

MINUTES

**MONROE COUNTY WATER AUTHORITY  
REGULAR MEETING  
THURSDAY, April 13, 2022 @ 9:00 a.m.  
Board 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, Deputy Executive Director; S. Savage, Director of Engineering; C. LaManna, Director of Production & Transmission; A. Molinari, Director of Finance/Business Services, S. Trotta, Director of Operations; J. Pugsley, HR Associate

**General Counsel present:** Megan Dorritie – Harter, Secrest & Emery

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

**Public present:** Michael Irving, CSEA Union President

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

**#23-072** Approve minutes of the Authority's Regular Meeting held on March 16, 2023.

On a motion made by Mr. Rulison, seconded by Mr. Fero, the foregoing resolution #23-072 was put to a voice vote and unanimously carried. AYES: 6; NAYS: 0

**#23-073** Approve list of disbursements on check registers dated March 8, March 9, March 15, March 22, and March 30, 2023, which were forwarded to the Authority Members for their review.

On a motion made by Mrs. Van Vechten, seconded by Mr. Rulison, the foregoing resolution #23-073 was put to a voice vote and unanimously carried. AYES: 6; NAYS: 0

**#23-074** Accept Purchase Order List of materials and supplies for the period March 4, 2023 through March 30, 2023 in the amount of \$1,397,558.60.

On a motion made by Mr. Rulison, seconded by Mrs. Van Vechten, the foregoing resolution #23-074 was put to a voice vote and unanimously carried. AYES: 6; NAYS: 0

**COMMUNICATIONS/NOTIFICATIONS**

Mr. Noce informed the Board their folders contained February financials and a copy of the 2022 Audit conducted by the EFPR Group for review.

Mr. Savage presented the Board with an update regarding the Service Line Inventory, which is in compliance with the 2021 Revised Lead and Copper Rule set forth by the Environmental Protection Agency (EPA). This rule requires the removal of all lead service lines and a published inventory for public and private side services by a deadline of October 16, 2024. Currently, there are 80,437

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unknown public services, and 117, 074 unknown private services. The plan to reduce this number of unknown services includes predictive modeling, coordination with other utilities and municipalities, targeted inspections and customer self-reporting.

**#23-075** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Promotional Appointment of Joshua Tiefel to the title of Utility Worker, effective April 17, 2023 at an hourly rate of \$22.85.

On a motion made by Mr. Rulison, seconded by Mr. Fero, the foregoing resolution #23-075 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 #23-076**, Mr. Savage sought Board authorization to enter into a Professional Services Agreement with Arcadis of New York, Inc. to serve as the Authority's Consulting Engineer. RFQ's were sent to three firms and two proposals were received in response. A selection committee reviewed the proposals and recommended Arcadis for this service. Arcadis will be a new provider to the Authority for Consulting Engineering services which Mr. Savage noted will be a benefit to the Authority.

**#23-076** Authorize the Executive Director to execute a Professional Services Agreement with **Arcadis of New York, Inc.** (Arcadis) to undertake the duties of the **Water Authority's Consulting Engineer** for an initial term of three years, with the option to extend for up to two additional one-year terms with mutual consent.

On a motion made by Mrs. Van Vechten, seconded by Mrs. Mason, the foregoing resolution #23-076 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 #23-077**, Mr. Savage sought Board authorization to award a unit price contract for the 2023 Tank Painting Project to Amstar of Western New York, Inc. This project includes rehabilitation and recoating of the interior and exterior of the Shoremont Backwash tank in the Town of Greece, and the Gloria Drive tank in the Town of Penfield. Mr. Savage noted that Amstar has successfully completed past work of this nature for the Authority.

**#23-077** Authorize the award of a unit price contract for the **2023 Tank Painting** project to the low responsive, responsible bidder, **Amstar of Western New York, Inc.** in the bid amount of \$1,468,000.

On a motion made by Mr. Rulison, seconded by Mr. Fero, the foregoing resolution #23-077 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 #23-078**, Ms. Molinari addressed the Board to authorize the award of a unit price contract for Neptune Cold Water Meters, Large Cold Water Meters, AMR parts and accessories, and NSight Software from Neptune Technology Group, Inc.

**#23-078** Authorize the award of a unit price contract for **Neptune Cold Water Meters, Neptune Cold Water Large Meters, Neptune Meter and AMR Parts and Accessories, and Neptune 360 and NSight Software** from the low responsive, responsible bidder, **Neptune Technology Group, Inc.** in the bid amount of \$2,910,143.60. 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.

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On a motion made by Mr. Rulison, seconded by Mrs. Van Vechten, the foregoing resolution #23-078 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 #23-079**, Ms. Hendrickson addressed the Board for authorization to enter into a Professional Services Agreement with Rochester Optical to supply Prescription Safety Eyeglasses. Four proposals were sent out to providers but only one response was received.

**#23-079** Authorize the Executive Director to enter into a Professional Services Agreement with **Rochester Optical** to supply **Prescription Safety Glasses** for a period of two (2) years; with three (3) – one-year options to extend, upon mutual agreement. Services are not to exceed \$5,000 per year.

On a motion made by Mrs. Van Vechten, seconded by Mrs. Mason, the foregoing resolution #23-079 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

**FINANCE COMMITTEE REPORT – Presented by Marcia Van Vechten, Committee Member**

Mrs. Van Vechten gave a briefing on the Finance Committee meeting held Thursday, April 13, at 8:15 a.m., at which time the first item before the Committee was a review and recommendation of the EFC Refinancing of Series 2013B Bonds. The committee unanimously voted to authorize the refinancing by the New York State EFC of its Series 2013B Bonds and to forward their recommendation to the full Board for approval. Mrs. Van Vechten reported that the next Finance Committee meeting is scheduled for Thursday, October 5, 2023 at 8:00 a.m.

**For Item #23-080**, Ms. Molinari briefed the Board on a resolution authorizing the refinancing by the New York State Environmental Facilities Corporation of its Series 2013B Bonds issued to benefit the Authority.

**#23-080 RESOLUTIONS AUTHORIZING THE REFINANCING BY THE  
NEW YORK STATE ENVIRONMENTAL FACILITIES CORPORATION  
OF ITS SERIES 2013B BONDS ISSUED TO BENEFIT THE AUTHORITY**

WHEREAS, on August 1, 2013, the New York State Environmental Facilities Corporation (the “EFC”) issued \$18,125,341 of the NYS EFC Series 2013B bonds (the “Series 2013B Bonds”) to benefit the Monroe County Water Authority (the “Authority”); and

WHEREAS, the Authority intends to authorize the EFC to refinance its Series 2013B Bonds by means of entering into a certain Closing Certificate and Supplemental Agreement, dated May 18, 2023 (the “Agreement”), between the Authority and EFC; and

WHEREAS, the Authority does not need to refinance its Series 2013B Bonds, because all the changes necessary to produce interest savings can occur by the actions being undertaken by EFC,

NOW, THEREFORE, BE IT RESOLVED:

1. The Executive Director of the Authority is hereby authorized to enter into the Agreement in the form presented at this meeting, with such changes as the Executive Director deems appropriate.
2. The Officers 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

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foregoing resolutions and to cause compliance by the Authority with all of the provisions of the foregoing resolutions.

On a motion made by Mr. Rulison, seconded by Mrs. Van Vechten, the foregoing resolution #23-080 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

**#23-081** 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 Mrs. Van Vechten, seconded by Mr. Rulison, the foregoing resolution #23-081 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 #23-082**, Ms. Molinari briefed the Board, stating the Annual Report for 2022, previously mailed to each member for their review, had been submitted to the New York State Authorities Budget Office.

**#23-082** Resolved: The Board hereby approves the **Monroe County Water Authority's 2022 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 Mrs. Van Vechten, seconded by Mrs. Mason, the foregoing resolution #23-082 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**

**#23-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 Collective Bargaining Negotiations.

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

09:40 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.

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**In Board folders for review:**

- Routine monthly informational updates
- Employee Separations
- Financials for February
- 2022 Final Financial Audit by EFPR Group

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There being no further business to come before the Authority, Chairman Nasca adjourned this Regular Meeting at 9:42 a.m.



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Diane L. Hendrickson, Recording Secretary



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Scott D. Nasca, Chairman