

MINUTES

**MONROE COUNTY WATER AUTHORITY
REGULAR MEETING
THURSDAY, September 14, 2023 @ 8:30 a.m.
Board Room
General Offices, 475 Norris Drive, Rochester, New York**

8:30 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, Deputy Executive Director; 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

#23-167 Approve minutes of the Authority's Regular Meeting held on August 10, 2023.

On a motion made by Mr. Rulison, seconded by Mrs. Volpe, the foregoing resolution #23-167 was put to a voice vote and unanimously carried. AYES: 7; NAYS: 0

#23-168 Approve list of disbursements on check registers dated August 2, August 9, August 16, August 23, and August 31, 2023, which were forwarded to the Authority Members for their review.

On a motion made by Mr. Rulison, seconded by Mr. Fero, the foregoing resolution #23-168 was put to a voice vote and unanimously carried. AYES: 7; NAYS: 0

#23-169 Accept Purchase Order List of materials and supplies for the period July 29, 2023 through September 1, 2023 in the amount of \$214,973.94.

On a motion made by Mr. Rulison, seconded by Mrs. Mason, the foregoing resolution #23-169 was put to a voice vote and unanimously carried. AYES: 7; NAYS: 0

COMMUNICATIONS/NOTIFICATIONS

Mr. Noce informed the Board that their folders contain two RFP/Q's, one for professional services for HVAC and plumbing at the Authority's Shoremont Water Treatment Plant, and the other for Lenel Systems support services, the Authority's security and access control system. He noted their folders also contain the preliminary 2024 budget, employee separation memo, and the Spill employee newsletter.

Mr. Noce stated that the Union Contract has been signed by both parties and is now in effect.

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Mr. Noce shared that employees who achieved milestone years of service in 2022 will be recognized during a Service Award recognition on Thursday, September 28th.

#23-170 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Appointment of DeeAnna Chambers to the title of Office Clerk IV, effective October 9, 2023 at an hourly rate of \$21.06.

On a motion made by Mrs. Van Vechten, seconded by Mr. Fero, the foregoing resolution #23-170 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 #23-171, Mr. Trotta sought Board authorization in the as-needed purchase of parts and supplies for the maintenance and repair of the Authority's John Deere backhoes and loaders. He noted that Five Star Equipment is the sole source for John Deere parts in Monroe County.

#23-171 Authorize a Blanket Purchase Order from **Five Star Equipment** for the purchase of **various parts, supplies and repairs**, as needed for the maintenance and repair of the Authority's John Deere backhoes and loaders for a one year estimated amount of \$50,000. Five Star Equipment is the sole source for John Deere parts for Monroe County.

On a motion made by Mrs. Van Vechten, seconded by Mr. Bernstein, the foregoing resolution #23-171 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 #23-172, Mr. LaManna requested authorization from the Board for the purchase of two phase modules for the repair of the medium voltage variable frequency drive (VFD) equipment for Pump No. 1 at the Lake Water Pump Station. He stated that these modules will replace two that have failed.

#23-172 Authorize the purchase of **two phase modules** from **ABB, Inc.** for the repair of the medium voltage variable frequency drive equipment for Pump No. 1 located at the Lake Water Pump Station for an estimated amount of \$69,360.70.

On a motion made by Mr. Bernstein, seconded by Mrs. Van Vechten, the foregoing resolution #23-172 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 #23-173, Mr. LaManna addressed the Board for authorization to enter into a Professional Services Agreement with Arcadis of New York, Inc. to provide evaluation and design services for fluoride chemical systems improvements at both the Shoremont and Webster Treatment Plants.

#23-173 Authorize the Executive Director to enter into a professional services agreement with **Arcadis of New York, Inc.** to provide evaluation and design services for the **Fluoride Chemical Systems Improvements** project with the budget amount of \$125,000.

On a motion made by Mr. Bernstein, seconded by Mrs. Van Vechten, the foregoing resolution #23-173 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 #23-174, Mr. Savage requested Board authorization to award a unit price contract for the Walker Road Storage Tank project to DN Tanks of New York, LLC. The project entails furnishing and installing a 1.63 million gallon tank on the property formerly used for the Village of Leroy Water Treatment Plant in the Town of Pavilion. He noted that the Authority has worked with this vendor in the past and have been pleased with their work.

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- #23-174** Authorize the award of a unit price contract for the **Walker Road Water Storage Tank** to the low, responsive, responsible bidder, **DN Tanks of New York, LLC.** in the bid amount of \$4,046,250.

On a motion made by Mr. Rulison seconded by Mr. Fero, the foregoing resolution #23-174 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 #23-175, Mr. Savage briefed the Board for authorization in entering an agreement with the New York State Department of Transportation allowing their contractor to perform water system adjustment as needed for their intersection safety improvement project on Route 18 at North Greece Road in the Town of Greece. He explained that the existing water main is in conflict with their road widening efforts. Mr. Savage stated that the work will be completed at no cost to the Authority.

- #23-175** WHEREAS, the New York State Department of Transportation proposes the construction, reconstruction, or improvement of the **Route 18 at North Greece Road Intersection Safety Improvements, Town of Greece, Monroe County, P.I.N. 4018.28**, and

WHEREAS, the State will include as part of the construction, reconstruction, or improvement of the above mentioned project the **locating, or relocation, of one (1) water main and adjust elevations of approximately eleven (11) water valve boxes**, pursuant to Section 10, Subdivision 24, of the State Highway Law, as shown on the contract plans and Utility Special Note relating to the project and meeting the requirements of the owner, and

WHEREAS, the service life of the relocated and/or replaced utilities has not been extended, and

WHEREAS, the State will provide for the reconstruction of the above mentioned work, as shown on the contract plans and Utility Special Notes, relating to the above mentioned project.

NOW, THEREFORE,

BE IT RESOLVED: That the **Monroe County Water Authority** approves of the adjustment to water line valve boxes and the above-mentioned work performed on the project and shown on the contract plans relating to the project and that the **Monroe County Water Authority** will maintain or cause to be maintained the adjusted facilities performed as above stated and as shown on the contract plans.

BE IT FURTHER RESOLVED that the **Executive Director** has the authority to sign, with the concurrence of the **Monroe County Water Authority Board of Directors**, any and all documentation that may become necessary as a result of this project as it relates to the **Monroe County Water Authority**, and

BE IT FURTHER RESOLVED: That the **Monroe County Water Authority** is hereby directed to transmit five (5) certified copies of the foregoing resolution to the New York State Department of Transportation.

On a motion made by Mrs. Van Vechten, seconded by Mrs. Mason, the foregoing resolution #23-175 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

COMPENSATION COMMITTEE REPORT, Presented by Mr. Fero, Committee Chairperson

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Mr. Fero gave a briefing of the Compensation Committee Meeting held September 7, 2023, at which the first item on the agenda was the recommendation for a management classification/compensation consultant. Mr. Fero stated that Mr. Noce and Ms. Hendrickson discussed the RFP/Q process and responses received, then detailed the evaluation criteria in recommendation of the Burke Group, rated highest, to provide these services. After further discussion by Mr. Magguilli, a motion was made by Mrs. Volpe, seconded by Mr. Bernstein, and passed unanimously to recommend the Burke Group as MCWA's management classification/compensation consultant and to forward to the full Board for its' approval.

Mr. Fero concluded his report by stating the Committee scheduled its next meeting for Thursday, November 2, 2023 at 9:00 a.m. and that minutes of the September 7th Compensation Committee meeting are posted on the MCWA website.

For Item #23-176, Mr. Noce sought Board authorization in entering into a Professional Services Agreement with the Burke Group to provide management classification and compensation recommendation services as the Authority's compensation consultant. He noted that the Authority has worked with the Burke Group in the past and they have done a commendable job.

#23-176 Authorize the Executive Director to enter into a professional services agreement with the **Burke Group**, to provide management classification and compensation recommendation services as Compensation Consultant in the estimated amount of \$20,500, and on an as needed basis at hourly rates per proposal.

On a motion made by Mr. Bernstein, seconded by Mr. Fero, the foregoing resolution #23-176 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

#23-177 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 Mr. Bernstein, the foregoing resolution #23-177 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

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In Board folders for review:

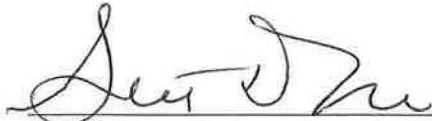
- Routine monthly informational updates
- Notification of a RFQ for Electrical and Mechanical Engineering Services
- Notification of a RFQ/P for Lenel Software Upgrade and Support, Lenel Value Add Reseller of Record and Lenel Systems Service Calls
- 2024 Preliminary Budget

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There being no further business to come before the Authority, Chairman Nasca adjourned this Regular Meeting at 8:45 a.m.



Diane L. Hendrickson, Recording Secretary



Scott D. Nasca, Chairman