

MINUTES

**MONROE COUNTY WATER AUTHORITY  
REGULAR MEETING  
Thursday, June 7, 2018  
9:30 a.m.**

**Board 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, W. Bleier-Mervis, J. Rulison  
Member(s) absent (1): R. Hurlbut

Staff present:

N. Noce, Executive Director; K. Eisenmann, Secretary to the Authority; R. Metzger, P.E., Chief Engineer; R. Benschhoff, Exec. Dir. of Operations; S. M. Savage, P.E., Dir. of Engineering; L. Magguilli, Assistant to Exec. Dir.; D. Hendrickson, Human Resource Manager; G. Jablonsky, Dir. of Information Technology; T. Uschold, Associate Management Analyst

General Counsel present: R. Miller, Esq. of HS&E

Packets containing detailed information on Agenda items were distributed in advance of meeting date to each Member, Executive Staff and Counsel for their prior review.

Pledge of Allegiance to the Flag – lead by Chairman Nasca

#18-110 Approve minutes of the Authority's Regular Meeting held on May 10, 2018.

On a motion made by Mr. Rulison, seconded by Mrs. Volpe, the foregoing resolution #18-110 was put to a voice vote and unanimously carried. Ayes: 6; Nays: 0.

#18-111 Accept list of disbursements on check registers dated May 9, May 16, May 23 and May 30, 2018 which were forwarded to the Authority Members for their review.

On a motion made by Mr. Bernstein, seconded by Mr. Fero, the foregoing resolution #18-111 was put to a voice vote and unanimously carried. Ayes: 6; Nays: 0.

#18-112 Accept Purchase Order List of materials and supplies for the period May 3, 2018 through May 29, 2018 in the amount of \$269,495.37.

On a motion made by Ms. Bleier-Mervis, seconded by Mr. Rulison, the foregoing resolution #18-112 was put to a voice vote and unanimously carried. Ayes: 6; Nays: 0.

**COMMUNICATIONS** – Mr. Noce was pleased to read from a thank-you note the Authority recently received from the Town of Pavilion, addressed particularly to Stephen Savage, Tod Ferguson, the Engineering Department staff and MCWA as an organization, in appreciation of the expertise, guidance and support essential to the forward movement of the project in construction of the new water tank in their community.

**COMPENSATION COMMITTEE REPORT** – Presented by Ms. Bleier-Mervis, Committee Chairperson

Ms. Bleier-Mervis gave a detailed briefing on the initial meeting of the Compensation Committee held on May 29, 2018. She reported that the first item was review of the Revisions to the MCWA Compensation Philosophy, and that Ms. Diane Hendrickson went through each of the proposed revisions, explaining they pertain mainly to implementing a 40-hour work week for certain recently filled and upcoming new management positions, which coincides with the norm for most of the Authority's management workforce. Ms. Bleier-Mervis reported that the Committee voted unanimously to approve the revised Compensation Philosophy as presented and to forward this item to the full board for its approval. Ms. Bleier-Mervis said the second item was Recommendation for Management Employee Compensation Consultant. She reported that Mr. Noce and Ms. Hendrickson discussed the RFQ process and responses received, which were provided to the Compensation Committee for review ahead of the meeting, and they detailed the evaluation criteria in recommendation of the Burke Group – rated highest to provide these services. Ms. Bleier-Mervis stated the Committee voted unanimously to recommend entering into a five-year agreement with the Burke Group to serve as MCWA's compensation consultant on an "as-needed basis" at hourly rates, as presented, and to recommend this item be forwarded to the full Board for its approval. She continued with the third item, Recommendation for MCWA Director of Production position. She said that Mr. Noce fully discussed the recommendation of Christopher LaManna, P.E. to fill this position, salary as expertized; and following discussion, the Committee voted unanimously in concurrence with staff's recommendation to fill the vacant Director of Production position and to forward this item to the full Board for its consideration. Ms. Bleier-Mervis concluded this briefing saying that it was agreed the next meeting of the Compensation Committee will be June 28, and that minutes of the May 29 meeting would be distributed as soon as available.

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- #18-113 Upon recommendation of the Monroe County Water Authority's Compensation Committee, the Board hereby approves the **MCWA Compensation Philosophy**, as revised.

On a motion made by Mr. Rulison, seconded by Mr. Bernstein and duly put to a vote on roll call, the foregoing resolution #18-113 unanimously carried. AYES: 6 (Nasca, Volpe, Fero, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

- #18-114 Upon recommendation of the Monroe County Water Authority's Compensation Committee, authorize the Executive Director to **enter into an agreement with the Burke Group to serve as MCWA's Compensation Consultant** on an as-needed basis, for a five-year term, at the hourly rates as proposed.

On a motion made by Mr. Rulison, seconded by Ms. Volpe, and duly put to a vote on roll call, the foregoing resolution #18-114 unanimously carried. AYES: 6 (Nasca, Volpe, Fero, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

- #18-115 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Appointment of Phillip Baglio to the title of Laborer, effective June 25, 2018, at Salary Schedule 4, Group 1, Step 1.

On a motion made by Mr. Bernstein, seconded by Mr. Rulison, and duly put to a vote on roll call, the foregoing resolution #18-115 unanimously carried. AYES: 6 (Nasca, Volpe, Fero, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

- #18-116 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Provisional Appointment of Torsten Gillespie to the title of Programmer Analyst, effective June 25, 2018, at Salary Schedule 3, Group 4.

On a motion made by Ms. Bleier-Mervis, seconded by Ms. Volpe, and duly put to a vote on roll call, the foregoing resolution #18-116 unanimously carried. AYES: 6 (Nasca, Volpe, Fero, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

- #18-117 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Appointment of Christopher LaManna to the title of Director of Production and Water Supply, effective July 5, 2018, at Salary Schedule 6, Group 3.

On a motion made by Mr. Rulison, seconded by Ms. Volpe, and duly put to a vote on roll call, the foregoing resolution #18-117 unanimously carried. AYES: 6 (Nasca, Volpe, Fero, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

- #18-118 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Promotional Appointment of David Katerle to the title of Water Treatment Plant Operator – Type A, effective June 11, 2018, at Salary Schedule 4, Group 5, Step 2.

On a motion made by Mr. Bernstein, seconded by Mr. Rulison, and duly put to a vote on roll call, the foregoing resolution #18-118 unanimously carried. AYES: 6 (Nasca, Volpe, Fero, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

- #18-119 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Promotional Appointment of Joseph Pagano to the title of Water Treatment Plant Operator – Type A, effective June 11, 2018, at Salary Schedule 4, Group 5, Step 4.

On a motion made by Mr. Rulison, seconded by Ms. Volpe, and duly put to a vote on roll call, the foregoing resolution #18-119 unanimously carried. AYES: 6 (Nasca, Volpe, Fero, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

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- #18-120 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:  
Title change of Benjamin Howlett to the title of Labor Foreman, effective June 11, 2018, at Salary Schedule 4, Group 6, Step 9.

On a motion made by Mr. Bernstein, seconded by Mr. Fero, and duly put to a vote on roll call, the foregoing resolution #18-120 unanimously carried. AYES: 6 (Nasca, Volpe, Fero, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

In discussion of Items #18-121 and #18-122, Mr. Savage briefed the Board on these resolutions for agreements with the NYSDOT for the project as described, providing detailed a summary overview of scope and locations in the Towns of Brighton and Pittsford, explaining this project includes the adjustment of approximately 75 water valve boxes to accommodate the NYSDOT work, and that all work will be performed at NYSDOT expense.

- #18-121 Authorize the Executive Director to enter into any and all agreements with the New York State Department of Transportation for the **NY Route 96 (East Ave) MbC, Paving, NY Route 31F to Rochester City Line, Towns of Pittsford and Brighton, Monroe County, P.I.N. 4096.61.321.**

On a motion made by Mr. Bernstein, seconded by Mr. Fero, and duly put to a vote on roll call, the foregoing resolution #18-121 unanimously carried. AYES: 6 (Nasca, Volpe, Fero, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

- #18-122 WHEREAS, the New York State Department of Transportation proposes the **NY Route 96 (East Ave) MbC, Paving, NY Route 31F to Rochester City Line, Towns of Pittsford and Brighton, Monroe County, P.I.N. 4096.61.321**, and

WHEREAS, the State will include as part of the construction, reconstruction, or improvement of the above mentioned project **multiple vertical adjustments of approximately seventy-five (75) water valve boxes, top sections and lids** so as to not be in conflict with the proposed construction, will be performed by the State's Contractor 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 adjusted and or replaced utilities has not been extended, and

WHEREAS, the State will provide for the performance of the above mentioned work, as shown in the contract proposal relating to the above mentioned project. It is not anticipated that the Contractor will have to perform work on these **Monroe County Water Authority** water facilities

NOW, THEREFORE,

BE IT RESOLVED: That the **Monroe County Water Authority** approves of the adjustment to their water valve boxes and related appurtenances, if needed, and the above mentioned work performed on the project and described in the contract proposal 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 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 secretary to 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 Mr. Rulison, seconded by Ms. Volpe, and duly put to a vote on roll call, the foregoing resolution #18-122 unanimously carried. AYES: 6 (Nasca, Volpe, Fero, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

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In discussion of Item #18-123, Mr. Metzger briefed the Board, providing a summary overview on the Retail Lease Agreement, indicating the Town of Byron originally leased its water system to the Water Authority in 2000, the lease was renewed most recently in 2014, and the Town is currently pursuing the extension of public water to additional areas of the Town via the creation of new water districts. He explained that to qualify for outside funding, the Town has requested a new Retail Lease Agreement with the Water Authority for a new 40-year term from the Effective Date of the Agreement.

#18-123      **WHEREAS**, the Authority is operating the Town of Byron’s water system in accordance with the existing Retail Lease Agreement dated September 24, 2014; and

**WHEREAS**, the Town is seeking federal funding for new water districts;

**WHEREAS**, the Town of Byron has requested a renewal of the Retail Lease Agreement with the Authority for a new forty (40) year term in exchange for the water storage tank property; and

**WHEREAS**, both the Town of Byron and Genesee County have approved the proposed Retail Lease Agreement, effective as of April 11, 2018 (the “Effective Date”).

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

To authorize the execution of a 40-year Retail Lease Agreement with the Town of Byron, as of the Effective Date, and to ratify all actions taken by the Authority between the Effective Date and the date of this resolution.

On a motion made by Mr. Rulison, seconded by Mr. Bernstein, and duly put to a vote on roll call, the foregoing resolution #18-123 unanimously carried. AYES: 6 (Nasca, Volpe, Fero, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

For Items #18-124 through #18-126, Mr. Uschold addressed the Members in confirming the polling of the Board conducted in May regarding insurance renewals. He gave full summary recap, discussed coverages, and for Item #18-126, he explained the amending of #18-125 for purposes of clarity.

#18-124      **Confirm the poll of the Board authorizing a Professional Services Agreement with Rose & Kiernan, Inc. for Placement of General Insurance Coverage, to serve as Broker of Record and for provision of risk management services** for a period of 1 year, the fee for this service is \$60,000. Rose & Kiernan, Inc. is designated as Broker of Record for MCWA’s general insurance program for coverage commencing July 1, 2018.

On a motion made by Mr. Bernstein, seconded by Mr. Fero, and duly put to a vote on roll call, the foregoing resolution #18-124 unanimously carried. AYES: 6 (Nasca, Volpe, Fero, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

#18-125      **Confirm the poll of the Board authorizing Rose & Kiernan, Inc. to place insurance coverage** to include: Property insurance, Inland Marine insurance, Flood and Earthquake insurance, General Liability insurance, Vehicle insurance, Public Officials Liability insurance, Employment Practices Liability insurance, Owners Contractors Protective insurance, Crime insurance, Pollution insurance and Travel Accident insurance with the limits of liability and deductibles as proposed and including any fees for service, for an amount not to exceed \$484,784.

Additionally, Rose & Kiernan, Inc. is directed to obtain quotations for three Excess Liability coverage layers for a total of \$50,000,000 with quotations, net of commission, due to MCWA no later than June 1, 2018.

The term for insurance coverage is July 1, 2018 through July 1, 2019.

On a motion made by Mr. Rulison, seconded by Ms. Volpe, and duly put to a vote on roll call, the foregoing resolution #18-125 unanimously carried. AYES: 6 (Nasca, Volpe, Fero, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

#18-126      **Amend the foregoing resolution #18-125** to direct Rose & Kiernan, Inc. to obtain quotations net of commission for Excess Liability coverage layers for a total of \$40,000,000. The term for insurance coverage is July 1, 2018 through June 30, 2019.

On a motion made by Mr. Bernstein, seconded by Mr. Rulison, and duly put to a vote on roll call, the foregoing resolution #18-126 unanimously carried. AYES: 6 (Nasca, Volpe, Fero, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

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In discussion of Item #18-127, Mr. Metzger addressed the Board. He recapped that in 2017 the Authority selected Erdman Anthony as the engineer for the upgrades to the electrical systems servicing the two Low Lift Stations. He explained what the first phase study included, and that based on the study we included funding in the 2018 budget for the design of recommended infrastructure renewals. Follow up questions on the project from Chairman Nasca were also addressed by Mr. Metzger.

#18-127 Authorize the Executive Director to amend the **professional services agreement with Edman Anthony for Phase I of the Low Lift Pump Station electrical System Upgrade Project** with the budget amount for the design and bid phases of \$75,000 and hourly billing rates for construction phase engineering services as proposed.

On a motion made by Mr. Rulison, seconded by Ms. Bleier-Mervis, and duly put to a vote on roll call, the foregoing resolution #18-127 unanimously carried. AYES: 6 (Nasca, Volpe, Fero, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

For Item #18-128, Mr. Metzger again addressed the Board. He recapped the RPQ/P process and reported that we received Statements of Qualifications and Proposal from four consultants for professional engineering for the evaluation of the Chlorination & Dechlorination System at the Thornell Pump Station, and that after review of the qualifications submitted, the selection committee recommends Arcadis for these services.

#18-128 Authorize the Executive Director to enter into a **professional services agreement with Arcadis for the engineering evaluation of the Thornell Pump Station Chlorination & Dechlorination System** with the budget amount of \$45,000 for the study phase.

On a motion made by Mr. Rulison, seconded by Ms. Volpe, and duly put to a vote on roll call, the foregoing resolution #18-128 unanimously carried. AYES: 6 (Nasca, Volpe, Fero, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

In discussion of #18-129, Mr. Jablonsky fully briefed the Members for authorization on this item in addition to the detailed recommendation memorandum provided for their prior review.

#18-129 Authorize the Executive Director to enter into a **professional services agreement with RelComm, Inc. for Maintenance and Support for the Mitel VoIP phone system and consulting services** for a five-year period at an annual estimated amount of \$17,300.

On a motion made by Mr. Bernstein, seconded by Mr. Rulison, and duly put to a vote on roll call, the foregoing resolution #18-129 unanimously carried. AYES: 6 (Nasca, Volpe, Fero, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

In discussion of Item #18-130, Mr. Savage briefed the Members for authorization on this unit price contract award. He provided a detailed summary overview on the scope of the Empire Boulevard Water Main Replacement project in the town of Irondequoit. He also recapped bid results and mentioned that Villager Construction has done work of a similar scope for the Authority previously.

#18-130 Authorize the award of a **unit price contract for the Empire Boulevard Water Main Replacement Project** to the low responsive, responsible bidder, Villager Construction, Inc. in the bid amount of \$614,230.50.

On a motion made by Mr. Rulison, seconded by Ms. Volpe, and duly put to a vote on roll call, the foregoing resolution #18-130 unanimously carried. AYES: 6 (Nasca, Volpe, Fero, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

For Item #18-131, Mr. Savage again addressed the Board for authorization on this lump sum contract award. He gave a detailed summary on what the project involves, and recapped bid results. He also indicated that Regional Environmental Demolition meets the required past work experience.

#18-131 Authorize the award of a **lump sum contract for the South Avenue Tank Demolition project** to the low responsive, responsible bidder, Regional Environmental Demolition, Inc. in the bid amount of \$142,222.

On a motion made by Mr. Bernstein, seconded by Mr. Rulison, and duly put to a vote on roll call, the foregoing resolution #18-131 unanimously carried. AYES: 6 (Nasca, Volpe, Fero, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

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For Item #18-132, Mr. Metzger again addressed the Board for authorization on this unit price contract for the purchase of Cationic Polymer, which he explained is used in water treatment. He also recapped bid results, current pricing, and discussed the submitted brand and terms of the contract.

#18-132 Authorize the award of a **unit price contract for Cationic Polymer** to the low responsive, responsible bidder, EnviroSolve Inc., in the bid amount of \$76,500 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.

On a motion made by Mr. Bernstein, seconded by Mr. Fero, and duly put to a vote on roll call, the foregoing resolution #18-132 unanimously carried. AYES: 6 (Nasca, Volpe, Fero, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

For Item #18-133, Mr. Benshoff addressed the Board for purchase authorization utilizing the Monroe County Contract. He indicated the ready mix concrete is used throughout the year and have used this supplier previously.

#18-133 Authorize the **purchase of Concrete Mixes Delivered (Delivered Concrete) utilizing Monroe County Contract – Concrete Mixes Delivered – Contract No. 0416-18, #4700007455** (currently held by Cranesville Block Co., Inc.) for an estimated amount of \$40,000 through the contract period ending February 28, 2019.

On a motion made by Mr. Rulison, seconded by Mr. Fero, and duly put to a vote on roll call, the foregoing resolution #18-133 unanimously carried. AYES: 6 (Nasca, Volpe, Fero, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

For Item #18-134, Mr. Jablonsky addressed the Board for authorization on the purchase of work stations under NYS OGS Contract for the IT expansion at the ESOC. The Board also received a recommendation memorandum on this item for their prior review, and Mr. Jablonsky responded to a few remaining inquiries from Ms. Bleier-Mervis and Ms. Volpe.

#18-134 Authorize the **purchase and installation of desktop work stations** for the Information Technology (IT) work space expansion at the East Side Operations Center, from Sedgwick Business Interiors **under NYS OGS Contract #PC66271**, for an estimated cost of \$16,000.

On a motion made by Mr. Rulison, seconded by Ms. Bleier-Mervis, and duly put to a vote on roll call, the foregoing resolution #18-134 unanimously carried. AYES: 6 (Nasca, Volpe, Fero, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

In discussion of Item #18-135, Mr. Benshoff briefed the Members on this item in addition to their having received his memorandum in advance of this meeting in detailing justification for the Standardization for Aervoe marking paint. He also indicated there are currently four (4) area suppliers for this paint.

#18-135 **WHEREAS**, Authority staff perform multiple utility stakeouts on a daily basis; and

**WHEREAS**, construction work does not always occur immediately after utilities have been marked; and

**WHEREAS**, the Authority staff has tested popular brands of marking paint for durability; and

**WHEREAS**, the Authority is located in an area of the Country that is prone to varying weather conditions, and Aervoe paint has proved to be the best quality paint in terms of color, visibility and durability; and

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

**NOW, THEREFORE, BE IT RESOLVED that:**

In order to provide for the purchase or procurement of an approved product for marking paint, **the Authority hereby establishes the Standardization of Aervoe marking paint.**

The Officers 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 resolution and to cause compliance by the Authority with all of the provisions of the foregoing resolution.

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On a motion made by Mr. Rulison, seconded by Mr. Bernstein, and duly put to a vote on roll call, the foregoing resolution #18-135 unanimously carried. AYES: 6 (Nasca, Volpe, Fero, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

#18-136 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.

On a motion made by Mr. Bernstein, seconded by Ms. Volpe, and duly put to a vote on roll call, the foregoing resolution #18-136 unanimously carried. AYES: 6 (Nasca, Volpe, Fero, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

**AUDIT COMMITTEE REPORT** – Presented by Mrs. Volpe, Committee Member

Mrs. Volpe gave a detailed briefing on the Audit Committee meeting held on May 31, 2018. She reported that the first item was the review of the Deferred Compensation Plan Audit, with Ms. Dawn Minemier from Bonadio & Co. giving a detailed review of the audit for the year ending December 31, 2017, and indicating this was a “clean audit” with the highest form of opinion possible by an audit firm. Mrs. Volpe said following the review and some discussion, the Audit Committee unanimously accepted the audited financial statements for the Deferred Compensation Plan for year ending December 31, 2017 as presented and to forward to the full Board for its acceptance. Mrs. Volpe continued with the second item, annual review of the Accounting Policies & Procedures Manual. She reported that Mr. Larry Magguilli gave a detailed review of the revisions being recommended, and following some discussion, the Audit Committee voted unanimously to approve the revised Accounting Policies and Procedures Manual as presented and to forward this item to the full Board for its approval. Mrs. Volpe concluded her reporting by mentioning the next meeting of the Audit Committee is currently scheduled for November 1, 2018 at 8:00 a.m., and that minutes of the May 31 meeting will be distributed as soon as they become available.

#18-137 Upon recommendation of the Monroe County Water Authority's Audit Committee, accept the **Independent Auditor's Report on the financial statements for the Deferred Compensation Plan for the Employees of the Monroe County Water Authority** for year ending December 31, 2017.

On a motion made by Mr. Rulison, seconded by Mr. Fero, and duly put to a vote on roll call, the foregoing resolution #18-137 unanimously carried. AYES: 6 (Nasca, Volpe, Fero, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

#18-138 Upon recommendation of the Monroe County Water Authority's Audit Committee, the Board hereby approves the **Accounting Policies and Procedures Manual**, as revised and presented.

On a motion made by Ms. Bleier-Mervis, seconded by Mr. Rulison, and duly put to a vote on roll call, the foregoing resolution #18-138 unanimously carried. AYES: 6 (Nasca, Volpe, Fero, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

For Item #18-139, Mr. Noce addressed the Board on renewal of the Authority's membership in the Greater Rochester Enterprise (GRE) and their continued advocacy of the area's water supply.

#18-139 Approve the Monroe County Water Authority **membership renewal with the Greater Rochester Enterprise (GRE)** at the annual membership rate of \$10,000/yr.

On a motion made by Mr. Rulison, seconded by Mr. Bernstein, and duly put to a vote on roll call, the foregoing resolution #18-139 unanimously carried. AYES: 6 (Nasca, Volpe, Fero, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

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For Item #18-140, Mr. Noce explained that the purpose of this resolution is in updating the Standard Work Day and Reporting in compliance with requirements by the NYS Office of State Comptroller, applicable to Authority Board Members who participate in the NYS Retirement System. It is being updated at this time to reflect Mr. Fero's participation with his recent appointment to the MCWA Board.

#18-140 BE IT RESOLVED, that the Monroe County Water Authority (the "Authority") hereby establishes the following as its **standard work day for Members of the Authority**, effective July 1, 2018, and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the Secretary of this body:

Name	Standard Work Day (Hours/Day)	Term Begins/Ends	Participates in the Authority's Time Keeping System (Y/N)	Days/ Month (Based on Record of Activities)
Title: Members of the Authority				
Matthew J. Fero	Six (6)	1/09/18 – 1/01/22	N	2.00
Joseph R. Rulison	Six (6)	6/13/17 – 4/01/19	N	2.44
Wendy Bleier-Mervis	Six (6)	6/13/17 – 4/01/21	N	2.03

On a motion made by Mr. Rulison, seconded by Ms. Volpe, and duly put to a vote on roll call, the foregoing resolution #18-140 unanimously carried. AYES: 6 (Nasca, Volpe, Fero, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

#18-141 **Approve proposal as submitted by broker, Rose & Kiernan, Inc.** for placement of Commercial Excess Liability - Layer 1 (\$10,000,000); Commercial Excess Liability – Layer 2 (\$25,000,000); Commercial Excess Liability – Layer 3 (\$5,000,000) insurance coverage policies for a total premium of \$100,730 for the policy term July 1, 2018 through June 30, 2019.

On a motion made by Mr. Bernstein, seconded by Mr. Fero and duly put to a vote on roll call, the foregoing resolution #18-141 unanimously carried. AYES: 6 (Nasca, Volpe, Fero, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

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Presented for Board Members' informational/notification purposes:

- Notification of hiring Temporary Seasonal Laborers and a Student Intern at this time.
- In Board folders for review: Any routine monthly informational updates.

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

  
Kathleen A. Eisenmann, Secretary to the Authority

  
Scott D. Nasca, Chairman