

MINUTES

DRAFT – Subject to and Pending Monroe County Water Authority Board approval.

**MONROE COUNTY WATER AUTHORITY
REGULAR MEETING
THURSDAY, February 10, 2022 @ 9:00 a.m.
Main Conference Room
General Offices, 475 Norris Drive, Rochester, New York**

9:00 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, R. Hurlbut, M. Van Vechten, J. Rulison

Members Absent (1): A. Bernstein,

Staff present: N. Noce, Executive Director; D. Hendrickson, Director of Human Resources; L. Magguilli, Assistant to the Executive Director; A. Molinari, Director of Finance & Business Services; S. Savage, Director of Engineering; C. LaManna, Director of Production & Transmission; S. Trotta, Director of Operations. K. Sharp, Communication Aide

General Counsel present: Andrew Dean, Esq. – Harter, Secrest & Emery, Allison Bartlett, Associate – Harter, Secrest & Emery

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

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

Pledge of Allegiance – Lead by Chairman Nasca

#22-013 Approve minutes of the Authority's Regular Meeting held on January 13, 2022.

On a motion made by Mr. Rulison, seconded by Mr. Hurlbut, the foregoing resolution #22-013 was put to a voice vote and unanimously carried. AYES: 6; NAYS: 0

#22-014 Approve list of disbursements on check registers dated January 5, January 12, January 19, and January 26, 2022, which were forwarded to the Authority Members for their review.

On a motion made by Mr. Rulison, seconded by Mr. Hurlbut, the foregoing resolution #22-014 was put to a voice vote and unanimously carried. AYES: 6; NAYS: 0

#22-015 Accept Purchase Order List of materials and supplies for the period January 1, 2022 through February 1, 2022 in the amount of \$375,433.66.

On a motion made by Mr. Hurlbut, seconded by Mr. Rulison, the foregoing resolution #22-015 was put to a voice vote and unanimously carried. AYES: 6; NAYS: 0

COMMUNICATIONS/NOTIFICATIONS

Mr. Noce informed the Board that their folders contained last month's Water Authority financials, an employee separation memo and two notices of RFP's to solicit IT services and programming support. He directed their attention to a memorandum, also in their folders, acknowledging Water Authority employees who used no sick time during 2021. He wished to commend these employees for their dedication to the organization.

Mr. Noce noted that their folders also contained the Water Authority's mission statement for their annual review, along with the Confidential Evaluation of Board Performance. Chairman Nasca invited Mr. Rulison to share remarks on Mr. Hurlbut's retirement from the Monroe County Water Authority Board of Directors. Mr. Rulison thanked Mr. Hurlbut for his tremendous contributions during his 10 years of service on the Board. Chairman Nasca and Mr. Noce echoed his sentiment and acknowledged Mr. Hurlbut's extensive impact.

For Item 22-016, Board Vice-Chairman Fero and Board Treasurer Rulison offered the following resolution and moved its adoption:

#22-016

RESOLUTION #22-016

**EXPRESSING APPRECIATION FOR YEARS OF SERVICE AND
BEST WISHES OF THE MONROE COUNTY WATER AUTHORITY BOARD
TO WILFREDO V. VILLARRUBIA UPON HIS RETIREMENT**

*WHEREAS, Wilfredo V. Villarrubia, a longtime employee of the Water Authority,
has retired as of January 28, 2022; and*

*WHEREAS, Wilfredo V. Villarrubia is a highly skilled and knowledgeable 36+ year
veteran of the Water Authority; and*

*WHEREAS, Wilfredo V. Villarrubia 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
Wilfredo V. Villarrubia, MCWA Retiree.*

~ This resolution adopted unanimously. ~

For Item 22-017, Board Member Hurlbut and Board Member Van Vechten offered the following resolution and moved its adoption:

#22-017

RESOLUTION #22-017

**EXPRESSING APPRECIATION FOR YEARS OF SERVICE AND
BEST WISHES OF THE MONROE COUNTY WATER AUTHORITY BOARD
TO ANN L. ZIKI UPON HER RETIREMENT**

*WHEREAS, Ann L. Ziki, a longtime employee of the Water Authority,
has retired as of January 28, 2022; and*

*WHEREAS, Ann L. Ziki is a highly skilled and knowledgeable 34+ year
veteran of the Water Authority; and*

*WHEREAS, Ann L. Ziki 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; and*

*BE IT FURTHER RESOLVED, the Recording Secretary of the Board is
hereby requested to forward a copy of this Resolution to
Ann L. Ziki, MCWA Retiree.*

~ This resolution adopted unanimously. ~

- #22-018** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:
- Provisional Appointment of Anthony Piascik to the title of Project Engineer – Water Distribution, effective February 14, 2022 at Salary Schedule 3, Group 4.

On a motion made by Ms. Van Vechten, seconded by Mr. Fero, the foregoing resolution #22-018 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, M. Van Vechten, J. Rulison); NAYS: 0

For Item #22-019, Mr. Trotta addressed the Board for authorization of a unit price contract for the as-needed purchase of hydrant parts. He stated this is a one-year contract, renewable for up to four years. He noted that Core & Main was the low responsive, responsible bidder.

- #22-019** Authorize the award of a unit price contract for **Mueller Hydrant Parts** from the low responsive, responsible bidder, **Core & Main** in the bid amount of \$37,405.97. This is a one-year contract with the 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.

On a motion made by Mr. Rulison, seconded by Mrs. Van Vechten the foregoing resolution #22-019 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, M. Van Vechten, J. Rulison); NAYS: 0

For Item #22-020, Mr. LaManna sought Board authorization of a unit price contract for hydrofluosilicic acid to be used in the water treatment process at the Shoremont and Webster treatment plants. He recapped the bid results and stated that we have used this supplier in the past. Mr. LaManna answered follow up questions posed by Board members.

- #22-020** Authorize the award of the 23% **Hydrofluosilicic Acid** unit price contract to the low responsive, responsible bidder, **Univar Solutions, Inc.** for the bid amount of \$116,600.00 (\$530.00/ton) with the option to extend the contract for up to four additional one-year terms upon mutual consent.

On a motion made by Mrs. Van Vechten, seconded by Mr. Rulison, the foregoing resolution #22-020 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, M. Van Vechten, J. Rulison); NAYS: 0

For Item #22-021, Mr. LaManna briefed the Board for authorization of a unit price contract for liquid sodium hypochlorite to be used for disinfection at the Authority's treatment plants and pump stations. He informed the Board that three responsive bids were received. Mr. LaManna responded to questions raised by Board members.

- #22-021** Authorize the award of the **Liquid Sodium Hypochlorite** unit price contract to the low responsive, responsible bidder, **JCI Jones Chemicals, Inc.** for the bid amount of \$423,000.00 (\$1.41/gallon) with the option to extend the contract for up to four additional one-year terms upon mutual consent.

On a motion made by Mr. Hurlbut, seconded by Mr. Rulison, the foregoing resolution #22-021 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, M. Van Vechten, J. Rulison); NAYS: 0

For Item #22-022, Mr. LaManna sought Board authorization of the replacement of granular activated carbon (GAC) filter media at the Shoremont Water Treatment Plant. He recapped the bid results and stated that the Authority has worked with this vendor in the past, most recently at the Webster Water Treatment Plant in 2021.

**MONROE COUNTY WATER AUTHORITY
REGULAR MEETING – February 11, 2021**

- #22-022** Authorize the award of the **2022 GAC Replacement**, East Filters Phase 1, Shoremont Water Treatment Plant to low responsive, responsible bidder, **Carbon Activated Corporation** for the bid amount of \$687,000.00.

On a motion made by Mr. Hurlbut, seconded by Mrs. Van Vechten, the foregoing resolution #22-022 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, M. Van Vechten, J. Rulison); NAYS: 0

For Item #22-023, Mr. LaManna addressed the Board for authorization in the purchase of a high performance database software. He explained that the system records and stores all data generated in the supervisory control and data acquisition (SCADA) system, thus will improve reliability and redundancy of the Authority's production and transmission system.

- #22-023** Authorize the purchase of **Aveva™ Historian 2020** database software from **Wonderware North, a Q-Mation Company** for an estimated total cost up to \$16,499.00.

On a motion made by Mr. Fero, seconded by Mr. Hurlbut, the foregoing resolution #22-023 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, M. Van Vechten, J. Rulison); NAYS: 0

For Item #22-024, Mr. LaManna requested Board authorization in the purchase of materials and services to repair a 50-horsepower pump at the Webster Water Treatment Plant. He stated that it is more cost effective to repair the pump than to replace it.

- #22-024** Authorize the purchase of **materials and services** from **Shrier-Martin Process Equipment Co.** for the repair of a Webster Water Treatment Plant Equalization Tank pump manufactured by ABS for an estimated total cost up to \$16,600.00.

On a motion made by Mr. Hurlbut, seconded by Mrs. Volpe, the foregoing resolution #22-024 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, M. Van Vechten, J. Rulison); NAYS: 0

For Item #22-025, Mr. Savage briefed the Board for authorization in a temporary license with the Town of Chili for installation of a radio antenna on the Chestnut Ridge Water Storage Tank. The project will allow the town to maintain coverage during the demolition and reconstruction of a fire department building, where the radio equipment is currently stationed. Mr. Savage responded to a question posed by a Board member.

- #22-025** Authorize the Executive Director to execute a **Temporary License** with the **Town of Chili** for the installation of radio equipment on the Chestnut Ridge Water Storage Tank.

On a motion made by Mr. Rulison, seconded by Mrs. Van Vechten, the foregoing resolution #22-025 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, M. Van Vechten, J. Rulison); NAYS: 0

For Item #22-026, Mr. Magguilli sought Board authorization of a one-year contract renewal for New York State legislative and advocacy services. He stated that O'Donnell & Associates have done an exceptional job communicating with the Water Authority in regards to changes in state policies and laws.

- #22-026** Authorize the Executive Director, or his designee to exercise a one-year renewal for **New York State Legislative and Advocacy Services** with **O'Donnell &**

**MONROE COUNTY WATER AUTHORITY
REGULAR MEETING – February 11, 2021**

Associates from February 22, 2022 to February 21, 2023 at an estimated monthly cost of \$3450. This is the second and final optional one-year renewals. The original agreement was approved by the Board on February 4, 2020 meeting under resolution #20-028, and first optional renewal granted by the Board on February 11, 2021 under resolution #21-022.

On a motion made by Mr. Hurlbut, seconded by Mrs. Van Vechten, the foregoing resolution #22-026 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, M. Van Vechten, J. Rulison); NAYS: 0

#22-027 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.

On a motion made by Mr. Hurlbut, seconded by Mr. Rulison, the foregoing resolution #22-027 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, M. Van Vechten, J. Rulison); NAYS: 0

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In Board folders for review:

- Proposed RFP/Q Recipients – IT programming Support & It Logrhythm Training Hours and Upgrade Support
- MCWA Mission Statement
- Confidential Board Performance Evaluation
- No Sick Time Used in 2021
- Routine monthly informational updates

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There being no further business to come before the Authority, Chairman Nasca adjourned this Regular Meeting at 09:25 a.m.

Diane L. Hendrickson, Recording Secretary

Scott D. Nasca, Chairman