

**MONROE COUNTY WATER AUTHORITY
REGULAR MEETING**

WEDNESDAY, November 25, 2020 ~ 9:30 a.m.

Main Conference Room

General Offices, 475 Norris Drive, Rochester, New York

Roll Call

Pledge of Allegiance

#20-196 Approve minutes of the Authority's Regular Meeting, held on October 8, 2020.

Moved By:

Seconded By:

Voice Vote:

#20-197 Accept list of disbursements on check registers dated September 30, October 7, October 14, October 21, and October 28, November 4, and November 12, 2020, which were forwarded to the Authority Members for their review.

Moved By:

Seconded By:

Voice Vote:

#20-198 Accept Purchase Order List of materials and supplies for the period October 1 through November 16, 2020 in the amount of \$468,654.53.

Moved By:

Seconded By:

Voice Vote:

COMMUNICATIONS/NOTIFICATIONS

#20-199

RESOLUTION #20-199

**EXPRESSING APPRECIATION FOR YEARS OF SERVICE AND
BEST WISHES OF THE MONROE COUNTY WATER AUTHORITY BOARD
TO MICHAEL R. PIOTROWICZ UPON HIS RETIREMENT**

*WHEREAS, Michael R. Piotrowicz, a longtime employee of the Water Authority,
has retired as of October 29, 2020; and*

*WHEREAS, Michael R. Piotrowicz is a highly skilled and knowledgeable 31+ year
veteran of the Water Authority; and*

MONROE COUNTY WATER AUTHORITY
REGULAR MEETING – November 25, 2020
Page 2

***WHEREAS,** Michael R. Piotrowicz 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*

Michael R. Piotrowicz, MCWA Retiree.

Moved By:
Seconded By:
Roll Call Vote:

#20-200 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:
Title Change of Cady Joy from Utility Worker to Drafting Technician effective November 30, 2020 at Salary Schedule 5, Group 2.

Moved By:
Seconded By:
Roll Call Vote:

#20-201 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:
Title Change of Brandon Miller from Utility Worker to Drafting Technician effective November 30, 2020 at Salary Schedule 5, Group 2.

Moved By:
Seconded By:
Roll Call Vote:

#20-202 Authorize the use of **New York State OGS Contract, Group #39000, Award #22918, Contract #PC67229 – Industrial & Commercial Supplies and Equipment**, for the as-needed procurement of **Maintenance & Cleaning Supplies** from **Hillyard, Inc.** in an estimated annual amount of \$45,000 through the contract period ending September 30, 2022.

Moved By:
Seconded By:
Roll Call Vote:

MONROE COUNTY WATER AUTHORITY
REGULAR MEETING – November 25, 2020
Page 3

#20-203 Authorize the use of **New York State OGS Contract Group #72007, Award #23182** for the as-needed **Rental of Heavy Equipment** for an estimated annual amount of \$300,000 through the contract period ending October 7, 2025 from various vendors awarded serving MCWA's service area, based on pricing and availability. Vendors include: **Admar Supply Company, Inc.** (Contract #PS69101); **C.P. Ward, Inc.** (Contract #PS69102); **Five Star Equipment, Inc.** (Contract #PS69106); **George & Swede Sales and Service, Inc.** (Contract #PS69107); and **Monroe Tractor & Implement Co., Inc.** (Contract #PS69114).

Moved By:
Seconded By:
Roll Call Vote:

#20-204 Authorize the purchase of **Industrial and Commercial Supplies and Equipment**, to be ordered as needed, utilizing **New York State Contract Group #39000, Award #22918, Contract #PC67235**, from **W.W. Grainger, Inc.**, for an estimated total annual cost of \$125,000 through the contract period ending September 30, 2021. This contract may be extended for an additional 12-month period through September 30, 2022 in accordance with the terms and conditions of the New York State Office of General Services.

