

MINUTES

**MONROE COUNTY WATER AUTHORITY
REGULAR MEETING
WEDNESDAY, November 25, 2020 @ 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 (7): S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis, J. Rulison **Members Absent: 0**

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

General Counsel present: Andrew Dean – 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

#20-196 Approve minutes of the Authority's Regular Meeting held on October 8, 2020.

On a motion made by Mr. Rulison, seconded by Ms. Bleier-Mervis, the foregoing resolution #20-196 was put to a voice vote and unanimously carried. AYES: 7; NAYS: 0

#20-197 Approve list of disbursements on check registers dated September 30, October 7, October 14, October 21, October 28, November 4, and November 12, 2020, which were forwarded to the Authority Members for their review.

On a motion made by Mr. Bernstein, seconded by Mr. Rulison, the foregoing resolution #20-197 was put to a voice vote and unanimously carried. AYES: 7; NAYS: 0

#20-198 Accept Purchase Order List of materials and supplies for the period October 1 through November 16, 2020 in the amount of \$468,654.53.

On a motion made by Ms. Bleier-Mervis, seconded by Mr. Fero, the foregoing resolution #20-198 was put to a voice vote and unanimously carried. AYES: 7; NAYS: 0

COMMUNICATIONS/NOTIFICATIONS

Mr. Noce welcomed and introduced Kerry Sharp, the Authority's new Communications Aide. He gave a brief overview of her job duties, and then Ms. Sharp summarized her work experience and the skill set she brings to this position.

Mr. Noce noted that the Authority will be soliciting firms via an RFP to provide Employee Assistance Program services.

Mr. Noce informed the Board Members that packets containing agenda and pertinent information for upcoming Committee meetings were included in their folders. He also reminded them that the next Regular Board Meeting has been rescheduled for Friday, December 18, 2020 at 9:30 a.m.

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For Item #20-199, Board Member Bleier-Mervis and Board Member Hurlbut offered the following resolution and moved its adoption:

20-199

RESOLUTION #20-199

**EXPRESSING APPRECIATION FOR YEARS OF SERVICE AND
BEST WISHES OF THE MONROE COUNTY WATER AUTHORITY BOARD
TO MICHAEL R. PIOTROWICZ UPON HIS RETIREMENT**

*WHEREAS, Michael R. Piotrowicz, a longtime employee of the Water Authority,
has retired as of October 29, 2020; and*

*WHEREAS, Michael R. Piotrowicz is a highly skilled and knowledgeable 31+ year
veteran of the Water Authority; and*

*WHEREAS, Michael R. Piotrowicz 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
Michael R. Piotrowicz, MCWA Retiree.*

~ This resolution adopted unanimously. ~

#20-200 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Title Change of Cady Joy from Utility Worker to Drafting Technician effective November 30, 2020, at Salary Schedule 5, Group 2.

On a motion made by Mr. Bernstein, seconded by Mr. Rulison, the foregoing resolution #20-200 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis, J. Rulison); NAYS: 0

#20-201 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Title Change of Brandon Miller from Utility Worker to Drafting Technician effective November 30, 2020, at Salary Schedule 5, Group 2.

On a motion made by Ms. Bleier-Mervis, seconded by Mr. Rulison, the foregoing resolution #20-201 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis, J. Rulison); NAYS: 0

For Item #20-202, Mr. Noce briefed the Board for authorization to utilize the New York State Contract for the as-needed purchase of industrial and commercial supplies and equipment. This contract will be used by our Production and FFO Departments.

#20-202 Authorize the use of New York State OGS Contract, Group #39000, Award #22918, Contract #PC67229 – Industrial & Commercial Supplies and Equipment, for the as-needed procurement of Maintenance & Cleaning Supplies from Hillyard, Inc. in an estimated annual amount of \$45,000 through the contract period ending September 30, 2022.

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On a motion made by Mr. Hurlbut, seconded by Mr. Rulison, the foregoing resolution #20-202 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis, J. Rulison); NAYS: 0

For Item #20-203, Mr. Noce addressed the Members on the use of the New York State Contract for rental of heavy equipment on an as-needed basis, through multiple vendors. This will enable the Authority to engage in a competitive contracting process for the purpose of obtaining the best pricing available.

#20-203 Authorize the use of **New York State OGS Contract Group #72007, Award #23182**, for the as-needed **Rental of Heavy Equipment** for an estimated annual amount of \$300,000 through the contract period ending October 7, 2025 from various vendors awarded serving MCWA's service area, based on pricing and availability. Vendors include: **Admar Supply Company, Inc.** (Contract #PS69101); **C.P. Ward, Inc.** (Contract #PS69102); **Five Star Equipment, Inc.** (Contract #PS69106); **George & Swede Sales and Service, Inc.** (Contract #PS69107); and **Monroe Tractor & Implement Co., Inc.** (Contract #PS69114).

On a motion made by Mr. Bernstein, seconded by Mrs. Volpe, the foregoing resolution #20-203 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis, J. Rulison); NAYS: 0

For Items #20-204 and #20-205, Mr. Noce briefed the Board regarding the as-needed procurement of industrial and commercial supplies from W.W. Grainger, Inc. Items which are listed under the New York State Contract for Industrial Supplies will be purchased under this contract by both Production and FFO Departments. Items not available through the New York State Contract will be purchased by the Production Department under our Blanket Order procedures.

#20-204 Authorize the purchase of **Industrial and Commercial Supplies and Equipment**, to be ordered as needed, utilizing **New York State Contract Group #39000, Award #22918, Contract #PC67235**, from **W.W. Grainger, Inc.**, for an estimated total annual cost of \$125,000 through the contract period ending September 30, 2021. This contract may be extended for an additional 12-month period through September 30, 2022 in accordance with the terms and conditions of the New York State Office of General Services.

On a motion made by Mr. Fero, seconded by Mr. Bernstein, the foregoing resolution #20-204 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis, J. Rulison); NAYS: 0

#20-205 Authorize a Blanket Purchase Order for the procurement of **Industrial and Commercial Supplies and Equipment** not included on New York State Contract, to be ordered as needed from **W.W. Grainger, Inc.**, for an estimated total cost of \$25,000 for a one-year term from December 10, 2020 through December 9, 2021.

On a motion made by Ms. Bleier-Mervis, seconded by Mr. Bernstein, the foregoing resolution #20-205 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis, J. Rulison); NAYS: 0

For Items #20-206 and #20-207, Mr. Noce briefed the Board regarding the as-needed procurement of industrial and commercial supplies from MSC Industrial Supply Company. Items which are listed under the New York State Contract for Industrial Supplies will be purchased by our Production Department. Production will purchase items not available through the New York State Contract under our Blanket Order procedures.

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- #20-206** Authorize the purchase of **Industrial and Commercial Supplies and Equipment**, to be ordered as needed, utilizing **New York State Contract Group #39000, Award #22918, Contract #PC67234**, from **MSC Industrial Supply Company**, for an estimated total annual cost of \$12,000 through the contract period ending September 30, 2021.

On a motion made by Mr. Rulison, seconded by Mr. Bernstein, the foregoing resolution #20-206 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis, J. Rulison); NAYS: 0

- #20-207** Authorize a Blanket Purchase Order for the procurement of **Industrial and Commercial Supplies and Equipment** not included on New York State Contract, to be ordered as needed from **MSC Industrial Supply Company**, for an estimated total cost of \$8,000 for the term ending September 30, 2021.

On a motion made by Mr. Bernstein, seconded by Mrs. Volpe, the foregoing resolution #20-207 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis, J. Rulison); NAYS: 0

For Items #20-208, #20-209, and #20-210, Mr. Noce addressed the Board for authorization in purchasing various parts and/or supplies as indicated throughout year 2021, each from their only authorized dealership serving our area. He explained that these parts are original factory equipment that cannot be obtained through other vendors.

- #20-208** Authorize the purchase of **various parts and supplies**, as needed, for **maintenance and repair of Water Authority Dump Trucks and Crew Trucks** throughout year 2021 from **Kenworth Northeast Group** for an estimated total cost of \$65,000. Kenworth Northeast Group has branches in Buffalo, Rochester, Elmira, Syracuse, and Albany and is the only authorized Kenworth dealership to service New York State.

On a motion made by Mr. Bernstein, seconded by Mr. Fero, the foregoing resolution #20-208 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis, J. Rulison); NAYS: 0

- #20-209** Authorize the purchase of **various parts and supplies**, as needed, for **maintenance and repair of the Authority's John Deere Backhoes and Loaders** throughout year 2021 from **Five Star Equipment, Inc.** for an estimated total cost of \$20,000. Five Star Equipment, Inc. is the sole source for John Deere parts and equipment within Monroe County.

On a motion made by Mr. Fero, seconded by Mr. Rulison, the foregoing resolution #20-209 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis, J. Rulison); NAYS: 0

- #20-210** Authorize the purchase of **various parts and supplies**, as needed, for **maintenance and repair of the Authority's Caterpillar Backhoes** throughout year 2021, from **Milton CAT**, for an estimated total cost of \$30,000. Milton CAT is the authorized Caterpillar dealer for the Upstate and Western New York territory, with locations in Clifton Park, Batavia, Binghamton, and Syracuse.

On a motion made by Mr. Rulison, seconded by Mrs. Volpe, the foregoing resolution #20-210 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis, J. Rulison); NAYS: 0

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For Item #20-211, Mr. Noce sought Board authorization for this unit price purchase contract. He recapped the bid results, indicating the bid amount is based on estimated quantities and that we have successfully done business with this vendor for many years.

#20-211 Authorize a unit price purchase contract for **Water Service Materials** from low responsive, responsible bidder, **Blair Supply Corporation**, in the bid amount of \$32,858.30 for an initial term of one year with the option to extend for up to four additional one-year terms upon mutual consent. The bid amount is based on estimated quantities.

On a motion made by Mr. Rulison, seconded by Mr. Bernstein, the foregoing resolution #20-211 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis, J. Rulison); NAYS: 0

For Item #20-212, Mr. Noce addressed the Board for authorization to award this intake cleaning and repairs unit price contract. He discussed the scope of services, summarized the bid results, and stated that this firm has successfully completed similar work for the Authority in the past.

#20-212 Authorize the award of the **Shoremont WTP and Webster WTP Intake Cleaning and Repairs** unit price contract to the low responsive, responsible bidder, **Empire Marine Corporation**, for the bid amount of \$297,580 with the option to extend the contract for up to four additional one-year terms upon mutual consent.

On a motion made by Ms. Bleier-Mervis, seconded by Mr. Bernstein, the foregoing resolution #20-212 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis, J. Rulison); NAYS: 0

For item #20-213, Mr. Noce addressed the Members for purchase authorization for a new three-year software licensing and support agreement for Wonderware® and ThinManager®, utilized by our SCADA system. The estimated total cost also includes onsite assistance for system upgrades.

#20-213 Authorize the purchase of a new **Software Licensing and Support** agreement with **AVEVA Group, PLC** for the Authority's SCADA system **Wonderware® and ThinManager®** software, including onsite assistance to implement software upgrades, for an estimated total cost up to \$120,000 for the three-year period commencing December 30, 2020 through December 29, 2023.

On a motion made by Mr. Hurlbut, seconded by Mr. Rulison, the foregoing resolution #20-213 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis, J. Rulison); NAYS: 0

For Item #20-214, Mr. Noce sought authorization for purchase off New York State Contract of VMware software, licensing, and support. This software is required for a Dell vSan server recently purchased and includes one year of production support, which will be renewed annually.

#20-214 Authorize the use of **New York State OGS Contract, Group #73600, Award #22802, Contract #PM67310**, for the purchase of **VMware** software, licensing, and one year of production support from **Dell Technologies** in the amount of \$16,575.34. Production Support will be renewed annually.

On a motion made by Mr. Bernstein, seconded by Ms. Bleier-Mervis, the foregoing resolution #20-214 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis, J. Rulison); NAYS: 0

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For Item #20-215, Mr. Noce addressed the Members for authorization to purchase real property in response to the Authority's need to increase office space and decrease employee density due to the COVID-19 pandemic. This purchase will also provide long-term expansion to a location adjacent to our existing Meter Services building.

#20-215

WHEREAS, the Monroe County Water Authority (the "Authority") has been leasing the property known as 195 Norris Drive, Rochester, New York (the "Property") continually beginning April 1, 2020 in order to satisfy the need for increased office space and decreased employee density; and

WHEREAS, the Authority owns and utilizes the adjacent property and has determined a long term need for this additional Property; and

WHEREAS, the Property has become available for sale; and

WHEREAS, the Authority had an independent appraisal of the Property completed by Bruckner, Tillett, Rossi, Cahill & Associates on August 10, 2020; and

WHEREAS, a proposed purchase price of \$300,000 has been agreed upon between the owner of the Property, JDP Properties, LLC, and the Authority.

NOW, THEREFORE, BE IT RESOLVED: The Monroe County Water Authority Board of Directors authorizes **the purchase of the Real Property known as 195 Norris Drive, Rochester, New York**, for the agreed upon price of \$300,000 plus any associated closing costs and fees; and

BE IT FURTHER RESOLVED: That the Executive Director, or his designee, is authorized to execute any and all documents necessary, in the opinion of counsel to the Authority, to give effect to the resolutions made herein; and

BE IT FURTHER RESOLVED: That the Executive Director, or his designee, shall have the authority to take such other actions as he deems advisable and necessary in relation to obtaining the Property.

On a motion made by Mr. Bernstein, seconded by Mr. Hurlbut, the foregoing resolution #20-215 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis, J. Rulison); NAYS: 0

For Item #20-216, Mr. Noce requested Board authorization for purchase of Veeam Backup and Replication software utilized by our Information Technology Department for backup and restoration of critical data. He recapped the bid results for this five-year subscription and support.

#20-216

Authorize the purchase of **Veeam Backup and Replication Software** 5 year renewal subscription and production maintenance from low responsive, responsible bidder, **Zones, LLC**, for a total estimated cost of \$16,943.60.

On a motion made by Mr. Bernstein, seconded by Mr. Hurlbut, the foregoing resolution #20-216 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis, J. Rulison); NAYS: 0

#20-217

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

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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. Hurlbut, seconded by Mr. Bernstein, the foregoing resolution #20-217 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis, J. Rulison); NAYS: 0

For Items #20-218 and #20-219, Mr. Noce addressed the Board regarding proposed construction of a 2 million gallon pre-stressed concrete water storage tank at the Walker Road property in the Town of Pavilion and the related SEQR (New York's State Environmental Quality Revue Act) requirements. He stated that all interested and involved agencies have been contacted, and there was no objection to the Authority acting as lead agency for this project. Authority Staff have reviewed all pertinent documentation and recommend a negative declaration be issued pursuant to SEQR regulations.

#20-218 WHEREAS, in accordance with the State Environmental Quality Review Act (SEQR), the Monroe County Water Authority (the "Authority") as applicant proposes to undertake the following project: **Walker Road Tank** (the "Project"); and

WHEREAS, the Authority staff has prepared Part 1 of the Full Environmental Assessment Form, which was forwarded with a cover letter informing involved/interested agencies of the Authority's desire to act as Lead Agency on this Project, and requesting that all involved agencies agree to the Authority's desire to act as Lead Agency by October 21, 2020. Staff did not receive any written and/or oral objections to the Authority acting as Lead Agent for the above-referenced action.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY WATER AUTHORITY:

SECTION I: That the Authority shall act as Lead Agency on the Walker Road Tank Project, and by the Board's directive, the appropriate staff shall complete all actions necessary to comply with SEQR.

On a motion made by Mr. Rulison, seconded by Ms. Bleier-Mervis, the foregoing resolution #20-218 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis, J. Rulison); NAYS: 0

#20-219 WHEREAS, on November 25, 2020, the Monroe County Water Authority (the "Authority") declared itself Lead Agency in accordance with the State Environmental Quality Review Act ("SEQR") and its corresponding regulations found at 6 NYCRR 617.6(b) with regard to the proposed Walker Road Tank (the "Project") in the Town of Pavilion; and

WHEREAS, Part 2 of the Environmental Assessment Form ("EAF") identified no significant negative environmental impacts from the Project; and

WHEREAS, the Authority staff has compared all impacts which may be reasonably expected to result from this proposed Type 1 action against the criteria set forth in NYCRR 617.7.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY WATER AUTHORITY:

SECTION I: Based upon our review of Part 2 of the EAF on this action and the Authority staff comments related thereto, if any, in accordance with 6 NYCRR 617.7, the Authority determines that the identified environmental impacts of the Project will not be significant.

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SECTION II: This Board determines that the proposed action will not have a significant impact on the environment and, therefore, an environmental impact statement will not be prepared. This determination constitutes a **negative declaration for the purpose of SEQR**.

SECTION III: Staff is hereby directed to give notice of this determination in accordance with 6 NYCRR 617.12.

On a motion made by Mr. Bernstein, seconded by Mr. Hurlbut, the foregoing resolution #20-219 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis, J. Rulison); NAYS: 0

COMPENSATION COMMITTEE REPORT – Presented by Ms. Bleier-Mervis, Chairperson

Ms. Bleier-Mervis gave a briefing on Compensation Committee Meetings held October 1 and November 3, 2020.

At the October 1 meeting, the first item before the Committee was a discussion of Burke Group's recommendations for 2021 Management Compensation. Ms. Bleier-Mervis reported that Mr. Noce reviewed the recommendations with the Committee and, after some discussion, a motion was made by Mr. Hurlbut, seconded by Mr. Fero, and unanimously carried to approve Burke Group's recommendations for 2021 Management Compensation and to forward to the full Board for consideration.

Ms. Bleier-Mervis continued her reporting by stating the next item on the October 1 agenda was a discussion of the timeline for the Executive Director's annual performance appraisal. It was noted that Mr. Noce's self-assessment was due October 15, after which Mr. Bleier-Mervis would schedule a time to meet with him to review, and then Mr. Noce's job performance would be evaluated at the November 3 Compensation Committee meeting. No formal action was taken.

Ms. Bleier-Mervis stated that the Committee met again on November 3. She reported that at the commencement of this meeting, she requested a motion to enter into Executive Session to discuss the annual performance appraisal of the Executive Director. A motion was made by Mr. Fero, seconded by Mr. Hurlbut, and passed unanimously to enter into Executive Session, all present with the exception of Mr. Noce. She said that at 8:25 a.m., the Committee requested Mr. Noce rejoin the meeting, still in Executive Session, in order to discuss his job performance. At 8:35 a.m., on a motion made by Mr. Hurlbut, seconded by Mr. Fero, the Committee unanimously agreed to conclude Executive Session. No formal action was taken.

Ms. Bleier-Mervis reported that the next item on the agenda was a review by Mr. Noce and Ms. Hendrickson of the recommended modifications to the Compensation Philosophy. After some discussion, a motion was made by Mr. Hurlbut, seconded by Mr. Fero, and unanimously carried, to forward the recommended revisions to the full Board for their review and approval.

Ms. Bleier-Mervis concluded her reporting by stating that the Committee will convene on December 3 at 9:00 a.m. and mentioned that the minutes of the Committee's October 8 and November 3 meetings are posted on the MCWA website.

FINANCE COMMITTEE REPORT – Presented by Mr. Hurlbut, Chairman

Mr. Hurlbut briefed the Board on the Finance Committee meeting held November 5, 2020, at which time the first item before the Committee was the review of the proposed 2021 Water Rates Schedule. He reported that Director of Finance, Amy Molinari, gave a detailed presentation of the proposed rates and responded to questions posed by Committee members. Following Ms. Molinari's review and some discussion, the Committee unanimously agreed to recommend approval of the 2021 Water Rates, as presented, by the full Board at their November Regular Meeting.

Mr. Hurlbut continued his reporting by stating that the next item was the re-adoption of the Debt Management Policy. He said that Ms. Molinari stated that the annual review of this policy had been performed, and it was determined no changes are recommended at this time. Following some discussion, the Committee unanimously agreed to recommend re-adoption of the Debt Management Policy by the full Board at the November Regular Meeting.

Mr. Hurlbut reported that the Finance Committee scheduled its meetings for 2021 on October 7 and November 4, both to commence at 8:00 a.m., and concluded his reporting by stating that minutes of the Finance Committee's November 5 meeting are posted on the MCWA website.

For Items #20-220 and #20-221, the full Board received the proposed changes for MCWA 2021 water rates and charges for their prior review, and Mr. Noce welcomed any remaining questions from the Members at this meeting. He reported on the notification process upon adopting same.

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- #20-220** **Approve an amendment to the Authority's *Rules for the Sale of Water and the Collection of Rents and Charges* effective January 1, 2021** 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 once in the *Democrat and Chronicle*, once in the *Daily Record*, once in the *Batavia Daily News*, and once in the *Post Newspapers*; and filed in the Monroe County Clerk's office.

On a motion made by Mr. Hurlbut, seconded by Mr. Bernstein, the foregoing resolution #20-220 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis, J. Rulison); NAYS: 0

- #20-221** WHEREAS, the Monroe County Water Authority has adopted a water rate schedule effective January 1, 2021, 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 14, 2020 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.

On a motion made by Mr. Fero, seconded by Mr. Hurlbut, the foregoing resolution #20-221 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis, J. Rulison); NAYS: 0

- #20-222** Upon recommendation of the Monroe County Water Authority's Finance Committee, the Board hereby re-adopts the **Debt Management Policy**, as presented.

On a motion made by Mr. Rulison, seconded by Mr. Hurlbut, the foregoing resolution #20-222 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis, J. Rulison); NAYS: 0

For Items #20-223 and #20-224, Mr. Noce addressed the Board regarding the Authority's 3rd Quarter Investment and Financial Reports for period ending September 30, 2020. He discussed each report, copies of which were also enclosed in Board Member's packets of information and distributed in advance of the meeting date for their prior review.

- #20-223** Approve the Authority's 3rd **Quarter Investment Report** for the period ending September 30, 2020, as presented.

On a motion made by Mr. Bernstein, seconded by Mr. Hurlbut, the foregoing resolution #20-223 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis, J. Rulison); NAYS: 0

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#20-224 Approve the Authority's **3rd Quarter Financial Report** for the period ending September 30, 2020, as presented.

On a motion made by Mr. Bernstein, seconded by Mr. Rulison, the foregoing resolution #20-224 was put to a roll call vote and unanimously carried. AYES: 7 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis, J. Rulison); NAYS: 0

#19-ES 10:08 a.m. Chairman Nasca requested a motion to enter Executive Session pursuant to Section 105(l)(f) of the New York Public Officers Law in order to discuss the performance evaluation of a particular employee. Moved by Mr. Rulison, seconded by Mr. Hurlbut, and put to a roll call vote, the Board Members unanimously agreed to enter Executive Session. AYES: 7 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis, J. Rulison); NAYS: 0

10:36 a.m. Motion to conclude Executive Session: Moved by Mr. Rulison, seconded by Ms. Bleier-Mervis, the Board unanimously agreed to conclude Executive Session. Chairman Nasca called this Regular Meeting back in open session. No formal action was taken.

Item #20-225 was Tabled at this Board Meeting. This item is expected to be taken up at the December Board Meeting.

#20-225 BE IT HEREBY RESOLVED: That the Monroe County Water Authority Board Meeting dates for 2021 be as follows:

JANUARY	THURSDAY	14	9:30 A.M. – REGULAR MEETING
JANUARY	THURSDAY	28	9:30 A.M. – REGULAR MEETING (IF NECESSARY)
FEBRUARY	THURSDAY	11	9:30 A.M. – REGULAR MEETING
FEBRUARY	THURSDAY	25	9:30 A.M. – REGULAR MEETING (IF NECESSARY)
MARCH	THURSDAY	11	9:30 A.M. – REGULAR MEETING
MARCH	THURSDAY	25	9:30 A.M. – REGULAR MEETING (IF NECESSARY)
APRIL	THURSDAY	8	9:30 A.M. – REGULAR & ANNUAL MEETING
APRIL	THURSDAY	22	9:30 A.M. – REG & ANNUAL MTGS (IF NECESSARY)
MAY	THURSDAY	13	9:30 A.M. – REGULAR MEETING
MAY	THURSDAY	27	9:30 A.M. – REGULAR MEETING (IF NECESSARY)
JUNE	THURSDAY	10	9:30 A.M. – REGULAR MEETING
JUNE	THURSDAY	24	9:30 A.M. – REGULAR MEETING (IF NECESSARY)
JULY	THURSDAY	08	9:30 A.M. – REGULAR MEETING
JULY	THURSDAY	22	9:30 A.M. – REGULAR MEETING (IF NECESSARY)
AUGUST	THURSDAY	12	9:30 A.M. – REGULAR MEETING
AUGUST	THURSDAY	26	9:30 A.M. – REGULAR MEETING (IF NECESSARY)
SEPTEMBER	THURSDAY	09	9:30 A.M. – REGULAR MEETING
SEPTEMBER	THURSDAY	23	9:30 A.M. – REGULAR MEETING (IF NECESSARY)

**MONROE COUNTY WATER AUTHORITY
REGULAR MEETING – November 25, 2020**

OCTOBER	THURSDAY	14	9:30 A.M. – REGULAR MEETING
OCTOBER	THURSDAY	28	9:30 A.M. – REGULAR MEETING (IF NECESSARY)
NOVEMBER	WEDNESDAY	10	9:30 A.M. – REGULAR MEETING
NOVEMBER	WEDNESDAY	24	9:30 A.M. – REGULAR MEETING (IF NECESSARY)
DECEMBER	THURSDAY	09	9:30 A.M. – REGULAR MEETING
DECEMBER	THURSDAY	23	9:30 A.M. – REGULAR MEETING (IF NECESSARY)

On a motion made by Mr. Rulison, seconded by Mr. Bernstein, the foregoing resolution #20-225 was put to a roll call vote and unanimously tabled. AYES: 7 (S. Nasca, S. Volpe, M. Fero, R. Hurlbut, A. Bernstein, W. Bleier-Mervis, J. Rulison); NAYS: 0

In Board folders for review:

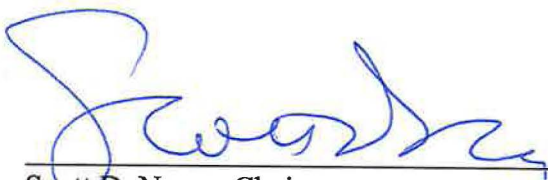
- Notification – Agreement with Foundation Design, PC for design of proposed Walker Road Storage Tank
- Proposed Recipients of RFP for Employee Assistance Program Services
- Routine monthly informational updates

* * *

There being no further business to come before the Authority, Chairman Nasca adjourned this Regular Meeting at 10:47 a.m.



Diane L. Hendrickson, Recording Secretary



Scott D. Nasca, Chairman