



Monroe County Water Authority

Memorandum

To: Board Members

Date: October 2, 2025

From: Nicholas Noce, Executive Director

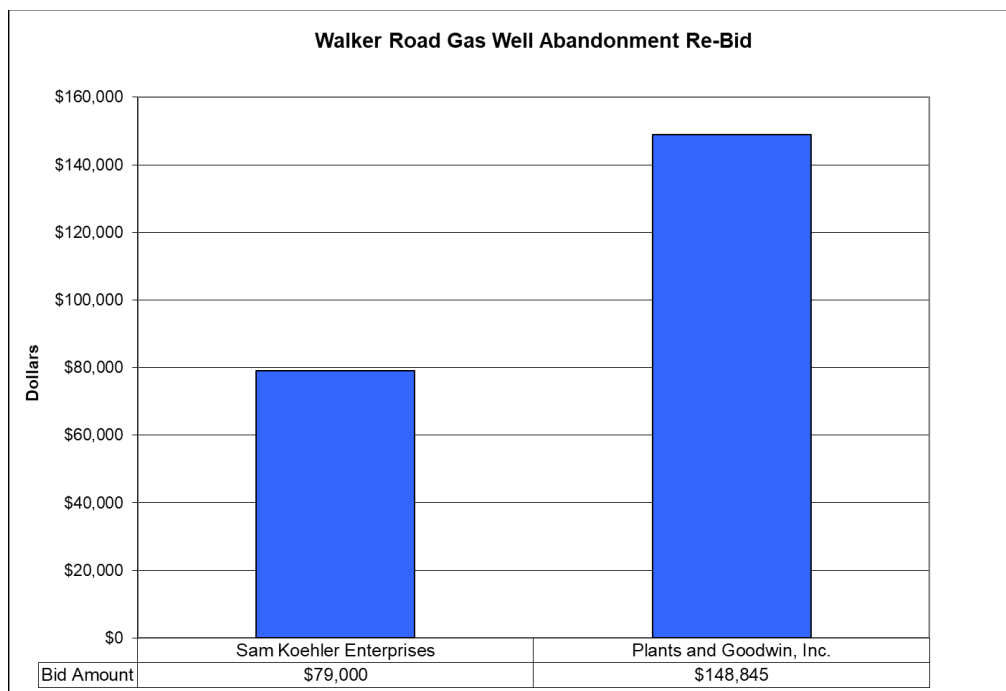
Subject: **Regular Board Meeting – Thursday, October 9, 2025 @ 9:00 a.m.
Board Room, 475 Norris Drive**

AGENDA ITEMS:

1. Personnel Items:

- Appointment of Nicholas Isaac to the title of Utility Worker in the Finance/Business Services Department. Mr. Isaac has most recently been working as a Laborer in the Facilities, Fleet and Operations Department. A recommendation memorandum is enclosed for Board review.
- Appointment of Ian Buongiorne to the title of Electrical and Instrumentation Mechanic II in the Production/Transmission Department. Mr. Buongiorne has been with the Authority for over one year and has acquired the skills necessary for this position. See the enclosed memorandum.
- Appointment of Samuel Ford IV to the title of Electrical and Instrumentation Mechanic II in the Production/Transmission Department. Mr. Ford has been with the Authority for over one year and has acquired the skills necessary for this position. See the enclosed memorandum.
- Provisional Appointment of Scott Trail to the title of Mechanical Technician in the Production/Transmission Department. Mr. Trail has been with the Authority for over thirteen years and is deserving of this appointment. See memorandum enclosed.

2. There is an item on the agenda to award a contract for the Walker Road Gas Well Abandonment Re-bid project. This project involves the plugging and abandonment of a natural gas well on the property of the old Walker Road Treatment Plant. There were two bids received. Our recommendation is to award this work to Sam Koehler Enterprises, Inc. in the bid amount of \$79,000.



3. There is an item on the Agenda to establish a standard work day for Members of the Authority for the New York State Retirement System.

4. There is an item on the Agenda to authorize the New York State Office of General Services Contract for the purchase of additional Microsoft Office 2024 Licenses.

FINANCE COMMITTEE REPORT

5. A resolution to approve the Authority's Preliminary Budget for Calendar Year 2026 is on the Agenda. Budget information was discussed at Budget Workshop sessions conducted for the Board Members, and the Preliminary Budget has been distributed for their review. This was on the Finance Committee meeting agenda of October 2nd, and upon their recommendation, the 2026 Budget will be presented for full Board approval at this Board Meeting.

6. The Authority's standard procurement compliance resolution.

There may be additional items placed on the Agenda not finalized for this mailing.

BOARD DISCUSSION/NOTIFICATION ITEMS

- In Board Folders for Review:
 - Routine Monthly Informational Reports and/or Updates

There may be additional items presented for discussion and/or notification.

NN/dlh
Enclosures

cc: Executive Staff



Monroe County Water Authority

Memorandum

To: Amy Molinari, Director of Finance and Business Services

Date: October 2, 2025

From: Gregg Ippolito, Manager of Security and Meter Services

Subject: Recommendation to Hire

Copies: D. Hendrickson

I would like to recommend the appointment of Nicholas Isaac to the position of Utility Worker in the Finance/Business Services Department working in the Security Department.

There were five internal and two external applicants for this position. All seven potential candidates were interviewed for the position by myself and Diane Hendrickson.

After a thorough review of Mr. Issac's application, resume, and interview performance we are confident that he possesses the necessary skills, experience, and disposition to succeed in this role.

Mr. Issac is a current employee of the Authority and is working as a Laborer in the Operations Department.

The position will be at an hourly rate of \$ 28.44.

Mr. Issac's appointment will be effective October 13, 2025.

(Dis)Approved:


Director of Finance/Business Services


Date

(Dis)Approved:


Executive Director


Date

Board Resolution: _____



Memorandum

To: Nicholas Noce
From: Chris J. LaManna, P.E. ^{CH}
Subject: Recommendation for Promotional Appointment
Electrical and Instrumentation Mechanic II
Ian Buongiorne
Date: September 30, 2025
File: Personnel
Copies: D.Hendrickson
L.Magguilli
E.Young
M.Henning

I recommend the promotional appointment of Ian Buongiorne to the position of Electrical and Instrumentation Mechanic II in the Production and Transmission Department. The Department has a need for this position in the Electrical Maintenance group based at the Shoremont Water Treatment Plant. Mr. Buongiorne has been with the Authority since January 2024 and has performed well. He has the required experience and has demonstrated the capabilities necessary to meet the requirements of the position. Mr. Buongiorne's appointment is in accordance with the New York State Hiring for Emergency Limited Placement Statewide (NY HELPS) Program, which waives the requirement to complete a Civil Service Exam for this title.

If approved at the October 9, 2025 Board meeting, Mr. Buongiorne's appointment to the Electrical and Instrumentation Mechanic II position will be effective Monday, October 13, 2025 at an hourly rate of \$33.16.

Approved:

Chris J. LaManna
Director of Production and Transmission

9/30/25

Date

(Dis)Approved:

Nicholas Noce
Executive Director

10/2/25

Date

Board Resolution: _____



Monroe County Water Authority

Memorandum

To: Nicholas Noce
From: Chris J. LaManna, P.E. ^{CSL}
Subject: Recommendation for Promotional Appointment
Electrical and Instrumentation Mechanic II
Samuel Ford
Date: September 30, 2025
File: Personnel
Copies: D.Hendrickson
L.Magguilli
E.Young
M.Henning

I recommend the promotional appointment of Samuel Ford to the position of Electrical and Instrumentation Mechanic II in the Production and Transmission Department. The Department has a need for this position in the Electrical Maintenance group based at the Shoremont Water Treatment Plant. Mr. Ford has been with the Authority since February 2024 and has performed well. He has the required experience and has demonstrated the capabilities necessary to meet the requirements of the position. Mr. Ford's appointment is in accordance with the New York State Hiring for Emergency Limited Placement Statewide (NY HELPS) Program, which waives the requirement to complete a Civil Service Exam for this title.

If approved at the October 9, 2025 Board meeting, Mr. Ford's appointment to the Electrical and Instrumentation Mechanic II position will be effective Monday, October 13, 2025 at an hourly rate of \$30.53.

Approved:

Chris J. LaManna
Director of Production and Transmission

9/30/25
Date

(Dis)Approved:

Nicholas Noce
Executive Director

10/2/25
Date

Board Resolution: _____



Monroe County Water Authority

Memorandum

To: Nicholas Noce
From: Chris J. LaManna, P.E. ^{CDL}
Subject: Recommendation for Promotional Appointment
Mechanical Maintenance Technician
Scott Trail
Date: September 30, 2025
File: Personnel
Copies: D.Hendrickson
L.Magguilli
E.Young
N.Satter

I recommend the provisional promotional appointment of Scott Trail to the position of Mechanical Maintenance Technician in the Production and Transmission Department. The Department has a need for this position in the Mechanical Maintenance group based at the Shoremont Water Treatment Plant. Mr. Trail has been with the Authority since May 2012 and has performed well. He has the required experience and has demonstrated the capabilities necessary to meet the requirements of the position. Mr. Trail's appointment will be provisional until he completes the Civil Service Exam for this title the next time it is offered by Monroe County, and is determined to be reachable for appointment.

If approved at the October 9, 2025 Board meeting, Mr. Trail's appointment to the Mechanical Maintenance Technician position will be effective Monday, October 13, 2025 at an hourly rate of \$48.28.

Approved:

Christopher J. LaManna
Director of Production and Transmission

9/30/25

Date

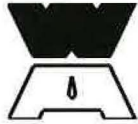
(Dis)Approved:

Nicholas Noce
Executive Director

10/2/25

Date

Board Resolution: _____



Monroe County Water Authority

Memorandum

To: Nicholas Noce, Executive Director
Laurel Neff, Purchasing

Date: September 25, 2025

From: Stephen M. Savage, P.E., Director of Engineering

File: 24-S04 #3

Subject: October 9, 2025 Board Meeting - Agenda Item
Walker Road Gas Well Abandonment Re-Bid

Copies: D. Hendrickson
C. LaManna P.E.
T. Stevens, P.E.

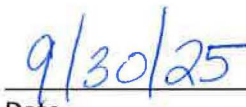
Attached are the results of the bid opening on September 18, 2025 for the above project. This project involves the plugging and abandonment of an existing natural gas well located on the property of the old Walker Road Treatment Plant. Two contractors' submitted bids ranging from \$79,000 to \$148,845; the Engineer's estimate was \$50,000. A bid tabulation sheet is attached.

Sam Koehler Enterprises, Inc. submitted the lowest responsive bid of \$79,000. Staff has conducted a thorough review of the bid package including experience; financial status; references; and other related items as required, indicating that Sam Koehler Enterprises, Inc. is capable of completing the work.

Based on the staff review of Sam Koehler Enterprises, Inc. qualifications, it is my recommendation that the Board authorize the Executive Director to award this contract to the low responsive, responsible bidder, Sam Koehler Enterprises, Inc. for the bid amount of \$79,000.

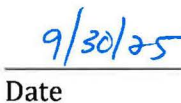
(Dis) Approved by:


Purchasing

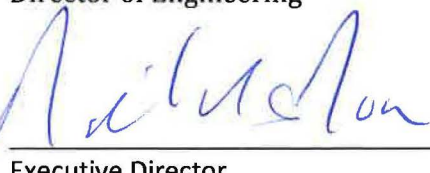

Date

(Dis) Approved by:


Director of Engineering


Date

(Dis) Approved by:


Executive Director


Date

Attachments: Bid Tabulation Sheet

By: AL [Signature]

Date: 9/18/25

Eng. No.: 23-S04

Bid Informalities: Sam Koehler Enterprises did not fill out the bid price in figures.

Low Bidder

2nd Low Bidder



Monroe County Water Authority

Memorandum

To: Larry Magguilli, Deputy Executive Director **Date:** 09/29/2025
From: Justin Moore, Manager of Information Technology ^{JMM} **File:**
Subject: Microsoft Office 2024 Licenses Purchase **Copies:**
October 9, 2025 Board Meeting

Information Technology is requesting authorization to purchase 50 additional Microsoft Office 2024 licenses to complete the software upgrades for the remaining MCWA desktop computers, laptops, and tablets.

Our recommendation is to purchase these licenses directly through the New York State Office of General Services Information Technology Umbrella Contract Manufacturer Based Microsoft Aggregate Agreement (Statewide) Group 73600 Award 22802 (Contract Number PM69723) to SHI International Corp. at an estimated cost of \$17,000.00.