

**WAYNE COUNTY WATER AND SEWER AUTHORITY
BOARD MEETING MINUTES**

Meeting of: July 28, 2015

Location: Wayne County Water & Sewer Authority Operations Center, Walworth, New York

Present: David Lyon, Raymond Walvoord, David Scudder, Mark Graf, Robert Hutteman

Absent: Jean Johnson, LaVerne Blik, Rick Stevens, Gerald Fremouw

Advisors Present: Michael Howard, Boylan Code

Staff Present: Martin J. Aman, Executive Director
Jason Monroe, Director of Operations
Demaris Verzulli, Secretary of the Meeting
Sheryl LaDelfa, Accounting Manager (Financials portion only)

Visitors: None

Chairman David Lyon called the meeting to order at 4:00 p.m.

I. Chairman's Report

Adoption of Minutes: Mr. Walvoord moved, Mr. Graf seconded and all members present unanimously approved the following resolution:

RESOLVED, that the minutes of the June 23, 2015 meeting of the Wayne County Water and Sewer Authority be accepted with no changes.

Correspondence: Mr. Howard reported on the status of the USDA-RD funding project. RD has further clarified its guidance regarding the treatment of political subdivisions (including towns with included villages) from the perspective of eligibility for funding for WEP programs.

II. Treasurer's Report

In the absence of Ms. Johnson, Ms. LaDelfa presented the warrant and bills.

After due discussion and deliberation, Mr. Hutteman moved, Mr. Walvoord seconded and all members present unanimously approved the following resolution:

RESOLVED, that the following statements are hereby authorized and directed to the Treasurer for payment: Water Authority Operational – (includes all) vouchers 15-662 to 15-829 totaling \$366,532.42.

Ms. LaDelfa presented the Financial Statements for the month of June. After due discussion and deliberation, Mr. Hutteman moved, Mr. Walvoord seconded and all members present unanimously approved the following resolution:

RESOLVED, that the Wayne County Water and Sewer Authority's Monthly Financial Statements for June 2015 be approved and accepted.

III. Agenda Items

Equipment Discussion

Mr. Aman reported that working in the streets of the former Village of Lyons involves breaking concrete roadway, and a rock hammer has become a necessity. Mr. Monroe obtained a quote from Bobcat of the Finger Lakes to trade in the 2013 Bobcat E-55 for a 2015 model with a rock hammer. The E-55 has accumulated a lot of hours, and the trade value from Bobcat is less than acceptable. Discussion with the company that runs the municipal auction offered the better alternative of taking the existing machine to auction and purchasing a new one outright. The auction would likely bring a higher price than the trade-in value. Mr. Monroe reviewed the amounts budgeted for equipment in 2015; because of revised needs, there are unexpended budgeted funds available. These funds plus the auction proceeds (although in 2016) should cover the purchase price of a new Bobcat. After due discussion and deliberation, Mr. Hutteman moved, Mr. Scudder seconded and all members present unanimously approved the following resolution:

RESOLVED, that the Director of Operations be authorized to purchase a 2015 Bobcat E-55 T4 Bobcat Compact Excavator with HB1180 Hydraulic Breaker, under the NY State Contract #PC66576, for a total cost of \$63,657.80 (Sixty three thousand six hundred fifty seven dollars and eighty cents), with the expectation that the 2013 Bobcat E-55 will be sent to the municipal auction in May 2016.

Surplus Equipment

Mr. Monroe reported that there are several pieces of office equipment that are no longer operational and should be scrapped. After due discussion and deliberation, Mr. Hutteman moved, Mr. Walvoord seconded and all members present unanimously approved the following resolution:

RESOLVED, the following office equipment be declared surplus and disposed of appropriately: Palm m105 Handheld Device Serial No. 00JBB3M213D7; Kodak Easy Share Printer Dock Series 3 – Serial No. KCNEG525P5958.

Solar Project Investigation Update

Mr. Aman reported that Ram Shrivastava from Larsen Engineers met with him and Mr. Monroe before the board meeting to review his Solar PV System Survey for the board. Larsen evaluated two sites, the Operations Center, where NYSEG supplies electricity, and the Regional Plant, where the supplier is RG&E. At the Regional Plant, Larsen preliminarily sited the solar array on the old gravel pit site on Ford Road. There is an open field which might be a better site, but it is further north on the road and the infrastructure may not be adequate. The contract with Larsen includes going to bid for these systems, selecting a Solar Developer, making a SEQR filing and an Interconnect application filing and preparing a NYSERDA grant application. After a developer is selected the board can decide whether to go ahead and authorize the project. Mr. Howard is of the opinion that it is important to use the prevailing wage rates; Mr. Aman commented that for a three-week project, the labor component is very small. There was discussion of whether the bidding for solar systems falls under the piggyback bidding clause in the Authority's Procurement Policy. Mr. Howard is of the opinion that the Authority should advertise for bids. Mr. Aman and Mr. Howard will contact Mr. Shrivastava about this issue. After bids are opened, the solar committee will meet to review the details and recommend a Solar Developer. Mr. Howard advised the board to carefully review the contract with the selected developer for the power purchase agreement and lease of the system. After due discussion and deliberation, Mr. Hutteman moved, Mr. Scudder seconded and all members present unanimously approved the following resolution:

RESOLVED, that the Executive Director be authorized to sign any necessary documents to advance the Solar Project, pending the approval of Mr. Howard, the Authority's attorney.

Mr. Hutteman left the meeting.

Town/Village of Lyons Update

Mr. Aman reported that Authority crews are making progress on reducing the water loss in the former village water system. A considerable effort has been made in facilitating water and sewer repairs throughout the village. Mr. Monroe will provide more details in his report.

Village of Wolcott Sewers Update

Mr. Aman reported that full flows continue from the Village of Wolcott to the Regional Plant. Although June was a very wet month, the expected surge loading from infiltration and inflow was not as high as anticipated. Operator Seth Galek has been able to handle the Nocardia filaments that seem to be peculiar to the Wolcott system. Nocardia is a bacterial filament associated with grease and oil environments. Mr. Aman reported that the Butler Correctional Facility is still contributing a small volume of wastewater to the plant. DOCS continues to pay water and sewer bills for this facility as per contracts.

Blind Sodus Bay Sewers Update

Mr. Aman reported that the completion schedule has been revised from the end of August to the end of September, but the project is progressing satisfactorily.

Port Bay Sewers Update

Mr. Aman reported that administrative work continues on this project, with MRB Group/Kocher Surveying preparing easement maps. The project is still on schedule for 2017.

Marion Water Projects

Mr. Monroe reported that about 16,800 lineal feet of the 27,000 feet in the Owls Nest Area project have been installed. The directional drill contractor is experiencing great difficulty with the amount and type of rock in the area; the latest bore has taken several weeks. There is more rock than anticipated, and he is putting an additional crew on the project just to break rock. The pipe installation crew will move ahead in clear areas. For the next board meeting Mr. Aman hopes to have information on the next project in Marion; that is a large project of 50,000 feet.

Town of Macedon Update

Mr. Aman reported that the Town of Macedon signed an agreement with the Village of Macedon to drop the litigation pursuing condemnation of the wastewater plant if the village makes the town a part owner of the plant. The ownership would be proportional to the number of units contributing to the plant, not to exceed 50%. The agreement also states that the village will obtain agreement with the town about any capital improvements to the wastewater plant before proceeding, and that the Authority will be contracted to operate the plant with an agreement to be in effect within 30 days of the Town/Village agreement. Mr. Aman will be meeting with Mr. Howard tomorrow to set up a list of talking points using the agreement with the Town of Lyons as a template. There are many issues to discuss, including setting of rates and capital charges, clarification of debt responsibility, what entity

will bill the customers, and whether the water system would be included in the operating agreement. The village is contemplating tearing down the village water tank and replacing the water line on Route 31.

Mr. Aman reported that since the last board meeting, the Town of Macedon officially signed the water system lease agreement with the Authority.

Monthly Report

Mr. Monroe presented his monthly report. The water loss incentive in Lyons has included at least ten repairs and two major valves have been replaced. Two of the repairs involved shear breaks; one running full bore undetected into a storm sewer. An alert resident heard the water on an early morning walk. The timing of doing work with the County buildings in the village is problematic since it must be done before their opening at 9 a.m. and this inconveniences the residents. The crews have been diligent in notifying residents about water shut off for repairs. Other projects that have been focused on include the county's rebuilding of North Main Street in Marion. The town has money set aside in a water fund and has offered to buy the materials to replace the water main if the Authority does the work. Adding a new pressure regulating valve at the north end of the hamlet will provide better fire flows, and there is an unused meter pit in the right location that could be used. The county's replacement of the Tellier Road bridge has been a challenge. The water main has been supported on the bridge, but the county wanted to bore under the stream for it. This turned out to be very difficult and was abandoned, but when a truss just for the main proved to be too costly, the drilling is being explored again.

There being no further business to come before it, upon a motion by Mr. Walvoord, seconded by Mr. Graf the meeting was adjourned at 5:37 p.m.

Respectfully submitted: _____
Demaris Verzulli, Secretary of the Meeting