

MINUTES**MONROE COUNTY WATER AUTHORITY****REGULAR MEETING****Thursday, September 13, 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 (7): S. Nasca, S. Volpe, M. Fero, R. Hurlbut A. Bernstein, W. Bleier-Mervis J. Rulison

Members absent (0)

Staff present:

N. Noce, Executive Director; M.A. Hussar, Admin. Clerk/Secretary to the Authority; C. LaManna, P.E. Dir. of Production and Transmission; R. Benschhoff, Exec. Dir. of Operations; S. M. Savage, P.E., Dir. of Engineering; L. Magguilli, Assistant to Exec. Dir.; D. Hendrickson, Mgr. Human Resources; Paul Liess, Director of Finance

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

Monroe County Legislative Liaison present: Hon. Frank X. Allkofer

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 – lead by Chairman Nasca

#18-184 Approve minutes of the Authority’s Regular Meeting held on August 9, 2018.

On a motion made by Mr. Rulison, seconded by Ms. Bleier-Mervis, the foregoing resolution #18-184 was put to a voice vote and unanimously carried. Ayes: 7; Nays: 0.

#18-185 Accept list of disbursements on check registers dated August 8, August 15, August 22, August 29 and September 5, 2018, which were forwarded to the Authority Members for their review.

On a motion made by Mr. Bernstein, seconded by Mr. Rulison, the foregoing resolution #18-185 was put to a voice vote and unanimously carried. Ayes: 7; Nays: 0.

#18-186 Accept Purchase Order List of materials and supplies for the period August 1, 2018 through September 5, 2018 in the amount of \$235,029.23.

On a motion made by Mr. Rulison, seconded by Mrs. Volpe, the foregoing resolution #18-186 was put to a voice vote and unanimously carried. Ayes: 7; Nays: 0.

COMMUNICATIONS / NOTIFICATIONS – Mr. Noce was pleased to share with the Members a letter from Town of Sweden Supervisor, Kevin Johnson dated August 14, 2018 to Stephen Savage, P.E. Director of Engineering, expressing appreciation for Mr. Savage’s participation and presentation at the Town of Sweden’s Public Water Information meeting held August 7, 2018.

~ Item #18-187 ~ *Chairman Nasca and Treasurer Mr. Rulison offered the following Resolution and moved for its adoption.*

#18-187

RESOLUTION #18-187

**EXPRESSING APPRECIATION FOR YEARS OF SERVICE AND
BEST WISHES OF THE MONROE COUNTY WATER AUTHORITY BOARD
TO KATHLEEN A. EISENMANN UPON HER RETIREMENT**

WHEREAS, Kathleen A. Eisenmann, a longtime employee of the Water Authority has retired as of September 13, 2018; and

WHEREAS, Kathleen A. Eisenmann is a highly skilled and knowledgeable 22+ year veteran of the Water Authority; and,

WHEREAS, Kathleen A. Eisenmann will be remembered for her dedicated service by her 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;

BE IT FURTHER RESOLVED, that the Secretary of the Board is hereby requested to forward a copy of this resolution to Kathleen A. Eisenmann, MCWA Retiree.

This resolution adopted unanimously

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COMPENSATION COMMITTEE REPORT – presented by Ms. Bleier-Mervis, Committee Chairperson. Ms. Bleier-Mervis gave a detailed briefing on the Compensation Committee meeting held on August 28, 2018 at 3:00 p.m. The first item on the agenda was to discuss the potential vacancy in the Executive Assistant to the Authority – Corporate Secretary to the Authority position. Therefore pursuant to Section 105(1)(f) members of the Compensation Committee entered into an Executive Session to discuss the employment history of a particular employee. Following conclusion of Executive Session and upon entering back into Open Session, members of the Committee voted unanimously in concurrence with staff's recommendation for MaryAnn Hussar to fill the vacant Executive Assistant to the Authority – Corporate Secretary to the Authority position, salary as expertized; and to forward this item to the full Board for its consideration. Ms. Bleier-Mervis reported the only other item on the agenda was to set the next meeting date for the Compensation Committee. She concluded her reporting saying that it was agreed the next scheduled meeting of the Compensation Committee will be Tuesday, November 13, 2018 at 9:00 a.m. Minutes of the August 28, 2018 Compensation Committee meeting were sent to the full Board for their review.

#18-188 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Appointment of MaryAnn Hussar to the title of Executive Assistant to the Authority – Corporate Secretary to the Authority, effective September 13, 2018 at Salary Schedule 6, Group 1.

On a motion made by Mr. Hurlbut, seconded by Mr. Fero, and duly put to a vote on roll call, the foregoing resolution #18-188 unanimously carried. AYES 7 (Nasca, Volpe, Fero, Hurlbut, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

#18-189 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Appointment of Kevin Harman to the title of Utility Worker, effective September 17, 2018 at Salary Schedule 4, Group 3, Step 1.

On a motion made by Mr. Hurlbut, seconded by Mr. Bernstein, and duly put to a vote on roll call, the foregoing resolution #18-189 unanimously carried. AYES: 7 (Nasca, Volpe, Fero, Hurlbut, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

#18-190 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Title change of Michael Irving to the title of Maintenance Mechanic III, effective August 13, 2018 at Salary Schedule 4, Group 3, Step 7.

On a motion made by Mr. Bernstein, seconded by Mr. Hurlbut, and duly put to a vote on roll call, the foregoing resolution #18-190 unanimously carried. AYES: 7 (Nasca, Volpe, Fero, Hurlbut, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

For Item #18-191, Mr. Noce informed the Members that the effective date for Ms. Molinari has been changed from September 10, 2018 to October 15, 2018. All other details pertaining to the appointment remain the same as was approved at the August 9, 2018 Board Meeting.

#18-191 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Appointment of Amy Molinari to the title of Budget Analyst, effective October 15, 2018 at Salary Schedule 3, Group 5. This Resolution supersedes Resolution #18-170 (ref: 08/09/18).

On a motion made by Ms. Bleier-Mervis, seconded by Mrs. Volpe, and duly put to a vote on roll call, the foregoing resolution #18-191 unanimously carried. AYES: 7 (Nasca, Volpe, Fero, Hurlbut, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

#18-192 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Appointment of William Burgio to the title of Heavy Motor Equipment Operator, effective October 1, 2018 at Salary Schedule 4, Group 6, Step 1.

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On a motion made by Mr. Bernstein, seconded by Mr. Rulison, and duly put to a vote on roll call, the foregoing resolution #18-192 unanimously carried. AYES: 7 (Nasca, Volpe, Fero, Hurlbut, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

#18-193 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Appointment of Shane McClurg to the title of Heavy Motor Equipment Operator, effective October 15, 2018 at Salary Schedule 4, Group 6, Step 1.

On a motion made by Mr. Rulison, seconded by Mr. Hurlbut, and duly put to a vote on roll call, the foregoing resolution #18-193 unanimously carried. AYES: 7 (Nasca, Volpe, Fero, Hurlbut, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

In discussion of Items #18-194 and #18-195, Mr. Savage briefed the Board on these resolutions for agreements with the NYSDOT for the project as described, providing a detailed summary overview of scope and location, and also explaining this project includes the adjustment of approximately 13 water valve boxes, top sections and lids to accommodate the NYSDOT work, and that all work will be performed at NYSDOT expense. Mr. Savage then addressed a question from Mr. Hurlbut on another NYSDOT project, as well as a question on the expected start date of this particular project. Mr. Savage stated in reply, that at this time, although the NYSDOT has not confirmed a definite project start date, they have advised MCWA that the project is tentatively scheduled to begin Spring 2019.

#18-194 Authorize the Executive Director to enter into any and all agreements with the New York State Department of Transportation for the **NY-404 MbC, Helendale Road to Gravel Road, Towns of Irondequoit, Penfield and Webster, Monroe County, P.I.N. 4404.18.321.**

On a motion made by Mr. Bernstein, seconded by Mrs. Volpe and duly put to a vote on roll call, the foregoing resolution #18-194 unanimously carried. AYES: 7 (Nasca, Volpe, Fero, Hurlbut, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

#18-195 WHEREAS, the New York State Department of Transportation proposes the **NY-404 MbC, Helendale Road to Gravel Road, Towns of Irondequoit, Penfield and Webster, Monroe County, P.I.N. 4404.18.321**, and

WHEREAS, the State will include as part of the construction, reconstruction, or improvement of the above mentioned project **the elevation adjustments of approximately thirteen (13) 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 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, 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 **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.

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On a motion made by Ms. Bleier-Mervis, seconded by Mr. Fero and duly put to a vote on roll call, the foregoing resolution #18-195 unanimously carried. AYES: 7 (Nasca, Volpe, Fero, Hurlbut, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

In discussion of Item #18-196 Mr. Savage addressed the Board describing details of the project which involves work being done to the roof of Pumping Station #1, 639 Edgemere Dr. and at the Central Processing Facility, 4799 Dewey Avenue in the Town of Greece. He also provided the Members with a recap of the results of the Bid and reported that there were 2 bids submitted and after review, the recommendation is to award the unit price contract to Weather Tight Installations.

#18-196 Authorize the **award of a unit price contract for the 2018 Roof Rehabilitation Program** to the low responsive, responsible bidder, Weather Tight Installations, in the bid amount of \$146,250.

On a motion made by Mr. Bernstein, seconded by Mr. Rulison and duly put to a vote on roll call, the foregoing resolution #18-196 unanimously carried. AYES: 7 (Nasca, Volpe, Fero, Hurlbut, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

In discussion of Item #18-197 Mr. LaManna advised the Board that MCWA has standardized on Allen-Bradley programmable controllers and stated that we continue to reconfirm standardization on same as done most recently in February of 2017.

#18-197 Authorize the **purchase of Allen Bradley Programmable Logic** network interface cards, controllers and ancillary equipment from Horizon Solutions for an estimated cost of \$30,000.

On a motion made by Mr. Rulison, seconded by Mr. Hurlbut and duly put to a vote on roll call, the foregoing resolution #18-197 unanimously carried. AYES: 7 (Nasca, Volpe, Fero, Hurlbut, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

For Items #18-198 and #18-199 Mr. Magguilli informed the Members that the items being requested for purchase (hardware, software and all associated equipment) is needed for the creation and implementation of a standalone server security system, separate from the existing MCWA standard operating system, in order to execute the necessary system enhancements required due to the newly reconfigured MCWA security operating system. Mr. Magguilli also addressed questions from the board relating to employee IT Security Training and existing MCWA IT Security best practices.

#18-198 Authorize the purchase of Network equipment to enhance the MCWA Security Infrastructure utilizing the NYS OGS Technology and Commodity contracts for a total estimated cost of \$175,000.

On a motion made by Mr. Bernstein, seconded by Mr. Hurlbut and duly put to a vote on roll call, the foregoing resolution #18-198 unanimously carried. AYES: 7 (Nasca, Volpe, Fero, Hurlbut, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

#18-199 Authorize the **purchase of professional services, servers, and software from Technical Systems Group Inc. (TSG)**, the sole source Lenel provider, to configure the equipment and software needed to enhance the MCWA security network for an estimated \$125,000.

On a motion made by Mr. Rulison, seconded by Mr. Hurlbut and duly put to a vote on roll call, the foregoing resolution #18-199 unanimously carried. AYES: 7 (Nasca, Volpe, Fero, Hurlbut, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

#18-200 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.

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On a motion made by Mr. Rulison, seconded by Mrs. Volpe and duly put to a vote on roll call, the foregoing resolution #18-200 unanimously carried. AYES: 7 (Nasca, Volpe, Fero, Hurlbut, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

For item #18-201 Mr. Savage addressed the Members in seeking their authorization to accept the Infrastructure Renewal Evaluation Report (“100-Year Plan”) dated April 2018. He reminded the Board that this report is as prepared by the Authority’s Consulting Engineer, O’Brien & Gere Engineers and was presented to them at the July 2018 Board Meeting, in addition to being featured at the recent Board Training Sessions held on August 28, 2018. Mr. Savage also informed the Board that because MCWA is viewed as an industry leader in long term strategic planning, Michelle McEntire of O’Brien & Gere Engineers and Mr. Savage will be presenting the study and its results at the NY State AWWA Conference later this month.

#18-201 WHEREAS, the Monroe County Water Authority (the “Authority”) water supply infrastructure is extensive, currently including four water treatment plants, 44 remote pumping stations, 49 storage tanks, two storage reservoirs and a water distribution network consists of approximately 3,300 miles of watermains, 36,000 valves and 26,300 hydrants, and

WHEREAS, given the age of the Authority’s infrastructure, many of these components are approaching the end of their useful life, and

WHEREAS, in response to this issue, the Authority directed it’s Consulting Engineer, O’Brien & Gere Engineers, to study and develop a renewal and replacement program for the next 100-year planning cycle; the purpose of which is to assess the anticipated life expectancy of the Authority’s infrastructure and identify the long-term replacement needs of the water system in order to achieve a sustainable level of infrastructure investment, and

WHEREAS, the Consulting Engineer has presented its findings and recommendations in a Final Report entitled “Infrastructure Renewal Evaluation” (the “Final Report”), dated April 2018, and

WHEREAS, the Authority has reviewed the Final Report with the Consulting Engineer and staff, and

NOW, THEREFORE, BE IT RESOLVED that the Authority accepts the Infrastructure Renewal Evaluation Final Report’s findings and recommendations.

On a motion made by Mr. Hurlbut, seconded by Mr. Rulison and duly put to a vote on roll call, the foregoing resolution #18-201 unanimously carried. AYES: 7 (Nasca, Volpe, Fero, Hurlbut, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

For item #18-202 Chairman Nasca requested a motion to add an additional matter to the Agenda for member’s consideration. On a motion made by Mr. Rulison, seconded by Mr. Hurlbut and duly put to a vote on roll call and unanimously carried, the foregoing resolution #18-202 was added to the September 13, 2018 agenda of the Regular Meeting of the MCWA Board of Directors. AYES: 7 (Nasca, Volpe, Fero, Hurlbut, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.

In discussion of this matter Attorney Ray Miller briefed the Board concerning entering into a Cooperative Agreement with Monroe County for fiber optic line access. Questions were asked and addressed regarding the terms and conditions of this agreement and as it relates to providing Monroe County with limited access to abandoned waterlines (owned by the Authority), currently used as a conduit for Monroe County fiber optic cables/lines of which MCWA has (Monroe County permitted) usage thereof.

#18-202 Authorize the Executive Director to negotiate, prepare, execute and deliver a Cooperative Agreement with Monroe County to provide the County with long-term, limited access to certain properties of the Authority containing fiber optic lines, which Cooperative Agreement will complement a reciprocal agreement pursuant to which the County provides the Authority with long-term access to its existing fiber optic network.

On a motion made by Mr. Bernstein, seconded by Mrs. Volpe and duly put to a vote on roll call, the foregoing resolution #18-202 unanimously carried. AYES: 7 (Nasca, Volpe, Fero, Hurlbut, Bernstein, Bleier-Mervis, Rulison); NAYS: 0.


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Presented for Board Members' notification / informational purposes:

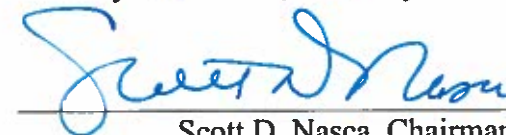
- 2017 Annual Report
- In Board folders for Member's initial review MCWA 2019 Preliminary Budget
- Also in Board folders:
 - Any routine monthly informational reports and/or updates.

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There being no further business to come before the Authority, Chairman Nasca adjourned the meeting at 9:58 a.m.



MaryAnn Hussar, Secretary to the Authority



Scott D. Nasca, Chairman