

**MONROE COUNTY WATER AUTHORITY  
REGULAR MEETING**

**THURSDAY, October 14, 2021 ~ 9:30 a.m.**

**Board Room**

**General Offices, 475 Norris Drive, Rochester, New York**

Roll Call

Pledge of Allegiance

**#21-191** Approve minutes of the Authority's Regular Meeting, held on Thursday, September 9, 2021.

Moved By:

Seconded By:

Voice Vote:

**#21-192** Accept list of disbursements on check registers dated September 01, September 08, September 15, September 22, and September 29, 2021, which were forwarded to the Authority Members for their review.

Moved By:

Seconded By:

Voice Vote:

**#21-193** Accept Purchase Order List of materials and supplies for the period September 1, 2021 through October 1, 2021 in the amount of \$1,331,057.10.

Moved By:

Seconded By:

Voice Vote:

**COMMUNICATIONS/NOTIFICATIONS**

**#21-194** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Appointment of Heather Heckman to the title of Senior Office Account Clerk, effective November 1, 2021 at Salary Schedule 5, Group 3.

Moved By:

Seconded By:

Roll Call Vote:

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- #21-195** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Appointment of Christopher Berry to the title of Utility Worker, effective November 3, 2021 at Salary Schedule 4, Group 3.

Moved By:  
Seconded By:  
Roll Call Vote:

- #21-196** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission.

Provisional Appointment of Frederick Amacher to the title of Electrical/Instrumentation Mechanic III, effective November 1, 2021 at Salary Schedule 4, Group 3.

Moved By:  
Seconded By:  
Roll Call Vote:

- #21-197** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission.

Promotional Appointment of Michael Charella to the title of Heavy Motor Equipment Operator, effective October 18, 2021 at Salary Schedule 4, Group 6.

Moved By:  
Seconded By:  
Roll Call Vote:

- #21-198** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission.

Promotional Appointment of Michael Loughborough to the title of Heavy Motor Equipment Operator, effective October 18, 2021 at Salary Schedule 4, Group 6.

Moved By:  
Seconded By:  
Roll Call Vote:

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- #21-199** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission.

Promotional Appointment of Michael Balistere to the title of Construction Inspector, effective October 18, 2021 at Salary Schedule 5, Group 3.

Moved By:  
Seconded By:  
Roll Call Vote:

- #21-200** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission.

Title change of David Katerle to the title of Utility Worker, effective September 13, 2021 at Salary Schedule 4, Group 3.

Moved By:  
Seconded By:  
Roll Call Vote

- #21-201** Authorize the award of a unit price contract for **pipe couplings** from the low responsive, responsible bidder, **Blair Supply** in the bid amount of \$56,881. This is a one year contract with option to extend for up to four additional one year terms upon mutual consent. Bid amount is based on annual estimated quantities and items will be purchased as needed.

Moved By:  
Seconded By:  
Roll Call Vote

- #21-202** Authorize the award of a unit price contract for the **Walker Road Clearing and Grubbing** project contract to the low responsive, responsible bidder, **F.P. Kane Construction** in the bid amount of \$91,000.

Moved By:  
Seconded By:  
Roll Call Vote

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- #21-203** Authorize the award of a unit price contract for the **Trabold Road Water Main Replacement**, to the low, responsive, responsible bidder, **Blue Heron Construction Co., LLC** in the bid amount of \$831,470.

Moved By:  
Seconded By:  
Roll Call Vote:

- #21-204** WHEREAS, the New York State Department of Transportation proposes the construction, reconstruction, or improvement of **NY-33A from NY-252 to NY-204, Town of Chili, Monroe County, P.I.N. 4033.75.301**, and

WHEREAS, the State will include as part of the construction, reconstruction, or improvement of the above mentioned project the **adjustment of 12 valve boxes**, 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 relocated 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.

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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Moved By:  
Seconded By:  
Roll Call Vote:

- #21-205** Authorize the Executive Director to enter into any and all agreements with the **New York State Department of Transportation** for the **Pedestrian Safety Action Plan-Phase II Improvements at NY-96 and NY-31**, Village of Pittsford, Monroe County (P.I.N. 40PS02.301)

Moved By:  
Seconded By:  
Roll Call Vote:

- #21-206** 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, 2022.

Moved By:  
Seconded By:  
Roll Call Vote:

- #21-207** Authorize a Blanket Purchase Order for the purchase 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, 2022.

Moved By:  
Seconded By:  
Roll Call Vote:

- #21-208** Authorize the execution of a Water Exchange Renewal Agreement with the **Town of Ontario, New York**, for the purchase of water at the existing meter vaults on Boston and Whitney Roads. The Agreement will be for a term of two (2) years.

Moved By:  
Seconded By:  
Roll Call Vote:

- #21-209** Authorize to enter into a Professional Services Agreement with **Jefferson Solutions, Inc.**, as proposed, to provide Actuarial Services for fiscal years ending December 31, 2021, 2022, and 2023, renewable up to two additional one-year terms upon mutual agreement and in accordance with the terms of such firm's written proposal.

Moved By:  
Seconded By:  
Roll Call Vote:

**FINANCE COMMITTEE REPORT**

- #21-210** RESOLVED: That the **Authority's Preliminary Budget** for the calendar year 2022 totaling \$84,421,935 be, and it hereby is, adopted.

IT IS FURTHER RESOLVED: That in accordance with the Authority's Trust Indenture dated October 1, 1991, Section 506, Paragraph #2, the Preliminary Budget so adopted shall, when it has been approved by a certificate of the Consulting Engineer, constitute for all purposes the Annual Budget for 2022.

Moved By:  
Seconded By:  
Roll Call Vote:

- #21-211** 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:

**COMPENSATION COMMITTEE REPORT**

**GOVERNANCE COMMITTEE REPORT**

- #21-212** 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:

- #21-213** Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby readopts the **Code of Ethics Policy**, as presented.

Moved By:  
Seconded By:  
Roll Call Vote:

- #21-214** Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby readopts the **Policy Governing the Use of Authority Discretionary Funds**, as presented.

Moved By:  
Seconded By:  
Roll Call Vote:

- #21-215** Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby readopts the **Policy Regarding the Acquisition of Interests in Real Property**, as presented.

Moved By:  
Seconded By:  
Roll Call Vote:

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- #21-216**      Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby readopts the revised **Disposal Guidelines**, as presented.

Moved By:  
Seconded By:  
Roll Call Vote:

- #21-217**      Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby readopts the **Software Code of Ethics Policy**, as presented.

Moved By:  
Seconded By:  
Roll Call Vote: