

MINUTES

**MONROE COUNTY WATER AUTHORITY  
REGULAR MEETING  
THURSDAY, July 13, 2023 @ 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 (5):** S. Nasca, S. Volpe, S. Mason, M. Van Vechten, J. Rulison

**Absent:** M. Fero, A. Bernstein

**Staff present:** N. Noce, Executive Director; D. Hendrickson, Director of Human Resources; L. Magguilli, Deputy 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:** Megan Dorritie – 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

**#23-126** Approve minutes of the Authority's Regular Meeting held on June 8, 2023.

On a motion made by Mr. Rulison, seconded by Mrs. Van Vechten, the foregoing resolution #23-126 was put to a voice vote and unanimously carried. AYES: 5; NAYS: 0

**#23-127** Approve list of disbursements on check registers dated May 31, June 7, June 14, June 21, and June 28, 2023, which were forwarded to the Authority Members for their review.

On a motion made by Mr. Rulison, seconded by Mrs. Mason, the foregoing resolution #23-127 was put to a voice vote and unanimously carried. AYES: 5; NAYS: 0

**#23-128** Accept Purchase Order List of materials and supplies for the period May 31, 2023 through June 30, 2023 in the amount of \$156,293.72.

On a motion made by Mrs. Van Vechten, seconded by Mr. Rulison, the foregoing resolution #23-128 was put to a voice vote and unanimously carried. AYES: 5; NAYS: 0

**COMMUNICATIONS/NOTIFICATIONS**

Mr. Noce stated that Board folders contain an RFQ for Compensation Consultants, along with the May financials.

Mr. Noce and Ms. Molinari proposed dates for the MCWA Budget Workshop, to which the Board agreed upon a date of Monday, August 21 at 3:00 p.m.

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EXECUTIVE SESSION

#23-ES 9:05 a.m. Chairman Nasca requested a motion to enter Executive Session Pursuant to Section 105 (1)(d) of the New York Public Officers Law in order to discuss proposed, pending or current litigation.

Moved by Mr. Rulison, seconded by Mrs. Van Vechten, and put to a roll call vote, the Board unanimously agreed to enter Executive Session. AYES: 5(S. Nasca, S. Volpe, S. Mason, M. Van Vechten. J. Rulison; NAYS: 0

9:15 a.m. Motion to conclude Executive Session: Moved by Mr. Rulison, seconded by Mrs. Mason, and put to a roll call vote, the Board unanimously agreed to conclude Executive Session. AYES: 5(S. Nasca, S. Volpe, S. Mason, M. Van Vechten. J. Rulison; NAYS: 0. No formal action was taken.

Chairman Nasca called this Regular meeting back into open session.

#23-ES 9:17 a.m. Chairman Nasca requested a motion to enter Executive Session Pursuant to Section 105 (1) € of the New York Public Officers Law in order for the Board to discuss Collective Bargaining Negotiations.

Moved by Mr. Rulison, seconded by Mrs. Van Vechten, and put to a roll call vote, the Board unanimously agreed to enter Executive Session. AYES: 5 (S. Nasca, S. Volpe, S. Mason, M. Van Vechten. J. Rulison; NAYS: 0

9:25 a.m. Motion to conclude Executive Session: Moved by Mr. Rulison, seconded by Mrs. Van Vechten, the Board upon roll call vote to conclude Executive Session. AYES: 5 (S. Nasca, S. Volpe, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

Chairman Nasca called this Regular Meeting back in open session.

Resolution ES#23-146 was then added to the agenda and taken out of sequence at this time.

**For Item #23-129**, Board Treasurer, Mr. Rulison and Board Member Mrs. Mason offered the following resolution and moved its adoption:

#23-129

**RESOLUTION #23-129**

**EXPRESSING APPRECIATION FOR YEARS OF SERVICE AND  
BEST WISHES OF THE MONROE COUNTY WATER AUTHORITY BOARD  
TO DANIEL D. DRIFFILL UPON HIS RETIREMENT**

*WHEREAS, Daniel D. Driffill, a longtime employee of the Water Authority,  
has retired as of June 23, 2023; and*

*WHEREAS, Daniel D. Driffill is a highly skilled and knowledgeable 10 year  
veteran of the Water Authority; and*

*WHEREAS, Daniel D. Driffill 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*

*Daniel D. Driffill, MCWA Retiree.*

~ This resolution adopted unanimously. ~

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**For Item #23-130**, Board Member, Mrs. Van Vechten and Board Treasurer, Mr. Rulison offered the following resolution and moved its adoption:

#23-130

**RESOLUTION #23-130**

**EXPRESSING APPRECIATION FOR YEARS OF SERVICE AND  
BEST WISHES OF THE MONROE COUNTY WATER AUTHORITY BOARD  
TO JOSEPH T. HARRELL UPON HIS RETIREMENT**

*WHEREAS, Joseph T. Harrell, a longtime employee of the Water Authority,  
has retired as of June 28, 2023; and*

*WHEREAS, Joseph T. Harrell is a highly skilled and knowledgeable 30+ year  
veteran of the Water Authority; and*

*WHEREAS, Joseph T. Harrell 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  
Joseph T. Harrell, MCWA Retiree.*

~ This resolution adopted unanimously. ~

**#23-131** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Appointment of MaryKay Antelli to the title of Office Clerk III – Part-time, effective July 24, 2023 at an hourly rate of \$26.86.

On a motion made by Mrs. Mason, seconded by Mr. Rulison, the foregoing resolution #23-131 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

**#23-132** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Appointment of Tod Ferguson to the title of Water Supply Design Engineer, effective July 17, 2023 at 2023 compensation of \$150,005.

On a motion made by Mrs. Van Vechten, seconded by Mr. Rulison, the foregoing resolution #23-132 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

**#23-133** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Appointment of Heidi Young to the title of Production Engineer, effective July 17, 2023 at an annual salary of \$85,717.

On a motion made by Mr. Rulison, seconded by Mrs. Mason, the foregoing resolution #23-133 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

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**#23-134** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Appointment of Michael Sullivan to the title of Distribution Manager, effective July 17, 2023 at an annual salary of \$100,110.

On a motion made by Mrs. Van Vechten, seconded by Mr. Rulison, the foregoing resolution #23-134 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

**#23-135** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Appointment of Pam Bernardi to the title of Accountant, effective July 17, 2023 at an annual salary of \$65,682.

On a motion made by Mrs. Van Vechten, seconded by Mr. Rulison, the foregoing resolution #23-135 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

**#23-136** Amend Resolution #23-115 to reflect the effective date of July 10, 2023.

On a motion made by Mr. Rulison, seconded by Mrs. Van Vechten, the foregoing resolution #23-136 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #23-137**, Mr. LaManna sought authorization from the Board to award a contract for a diesel-powered generator for the Pavilion Booster Pump Station. He stated that a backup power source is now necessary due to the recent completion of the new water tank in Pavilion.

**#23-137** Authorize the award of the **Pavilion BPS Generator** to the low responsive, responsible bidder, **Integrated Power Supplies International, Inc.** for the bid amount of \$51,092.

On a motion made by Mrs. Van Vechten, seconded by Mr. Rulison, the foregoing resolution #23-137 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #23-138**, Mr. Savage requested Board authorization to award a unit price contract for floating membrane cover repair and maintenance at the Denise and Parrish Reservoirs. He noted that the Authority has worked with Layfield USA Corporation before and they have been proven reliable.

**#23-138** Authorize the award of a unit price contract for the **Floating Membrane Cover Repair and Maintenance Contract**, to the low responsive, responsible bidder, **Layfield USA Corporation** in the bid amount of \$162,109.84.

On a motion made by Mr. Rulison, seconded by Mrs. Van Vechten, the foregoing resolution #23-138 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #23-139**, Mr. Savage addressed the Board for authorization in the award of a unit price contract for the 2023 Roof Replacement Program in the towns of Hamlin and Penfield. He provided an overview of the project, which entails the removal and installation of asphalt shingles at the Brockport Water Treatment Plant and Scribner Road Booster Pump Stations. He showed photographs and noted that the Brockport facility is out of service, but still used for water intake. Mr. Savage responded to a question posed by a Board member.

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**#23-139** Authorize the award of a unit price contract for the **2023 Roof Replacement Program** to the low responsive, responsible bidder, **Universal Builders General Contractors, Inc.** in the bid amount of \$102,500.

On a motion made by Mrs. Van Vechten, seconded by Mr. Rulison, the foregoing resolution #23-139 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #23-140**, Mr. Savage requested authorization from the Board to award a unit price contract for vacuum excavation to determine the type of water service materials used at various locations throughout the Water Authority's service area. He explained the scope of the work in support of the Authority's efforts to create a service line inventory to achieve compliance with the revised Lead and Copper Service Rule by October, 2024.

**#23-140** Authorize the award of a unit price contract for the **2023 Vacuum Excavation Contract** to the low responsive, responsible bidder, **Villager Construction, Inc.** in the bid amount of \$1,456,800.

On a motion made by Mrs. Van Vechten, seconded by Mrs. Mason, the foregoing resolution #23-140 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #23-141**, Mr. Savage sought Board authorization to award a contract for upgrades and rehabilitation of the East Henrietta Booster Pump Station in the Town of Henrietta. He noted that American Contracting and Environment Services was the low responsive, responsible bidder.

**#23-141** Authorize the award of the **East Henrietta Booster Pump Station Upgrades Contract** to the low responsive, responsible bidder, **American Contracting and Environmental Services, Inc.** in the bid amount of \$157,000.

On a motion made by Mrs. Van Vechten, seconded by Mr. Rulison, the foregoing resolution #22-141 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #23-142**, Mr. Savage requested authorization from the Board to increase the budget with Arcadis of New York to perform construction, administration and inspection services for the vacuum excavation contract outlined in Item #23-140.

**#23-142** Authorize an increase of \$180,000 to the budget for the Professional Services Agreement with **Arcadis of New York** for **Amendment 2 – Construction Phase Services to the Service Material Inventory Services Project.**

On a motion made by Mr. Rulison, seconded by Mrs. Mason, the foregoing resolution #23-142 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

**For Item #23-143**, Mr. Magguilli addressed the Board for authorization in the purchase of 10 security computers utilizing the New York State Contract. These will replace aged-out computer systems for the purpose of live streaming camera feeds and video footage on the security network.

**#23-143** Authorize the use of **New York State OGS Contract, Group #73600, Award #22802, Lot 2, Contract #PM20820**, for the purchase of ten (10) **Dell Precision Tower Security Network Computers** from **Compu-Link** for an estimated amount of \$32,000.

On a motion made by Mrs. Mason, seconded by Mrs. Van Vechten, the foregoing resolution #23-143 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

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**For Item #23-144**, Mr. Magguilli sought Board authorization to enter into a Professional Services Agreement for telephone system maintenance and support. He noted that the Authority has worked with this vendor for many years and they have proven reliable.

**#23-144** Authorize the award of a Professional Services Agreement for **Telephone System Maintenance and Support to Rel Comm, Inc.** for an estimated annual amount of \$12,000 for the term of July 14, 2023 through July 13, 2024, renewable up to four additional one-year terms upon mutual agreement, in accordance with the terms of such firm's written proposal.

On a motion made by Mr. Rulison, seconded by Mrs. Van Vechten, the foregoing resolution #23-144 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

**#23-145** 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 #23-145 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

**Item ES#23-146** was added to the agenda in open session upon the conclusion of the Executive Session that concluded at 9:25 a.m. earlier in this meeting and was taken out of sequence at that time.

Mr. Noce provided an overview of the Collective Bargaining Agreement reached between Monroe County Water Authority and the Monroe County Water Authority CSEA local chapter, noting that the Union ratified the contract with a vote of 75-24 following ten months of negotiations. He highlighted three key elements of the contract, including wage increases, updates to the emergency response procedures, and enhanced health insurance benefits for employees who have been with the Authority for more than twenty years. Chairman Nasca and Board Treasurer Rulison commended the efforts of all involved for reaching a fair agreement that benefits both employees and ratepayers. Mr. Rulison stated he was very pleased with the adjustment after twenty years of service for the health insurance. Mr. Rulison went on to say he was very pleased with the memorialization of the process in place to assure the prompt emergency response for water repairs, that the Union recognizes and discipline can be enforced if the need arises. Chairman Nasca continued by saying emergency response has always been important to the Board to have assurance the rate payers will receive excellent and prompt service. There will not be any grey areas concerning emergency response.

**ES#23-146** WHEREAS, the Monroe County Water Authority (the "Authority") and the Monroe County Water Authority Unit of the Civil Service Employees Association, Inc., Local 100 (the "Union") have agreed on the substantive terms of a new collective bargaining agreement covering the period from January 1, 2023 through December 31, 2027 (the "CBA"); and

WHEREAS, a majority of the members of the Union have ratified the CBA.

NOW, THEREFORE, BE IT RESOLVED that:

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1. The Members of the Authority hereby approve the terms of the CBA.
2. The Members of the Authority hereby authorize the Executive Director, in the name and on behalf of the Authority, to sign the CBA, sign all accompanying documentation, and implement the terms of the CBA.
3. The Members and 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 person 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.

On a motion made by Mr. Rulison, seconded by Mrs. Volpe the foregoing resolution ES#23-146 was put to a roll call vote and unanimously carried. AYES: 5 (S. Nasca, S. Volpe, S. Mason, M. Van Vechten, J. Rulison); NAYS: 0

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**In Board folders for review:**

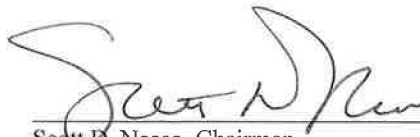
- Routine monthly informational updates
- Notification of Compensation Consultants for RFQ

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There being no further business to come before the Authority, Chairman Nasca adjourned this Regular Meeting at 9:50 a.m.



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Diane L. Hendrickson, Recording Secretary



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Scott D. Nasca, Chairman