

## MINUTES

**MONROE COUNTY WATER AUTHORITY  
REGULAR MEETING  
THURSDAY, April 21, 2022 @ 9:00 a.m.  
AV 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, S. Mason, 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; S. Savage, Director of Engineering; C. LaManna, Director of Production & Transmission; S. Trotta, Director of Operations; K. Sharp, Communications Aide

**General Counsel present:** Andrew Dean, Esq. – Harter, Secrest & Emery

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

Chairman Nasca welcomed Sheila R. Mason to the Board and congratulated Matthew J. Fero for his re-appointment.

**#22-049** Approve minutes of the Authority's Regular Meeting held on March 10, 2022.

On a motion made by Mr. Rulison, seconded by Mrs. Volpe, the foregoing resolution #22-049 was put to a voice vote and unanimously carried. AYES: 6; NAYS: 0

**#22-050** Approve list of disbursements on check registers dated March 2, March 9, March 16, March 23, March 30, and April 6, 2022, which were forwarded to the Authority Members for their review.

On a motion made by Mr. Rulison, seconded by Mrs. Van Vechten, the foregoing resolution #22-050 was put to a voice vote and unanimously carried. AYES: 6; NAYS: 0

**#22-051** Accept Purchase Order List of materials and supplies for the period March 1, 2022 through April 1, 2022 in the amount of \$1,125,796.

On a motion made by Mrs. Van Vechten, seconded by Mrs. Volpe, the foregoing resolution #22-051 was put to a voice vote and unanimously carried. AYES: 6; NAYS: 0

## **COMMUNICATIONS/NOTIFICATIONS**

Mr. Noce informed the Board that an RFP/Q will be solicited for a Water Quality Laboratory Evaluation.

**#22-052** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Appointment of James Aylesworth to the title of Microcomputer Maintenance Technician, effective April 25, 2022 at an annual salary of \$85,800.

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On a motion made by Mr. Rulison, seconded by Mrs. Van Vechten, the foregoing resolution #22-052 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

- #22-053** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:  
Provisional Appointment of Kathryn Pizzo. to the title of Office Clerk III, effective May 10, 2022 at an hourly rate of \$26.86.

On a motion made by Mrs. Van Vechten, seconded by Mrs. Volpe, the foregoing resolution #22-053 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

- #22-054** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:  
Appointment of Noah Carnes to the title of Laborer, effective April 25, 2022 at an hourly rate of \$18.73.

On a motion made by Mr. Rulison, seconded by Mrs. Van Vechten, the foregoing resolution #22-054 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

- #22-055** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:  
Appointment of Brady Bodamer to the title of Laborer, effective May 2, 2022 at an hourly rate of \$18.73.

On a motion made by Mr. Rulison, seconded by Mrs. Volpe, the foregoing resolution #22-055 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

- #22-056** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:  
Promotional Appointment of Andrew Pangrazio to the title of Skilled Laborer, effective April 25, 2022 at an hourly rate of \$22.67.

On a motion made by Mrs. Van Vechten, seconded by Mr. Rulison the foregoing resolution #22-056 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

- #22-057** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:  
Promotional Appointment of Justin Andrews to the title of Assistant Construction Inspector, effective April 25, 2022 at an hourly rate of \$25.78.

On a motion made by Mrs. Van Vechten, seconded by Mr. Rulison the foregoing resolution #22-057 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

**For Items #22-058 and #22-059**, Ms. Hendrickson addressed the Board for approval of the Seasonal Laborer and Student Intern Salary Schedules. The Schedules have been revised to keep pace with New York State minimum wage requirements, thereby attracting college students to apply as

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seasonal help for hydrant painting and student co-ops for the Engineering and information Technology areas.

**#22-058** Approve **Seasonal Laborer Salary Schedule** in the form presented on this date, to be effective immediately.

On a motion made by Mr. Rulison, seconded by Mrs. Volpe, the foregoing resolution #22-058 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

**#22-059** Approve **Student Intern (Co-Op) Salary Schedule** in the form presented on this date, to be effective immediately.

On a motion made by Mr. Fero, seconded by Mr. Rulison, the foregoing resolution #22-059 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #22-060**, Mr. Trotta sought Board authorization to award the unit price contract for Small Tools to Hanes Supply, Inc. Mr. Trotta stated that Hanes Supply, Inc. has been a vendor for the Authority in the past and has been a favorable vendor.

**#22-060** Authorize the award of a unit price contract for **Small Tools** from the low responsive, responsible bidder, **Hanes Supply, Inc.** in the bid amount of \$39,805.17. 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 Mr. Fero, the foregoing resolution #22-060 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #22-061**, Mr. Trotta addressed the Board for authorization for the purchase of two 48" Concrete Pipe Adapters to be used to repair small leaks on the 48" water mains, from Rangeline Pipeline Service, LLC

**#22-061** Authorize the purchase of (2) **48" Concrete Pipe Adapters** from the low responsive, responsible bidder, **Rangeline Pipeline Services, LLC** in the bid amount of \$17,874.00.

On a motion made by Mrs. Van Vechten, seconded by Mr. Rulison, the foregoing resolution #22-061 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

**For Items #22-062 and #22-063**, Mr. Trotta briefed the Board for authorization in the purchase 2023 Chevrolet Silverado's, 2500 HD Double Cab 4WD. Following a question from a Board member a vote was called.

**#22-062** Authorize the purchase of (1) new **2023 Chevrolet Silverado 2500 HD WT Double Cab 4WD Standard Box Truck** through the New York State Office of General Services Vehicle Marketplace, Group No. 40440, Award No. 23166, Mini Bid No. 9631 from the low responsive, responsible bidder, **Jim Barnard Chevrolet** in the amount of \$47,995.46

On a motion made by Mr. Rulison, seconded by Mr. Fero, the foregoing resolution #22-062 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

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- #22-063** Authorize the purchase of (2) new **2023 Chevrolet Silverado 2500 HD WT Double Cab 4WD Standard Box with Truck Cap** through the New York State Office of General Services Vehicle Marketplace, Group No. 40440, Award No. 23166, Mini Bid No. 9630 from the low responsive, responsible bidder, **Jim Barnard Chevrolet** in the amount of \$110,511.80

On a motion made by Mr. Rulison, seconded by Mrs. Van Vechten, the foregoing resolution #22-063 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, S. Mason, J. Rulison); NAYS: 0

**For Item #22-064**, Mr. Trotta addressed the Board for authorization for the purchase a 10'x10' Solid Aluminum Shoring Box from Anderson Equipment Company, to be used for excavation safety for deeper excavations.

- #22-064** Authorize the purchase of **one (1) 10'x10' Solid Aluminum Shoring Box with Lifting Eyes, (4) 2' Adjustable Legs, (1) 4-Legged Lifting Chain for Box, (1) set ea. Of Spreaders - 5'8' wide and 6'-10'wide** to the low responsive, responsive bidder, **Anderson Equipment Company** in the amount of \$21,887.

On a motion made by Mrs. Van Vechten, seconded by Mr. Rulison, the foregoing resolution #22-064 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #22-065**, Mr. Trotta sought Board authorization for the use of the Monroe County Contract for the as-needed purchase of Automotive Parts and Supplies.

- #22-065** Authorize the use of the **Monroe County Contract BP #0307-21** (SAP Contract #7700000061) for the as-needed purchase of **Automotive Parts and Supplies** from **Nu-Way Auto Parts** in the estimated amount of \$40,000 through the contract period ending April 30, 2023. Contract may be extended up to four (4) additional one-year terms provided the Monroe County Contract #0307-21 is valid.

On a motion made by Mrs. Van Vechten, seconded by Mrs. Mason, the foregoing resolution #22-065 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #22-066**, Mr. LaManna addressed the Board for authorization for the use of the Monroe County Contract for the as-needed general construction labor services from C.P Ward, Inc. Mr. LaManna stated this was mainly used for tank cleaning.

- #22-066** Authorize the purchase of general construction labor services from **C.P. Ward, Inc.** under the terms of Monroe County Contract BP#1108-17 for **General Construction Term Service Contract Carpenters, Painters, Masons, Laborers, Iron Workers**, for an estimated total amount up to \$20,000 for the contract term through December 31, 2022.

On a motion made by Mr. Rulison, seconded by Mrs. Volpe, the foregoing resolution #22-066 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #22-067**, Mr. LaManna briefed the Board for authorization to purchase of Programmable Logic Controllers (PLC's) to replace the filter PLC's for the West I project. He stated the Authority previously standardized on the use of Rockwell Automation Allen Bradley® products.

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- #22-067** Authorize the purchase of **Rockwell Automation/Allen-Bradley® Programmable Logic Controllers (PLCs)** and ancillary equipment from **Horizon Solutions, LLC** for an estimated total cost up to \$45,000.

On a motion made by Mrs. Van Vechten, seconded by Mr. Rulison, the foregoing resolution #22-067 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #22-068**, Mr. Magguilli sought Board authorization to award Professional Services Agreements for IT Programming Support. He summarized the value of having the support available to the IT area.

- #22-068** Authorize the award of a Professional Services Agreement for **IT Programming Support** for support with numerous IT projects to **eConsultants** for an estimated annual amount of \$250,000 for the term May 1, 2022 through April 30, 2023, renewable up to four additional one-year terms upon mutual agreement and in accordance with the terms of such firm's written proposal.

On a motion made by Mr. Rulison, seconded by Mrs. Volpe, the foregoing resolution #22-068 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

For Item #22-069, Mr. Magguilli requested Board authorization for the contract award for Logrhythm IT Training and Upgrade Support, based on Best Value to Sedara. In response to a Board members' question, Mr. Magguilli stated Sedara is a local vendor.

- #22-069** Authorize the contract award for **Logrhythm IT Training Hours and Upgrade Support**, based on Best Value, to **Sedara** for a term of one-year, from May 1, 2022 to April 30, 2023 for an estimated cost of \$28,500.

On a motion made by Mr. Rulison, seconded by Mrs. Van Vechten, the foregoing resolution #22-069 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

- #22-070** 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. Fero, seconded by Mrs. Mason, the foregoing resolution #22-070 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #22-071**, Mr. Dean from Harter addressed the Board regarding the Water Authority's participation in the Finger Lakes Municipal Health Insurance Trust Annual stating the resolution would be to add another carrier to administer Medicare insurance. Ms. Hendrickson answered a follow-up.

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**#22-071      RESOLUTIONS AUTHORIZING CONTINUED PARTICIPATION IN THE  
FINGER LAKES MUNICIPAL HEALTH INSURANCE TRUST BY EXECUTION OF  
INTER-MUNICIPAL COOPERATION AGREEMENT**

**WHEREAS**, Finger Lakes Municipal Health Insurance Trust (“FLMHIT”) established a trust arrangement (the “Trust”) to provide medical, surgical, hospital and other health insurance coverage benefits (the “Program”) to its members’ employees and, following competitive bidding, contracted with MVP Health Care to underwrite the Program; and

**WHEREAS**, pursuant to Resolution 2017-227, adopted on November 9, 2017, the Members of the Monroe County Water Authority (the “Authority”) determined that the Authority should enter into the Program and authorized the Executive Director to execute: (i) a Memorandum of Understanding between FLMHIT and the Authority, (ii) a Membership Agreement, including an acceptance by the Board of Trustees of the Trust, and (iii) an Amendment to the Agreement and Declaration of Trust and Inter-Municipal Cooperation Agreement; and

**WHEREAS**, FLMHIT has issued a request for proposals, pursuant to Section 104-b of the General Municipal Law, to certain insurance companies authorized to do business in the State of New York (“State”) and certain non-profit membership corporations organized under Article 43 of the Insurance Law of the State for the purposes of underwriting the Program, and Aetna, Inc. (“Aetna”) has been selected to underwrite the Program; and

**WHEREAS**, the selection of Aetna to underwrite the Program requires entry into an Inter-Municipal Cooperation Agreement between the participants in the Program, including the Authority; and

**WHEREAS**, under Section 1096(16) of the Public Authorities Law, the Authority has the power to enter into cooperative agreements with municipalities for shared services arrangements such as the Program; and

**WHEREAS**, to continue to participate in the Program, the Authority must sign the Inter-Municipal Cooperation Agreement, entered into by and between the Participants thereto, effective April 1, 2022 (the “Agreement”).

**NOW, THEREFORE, BE IT RESOLVED** that:

1. The Members of the Authority hereby approve the form and substance of the Agreement.
2. The Members of the Authority hereby authorize the Executive Director to sign the Agreement, effective April 1, 2022, and to sign all accompanying documentation, and implement the terms of the Agreement.
3. The Members and staff of the Authority are hereby authorized and directed for and on behalf of the Authority and in its name to do all acts and things required or as may be necessary, or in the opinion of the officer so acting, desirable and proper to effect the purposes of the foregoing resolutions and to cause compliance by the Authority with the provisions of the foregoing resolutions.
4. The Members of the Authority hereby determine that any and all actions taken by FLMHIT or the Executive Director prior to the date of adoption of the foregoing resolutions which would have been authorized by the foregoing resolutions but for the fact that such actions were taken prior to such date, be, and each hereby is, ratified, approved, confirmed and adopted as a duly authorized act of the Authority in all respects and for all purposes.

On a motion made by Mr. Rulison, seconded by Mrs. Van Vechten, the foregoing resolution #22-071 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

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**For Item #22-072**, Mr. Noce addressed the Board regarding the Water Authority's 2021 Annual Report, previously e-mailed to each Member for their prior review. He stated the report is filed with the New York State Authorities Budget Office each year to maintain accountability and transparency.

**#22-072** Resolved: The Board hereby approves the **Monroe County Water Authority's 2021 Annual Report**, submitted in accordance with Section 2800 of the Public Authorities Law and entered electronically into the Public Authorities Reporting Information System (PARIS) as required by the New York State Authorities Budget Office.

On a motion made by Mr. Rulison, seconded by Mrs. Van Vechten, the foregoing resolution #22-071 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

**EXECUTIVE SESSION**

**#22-ES** 09:20 a.m. – Chairman Nasca requested a motion to enter Executive Session pursuant to Section 105 (l) (e) of the New York Public Officers Law in order for the Board to discuss Union matters.

Moved by Mr. Fero, seconded by Mr. Rulison, and put to a roll call vote, the Board unanimously agreed to enter Executive Session. AYES: 6 (S. Nasca, S. Volpe, M. Fero, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

09:34 a.m. – Motion to conclude Executive Session: Moved by Mr. Rulison, seconded by Mr. Fero, the Board upon voice vote unanimously agreed to conclude Executive Session. No formal action was taken.

Chairman Nasca called this Regular Meeting back in open session.

\* \* \*

**In Board folders for review:**

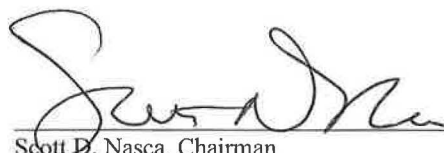
- Routine monthly informational updates
- Employee Separations
- Outstanding Claims
- Financials for January and February
- Notification of RFP/Q for Laboratory Evaluation

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There being no further business to come before the Authority, Chairman Nasca adjourned this Regular Meeting at 9:36 a.m.



Diane L. Hendrickson, Recording Secretary



Scott D. Nasca, Chairman