MONROE COUNTY WATER AUTHORITY
REGULAR MEETING

THURSDAY, November 12, 2026 ~ 9:00 a.m.
Board Room
General Offices, 475 Norris Drive, Rochester, New York

Roll Call

Pledge of Allegiance

#26-215 Approve minutes of the Authority's Regular Meeting, held on Thursday, October 8, 2026.

Moved By:
Seconded By:
Voice Vote:

#26-216 Accept list of disbursements on check registers dated September 30, October 7, October 14, October 21 and October 28, 2026 which were forwarded to the Authority Members for their review.

Moved By:
Seconded By:
Voice Vote:

#26-217 Accept Purchase Order List of materials and supplies for the period August 31 through September 27, 2026 in the amount of $4,031,329.46.

Moved By:
Seconded By:
Voice Vote:

COMMUNICATIONS/NOTIFICATIONS

#26-218 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Promotional Appointment of Jeffrey Krahe to the title of Distribution Maintenance Mechanic, effective November 16, 2026, at an hourly rate of $40.09.

Moved By:
Seconded By:
Roll Call Vote:

#26-219 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Promotional Appointment of Connor Armstrong to the title of Chemist, effective November 16, 2026, at an annual salary of $83,512.

Moved By:
Seconded By:
Roll Call Vote:

#26-220 Authorize the purchase of **U.S. Pipe Hydrant Parts** from **Core & Main**, the sole source authorized distributor, in the amount of $51,402.57. This agreement may be renewed annually for an additional four one-year periods upon mutual consent .

Moved By:
Seconded By:
Roll Call Vote

#26-221 Authorize a Blanket Purchase Order for the purchase of **various electrical materials and equipment** for maintenance and repair of the Authority's equipment and facilities, to be ordered as needed from **Cooper Electric** for an estimated total cost up to $50,000 for the term January 1 through December 31, 2027.

Moved By:
Seconded By:
Roll Call Vote

#26-222 Authorize a Blanket Purchase Order for the purchase of **various electrical materials and equipment** for maintenance and repair of the Authority's equipment and facilities, to be ordered as needed from **Rexel USA, Inc**. for an estimated total cost up to $50,000 for the term January 1 through December 31, 2027.

Moved By:
Seconded By:
Roll Call Vote

#26-223 Authorize a Blanket Purchase Order for the purchase of **various electrical materials and equipment** for maintenance and repair of the Authority's equipment and facilities, to be ordered as needed from **Graybar Electrical Supply** for an estimated total cost up to $50,000 for the term January 1 through December 31, 2027.

Moved By:
Seconded By:
Roll Call Vote

#26-224 Authorize a Blanket Purchase Order for the purchase of **various electrical materials and equipmen**t for maintenance and repair of the Authority's equipment and facilities, to be ordered as needed from **Kovalsky-Carr Electrical Supply Company, Inc.**, for an estimated total cost up to $50,000 for the term January 1 through December 31, 2027.

Moved By:
Seconded By:
Roll Call Vote

#26-225 Authorize a Blanket Purchase Order with **Milton-CAT**, who is the sole authorized dealer for Caterpillar, Inc. in the Authority's service area, for the purchase of **repair parts, services, and diagnostic software for the Authority's Caterpillar, Inc. emergency electric power generator equipment** on an as-needed basis, for an estimated total cost up to $35,000 for the term January 1 through December 31, 2027.

Moved By:
Seconded By:
Roll Call Vote

#26-226 Authorize a Blanket Purchase Order with **Cummins Sales and Service** in Buffalo, NY, who is Cummins' designated sales and service facility for the Authority's service area, for the purchase of **repair parts, services, and diagnostic software** for the Authority's Cummins-Onan emergency electric power generator equipment on an as-needed basis, for an estimated total cost up to $25,000 for the term January 1 through December 31, 2027.

Moved By:
Seconded By:
Roll Call Vote

#26-227 Authorize the award of the **SWTP High Duty Pump Nos. 9 and 10 Pressure Relief Valves** contract to the low responsive, responsible bidder, **Ritec Enterprises** for the bid amount of $55,664.00.

Moved By:
Seconded By:
Roll Call Vote

#26-228 Authorize the purchase of **replacement nozzles, bearing assemblies, and other related parts** from **Koester Associates, Inc.** for the filter sweep equipment at the Shoremont and R.J. Metzger Webster Water Treatment Plants for an estimated amount of $24,500.

Moved By:
Seconded By:
Roll Call Vote

#26-229 Authorize the purchase of a **power supply unit** from **Rexel** for the Rockwell Automation/Allen-Bradley medium voltage variable frequency drive equipment for High Duty Pump No. 10 located at the Shoremont Water Treatment Plant for an estimated amount of $15,500.

Moved By:
Seconded By:
Roll Call Vote

#26-230 Authorize the purchase of a **new software licensing and support agreement** with **Q-Mation, LLC** for the Authority's SCADA system software for an estimated total cost up to $45,000 for the one year period beginning December 30, 2026 through December 29, 2027.

Moved By:
Seconded By:
Roll Call Vote

#26-231 Authorize the award of a unit price contract for the **2027 Annual Geotechnical Investigation and Material Testing Services Contract** to the low responsive, responsible bidder, **CME Associates, Inc**. in the bid amount of $360,500. This Contract may be renewed for two subsequent one-year terms at the mutual, written consent of the Authority and the contractor.

Moved By:
Seconded By:
Roll Call Vote

#26-232 Authorize the award of a unit price contract for the **Helendale Road Water Main Replacement** project contract to the low responsive, responsible bidder, **Keeler Construction Co. Inc**. in the bid amount of $1,996,589.

Moved By:
Seconded By:
Roll Call Vote

#26-233 WHEREAS, Water Authority staff recommends that the Water Authority authorize acceptance of electronic bids pursuant to New York State General Municipal Law § 103 so as to increase efficiencies around the bid process; and

WHEREAS, based on that recommendation, the Water Authority desires to engage a company to provide a web-based bid system, which will allow the Water Authority to accept electronic bids; and

WHEREAS, Water Authority staff reviewed different systems and has determined that the system offered by International Data Base Corp., d/b/a BidNet will best serve the Water Authority's needs; and

WHEREAS, the Water Authority will not be charged for use of BidNet, provided no software customizations are necessary; and

WHEREAS, the Water Authority will continue to allow a hard copy bid submission procedure, as required by General Municipal Law § 103.

NOW THEREFORE BE IT

RESOLVED: That the Water Authority will authorize acceptance of electronic bid submissions.

AND BE IT FURTHER RESOLVED: That the Water Authority hereby engages BidNet at no cost and on terms acceptable to the Executive Director.

Moved By:
Seconded By:
Roll Call Vote

#26-234 Approve the Authority's **3rd Quarter Investment Report** for the period ending September 30, 2026, as presented.

Moved By:
Seconded By:
Roll Call Vote

#26-235 Approve the Authority's **3rd Quarter Financial Report** for the period ending September 30, 2026, as presented.

Moved By:
Seconded By:
Roll Call Vote

#26-236 WHEREAS, the Monroe County Water Authority contracts with Empower and Reliance Trust to administer a Deferred Compensation Plan for its employees; and

WHEREAS, the purpose of such plan is to provide employees with a convenient and tax-favored method of saving on a regular and long-term basis, and thereby provide for their retirement; and

WHEREAS, the contract will expire on December 31, 2026; and

WHEREAS, Section 9003-5(b) of the Rules and Regulations of the New York State Deferred Compensation Board allows for an additional one-year extension from the expiration date of the contract; and

WHEREAS, the Monroe County Water Authority's Deferred Compensation Committee recommends that it is in the best interest of the Authority to extend its contract with Empower and Reliance Trust for a period of one year from the expiration date for reasons which include, but are not limited to, the preservation of the stability of the Plan's administration, and to prepare for the solicitation and evaluation of competitive proposals in accordance with Section 9003.3 of the Rules and Regulations of the New York State Deferred Compensation Board.

NOW, THEREFORE BE IT

RESOLVED: That the Monroe County Water Authority Board of Directors hereby authorizes the Executive Director, or his designee, to **extend, for a one-year period from expiration date, its Deferred Compensation Plan Administration contract with Empower** in conjunction with Reliance Trust as trustee.

Moved By:

Seconded By:
Roll Call Vote

COMPENSATION COMMITTEE REPORT

#26-237 Upon recommendation of the Monroe County Water Authority's Compensation Committee, the Board hereby adopts the **Compensation Guidelines** and **Salary Schedule 6,** as presented.

Moved By:
Seconded By:
Roll Call Vote:

FINANCE COMMITTEE REPORT

#26-238 Approve an **amendment** to the **Authority's Rules for the Sale of Water and the Collection of Rents and Charges** effective January 1, 2026 in the form attached hereto and made a part of the minutes hereof, subject to compliance with the requirements of Subdivision 1 of Section 1096-a of the Public Authorities Law, with a copy of said amendment to be duly certified by the Recording Secretary of the Authority and filed with the President of the Monroe County Legislature and thereafter published twice in the Democrat and Chronicle, twice in the Daily Record, and twice in the Batavia Daily News; and filed in the Monroe County Clerk's office.

Moved By:
Seconded By:
Roll Call Vote:

#26-239 WHEREAS, the Monroe County Water Authority has adopted a water rate schedule effective January 1, 2027, which amends its present water rate schedule; and

WHEREAS, Section 1096-a of the Public Authorities Law provides for (1) notification of such water rate schedule change to the President of the Monroe County Legislature and (2) a public information meeting.

NOW, THEREFORE, IT IS RESOLVED: That the Authority publish an announcement of a **Public Information Meeting** to be held on **December 2, 2026 at 3:00 p.m.** in the offices of the Authority, 475 Norris Drive, Rochester, New York; and

IT IS FURTHER RESOLVED: That the Authority will conduct the Public Information Meeting in order to inform the public of the need and the design of the water rates schedule changes; and

IT IS FURTHER RESOLVED: That a copy of this Resolution be certified by the Recording Secretary of the Authority and delivered to the President of the Monroe County Legislature.

Moved By:
Seconded By:
Roll Call Vote:

#26-240 Upon recommendation of the Monroe County Water Authority's Finance Committee, the Board hereby re-adopts the **Debt Management Policy**, as presented.

Moved By:
Seconded By:
Roll Call Vote:

GOVERNANCE COMMITTEE REPORT

#26-241 Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby re-adopts the **Code of Ethics Policy,** as presented.

Moved By:
Seconded By:
Roll Call Vote:

#26-242 Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby re-adopts the **Conflicts of Interest Policy,** as presented.

Moved By:
Seconded By:
Roll Call Vote:

#26-243 Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby re-adopts the **Software Code of Ethics Policy,** as presented.

Moved By:
Seconded By:
Roll Call Vote:

#26-244 Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby re-adopts **Whistleblower Policy,** as presented.

Moved By:
Seconded By:
Roll Call Vote:

#26-245 Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby re-adopts the **Disposal Guidelines**, as presented.

Moved By:
Seconded By:
Roll Call Vote

#26-246 Upon recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby adopts the revised **Purchasing and Procurement Guidelines**, as presented.

Moved By:
Seconded By:
Roll Call Vote

#26-247 Upon the recommendation of the Monroe County Water Authority's Governance Committee, the Board hereby adopts the revised **Mobile Communications Device Policy**, as presented.

Moved By:
Seconded By:
Roll Call Vote

#26-248 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:
Seconded By:
Roll Call Vote: