

**MONROE COUNTY WATER AUTHORITY  
REGULAR MEETING**

**THURSDAY, March 20, 2025 ~ 9:00 a.m.**

**Board Room**

**General Offices, 475 Norris Drive, Rochester, New York**

Roll Call

Pledge of Allegiance

**#25-042** Approve minutes of the Authority's Regular Meeting, held on Thursday, February 13, 2025.

Moved By:

Seconded By:

Voice Vote:

**#25-043** Accept list of disbursements on check registers dated February 5, February 12, February 19, February 26, and March 5, 2025, which were forwarded to the Authority Members for their review.

Moved By:

Seconded By:

Voice Vote:

**#25-044** Accept Purchase Order List of materials and supplies for the period January 28, 2025 through March 9, 2025 in the amount of \$1,245,352.53.

Moved By:

Seconded By:

Voice Vote:

**COMMUNICATIONS/NOTIFICATIONS**

**#25-045** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Appointment of Casey DeMay to the title of Skilled Laborer, effective March 24, 2025, at an hourly rate of \$31.65.

Moved By:

Seconded By:

Roll Call Vote:

**MONROE COUNTY WATER AUTHORITY**  
**REGULAR MEETING – March 20, 2025**  
**Page 2**

**#25-046** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:  
Appointment of Andrew Whitemore to the title of Skilled Laborer, effective April 7, 2025 at an hourly rate of \$24.45.

Moved By:  
Seconded By:  
Roll Call Vote:

**#25-047** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:  
Appointment of Peyton Parmeter to the title of Laborer, effective April 7, 2025 at an hourly rate of \$22.19.

Moved By:  
Seconded By:  
Roll Call Vote:

**#25-048** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:  
Provisional Appointment of Phillip Baglio to the title of Distribution Maintenance Mechanic, effective April 21, 2025 at an hourly rate of \$37.50.

Moved By:  
Seconded By:  
Roll Call Vote:

**#25-049** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:  
Promotional Appointment of David D'Ambrosia to the title of Senior Water Treatment Plant Operator – Type A Plant, effective March 24, 2025 at an hourly rate of \$44.82.

Moved By:  
Seconded By:  
Roll Call Vote:

**#25-050** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:  
Promotional Appointment of Christopher Trottier to the title of Senior Water Treatment Plant Operator – Type A Plant, effective March 24, 2025 at an hourly rate of \$41.74.

**MONROE COUNTY WATER AUTHORITY**  
**REGULAR MEETING – March 20, 2025**  
**Page 3**

Moved By:  
Seconded By:  
Roll Call Vote:

- #25-051** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:  
Promotional Appointment of John Zalewski to the title of Senior Water Treatment Plant Operator – Type A Plant, effective March 24, 2025 at an hourly rate of \$44.82.

Moved By:  
Seconded By:  
Roll Call Vote:

- #25-052** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:  
Provisional Appointment of Nicholas Johns to the title of Water Treatment Plant Operator – Type A Plant, effective March 24, 2025 at an hourly rate of \$33.16.

Moved By:  
Seconded By:  
Roll Call Vote:

- #25-053** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:  
Appointment of Shashikanth Bhargava to the title of Programmer Analyst, effective April 14, 2025 at an annual salary of \$109,949.

Moved By:  
Seconded By:  
Roll Call Vote:

- #25-054** Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:  
Provisional Appointment of Timothy Erckert to the title of Programmer Analyst Trainee, effective April 14, 2025 at an annual salary of \$87,360.

Moved By:  
Seconded By:  
Roll Call Vote:

**MONROE COUNTY WATER AUTHORITY**

**REGULAR MEETING – March 20, 2025**

Page 4

**#25-055** Authorize a contract with Verizon Connect for a GPS Fleet Tracking System for approximately one hundred forty-five (145) Authority vehicles, in the annual estimated amount of \$41,095.80. This is a three year contract, March 27, 2025 through March 26, 2028.

Moved By:

Seconded By:

Roll Call Vote:

**#25-056** Authorize the purchase of seven (7) Hydroverge Valve and Hydrant Exercisers from the low responsive, responsible bidder, F.W. Webb Co. in the bid amount of \$30,355.50.

Moved By:

Seconded By:

Roll Call Vote:

**#25-057** Authorize the purchase of **Industrial and Commercial Supplies and Equipment**, to be ordered as needed, utilizing New York State Contract Group 39000, Award 23262, Contract PC69879, from vendor **W.W. Grainger, Inc.**, for an estimated total annual cost of \$200,000 through the initial contract period ending March 21, 2026. This contract may be extended for up to two additional 12-month periods through March 21, 2028 in accordance with the terms and conditions of the NYSOGS.

Moved By:

Seconded By:

Roll Call Vote:

**#25-058** Authorize the award of the **2025 Water Storage Tank Demolitions** project to the low responsive, responsible bidder, **Durable Demolition, LLC.** in the bid amount of \$173,480.

Moved By:

Seconded By:

Roll Call Vote:

**#25-059** Authorize the award of a unit price contract for the **Penfield Road Water Main Replacement** project to the low responsive, responsible bidder, **Randsco Pipeline** in the bid amount of \$1,530,512.50.

Moved By:

Seconded By:

Roll Call Vote:

**#25-060** Authorize the execution of Professional Services Agreements with the following firms for **environmental engineering services: Arcadis of New York, Inc., Barton & Loguidice, Earth Systems, LLC., Fisher Associates, Hazen and Sawyer, LaBella Associates, D.P.C., Liro Engineers, Inc., and Schnabel Engineering of New York.**

Moved By:  
Seconded By:  
Roll Call Vote:

**#25-061** Authorize the Director of Engineering to enter into a Main Extension Agreement with **Newmark Development Co. Inc.** for the **Westport Crossing Project**. The Agreement will include provisions for the contribution of \$110,000 towards the replacement of approximately 1,240 feet of water main and appurtenances on Sutherland Street in the Village of Pittsford.

Moved By:  
Seconded By:  
Roll Call Vote:

**#25-062** Authorize the use of New York State Office of General Services Contract, Information Umbrella Contract Manufacturer Based Microsoft Aggregate Agreement (Statewide) Group #76000, Award #22802, Contract #PM69723, for the purchase of **Microsoft Office 2024 software licensing** from **SHI International Corp.** for an estimated amount of \$72,000.

Moved By:  
Seconded By:  
Roll Call Vote:

### **AUDIT COMMITTEE REPORT**

**#25-063** Upon consideration and recommendation of the Monroe County Water Authority's Audit Committee, the Board hereby approves the **2024 Annual Financial Statements** as audited by EFPR Group, LLP.

Moved By:  
Seconded By:  
Roll Call Vote:

**MONROE COUNTY WATER AUTHORITY**

**REGULAR MEETING – March 20, 2025**

Page 6

**#25-064** Upon recommendation of the Monroe County Water Authority's Audit Committee, the Board hereby approves the **2024 Annual Investment Audit** as performed by EFPR Group, LLP.

Moved By:

Seconded By:

Roll Call Vote:

**#25-065** Upon recommendation of the Monroe County Water Authority's Audit Committee, the Board hereby approves the **2024 Annual Investment Report** as directed under Title 7, Section 2925 of the Public Authorities Law, issued under the *Annual Statement of Investment Policy* in effect through December 31, 2024.

Moved By:

Seconded By:

Roll Call Vote:

**#25-066** Upon recommendation of the Monroe County Water Authority's Audit Committee, the Board hereby approves **Management's Assessment of the Effectiveness of Internal Control Structure and Procedures**, as presented on this date.

Moved By:

Seconded By:

Roll Call Vote:

**GOVERNANCE COMMITTEE REPORT**

**#25-067** Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby re-adopts MCWA's **Mission Statement**, as presented.

Moved By:

Seconded By:

Roll Call Vote:

**#25-068** Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby accepts the **Report on 2024 Performance Measures**, as presented.

Moved By:

**MONROE COUNTY WATER AUTHORITY**  
**REGULAR MEETING – March 20, 2025**  
**Page 7**

Seconded By:  
Roll Call Vote:

**#25-069** Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby adopts **Performance Measurements for 2025**, as presented.

Moved By:  
Seconded By:  
Roll Call Vote:

**#25-070** Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby adopts the revised **Disposal Guidelines Policy**, as presented.

Moved By:  
Seconded By:  
Roll Call Vote:

**#25- 071** Authorize the Director of Engineering to release and sell an existing easement on properties identified with Tax Account Number 090.05-1-14.111 and Tax Account Number 090.05-1-14.12 and as filed in the Monroe County Clerk's Office at Liber 1867 of Deeds, page 341, to their respective property owners upon receipt of payment from the parties involved.

Moved By:  
Seconded By:  
Roll Call Vote:

**#25-072** 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.

Moved By:

**MONROE COUNTY WATER AUTHORITY**  
**REGULAR MEETING – March 20, 2025**  
**Page 8**

Seconded By:  
Roll Call Vote: