

**MONROE COUNTY WATER AUTHORITY
REGULAR MEETING**

Thursday, November 8, 2018

9:30 a.m.

Board Room, General Offices, 475 Norris Drive, Rochester, New York

Roll Call

Pledge of Allegiance

#18-216 Approve minutes of the Authority's Regular Meeting held on October 11, 2018.

Moved By:

Seconded By:

Vote:

#18-217 Accept list of disbursements on check registers dated October 10, October 17, October 24, and October 31, 2018 which were forwarded to the Authority Members for their review.

Moved By:

Seconded By:

Vote:

#18-218 Accept Purchase Order List of materials and supplies for the period October 5, 2018 through October 31, 2018 in the amount of \$761,691.39.

Moved By:

Seconded By:

Vote:

COMMUNICATIONS / NOTIFICATIONS

COMPENSATION COMMITTEE – NO REPORT

#18-219 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Appointment of **Cady Joy** to the title of **Utility Worker, effective November 26, 2018** at Salary Schedule 4, Group 3, Step 1.

Moved By:

Seconded By:

Roll Call Vote:

#18-220 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Appointment of **Brandon Miller** to the title of **Utility Worker, effective November 12, 2018** at Salary Schedule 4, Group 3, Step 1.

Moved By:

Seconded By:

Roll Call Vote:

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#18-221 Authorize MCWA Executive Director to **execute Memorandum of Understanding** with the Civil Service Employees Association (CSEA-Local 1000, Unit 7405) pertaining to a settlement reached on behalf of a particular MCWA employee.

Moved By:
Seconded By:
Roll Call Vote:

#18-222 Authorize **the purchase of Wonderware software license and support services from Wonderware North (Q-mation)** for an estimated amount of \$33,000 per year for an initial term of one-year, with the option to extend for up to two additional one-year terms upon mutual consent, with an allowable cost escalation not to exceed 1.5% per year.

Moved By:
Seconded By:
Roll Call Vote:

#18-223 Authorize the **use of Monroe County Contract #809-17 Heavy Equipment Rental (currently awarded to CP Ward)** for Heavy Equipment Rental for the Authority for an estimated amount of \$300,000 through contract period September 30, 2019.

Moved By:
Seconded By:
Roll Call Vote:

#18-224 Authorize the **use of New York State Contract – Heavy Equipment Rental**, OGS Group 72007, Award #22935, for an estimated amount of \$250,000 through the contract period ending October 26, 2020 for Heavy Equipment Rental from various vendors awarded serving MCWA's service area, based on pricing and availability. Vendors include: Admar Supply Company, Inc. (Contract #PC67202); C.P. Ward, Inc. (Contract #PC67204); George & Swede Sales & Service Inc. (Contract #PC67270); Monroe Tractor & Implement Company, Inc. (Contract #PC67211).

Moved By:
Seconded By:
Roll Call Vote:

#18-225 Authorize the award of the **36" Rate of Flow Butterfly Valve unit price contract** to the low responsive, responsible bidder, Upstate Valve and Control, Inc. for the bid amount of \$22,760.

Moved By:
Seconded By:
Roll Call Vote:

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#18-226 Authorize a **unit price purchase contract award for 24” Valves, Retainer Glands and Sleeves** from low responsive, responsible bidder, Blair Supply, with a total bid price of \$14,624.98 based on estimated quantities.

Moved By:
Seconded By:
Roll Call Vote:

#18-227 Authorize the award of a **unit price contract for Cationic Polymer** to the low responsive, responsible bidder, Polydyne Inc., in the bid amount of \$1,076 per ton for a one-year term with the option to extend for four additional one-year terms if mutually agreeable with a price escalation of no more than 3% per year of extension.

Moved By:
Seconded By:
Roll Call Vote:

#18-228 Authorize the **purchase and delivery of Stainless Steel Curb Box Rods** to the low responsive, responsible bidder of Core and Main in the bid amount of \$14,229 for a one-year term with the option to extend for up to four additional one-year terms upon mutual consent.

Moved By:
Seconded By:
Roll Call Vote:

#18-229 Authorize the **purchase and delivery of Curb Boxes and Rods** to the low responsive, responsible bidder of Core and Main in the bid amount of \$47,550 for a one-year term with the option to extend for up to four additional one-year terms upon mutual consent.

Moved By:
Seconded By:
Roll Call Vote:

#18-230 Authorize the purchase of **materials and services for the rehabilitation and repair of Echo Street BPS Pump No. 1** by Siewert Equipment, a Division of Cummins-Wagner, for the estimated amount of \$22,000.

Moved By:
Seconded By:
Roll Call Vote:

#18-231 Authorize the purchase of materials and supplies from W.W. Grainger, Inc. in an estimated amount of \$105,000 per year for a term of one-year in accordance with NY State Contract for Industrial Supplies, PC67235.

Moved By:
Seconded By:
Roll Call Vote:

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#18-232 Authorize a Blanket Purchase Order for the purchase of materials and supplies from W.W. Grainger, Inc. in an estimated amount of \$15,000 per year for a term of one-year.

Moved By:
Seconded By:
Roll Call Vote:

FINANCE COMMITTEE REPORT – NOVEMBER 1, 2018 MEETING

#18-233 **Approve an amendment to the Authority’s Rules for the Sale of Water and the collection of Rents and Charges effective January 1, 2019** 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 Secretary of the Authority and filed with the President of the Monroe County Legislature and thereafter published once in the Democrat and Chronicle and once in the Post Newspapers; and filed in the Monroe County Clerk’s office.

Moved By:
Seconded By:
Roll Call Vote:

#18-234 WHEREAS, the Monroe County Water Authority has adopted a water rate schedule effective January 1, 2019 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 Wednesday, December 12, 2018 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 Secretary of the Authority and delivered to the President of the Monroe County Legislature.

Moved By:
Seconded By:
Roll Call Vote:

GOVERNANCE COMMITTEE REPORT – NOVEMBER 1, 2018 MEETING

MONROE COUNTY WATER AUTHORITY
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#18-235 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:

#18-236 Upon recommendation of the Monroe County Water Authority’s Governance Committee, the Board hereby approves the **Code of Ethics Policy**, as revised and presented.

Moved By:
Seconded By:
Roll Call Vote:

#18-237 Upon recommendation of the Monroe County Water Authority’s Governance Committee, the Board hereby readopts the **Governing the Use of Authority Discretionary Funds Policy**, as presented.

Moved By:
Seconded By:
Roll Call Vote:

#18-238 Upon recommendation of the Monroe County Water Authority’s Governance Committee, the Board hereby approves the **Acquisition of Interests in Real Property Policy**, as revised and presented.

Moved By:
Seconded By:
Roll Call Vote:

#18-239 Upon recommendation of the Monroe County Water Authority’s Governance Committee the Board hereby approves the **Software Code of Ethics Policy**, as revised and presented.

Moved By:
Seconded By:
Roll Call Vote:

#18-240 Upon recommendation of the Monroe County Water Authority’s Governance Committee the Board hereby approves the **Disposal Guidelines Policy**, as revised and presented.

Moved By:
Seconded By:
Roll Call Vote:

#18-241 **BE IT HEREBY RESOLVED: That the Monroe County Water Authority Board Meeting dates for 2019 be as follows:**

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January	Thursday 10	9:30 a.m.
February	Thursday 14	9:30 a.m.
March	Thursday 14	9:30 a.m.
April	Thursday 11	9:30 a.m. <i>Annual & Regular Meeting Date</i>
May	Thursday 9	9:30 a.m.
June	Thursday 13	9:30 a.m.
July	Thursday 11	9:30 a.m.
August	Thursday 8	9:30 a.m.
September	Thursday 12	9:30 a.m.
October	Thursday 10	9:30 a.m.
November	Thursday 14	9:30 a.m.
December	Thursday 12	9:30 a.m.

Moved By:

Seconded By:

Roll Call Vote:

#18-242

WHEREAS, the Monroe County Water Authority (the “Authority”) has studied whether it should now standardize on Frontier Communications of Rochester, Inc.’s (“Frontier”) Virtual Private Network (“VPN”), for SCADA communications in order to maintain efficiency, compatibility and the reliability of our SCADA system for the Authority’s treatment plants, pump stations, storage tanks and other remote facilities, and

WHEREAS, reliable SCADA VPN communications is essential to the successful operations of the supply system, and

WHEREAS, the Authority currently has 40 sites communicating on the Frontier SCADA VPN network, with the ability to add new sites as it becomes necessary, and

WHEREAS, the operations and maintenance staff are trained in the installation, and configuration of this equipment, and

WHEREAS, upon the recommendation of the Authority’s Production and Transmission Department, the Authority has determined that Frontier’s VPN services provides the most reliable and cost-effective solution for our SCADA communications needs.

NOW, THEREFORE, BE IT RESOLVED that:

1. In order to provide for the most efficient and economic source of Virtual Private Network (VPN) for SCADA communications and for the reasons stated above, all purchases or procurements by the Authority of SCADA VPN services and ancillary equipment must be from Frontier Communications of Rochester, Inc.

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.

Moved By:

Seconded By:

Roll Call Vote:

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#18-243 The Members of the Authority expressly make the following determinations 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

#18-244 WHEREAS, The Genesee County Legislature did, by Resolution No. 280 of the year 1998, adopted September 9, 1998, was declared to be the Lead Agency for the Genesee County Water Supply Project and made a preliminary determination that said project would be a Type 1 action as defined by the State Environmental Quality Review Act, and

WHEREAS, The Lead Agency did, by Resolution No. 502 of the year 1998 adopted December 16, 1998, accept a Draft Environmental Impact Statement for said project and scheduled a Public Hearing on the same for January 13, 1999, and

WHEREAS, A public hearing was held on the Draft Environmental Impact Statement pursuant to applicable Regulations on January 13, 1999 at which time the Draft Environmental Impact Statement was presented, summarized and all oral and written comments were received, and

WHEREAS, Following the conclusion of the public comment period on the Draft Environmental Impact Statement, a Final Environmental Impact Statement was prepared in accordance with applicable Regulations, and accepted by the Lead Agency on February 24, 1999 by Resolution No. 90 of the year 1999, and

WHEREAS, A Notice of Completion of the Final Environmental Impact Statement was prepared, filed, published and distributed for further public comment to the other involved agencies and the public, and

WHEREAS, Following the public comment period on the Final Environmental Impact Statement the Lead Agency issued its Final Environmental Impact Statement pursuant to the underlying regulations of the State Environmental Quality Review Act on March 25, 1999 by Resolution No. 122, and

WHEREAS, on April 14, 2004 the Lead Agency determined the potentially significant adverse effects posed by connecting the Village of LeRoy to the County System (Phase 2A) were adequately addressed in the previously issued Final Environmental Impact Statement by Resolution No. 118, and

WHEREAS, Phase 2 of the County Water Supply Project is now proposed in order to meet the increased water demands to the County System and more specific information on the actual routes and with improvements incidental thereto (the "project"), and

WHEREAS, to aid the Lead Agency in determining whether the specific projects and financing and other actions of the County in connection therewith (the "action") might have a significant effect on the environment, the County caused to be prepared environmental assessment forms ("EAFs") and related supplemental information for each specific project; and

WHEREAS, The Lead Agency has evaluated Phase 2 with respect to its previously issued Final Environmental Impact Statement along with supplemental documentation now provided; and

WHEREAS, the Lead Agency found that the potentially significant adverse effects posed by these proposed modifications were adequately addressed in the previously issued Final Environmental Impact Statement; and

WHEREAS, The Lead Agency concluded that consistent with social, economic and other additional considerations, from among the reasonable alternatives thereto, the action to be carried out, funded and approved by these project modifications, minimizes or avoids adverse environmental effects to the maximum extent practicable as disclosed in the previously issued Final Environmental Impact Statement; and

WHEREAS, the Lead Agency concluded that consistent with social, economic and other essential considerations, to the maximum extent practicable, adverse environmental effects resulting from these project modifications will be minimized or avoided by incorporating into the action to be carried out those mitigating measures identified in the previously issued Final Environmental Impact Statement; and

WHEREAS, the Genesee County Legislature, as Lead Agency for the proposed actions on August 8, 2018, by Resolution No. 276 has issued Negative Declarations - Notices of Determination of Non-Significance pursuant to Article 8 of the Environmental Conservation Law and its underlying regulations.

NOW THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY WATER AUTHORITY:

Section I: Based upon review of the EAF's on this action, and MCWA staff comments related thereto, if any, in accordance with 6 NYCRR 617.7, the Lead Agency has identified environmental impacts of the Project and the adverse environmental effects will be minimized or avoided to the maximum extent practicable as disclosed in the previously issued Final Environmental Impact Statement and will not be significant.

Section II: **This Board determines that based on the information provided above**, the proposed action constitutes a negative declaration for purposes of SEQR.

Section III: Staff is hereby directed to give notice of this determination in accordance with 6 NYCRR 617.12.

Moved By:

Seconded By:

Roll Call Vote:

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#18-245 Approve the **Authority’s 3rd Quarter Investment Report** for the period ending September 30, 2018, as presented.

Moved By:
Seconded By:
Roll Call Vote:

#18-246 Approve the **Authority’s 3rd Quarter Financial Report** for the period ending September 30, 2018, as presented.

Moved By:
Seconded By:
Roll Call Vote:

#18-247 The Authority hereby appoints NCAComp, Inc. to serve as **Broker of Record** for the year 2019 for the following type of insurance maintained by the Authority:
Excess Workers’ Compensation.

Moved By:
Seconded By:
Roll Call Vote:
