

## MINUTES

**MONROE COUNTY WATER AUTHORITY  
REGULAR MEETING  
THURSDAY, April 10, 2025 @9:00 a.m.  
ESOC 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, S. Mason, D. Young, T. Barbeto, M. Van Vechten,

**Absent:** M. Fero

**Staff present:** N. Noce, Executive Director; L. Magguilli, Deputy Executive Director; D. Hendrickson, Director of Human Resources; S. Savage, P.E., Director of Engineering; C. LaManna, P.E., Director of Production; S. Trotta, Director of Operations, A. Molinari, Director of Finance & Business Services; 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

**#25-074** Approve minutes of the Authority's Regular Meeting held on Thursday, March 20, 2025.

On a motion made by Mrs. Mason, seconded by Mrs. Volpe, the foregoing resolution #25-074 was put to a voice vote and unanimously carried. AYES: 6; NAYS: 0

**#25-075** Approve list of disbursements on check registers dated March 12, March 19, and March 26, 2025, which were forwarded to the Authority Members for their review.

On a motion made by Mrs. Van Vechten, seconded by Mrs. Mason the foregoing resolution #25-075 was put to a voice vote and unanimously carried. AYES: 6; NAYS: 0

**#25-076** Accept Purchase Order List of materials and supplies for the period March 10, 2025 through April 2, 2025 in the amount of \$2,533,552.25.

On a motion made by Mrs. Mason, seconded Mrs. Volpe, the foregoing resolution #25-076 was put to a voice vote and unanimously carried. AYES: 6; NAYS: 0

## **COMMUNICATIONS/NOTIFICATIONS**

Mr. Noce informed the Board that their folders contain the 2024 final audited financial statements, the 2024 Annual Report, an emergency Purchase Order for the Lake Road Booster Pump Station pump #3 repair, copy of a settlement agreement, and an employee separation memo.

#25-077

**RESOLUTION #25-077**

**EXPRESSING APPRECIATION FOR YEARS OF SERVICE AND  
BEST WISHES OF THE MONROE COUNTY WATER AUTHORITY BOARD  
TO STEVEN M. LEYLAND UPON HIS RETIREMENT**

*WHEREAS, Steven M. Leyland, a longtime employee of the Water Authority,  
has retired as of March 30, 2025; and*

*WHEREAS, Steven M. Leyland is a highly skilled and knowledgeable 28+ year  
veteran of the Water Authority; and*

*WHEREAS, Steven M. Leyland 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  
Steven M. Leyland, MCWA Retiree.*

On a motion made by Mrs. Mason, seconded by Mrs. Volpe, the foregoing resolution #25-077 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, D. Young, T. Barbeto, M. Van Vechten); NAYS: 0

**For Item #25-078,** Mr. LaManna requested Board authorization to award a contract for medium voltage electrical equipment preventative maintenance and repair services. He stated that two bids were received, one of which was non-responsive. Mr. LaManna noted the Authority has successfully worked with this vendor in the past.

**#25-078** Authorize the award of the **Medium Voltage Electrical Equipment Preventative Maintenance and Repair Services** unit price contract to the low responsive, responsible bidder, **Resa Service, LLC.**, for the bid amount of \$51,796.

On a motion made by Mrs. Volpe, seconded by Mrs. Van Vechten, the foregoing resolution #25-078 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, D. Young, T. Barbeto, M. Van Vechten); NAYS: 0

**For Item #25-079,** Mr. Savage addressed the Board for authorization to award a unit price contract for water storage tank cleaning and painting. He outlined the project, which entails the rehabilitation and exterior coating of the tank on State Road in the Town of Webster and the Pembroke tank in the Town of Pembroke. The project also includes coating test patches on different concrete water storage tanks to evaluate the effectiveness of various coatings. Mr. Savage stated three bids were received, one of which was non-responsive.

**#25-079** Authorize the award of a unit price contract for the **2025 Tank Painting and Cleaning** project to the low responsive, responsible bidder, **Amstar of Western NY, Inc.** in the bid amount of \$1,235,000.

On a motion made by Mrs. Volpe, seconded by Mrs. Van Vechten, the foregoing resolution #25-079 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, D. Young, T. Barbeto, M. Van Vechten); NAYS: 0

**For Item #25-080,** Mr. Savage sought authorization from the Board to award a contract for the Reeves Road Water Main Replacement Project in the Town of Henrietta. Mr. Savage stated four bids were received and the Authority has successfully worked with Villager Construction in the past.

- #25-080** Authorize the award of a unit price contract for the **Reeves Road Water Main Replacement** project to the low responsive, responsible bidder, **Villager Construction Inc.** in the bid amount of \$863,009.

On a motion made by Mrs. Volpe, seconded by Mr. Young, the foregoing resolution #25-080 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, D. Young, T. Barbeto, M. Van Vechten); NAYS: 0

**For Item #25-081.** Ms. Molinari requested Board authorization to utilize the New York State Contract with Spectrum to convert four MCWA locations from phone to DSL. She noted the cost varies by location due to the level of remoteness.

- #25-081** Authorize the use of New York State OGS Contract, Group #77017, Award #23100, Contract #PS68706 with Time Warner Cable Northeast, LLC d/b/a **Spectrum** for the **conversion of 4 MCWA locations from phone to DSL** for an estimated cost of construction at \$155,000.

On a motion made by Mrs. Mason, seconded by Mrs. Van Vechten, the foregoing resolution #25-081 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, D. Young, T. Barbeto, M. Van Vechten); NAYS: 0

**For Item #25-082.** Ms. Molinari briefed the Board regarding the Water Authority's Annual Report, previously distributed to each member for their review. She stated the report is filed with the New York State Authorities Budget Office each year to maintain accountability and transparency.

- #25-082** Resolved: The Board hereby approves the **Monroe County Water Authority's 2024 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 Mr. Barbeto, the foregoing resolution #25-082 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, D. Young, T. Barbeto, M. Van Vechten); NAYS: 0

**For Item #25-083.** Ms. Molinari stated there are no recommended changes to the Procurement Disclosure Policy.

- #25-083** The Board hereby re-adopts the **Procurement Disclosure Policy**, as presented.

On a motion made by Mrs. Mason, seconded by Mrs. Volpe, the foregoing resolution #25-083 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, D. Young, T. Barbeto, M. Van Vechten); NAYS: 0

- #25-084** 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 Mrs. Volpe the foregoing resolution #25-084 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, S. Mason, D. Young, T. Barbeto, M. Van Vechten); NAYS: 0

**In Board folders for review:**

- Final Financial Statements
- Emergency Purchase Order for Lake Water Pump Station Pump No. 3 Repair
- Settlement Agreement
- Employee Separation Memo

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There being no further business to come before the Authority, Chairman Nasca adjourned this Regular Meeting at 9:20 a.m.

  
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Diane L. Hendrickson, Recording Secretary

  
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Scott D. Nasca, Chairman