

**MONROE COUNTY WATER AUTHORITY
REGULAR MEETING**

THURSDAY, June 10, 2021 ~ 9:30 a.m.

Board Room

General Offices, 475 Norris Drive, Rochester, New York

Roll Call

Pledge of Allegiance

#21-105 Approve minutes of the Authority's Regular Meeting, held on Thursday, May 13, 2021.

Moved By:

Seconded By:

Voice Vote:

#21-106 Approve minutes of the Authority's Annual Meeting, held on Thursday, April 8, 2021.

Moved By:

Seconded By:

Voice Vote:

#21-107 Accept list of disbursements on check registers dated May 6, May 12, May 19, and May 26, 2021, which were forwarded to the Authority Members for their review.

Moved By:

Seconded By:

Voice Vote:

#21-108 Accept Purchase Order List of materials and supplies for the period May 6, 2021 through June 2, 2021 in the amount of \$192,821.85.

Moved By:

Seconded By:

Voice Vote:

COMMUNICATIONS/NOTIFICATIONS

#21-109

RESOLUTION #21-109
EXPRESSING APPRECIATION FOR YEARS OF SERVICE AND
BEST WISHES OF THE MONROE COUNTY WATER AUTHORITY BOARD
TO JOHN R. BECKER UPON HIS RETIREMENT

WHEREAS, John R. Becker, a longtime employee of the Water Authority,
has retired as of May 31, 2021; and

WHEREAS, John R. Becker is a highly skilled and knowledgeable 31 year
veteran of the Water Authority; and

WHEREAS, John R. Becker 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
John R. Becker, MCWA Retiree.

Moved by:
Seconded by:
Roll Call Vote:

#21-110

RESOLUTION #21-110
EXPRESSING APPRECIATION FOR YEARS OF SERVICE AND
BEST WISHES OF THE MONROE COUNTY WATER AUTHORITY BOARD
TO TODD D. BLIDE UPON HIS RETIREMENT

WHEREAS, Todd D. Blide, a longtime employee of the Water Authority,
has retired as of May 31, 2021; and

WHEREAS, Todd D. Blide is a highly skilled and knowledgeable 22 year
veteran of the Water Authority; and

WHEREAS, Todd D. Blide will be remembered for his dedicated service
by his fellow employees and management of the Water Authority.

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***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
Todd D. Blide, MCWA Retiree.*

Moved by:
Seconded by:
Roll Call Vote:

- #21-111** Confirm the following title change pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:
Title Change of Joseph Harrell to Maintenance Mechanic II, effective June 7, 2021 at Salary Schedule 4, Group 4.

Moved By:
Seconded By:
Roll Call Vote:

- #21-112** Authorize the purchase of **one (1) Ford F-250 XL Super Cab 4WD Pickup Truck with 6' 3/4" Box and Western Wide-Out Snowplow** through the **New York State Office of General Services (OGS) Vehicle Marketplace (Mini-Bid) Group #40440, Award #23166, PC #68953**, from low responsive, responsible bidder, **Van Bortel Ford**, in the amount of \$41,872.30.

Moved By:
Seconded By:
Roll Call Vote:

- #21-113** Authorize the purchase of **one (1) Ford F-250 XL Super Cab 4WD Pickup Truck with 6' 3/4" Standard Box** through the **New York State Office of General Services (OGS) Vehicle Marketplace (Mini-Bid) Group #40440, Award #23166, PC #68953**, from low responsive, responsible bidder, **Van Bortel Ford**, in the amount of \$34,467.25.

Moved By:
Seconded By:
Roll Call Vote:

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#21-114 Authorize the purchase of **four (4) Ford F-250 XL Super Cab 4WD Pickup Trucks with 6' 3/4" Standard Box** through the **New York State Office of General Services (OGS) Vehicle Marketplace (Mini-Bid) Group #40440, Award #23166, PC #68953**, from low responsive, responsible bidder, **Van Bortel Ford**, in the amount of \$137,868.

Moved By:
Seconded By:
Roll Call Vote:

#21-115 Authorize the purchase of **one (1) Ford F-250 XL Super Cab 4WD Pickup Truck with 8' Box** through the **New York State Office of General Services (OGS) Vehicle Marketplace (Mini-Bid) Group #40440, Award #23166, PC #68953**, from low responsive, responsible bidder, **Van Bortel Ford**, in the amount of \$34,653.72.

Moved By:
Seconded By:
Roll Call Vote:

#21-116 Authorize the Executive Director to enter into a five-year Professional Services Agreement with **Occupational Safety Consultants, Inc.** for **Safety Training and Compliance** for an estimated annual amount of \$20,000.

Moved By:
Seconded By:
Roll Call Vote:

#21-117 RESOLVED: That the following banks be, and they hereby are, **designated depositories** for Authority funds:

<u>The Bank of New York Mellon (Trustee)</u>	<u>Pittsburgh, Pennsylvania</u>
<u>The Bank of New York Mellon (Third Party Custodian for Key Bank)</u>	<u>New York, New York</u>
<u>The Bank of New York Mellon (Third Party Custodian for M&T Bank)</u>	<u>New York, New York</u>
<u>M & T Bank</u>	<u>Rochester, New York</u>

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Key Bank Albany, New York

JP Morgan Chase Bank Rochester, New York

Moved **to Take from Table** By:
Seconded By:
Roll Call Vote

And thereafter:

Moved By:
Seconded By:
Roll Call Vote:

#21-118 RESOLVED: In connection with both the re-appointment of **M & T Bank** as a designated depository bank pursuant to the foregoing resolution #21-117, and a request from M & T Bank to modify the Authority's treasury management procedures and authorizations, the Authority adopts the resolutions set forth in the "RESOLVED" paragraphs numbered 1-10 on Attachment "A" hereto.

Moved **to Take from Table** By:
Seconded By:
Roll Call Vote:

And thereafter:

Moved By:
Seconded By:
Roll Call Vote:

#21-119 RESOLVED: In connection with both the re-appointment of **Key Bank** as a designated depository bank pursuant to the foregoing resolution #21-117 and a request from Key Bank to modify the Authority's treasury management procedures and authorizations, the Authority adopts the resolutions set forth in the "RESOLVED" paragraphs numbered 1-11 on Attachment "A" hereto.

Moved **to Take from Table** By:
Seconded By:
Roll Call Vote:

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And thereafter:

Moved By:

Seconded By:

Roll Call Vote:

- #21-120** RESOLVED: In connection with both the re-appointment of **JP Morgan Chase Bank** as a designated depository bank pursuant to the foregoing resolution #21-117 and a request from JP Morgan Chase Bank, NA and its affiliates to modify the Authority's treasury management authorizations, the Authority adopts the resolutions set forth in the paragraphs entitled "RESOLVED" on Attachment "A" hereto.

Moved **to Take from Table** By:

Seconded By:

Roll Call Vote:

And thereafter:

Moved By:

Seconded By:

Roll Call Vote:

- #21-121** Approve the proposal as submitted by **M & T Insurance Agency, Inc.** for **renewals of Excess Liability Insurance Coverage** policies for an estimated cost of \$100,000. The term for insurance coverage is July 1, 2021 through June 30, 2022.

Moved By:

Seconded By:

Roll Call Vote:

- #21-122** Authorize the award of a unit price contract for **Medium Voltage Electrical Equipment Preventive Maintenance and Repair Services** to the low responsive, responsible bidder, **O'Connell Electric Company, Inc.**, for the bid amount of \$39,442.40. This contract is for an initial one year term, renewable for up to four (4) additional one-year terms upon mutual consent and with a maximum price escalation of 3% per year of extension. The bid amount is based on estimated quantities.

Moved By:

Seconded By:

Roll Call Vote:

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- #21-123** Authorize the renewal of **annual contracts for existing Oracle licenses and maintenance** from **Mythics, Inc.**, under **New York State Office of General Services Contract – Group #73600 Award #22802, Lot 1, Contract #PM20940** for an estimated total cost of \$19,849.

Moved By:

Seconded By:

Roll Call Vote:

GOVERNANCE COMMITTEE REPORT

- #21-124** Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby re-adopts the **Policy Regarding Service Awards Program**, as presented.

Moved By:

Seconded By:

Roll Call Vote:

- #21-125** Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby re-adopts the **Food Expenditure and Reimbursement Policy**, as presented.

Moved By:

Seconded By:

Roll Call Vote:

- #21-126** Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby re-adopts the **Policy Regarding Acquisition and Assignment of Mobile Communications Devices**, as presented.

Moved By:

Seconded By:

Roll Call Vote:

- #21-127** Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby re-adopts the **Travel & Expense Reimbursement Policy**, as presented.

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Moved By:
Seconded By:
Roll Call Vote:

- #21-128** Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby re-adopts the **Policy Regarding Time and Attendance for Executive Staff**, as presented.

Moved By:
Seconded By:
Roll Call Vote:

- #21-129** Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby re-adopts the **Policy Regarding Compensation and Reimbursement for Executive Staff**, as presented.

Moved By:
Seconded By:
Roll Call Vote:

- #21-130** Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby re-adopts the **Policy Regarding Time and Attendance for Management Employees**, as presented.

Moved By:
Seconded By:
Roll Call Vote:

- #21-131** Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby re-adopts the **Policy Regarding Compensation and Reimbursement for Management Employees**, as presented.

Moved By:
Seconded By:
Roll Call Vote:

- #21-132** Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby re-adopts the **Whistleblower Policy**, as presented.

Moved By:
Seconded By:
Roll Call Vote:

AUDIT COMMITTEE REPORT

#21-133 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, 2020.

Moved By:
Seconded By:
Roll Call Vote:

#21-134 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.

Moved By:
Seconded By:
Roll Call Vote:

#21-135 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: