

MINUTES

**MONROE COUNTY WATER AUTHORITY
REGULAR MEETING
THURSDAY, August 13, 2020 @ 9:30 a.m.
Main Conference Room
General Offices, 475 Norris Drive, Rochester, New York**

9:30 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 (6): S. Nasca, S. Volpe, M. Fero, A. Bernstein, R. Hurlbut W. Bleier-Mervis

Staff present: N. Noce, Executive Director; L. Magguilli, Assistant to the 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; R. Benschoff, Executive Director of Operations

General Counsel present: John M. Jennings – Harter, Secrest & Emery
Andrew Dean – 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

#20-142 Approve minutes of the Authority's Regular Meeting held on July 9, 2020.

On a motion made by Mr. Hurlbut, seconded by Mr. Bernstein, the foregoing resolution #20-142 was put to a voice vote and unanimously carried. AYES: 6; NAYS: 0

#20-143 Approve list of disbursements on check registers dated July 1, July 8, July 15, July 22, and July 29, 2020, which were forwarded to the Authority Members for their review.

On a motion made by Mr. Bernstein, seconded by Ms. Bleier-Mervis, the foregoing resolution #20-143 was put to a voice vote and unanimously carried. AYES: 6; NAYS: 0

#20-144 Accept Purchase Order List of materials and supplies for the period July 2 through August 5, 2020 in the amount of \$175,249.87.

On a motion made by Mr. Hurlbut, seconded Mrs. Volpe, the foregoing resolution #20-144 was put to a voice vote and unanimously carried. AYES: 6; NAYS: 0

COMMUNICATIONS/NOTIFICATIONS

Mr. Noce reminded the Board of their mandatory NYS ABO Training and MCWA Budget Workshops, both of which are being held this month.

Mr. Noce informed the Board that an unknown individual (or individuals) has been painting fire hydrants in the Village of Fairport without authorization. The hydrants are being painted in a multitude of colors and designs. As a matter of public safety, hydrants are required to be painted yellow so they can be easily spotted by fire fighters. We are working with Village Administration and Fire Department officials and hope to rectify this situation soon.

Mr. Noce directed the Board to a list of municipal advisory firms who will be the recipients of a Request for Proposal to provide financial advisory services to the Water Authority. If any Board member has a firm or firms they wish to recommend be added to the recipient list, they should notify Amy Molinari. This procurement opportunity will also be posted on the MCWA website.

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#20-145 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Promotional appointment of Matthew Cavallaro to the title of Utility Worker effective August 17, 2020 at Salary Schedule 4, Group 3.

On a motion made by Mr. Hurlbut, seconded by Mr. Fero, the foregoing resolution #20-145 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis); NAYS: 0

For Item #20-146, Mr. Benschhoff briefed the Board for authorization under New York State OGS Contract. He indicated this is a local tire supplier/vendor we have purchased from previously, and they have provided excellent service.

#20-146 Authorize the purchase of various new **Tires and Related Services** for MCWA vehicles utilizing New York State Contract Group #30600, Award #PGB-23149 from vendor-awarded **Lewis General Tires, Inc.** for a one-year term and for an estimated total cost of \$100,000.

On a motion made by Mr. Bernstein, seconded by Mr. Hurlbut, the foregoing resolution #20-146 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis); NAYS: 0

For Item #20-147, Mr. Benschhoff addressed the Board for authorization in utilizing Monroe County Contract. He spoke about the types of replacement parts and supplies available under this contract to be used throughout the year by the Authority in maintaining and repairing Ford fleet vehicles, mentioning we have dealt with this vendor, located south of Buffalo, the past three years, and it has worked well.

#20-147 Authorize the purchase of various **Ford Vehicle Parts and/or Supplies**, ordered as needed for maintenance and repair of Water Authority vehicles utilizing Monroe County Contract #0601-17 (4700007408) from vendor-awarded **Emerling Ford, Inc.** for an estimated amount of \$20,000 through the contract period ending July 31, 2021.

On a motion made by Mr. Bernstein, seconded by Mrs. Volpe, the foregoing resolution #20-147 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis); NAYS: 0

For Item #20-148, Mr. Benschhoff once again briefed the Board for authorization in utilizing Monroe County Contract for the purchase of various Fasteners. Fasteners will be purchased as needed by the Water Authority's FFO and Production & Transmission departments. We have successfully conducted business with this vendor for many years.

#20-148 Authorize the purchase of various **Fasteners** (bolts and nuts) utilizing Monroe County Contract #709-17 (4700007412) from vendor-awarded **Fasteners Direct** for an estimated amount of \$20,000 through the contract period ending July 31, 2021.

On a motion made by Ms. Bleier-Mervis, seconded by Mr. Bernstein, the foregoing resolution #20-148 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis); NAYS: 0

For Item #20-149, Mr. LaManna spoke to the Board for re-authorization of the Water Authority's participation in Monroe County's Energy Aggregation Group. The County executes contracts with energy suppliers at reduced rates, which are then available to the participants. The Authority has been a member of the Group for the past 20 years and has realized a savings of over \$3.1 million.

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- #20-149** Authorize the Executive Director to enter into an **Inter-municipal Agreement** with Monroe County for the Authority's participation in the **Monroe County Energy Aggregation Group** for a five year term.

On a motion made by Mr. Hurlbut, seconded by Ms. Bleier-Mervis, the foregoing resolution #20-149 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis); NAYS: 0

For Item #20-150, Mr. LaManna addressed the Board for authorization to award a contract for the 20-inch pump isolation valve. He recapped the bid results and stated that the vendor has done good work for us in the past.

- #20-150** Authorize the award of the **20-inch Pump Isolation Valve** contract to the low responsive, responsible bidder, **Upstate Valve and Control, Inc.** for the bid amount of \$14,850.

On a motion made by Mr. Rulison, seconded by Mr. Bernstein, the foregoing resolution #20-150 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis); NAYS: 0

For Item #20-151, Mr. LaManna briefed the Board for authorization to award a contract for fabrication of a corrosion-resistant fiberglass shelter to house the de-chlorination chemical storage and feed system at the Thornell Pump Station. He summarized the bid results, indicated the vendor has done satisfactory work for the Water Authority, and noted that the bid was below the engineer's estimate.

- #20-151** Authorize the award of the **Thornell Pump Station Fiberglass Shelter Contract** to the low responsive, responsible bidder, **MEKCO, a Division of Concept Works**, for the bid amount of \$21,979.

On a motion made by Mr. Bernstein, seconded by Mr. Hurlbut, the foregoing resolution #20-151 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis); NAYS: 0

For Item #20-152, Mr. LaManna addressed the Board on this item in addition to their having received his memorandum in advance of this meeting, detailing justification for the Standardization on General Electric Industrial Communications LLC MDS, which we have utilized in the monitoring and control of our facilities for over 20 years. Shoremont staff have determined this equipment to be the most reliable and cost-effective equipment for the Water Authority's SCADA communication needs. He also noted that radio equipment utilizes a communication protocol that is unique to each manufacturer and is not compatible with equipment from other manufacturers. Mr. LaManna responded to a follow-up question from a Board member.

- #20-152** WHEREAS, the Monroe County Water Authority (the "Authority") has studied whether it should now standardize on **General Electric Industrial Communications LLC MDS ("GE MDS")** equipment in order to maintain the efficiency, compatibility, and reliability of our supervisory control and data acquisition (SCADA) radio communication systems for monitoring and control of the Authority's treatment plants, booster pumping stations, storage facilities, and other remote facilities, and

WHEREAS, the Production and Transmission Department staff has found this equipment to be significantly more robust, durable, and reliable than other manufacturers' equipment, and

WHEREAS, the Authority currently has other compatible equipment that will result in smaller parts inventory, and

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WHEREAS, the Authority's operations and maintenance staff are trained in the installation, configuration, calibration, operation, and maintenance of this equipment, and

WHEREAS, upon the recommendation of the Authority's Production and Transmission Department, the Authority has determined that GE MDS radio equipment is the most efficient and economical equipment currently available for the Authority's SCADA radio communications systems.

NOW, THEREFORE, BE IT RESOLVED that:

1. In order to provide for the most efficient and economic source of radio equipment for SCADA communication systems and for the reasons stated above, all purchases or procurements by the Authority of radio equipment, specifically for the Authority's SCADA radio communication systems for monitoring and control of the Authority's treatment plants, booster pumping stations, storage facilities, and other remote facilities, and any ancillary equipment, must be GE MDS.
2. 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.

On a motion made by Mr. Fero, seconded by Mrs. Volpe, the foregoing resolution #20-152 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis); NAYS: 0

For Item #20-153, Mr. Savage sought Board authorization in the award a contract for Phase III of the Brockport Water Treatment Plant West Side Demolition. He gave a brief history of the Brockport plant, outlined the project scope, summarized the bid results, and noted that the low bidder has done satisfactory work for the Water Authority in the past.

#20-153 Authorize the award of a lump sum contract for the **Brockport Water Treatment Plant West Side Demolition, Phase III** project to the low responsive, responsible bidder, **Frederico Demolition, LLC** in the bid amount of \$82,694.

On a motion made by Mr. Bernstein, seconded by Ms. Bleier-Mervis, the foregoing resolution #20-153 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis); NAYS: 0

For Item #20-154, Mr. Savage briefed the Board for authorization in amending Resolution #20-113 to reflect a change the model name of the large plotter/printer and associated equipment to be purchased off New York State Contract. Mr. Savage explained that after the July Board meeting, the vendor notified the Authority that they were unable to supply the 3500 model and would be substituting with a newer model, which offered the same features and for the same price. Several days later, the vendor informed us that someone had hacked into their computer system, causing it to incorrectly indicate the model 3500 was out of stock. Since we are unsure which model we will receive, we would like to eliminate the model number from the original resolution. Mr. Savage responded to a follow-up question from a Board member.

#20-154 Authorize an **amendment to Resolution #20-113** to correct the model name of the large plotter/printer and associated equipment to be purchased under New York State OGS Contract Group #73600, Award #22802, contract #PM68151, from Océ ColorWave 3500 System to **Océ ColorWave System**.

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On a motion made by Mr. Hurlbut, seconded by Mrs. Volpe, the foregoing resolution #20-154 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis); NAYS: 0

#20-155 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. Hurlbut, seconded by Mr. Bernstein, the foregoing resolution #20-155 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis); NAYS: 0

For Items #20-156 and #20-157, Ms. Molinari addressed the Board in discussion of the 2nd Quarter Investment and 2nd Quarter Financial Reports, which were enclosed in their packets of information on agenda items and distributed in advance of the meeting for their prior review. She responded to several questions posed by Board members.

#20-156 Approve the **Authority's 2nd Quarter Investment Report** for the period ending June 30, 2020, as presented.

On a motion made by Mr. Hurlbut, seconded by Mr. Bernstein, the foregoing resolution #20-156 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis); NAYS: 0

#20-157 Approve the **Authority's 2nd Quarter Financial Report** for the period ending June 30, 2020, as presented.

On a motion made by Mr. Hurlbut, seconded by Mr. Bernstein, the foregoing resolution #20-157 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis); NAYS: 0

EXECUTIVE SESSION

#20-ES 09:55 a.m. Chairman Nasca requested a motion to enter Executive Session pursuant to Section 105(l)(f) of the New York Public Officers Law in order for the Board to discuss the employment performance history of a particular employee.

Moved by Mr. Fero, seconded by Mr. Hurlbut, and put to a roll call vote, the Board unanimously agreed to enter Executive Session. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis); NAYS: 0

10:03 a.m. Motion to conclude Executive Session: Moved by Mr. Fero, seconded by Mrs. Volpe, the Board upon voice vote unanimously agreed to conclude Executive Session. No formal action was taken.

Chairman Nasca called this Regular Meeting back in Open Session.

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In Board folders for review:


- Notification of firms to receive RFQ to provide financial advisory services.

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There being no further business to come before the Authority, Chairman Nasca adjourned this Regular Meeting at 10:05 a.m.



Diane L. Hendrickson, Recording Secretary



Scott D. Nasca, Chairman