

MINUTES

**MONROE COUNTY WATER AUTHORITY
REGULAR MEETING
THURSDAY, January 14, 2021 @ 9:30 a.m.
Main Conference Room
General Offices, 475 Norris Drive, Rochester, New York**

9:30 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 (6): S. Nasca, S. Volpe, M. Fero, R. Hurlbut, W. Bleier-Mervis, J. Rulison

Members Absent (1): A. Bernstein

Staff present: N. Noce, Executive Director; D. Hendrickson, Director of Human Resources

General Counsel present: Andrew Dean – Harter, Secrest & Emery

Monroe County Legislative Liaison present: Hon. Frank X. Allkofer

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

#21-001 Approve minutes of the Authority's Regular Meeting held on December 18, 2020.

On a motion made by Mr. Rulison, seconded by Mrs. Volpe, the foregoing resolution #21-001 was put to a voice vote and unanimously carried. AYES: 6; NAYS: 0

#21-002 Approve list of disbursements on check registers dated December 9, December 16, December 22, and December 29, 2020, which were forwarded to the Authority Members for their review.

On a motion made by Ms. Bleier-Mervis, seconded by Mr. Hurlbut, the foregoing resolution #21-002 was put to a voice vote and unanimously carried. AYES: 6; NAYS: 0

#21-003 Accept Purchase Order List of materials and supplies for the period December 10, 2020 through January 6, 2021 in the amount of \$1,306,498.09.

On a motion made by Mr. Rulison, seconded by Mr. Hurlbut, the foregoing resolution #21-003 was put to a voice vote and unanimously carried. AYES: 6; NAYS: 0

COMMUNICATIONS/NOTIFICATIONS

There was some discussion pertaining to conducting Board Meetings remotely via WebEx during the COVID-19 pandemic.

#21-004 WHEREAS, by Resolution #20-232, the Monroe County Water Authority Board of Directors approved the provisional appointment of Bruce Cavallaro to the title of Senior Network Technician effective December 30, 2020; and

WHEREAS, Mr. Cavallaro has subsequently declined his offer of employment with the Monroe County Water Authority.

**MONROE COUNTY WATER AUTHORITY
REGULAR MEETING – January 14, 2021**

NOW, THEREFORE, BE IT RESOLVED: That the MCWA Board of Directors hereby rescinds its approval of Resolution #20-232 for the provisional appointment of Bruce Cavallaro; and

BE IT FURTHER RESOLVED: That this Resolution shall take effect immediately.

On a motion made by Mr. Hurlbut, seconded by Mr. Rulison, the foregoing resolution #21-004 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, W. Bleier-Mervis, J. Rulison); NAYS: 0

#21-005 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Promotional Appointment of Michael Sullivan to the title of Distribution Maintenance Mechanic, effective January 18, 2021 at Salary Schedule 4, Group 6.

On a motion made by Mr. Hurlbut, seconded by Mr. Rulison, the foregoing resolution #21-005 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, W. Bleier-Mervis, J. Rulison); NAYS: 0

For Item #21-006, Mr. Noce sought Board authorization in utilizing the Monroe County Contract for collision and body repair work on Authority vehicles and equipment and stated that the County has renewed this contract as currently awarded to Hawk Frame & Axle, Inc. The Authority has done business for many years with this firm, and they have done a good job.

#21-006 Authorize the use of **Monroe County Contract #1104-16 – SAP Contract #4700007380 Collision Repair, Vehicle** to vendor-awarded **Hawk Frame & Axle, Inc.** for **collision repair of MCWA vehicles and equipment** in an estimated amount of \$50,000 through the current contract term ending December 31, 2021.

On a motion made by Mr. Hurlbut, seconded by Ms. Bleier-Mervis, the foregoing resolution #21-006 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, W. Bleier-Mervis, J. Rulison); NAYS: 0

For Item #21-007, Mr. Noce briefed the Members regarding an amendment of Resolution #19-250 to address the need for greater internet capacity due to increased traffic from WebEx meetings, employees working from home, etc. resulting from the COVID-19 pandemic.

#21-007 Authorize the amendment of Resolution #19-250 to authorize the Executive Director, or his designee, to **approve an increase in the internet service provided by Frontier Communications at the East Side Operations Center and Shoremont Water Treatment Plant** from the current 100 MB service to a 1G service. This is a three-year agreement at an estimated approximate additional cost of \$18,720 per year.

On a motion made by Mr. Rulison, seconded by Mr. Hurlbut, the foregoing resolution #21-007 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, W. Bleier-Mervis, J. Rulison); NAYS: 0

For Items #21-008 & #21-009, Mr. Noce addressed the Board regarding amendments to resolutions authorizing agreements with companies, each of whom were subsequently acquired by another firm. Therefore, these resolutions required amendments to revise the corporation names.

#21-008 WHEREAS, by Resolution #20-251, the Monroe County Water Authority Board of Directors authorized the Executive Director to enter into an agreement for the purchase of MCWA Group Life and Long Term Disability Insurances with Cigna Health & Life Insurance Company; and

**MONROE COUNTY WATER AUTHORITY
REGULAR MEETING – January 14, 2021**

WHEREAS, New York Life recently announced the completion of the company's acquisition of Cigna's group life, accident, and disability insurance business.

NOW, THEREFORE, BE IT RESOLVED: That the MCWA Board of Directors authorizes the **continuation of the purchase of group life and long term disability insurances** with the former Cigna Health & Life Insurance Company, now known as **New York Life Group Benefit Solutions**; and

BE IT FURTHER RESOLVED: That this Resolution shall take effect immediately.

On a motion made by Mr. Rulison, seconded by Mrs. Volpe, the foregoing resolution #21-008 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, W. Bleier-Mervis, J. Rulison); NAYS: 0

#21-009 WHEREAS, by Resolution #20-252, The Monroe County Water Authority Board of Directors authorized a one year extension of its Deferred Compensation Plan Administration Contract with MassMutual in conjunction with Reliance Trust as Trustee; and

WHEREAS, Empower Retirement recently announced the completion of the company's acquisition of MassMutual's retirement plan business.

NOW, THEREFORE, BE IT RESOLVED: That the MCWA Board of Directors authorizes the **continuation of the one year extension of its Deferred Compensation Plan Administration contract** with the former MassMutual, now known as **Empower Retirement**; and

BE IT FURTHER RESOLVED: That this Resolution shall take effect immediately.

On a motion made by Ms. Bleier-Mervis, seconded by Mr. Rulison, the foregoing resolution #21-009 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, W. Bleier-Mervis, J. Rulison); NAYS: 0

For Item #20-010, Mr. Noce briefed the Board regarding a proposed New York State Department of Transportation drainage improvement project on Edgemere Drive in the Town of Greece. This project involves the adjustment of one Water Authority valve box and will be done at no cost to the Authority.

#21-010 WHEREAS, the New York State Department of Transportation proposes the construction, reconstruction, or improvement of **Edgemere Drive at Island Cottage Road Drainage Improvements, Town of Greece, Monroe County, P.I.N. 4RED.03.301**, and

WHEREAS, the State will include as part of the construction, reconstruction, or improvement of the above-mentioned project the **adjustment of 1 valve box elevation**, pursuant to Section 10, Subdivision 24, of the State Highway Law, as shown on the contract plans and Utility Special Notes 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.

**MONROE COUNTY WATER AUTHORITY
REGULAR MEETING – January 14, 2021**

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; and

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 Mr. Hurlbut, seconded by Ms. Bleier-Mervis, the foregoing resolution #21-010 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, W. Bleier-Mervis, J. Rulison); NAYS: 0

#21-011 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. Rulison, seconded by Mrs. Volpe, the foregoing resolution #21-011 was put to a roll call vote and unanimously carried. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, W. Bleier-Mervis, J. Rulison); NAYS: 0

EXECUTIVE SESSION

#21-ES 09:50 a.m. – Chairman Nasca requested a motion to enter Executive Session pursuant to Section 105(1)(f) of the New York Public Officers Law in order for the Board to discuss the employment performance history of a particular employee.

Moved by Mr. Rulison, seconded by Mr. Fero, and put to a roll call vote, the Board unanimously agreed to enter Executive Session. AYES: 6 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, W. Bleier-Mervis, J. Rulison); NAYS: 0

9:56 a.m. – Motion to conclude Executive Session: Moved by Mr. Fero, seconded by Mr. Hurlbut, the Board upon voice vote unanimously agreed to conclude Executive Session. No formal action was taken.

Chairman Nasca called this Regular Meeting back in open session.

**MONROE COUNTY WATER AUTHORITY
REGULAR MEETING – January 14, 2021**

In Board folders for review:

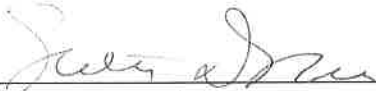
- Routine monthly informational updates
- Claims Report
- No Sick Time Use, 2020

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There being no further business to come before the Authority, Chairman Nasca adjourned this Regular Meeting at 10:00 a.m.



Diane L. Hendrickson, Recording Secretary



Scott D. Nasca, Chairman

