

MINUTES

**MONROE COUNTY WATER AUTHORITY
REGULAR MEETING
THURSDAY, May 12, 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 (7): S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison

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, Communications

General Counsel present: Andrew Dean, Esq. – 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

#22-073 Approve minutes of the Authority's Regular Meeting held on April 21, 2022.

On a motion made by Mr. Rulison, seconded by Mr. Bernstein, the foregoing resolution #22-073 was put to a voice vote and unanimously carried. AYES: 7; NAYS: 0

#22-074 Approve list of disbursements on check registers dated April 13, April 20, and April 27, 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 #22-074 was put to a voice vote and unanimously carried. AYES: 7; NAYS: 0

#22-075 Accept Purchase Order List of materials and supplies for the period April 2, 2022 through May 2, 2022 in the amount of \$455,888.42.

On a motion made by Mr. Bernstein, seconded by Mr. Rulison, the foregoing resolution #22-075 was put to a voice vote and unanimously carried. AYES: 7; NAYS: 0

COMMUNICATIONS/NOTIFICATIONS

Mr. Noce informed the Board that RFP/Q's will be solicited for a firewall refresh as well as for pulmonary function and fit testing.

Mr. Noce congratulated Board Member, Joseph Rulison on being named 'Most Influential CEO 2022' by CEO Monthly Magazine.

Mr. Noce announced that the Water Authority was ranked second in customer satisfaction among mid-sized water utilities in the northeast by **J.D. Power & Associates**.

MONROE COUNTY WATER AUTHORITY
REGULAR MEETING – May 12, 2022

#22-076 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Appointment of Drey Piedmont to the title of Network Technician, effective May 16, 2022 at an annual salary of \$71,864.

On a motion made by Mr. Bernstein, seconded by Mr. Rulison, the foregoing resolution #22-076 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

#22-077 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Provisional Appointment of Joshua Pusey to the title of Maintenance Mechanic III, effective May 16, 2022 at an hourly rate of \$33.01.

On a motion made by Mr. Bernstein, seconded by Mrs. Van Vechten, the foregoing resolution #22-077 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

For Item #22-078, Mr. Trotta addressed the Board for authorization in the use of the Onondaga County Contract for the purchase of two new dump trucks as part of the Authority's annual vehicle replacement program. He stated the Authority has used this vendor in the past and they have proven to be reliable.

#22-078 Authorize the use of the Onondaga County Contract #8996 – Class 8 Trucks for the purchase of **Two (2) New 2024 International HX 620 Day Cab Dump Trucks with 17' Heavy Duty Bibeau Dump Bodies** from **Regional International** in the amount of \$377,886.30

On a motion made by Mr. Fero, seconded by Mr. Bernstein, the foregoing resolution #22-078 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

For Item #22-079, Mr. Trotta sought Board authorization for the purchase of a new crew truck to replace the oldest crew truck in the fleet, at 13 years old. Mr. Trotta noted this is part of the Authority's annual vehicle replacement program. He responded to a follow-up question posed by a Board member.

#22-079 Authorize the purchase of **One (1) New 2023 Five Man, Four Door Crew Cab Truck with Body** from the low, responsive, responsible bidder, **Regional Truck and Trailer** in the bid amount of \$188,590.10

On a motion made by Mrs. Van Vechten, seconded by Mr. Rulison, the foregoing resolution #22-079 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

For Item #22-080, Mr. Trotta briefed the Board for authorization to award a unit price contract for the 'as needed' purchase of water service material. This is a one-year contract with the option to extend up to four additional years. Mr. Trotta answered a follow-up question from a Board member.

#22-080 Authorize the award of a unit price contract **Water Service Materials** from low responsive, responsible bidder, **Core & Main, LP**, in the bid amount of \$106,748.36. This is for 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.

**MONROE COUNTY WATER AUTHORITY
REGULAR MEETING – May 12, 2022**

On a motion made by Mr. Bernstein, seconded by Mr. Rulison, the foregoing resolution #22-080 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

For Items #22-081, Mr. Trotta requested Board authorization to award a unit price contract for the 'as needed' purchase of mechanical joint fittings. This is a one-year contract with the option to extend up to four additional years,

#22-081 Authorize the award of a unit price contract for **Mechanical Joint Fittings Groups A and B** from low responsive, responsible bidder, **Core & Main, LP** in the bid amount of \$173,539.10. This is for 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. Bernstein, seconded by Mrs. Van Vechten, the foregoing resolution #22-081 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

For Item #22-082, Mr. La Manna addressed the Board for authorization to award a unit price contract for crane and hoist services utilized to inspect and repair cranes and lift devices. Mr. LaManna noted this will be the first time working with this vendor and they had excellent references.

#22-082 Authorize the award of the unit price contract for **Crane and Hoist Services 2022** to the low responsive, responsible bidder, **Vital Cranes Services, Inc.** for the bid amount of \$51,660.00, with the option to extend the contract for up to four additional one-year terms, upon mutual consent.

On a motion made by Mr. Rulison, seconded by Mrs. Mason, the foregoing resolution #22-082 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

For Item #22-083, Mr. Savage briefed the Board for authorization in awarding a unit price contract for the demolition of two steel water storage tanks in the Town of Richmond. He outlined the history of the tanks and re-capped the bid results.

#22-083 Authorize a unit price contract for **2022 Water Storage Tank Demolitions** from low responsive, responsible bidder, **Regional Environmental Demolition, Inc.**, for the Base Bid amount of \$54,000.

On a motion made by Mrs. Van Vechten, seconded by Mr. Rulison, the foregoing resolution #22-083 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

For Item #22-084, Mr. Savage requested authorization from the Board to execute Professional Services Agreements with nine firms for surveying services. He explained these services are primarily used to create base mapping and topography for the Engineering Department.

#22-084 Authorize the execution of Professional Services Agreements with the following firms for **Surveying Services**: The DDS Companies; Erdman, Anthony and Associates, Inc.; Fisher Associates, P.E., L.S., L.A., D.P.C.; Hoffman Land Surveying & Geomatics; Hunt Engineers, Architects & Land Surveyors, P.C.; Passero Associates; Popli Design Group; Wendl Companies, P.C. and GdB Geospatial LS, P.C.

**MONROE COUNTY WATER AUTHORITY
REGULAR MEETING – May 12, 2022**

On a motion made by Mr. Bernstein, seconded by Mrs. Van Vechten, the foregoing resolution #22-084 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

For Item #22-085, Mr. Magguilli sought Board authorization to renew the Authority's Oracle licenses and maintenance utilizing the New York State Office of General Services Information Technology Umbrella Contract. He explained the importance of the Oracle platform to the operations of the Water Authority.

#22-085 Authorize the use of New York State Office of General Services Information Technology Umbrella Contract Group #73600, Award 22802, Lot 1 (Contract #PM20940) for the annual renewal of **Oracle Licenses and Maintenance** from **Mythics, Inc.** for an estimated amount of \$19,849.

On a motion made by Mr. Bernstein, seconded by Mr. Fero, the foregoing resolution #22-085 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

For Item #22-086, Mr. Magguilli addressed the Board for authorization to utilize the New York State Office of General Services Information Technology Umbrella Contract to renew Autodesk AutoCAD licensing and maintenance. Mr. Magguilli noted that the Engineering Department utilizes AutoCAD for design purposes.

#22-086 Authorize the use of New York State Office of General Services Information Technology Umbrella Contract, Group #73600, Award #22876, Lot 1, (Contract #PD67647) for the annual renewal of **Autodesk AutoCAD Licensing and Maintenance** from **SHI International Corp.** for an estimated amount of \$24,463.94.

On a motion made by Mr. Bernstein seconded by Mrs. Van Vechten, the foregoing resolution #22-086 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

For Item #22-087, Mr. Magguilli requested Board authorization for the annual renewal of Malwarebytes Endpoint Detection and Responses and maintenance, the antivirus program used by the Authority

#22-087 Authorize the use of New York State Office of General Services Information Technology Umbrella Contract, Group #73600, Award #22876, Lot 1, (Contract #PD67645) for the annual renewal of **Malwarebytes Endpoint Detection and Response Licenses and Maintenance** from **Insight Public Sector, Inc.** for an estimated amount of \$16,194.

On a motion made by Mr. Bernstein seconded by Mr. Rulison, the foregoing resolution #22-087 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

For Item #22-088, Mr. Noce sought authorization from the Board to renew the Authority's membership with Greater Rochester Enterprise (GRE). Mr. Noce, Mr. Rulison and Mr. Nasca commended GRE's continued advocacy of the area's water supply.

#22-088 Approve the Monroe County Water Authority **membership renewal** with the **Greater Rochester Enterprise (GRE)** at the annual membership rate of \$25,000 per year.

**MONROE COUNTY WATER AUTHORITY
REGULAR MEETING – May 12, 2022**

On a motion made by Mr. Fero seconded by Mr. Rulison, the foregoing resolution #22-088 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

For Item #22-089, Ms. Hendrickson briefed the Board for authorization of a Professional Services Agreement for CPR, AED, PDT and First Aid training for the Water Authority employees. Ms. Hendrickson summarized the proposals received and noted this is for two-year contract with the option for three additional one-year extensions.

#22-089 Authorize the Executive Director to enter into a Professional Services Agreement with **Ready to Respond Training Services** for annual **CPR, AED, PDT & First Aid Training** for MCWA employees in the annual amount not to exceed \$7,200. This is for a two-year contract with the option to extend for three (3) one-year terms, upon mutual agreement.

On a motion made by Mr. Rulison seconded by Mr. Bernstein, the foregoing resolution #22-089 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

AUDIT COMMITTEE REPORT – Presented by Mr. Rulison, Chairman

Mr. Rulison gave a briefing on the Audit Committee meeting held May 5, 2022 at 8:00 a.m., at which the first item on the Agenda was a review of the 2022 General Insurance renewals and recommendation for Broker of Record. He stated that Amy Molinari, Director of Finance, gave an overview of M&T's insurance renewal proposal and provided details regarding policies and layers of coverages. Following Ms. Molinari's review and the Committee's examination of the proposal, a motion was made by Mr. Fero, seconded by Mrs. Mason, and passed unanimously to recommend forwarding to the full Board for its approval M&T Insurance Agency's renewal proposal for insurance coverages for a one-year term commencing July 1, 2022.

Mr. Rulison concluded his report by stating that the next Audit Committee meeting was confirmed for June 2, 2022, at 8:00 a.m. and that minutes of the May 5th meeting are posted on the MCWA website.

For Items #22-090 and #22-091, Ms. Molinari gave a brief summary of M&T Insurance Agency's renewal proposal including policies, coverage term and service fees, and invited any remaining questions from the Members. She noted the M&T Insurance Agency is directed to obtain quotations for excess liability coverage, which will be presented at the June Board Meeting.

#22-090 Authorize the execution of a Professional Services Agreement with **M & T Insurance Agency, Inc.** for **Placement of General Insurance Coverage**, to **serve as Broker of Record**, and for **provision of Risk Management Services** for a period of one (1) year. The fee for this service is \$60,000. M & T Insurance Agency, Inc. is designated as Broker of Record for MCWA's General Insurance program for coverage commencing July 1, 2022.

On a motion made by Mr. Bernstein seconded by Mr. Fero, the foregoing resolution #22-090 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

#22-091 Approve the proposal as submitted by Broker, **M & T Insurance Agency, Inc.** and authorize to place **Insurance Coverage** to include: General Liability Insurance, Public Officials Liability Insurance, Employment Practices Liability Insurance, Property Insurance, Inland Marine Insurance, Vehicle Insurance, Crime Insurance, Flood and Earthquake Insurance, Pollution Insurance, Owners Contractors Protective Insurance, and Travel Accident Insurance, Cyber, and Excess Liability Coverage (\$10M) with the limits of liability and deductibles as proposed and including any fees for service, for an estimated total cost of \$600,000.

**MONROE COUNTY WATER AUTHORITY
REGULAR MEETING – May 12, 2022**

Furthermore, **M&T Insurance Agency, Inc.** is directed to obtain quotations for an additional \$40,000,000 of **Excess Liability** coverage, net of commission, due to MCWA no later than May 27, 2022. The term for insurance coverage is July 1, 2022 through June 30, 2023.

On a motion made by Mr. Rulison seconded by Mr. Bernstein, the foregoing resolution #22-091 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

#22-092 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. Rulison, seconded by Mr. Fero, the foregoing resolution #22-092 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

For Items #22-093 and #22-094, Ms. Molinari addressed the Board in discussion of the 1st quarter Investment and 1st Quarter Financial Reports, which were enclosed in their packets of information and distributed in advance of the meeting date for their prior review.

#22-093 Approve the **Authority's 1st Quarter Investment Report** for the period ending March 31, 2022, as presented.

On a motion made by Mr. Rulison, seconded by Mrs. Van Vechten, the foregoing resolution #22-093 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

#22-094 Approve the **Authority's 1st Quarter Financial Report** for the period ending March 31, 2022, as presented.

On a motion made by Mrs. Van Vechten, seconded by Mr. Rulison, the foregoing resolution #22-094 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

On a motion made by Mr. Rulison, seconded by Mr. Fero, the foregoing resolution #22-094 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, S. Mason, A. Bernstein, M. Van Vechten, J. Rulison); NAYS: 0

* *

In Board folders for review:

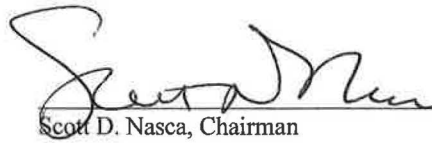
- Routine monthly informational updates

* * *

There being no further business to come before the Authority, Chairman Nasca adjourned this Regular Meeting at 9:25 a.m.



Diane L. Hendrickson, Recording Secretary



Scott D. Nasca, Chairman