Moved By:
Seconded By:
Roll Call Vote:

#20-205 Authorize a Blanket Purchase Order for the procurement of **Industrial and Commercial Supplies and Equipment** not included on New York State Contract, to be ordered as needed from **W.W. Grainger, Inc.**, for an estimated total cost of \$25,000 for a one-year term from December 10, 2020 through December 9, 2021.

Moved By:
Seconded By:
Roll Call Vote:

MONROE COUNTY WATER AUTHORITY
REGULAR MEETING – November 25, 2020
Page 4

#20-206 Authorize the purchase of **Industrial and Commercial Supplies and Equipment**, to be ordered as needed, utilizing **New York State Contract Group #39000, Award #22918, Contract #PC67234**, from **MSC Industrial Supply Company**, for an estimated total annual cost of \$12,000 through the contract period ending September 30, 2021.

Moved By:
Seconded By:
Roll Call Vote:

#20-207 Authorize a Blanket Purchase Order for the procurement of **Industrial and Commercial Supplies and Equipment** not included on New York State Contract, to be ordered as needed from **MSC Industrial Supply Company**, for an estimated total cost of \$8,000 for the term ending September 30, 2021.

Moved By:
Seconded By:
Roll Call Vote:

#20-208 Authorize the purchase of **various parts and supplies**, as needed, for **maintenance and repair of Water Authority Dump Trucks and Crew Trucks** throughout year 2021 from **Kenworth Northeast Group** for an estimated total cost of \$65,000. Kenworth Northeast Group has branches in Buffalo, Rochester, Elmira, Syracuse, and Albany and is the only authorized Kenworth dealership to service New York State.

Moved By:
Seconded By:
Roll Call Vote:

#20-209 Authorize the purchase of **various parts and supplies**, as needed, for **maintenance and repair of the Authority's John Deere Backhoes and Loaders** throughout year 2021 from **Five Star Equipment, Inc.** for an estimated total cost of \$20,000. Five Star Equipment, Inc. is the sole source for John Deere parts and equipment within Monroe County.

Moved By:
Seconded By:
Roll Call Vote:

MONROE COUNTY WATER AUTHORITY
REGULAR MEETING – November 25, 2020
Page 5

#20-210 Authorize the purchase of **various parts and supplies**, as needed, for **maintenance and repair of the Authority's Caterpillar Backhoes** throughout year 2021, from **Milton CAT**, for an estimated total cost of \$30,000. Milton CAT is the authorized Caterpillar dealer for the Upstate and Western New York territory, with locations in Clifton Park, Batavia, Binghamton, and Syracuse.

Moved By:
Seconded By:
Roll Call Vote:

#20-211 Authorize a unit price purchase contract for **Water Service Materials** from low responsive, responsible bidder, **Blair Supply Corporation**, in the bid amount of \$32,858.30 for an initial term of one year with the option to extend for up to four additional one-year terms upon mutual consent. The bid amount is based on estimated quantities.

Moved By:
Seconded By:
Roll Call Vote:

#20-212 Authorize the award of the **Shoremont WTP and Webster WTP Intake Cleaning and Repairs** unit price contract to the low responsive, responsible bidder, **Empire Marine Corporation**, for the bid amount of \$297,580 with the option to extend the contract for up to four additional one-year terms upon mutual consent.

Moved By:
Seconded By:
Roll Call Vote:

#20-213 Authorize the purchase of a new **Software Licensing and Support** agreement with **AVEVA Group, PLC** for the Authority's SCADA system **Wonderware® and ThinManager®** software, including onsite assistance to implement software upgrades, for an estimated total cost up to \$120,000 for the three-year period commencing December 30, 2020 through December 29, 2023.

Moved By:
Seconded by:
Roll Call Vote:

MONROE COUNTY WATER AUTHORITY
REGULAR MEETING – November 25, 2020
Page 6

#20-214 Authorize the use of **New York State OGS Contract, Group #73600, Award #22802, Contract #PM67310**, for the purchase of **VMware** software, licensing, and one year of production support from **Dell Technologies** in the amount of \$16,575.34. Production Support will be renewed annually.

Moved By:
Seconded By:
Roll Call Vote:

#20-215 WHEREAS, the Monroe County Water Authority (the "Authority") has been leasing the property known as 195 Norris Drive, Rochester, New York (the "Property") continually beginning April 1, 2020 in order to satisfy the need for increased office space and decreased employee density; and

WHEREAS, the Authority owns and utilizes the adjacent property and has determined a long term need for this additional Property; and

WHEREAS, the Property has become available for sale; and

WHEREAS, the Authority had an independent appraisal of the Property completed by Bruckner, Tillett, Rossi, Cahill & Associates on August 10, 2020; and

WHEREAS, a proposed purchase price of \$300,000 has been agreed upon between the owner of the Property, JDP Properties, LLC, and the Authority.

NOW, THEREFORE, BE IT RESOLVED: The Monroe County Water Authority Board of Directors authorizes the **purchase of the Real Property known as 195 Norris Drive, Rochester, New York**, for the agreed upon price of \$300,000 plus any associated closing costs and fees; and

BE IT FURTHER RESOLVED: That the Executive Director, or his designee, is authorized to execute any and all documents necessary, in the opinion of counsel to the Authority, to give effect to the resolutions made herein; and

BE IT FURTHER RESOLVED: That the Executive Director, or his designee, shall have the authority to take such other actions as he deems advisable and necessary in relation to obtaining the Property.

Moved By:
Seconded By:
Roll Call Vote:

MONROE COUNTY WATER AUTHORITY
REGULAR MEETING – November 25, 2020
Page 7

#20-216 Authorize the purchase of **Veeam Backup and Replication Software** 5 year renewal subscription and production maintenance from low responsive, responsible bidder, **Zones, LLC** for a total estimated cost of \$16,943.60.

Moved By:
Seconded By:
Roll Call Vote:

#20-217 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:

#20-218 WHEREAS, in accordance with the State Environmental Quality Review Act (SEQR), the Monroe County Water Authority (the "Authority") as applicant proposes to undertake the following project: **Walker Road Tank** (the "Project"); and

WHEREAS, the Authority staff has prepared Part 1 of the Full Environmental Assessment Form, which was forwarded with a cover letter informing involved/interested agencies of the Authority's desire to act as Lead Agency on this Project, and requesting that all involved agencies agree to the Authority's desire to act as Lead Agency by October 21, 2020. Staff did not receive any written and/or oral objections to the Authority acting as Lead Agent for the above-referenced action.

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

MONROE COUNTY WATER AUTHORITY
REGULAR MEETING – November 25, 2020
Page 8

SECTION I: That the Authority shall act as **Lead Agency** on the Walker Road Tank Project, and by the Board's directive, the appropriate staff shall complete all actions necessary to comply with SEQR.

Moved By:
Seconded By:
Roll Call Vote:

#20-219

WHEREAS, on November 25, 2020, the Monroe County Water Authority (the "Authority") declared itself Lead Agency in accordance with the State Environmental Quality Review Act ("SEQR") and its corresponding regulations found at 6 NYCRR 617.6(b) with regard to the proposed Walker Road Tank (the "Project") in the Town of Pavilion; and

WHEREAS, Part 2 of the Environmental Assessment Form ("EAF") identified no significant negative environmental impacts from the Project; and

WHEREAS, the Authority staff has compared all impacts which may be reasonably expected to result from this proposed Type 1 action against the criteria set forth in NYCRR 617.7.

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

SECTION I: Based upon our review of Part 2 of the EAF on this action, and the Authority staff comments related thereto, if any, in accordance with 6 NYCRR 617.7, the Authority determines that the identified environmental impacts of the Project will not be significant.

SECTION II: This Board determines that the proposed action will not have a significant impact on the environment and, therefore, an environmental impact statement will not be prepared. This determination constitutes a **negative declaration for the purpose 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:

COMPENSATION COMMITTEE REPORT

FINANCE COMMITTEE REPORT

#20-220 **Approve an amendment to the Authority's *Rules for the Sale of Water and the Collection of Rents and Charges* effective January 1, 2021** 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 Recording Secretary of the Authority and filed with the President of the Monroe County Legislature and thereafter published once in the *Democrat and Chronicle*, once in the *Daily Record*, once in the *Batavia Daily News*, and once in the *Post* Newspapers; and filed in the Monroe County Clerk's office.

Moved By:
Seconded By:
Roll Call Vote:

#20-221 WHEREAS, the Monroe County Water Authority has adopted a water rate schedule effective January 1, 2021, 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 December 14, 2020 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 Recording Secretary of the Authority and delivered to the President of the Monroe County Legislature.

Moved By:
Seconded By:
Roll Call Vote:

MONROE COUNTY WATER AUTHORITY
REGULAR MEETING – November 25, 2020
Page 10

#20-222 Upon recommendation of the Monroe County Water Authority's Finance Committee, the Board hereby re-adopts the **Debt Management Policy**, as presented.

Moved By:
 Seconded By:
 Roll Call Vote:

#20-223 Approve the Authority's **3rd Quarter Investment Report** for the period ending September 30, 2020, as presented.

Moved By:
 Seconded By:
 Roll Call Vote:

#20-224 Approve the Authority's **3rd Quarter Financial Report** for the period ending September 30, 2020, as presented.

Moved By:
 Seconded By:
 Roll Call Vote:

#20-225 BE IT HEREBY RESOLVED: That the Monroe County Water Authority Board Meeting dates for **2021** be as follows:

JANUARY	THURSDAY	14	9:30 A.M. – REGULAR MEETING
JANUARY	THURSDAY	28	9:30 A.M. – REGULAR MEETING (IF NECESSARY)
FEBRUARY	THURSDAY	11	9:30 A.M. – REGULAR MEETING
FEBRUARY	THURSDAY	25	9:30 A.M. – REGULAR MEETING (IF NECESSARY)
MARCH	THURSDAY	11	9:30 A.M. – REGULAR MEETING
MARCH	THURSDAY	25	9:30 A.M. – REGULAR MEETING (IF NECESSARY)
APRIL	THURSDAY	8	9:30 A.M. – REGULAR & ANNUAL MEETING
APRIL	THURSDAY	22	9:30 A.M. – REG & ANNUAL MTGS (IF NECESSARY)
MAY	THURSDAY	13	9:30 A.M. – REGULAR MEETING
MAY	THURSDAY	27	9:30 A.M. – REGULAR MEETING (IF NECESSARY)
JUNE	THURSDAY	10	9:30 A.M. – REGULAR MEETING
JUNE	THURSDAY	24	9:30 A.M. – REGULAR MEETING (IF NECESSARY)

MONROE COUNTY WATER AUTHORITY
REGULAR MEETING – November 25, 2020
Page 11

JULY	THURSDAY	08	9:30 A.M. – REGULAR MEETING
JULY	THURSDAY	22	9:30 A.M. – REGULAR MEETING (IF NECESSARY)
AUGUST	THURSDAY	12	9:30 A.M. – REGULAR MEETING
AUGUST	THURSDAY	26	9:30 A.M. – REGULAR MEETING (IF NECESSARY)
SEPTEMBER	THURSDAY	09	9:30 A.M. – REGULAR MEETING
SEPTEMBER	THURSDAY	23	9:30 A.M. – REGULAR MEETING (IF NECESSARY)
OCTOBER	THURSDAY	14	9:30 A.M. – REGULAR MEETING
OCTOBER	THURSDAY	28	9:30 A.M. – REGULAR MEETING (IF NECESSARY)
NOVEMBER	WEDNESDAY	10	9:30 A.M. – REGULAR MEETING
NOVEMBER	WEDNESDAY	24	9:30 A.M. – REGULAR MEETING (IF NECESSARY)
DECEMBER	THURSDAY	09	9:30 A.M. – REGULAR MEETING
DECEMBER	THURSDAY	23	9:30 A.M. – REGULAR MEETING (IF NECESSARY)

Moved By:
Seconded By:
Roll Call Vote: