORT

#20-187 Based upon a Request for Proposals to financial advisory firms, along with a review of responses, the Authority hereby designates **Capital Markets Advisors, LLC** to act as the **Authority's Financial Advisor** for a term not to exceed three years, at the following rates: President: \$275/hour; Vice-President: \$200/hour; Associates: \$150/hour.

Moved By:
Seconded By:
Roll Call Vote:

#20-188 **RESOLVED:** That the Authority's Preliminary Budget for the calendar year 2021 totaling \$81,641,373 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 2021.

Moved By:
Seconded By:
Roll Call Vote:

#20-189 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:

GOVERNANCE COMMITTEE REPORT

#20-190 Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby readopts the **Conflicts of Interest Policy**, as presented.

Moved By:
Seconded By:
Roll Call Vote:

#20-191 Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby readopts the **Code of Ethics Policy**, as presented.

Moved By:
Seconded By:
Roll Call Vote:

#20-192 Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby readopts the **Policy Governing the Use of Authority Discretionary Funds**, as presented.

Moved By:
Seconded By:
Roll Call Vote:

#20-193 Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby readopts the **Policy Regarding the Acquisition of Interests in Real Property**, as presented.

Moved By:
Seconded By:
Roll Call Vote:

#20-194 Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby readopts the **Disposal Guidelines**, as presented.

Moved By:
Seconded By:
Roll Call Vote:

#20-195 Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby readopts the **Software Code of Ethics Policy**, as presented.

Moved By:
Seconded By:
Roll Call Vote: