

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

Meeting of: September 29, 2015

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

Present: David Lyon, Raymond Walvoord, Jean Johnson, LaVerne Blied, Rick Stevens, Mark Graf

Absent: Robert Hutteman, David Scudder

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. Stevens moved, Mr. Blied seconded and all members present unanimously approved the following resolution:

RESOLVED, that the minutes of the August 25, 2015 meeting of the Wayne County Water and Sewer Authority be accepted with no changes.

Correspondence: None

II. Treasurer's Report

Ms. Johnson presented the warrant and bills.

After due discussion and deliberation, Mr. Stevens moved, Mr. Graf 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 15-961 to 15-1097 totaling \$456,639.87.

Ms. Johnson presented the Financial Statements for the month of August. After due discussion and deliberation, Mr. Stevens 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 August 2015 be approved and accepted.

III. Agenda Items

Bounced Check Fee Discussion

Ms. LaDelfa reported that Lyons National Bank is charging the Authority \$15 per bounced check, while the previous bank, Chase, didn't charge anything. The Authority's current policy of charging the customer \$25 for a bounced check should be changed to account for this additional charge. After due discussion and deliberation, Mr. Stevens moved, Mr. Blik seconded and all members present unanimously approved the following resolution:

RESOLVED, that Section 9.13 of the Wayne County Water & Sewer Authority Customer Rules and Regulations shall be amended to change the Non-Sufficient Funds service charge to \$40 (forty dollars) effective immediately.

Ms. LaDelfa left the meeting.

Monthly Report

Mr. Monroe presented his monthly report. At the Regional Plant, the Roots blowers were repaired, the crew gave some assistance in regard to the individual grinder pumps in the Blind Sodus Bay project, and some requested sewer main flushing was completed in conjunction with the Cayuga County Water & Sewer Authority. In the Village of Palmyra, the operators completed flushing the trunk sewer line from the Post Office to the wastewater plant in preparation for having a video surveillance done on that section of main. General WCW&SA system repairs included a rotted quick tap and a curb box repair, both in Walworth. There were 25 new water service applications made, four in the eastern service area and 21 in the western area. There were 18 new water services installed, four in the eastern service area and 14 in the western area.

Marion Water Projects

Mr. Monroe reported that in the Owls Nest Area project, all the main has been installed and there is one section on Joy Road that remains to be tested and approved. All paving restoration is complete and all but Beam Hill Road has been topsoiled and seeded. The Southeast Water District project is moving ahead on plan.

Blind Sodus Bay Sewers Update

Mr. Monroe reported that the contractor (Marcellus Construction) will have a final walk-through with a Rural Development representative tomorrow, September 30. The last phase is having RG&E complete the power drops. All grinder pumps have been installed for the customers who signed up. This wastewater will flow to Cayuga County Pump Station No. 4, and then through the forcemain down West Bay Road.

Mr. Aman entered the meeting.

Port Bay Sewers Update

Mr. Aman reported that the project is moving along with preliminary engineering.

Village of Wolcott Sewers Update

Mr. Aman reported that he would like to set a date to meet with the mayor to discuss the Authority's portion of the debt service that was paid for the forcemain to be upsized and the need for the Authority to have record drawings of the alterations to the wastewater plant and specifics on the pumps. The flow from Wolcott is not as high as expected, and it may be that the village's Parshall flume flowmeter had not previously been registering properly.

Canandaigua Road Bridge Replacement Project Bid

Mr. Monroe reported that four bids were received on September 15 for the directional drilling under the canal. While Turner Underground came in as the lowest responsible bidder, the bids were higher than hoped. After some work has been done at the site, it appears the scope of the original plan might be able to be modified with a possible reduction in the length of the directional drill. There has been no decision made on whether to accept the Turner bid at this time, pending final clarification of the drilling limits.

Solar Project Investigation Update

Mr. Aman reported that a Larsen Engineer representative met with Mr. Monroe at the Operations Center site for a field meeting. With the addition of the Lyons wastewater plant and pump stations and therefore increased electrical usage from NYSEG, a larger array might be considered. At the Regional Plant, the originally proposed gravel pit site for an array would require a lot of site work and it also has tree shadow coverage. The alternate site, an open field up the road, is a long distance from the meter at the plant and might drive the project cost too high. Mr. Aman feels there is no urgency until more clarity is reached on the situation. Mr. Scudder has agreed to do some research on solar installations and will report to the board.

Town/Village of Lyons Update

Mr. Aman reported that there was an informational meeting on September 16 which 30 to 35 Lyons town and village residents attended. Supervisor Brian Manktelow spoke from a town perspective and Mr. Aman made a slide presentation about near term and future improvements and a prospective rate structure. The presentations were well received. The capital charge fee has not been finalized, as it is a difficult computation for the larger users like the county. Mr. Aman will have a meeting on October 8 with Chuck Bastian from Bernard Donegan's office to work on this. Mr. Monroe reported that a leak on Butternut Street was repaired; this leak had been draining to a storm sewer collection system for a long time without being found. In addition, Todd Guerin and Tom Gowan today found two service leaks. Although a number of problems have been found and solved, the improvement has not been steady; because of the age and fragile condition of the system, problems continue to crop up.

Schoolhouse Road Project, Walworth

Mr. Aman reported that 550 feet of 8-inch water main and a hydrant have been installed. The three residents who will now have a public water supply paid for the materials and Authority labor. The Town of Walworth helped facilitate this project in a good demonstration of cooperation.

Town/Village of Macedon Update

Mr. Aman reported that the village has been informed that it is eligible for hardship financing at 0% for 30 years for the approximately \$7 million designed wastewater plant upgrades. The EFC is fully cognizant of the pending dissolution and would give the loan to the village with the understanding that the town may ultimately be responsible. The deed to the plant has not yet been recorded; the deadline is October 15. The Authority will not assume operation of the plant until January 1, 2016, but rates must be set by December 1.

Audit Committee Meeting

Mr. Aman reminded the members of the Audit Committee that a meeting is needed in October to review the Statement of Forecasted Sources and Uses of Cash and to review and accept the auditor's terms and fees for audit and non-audit services. It was the consensus of the board that the meeting should be held at 3:45 p.m. in advance of the regular October 27 board meeting.

Finance Committee Meeting

Mr. Aman reminded the members of the Finance Committee that a meeting is needed in October to review the 2016 budget. It was the consensus of the board that the meeting should be held at 9:30 a.m. on Thursday, October 22.

Miscellaneous Reports

Mr. Aman reported that the process of finding a new board member has begun. He has tentatively heard that Dan LaGasse, a councilman in the Town of Lyons, is being considered by the county Board of Supervisors. Mr. LaGasse has told Mr. Aman and Mr. Lyon that he is interested in the position. Mr. Aman is also looking into the possibility of amending the Authority's legislation to allow the re-levy of unpaid water and sewer bills on the county tax bills. Both Livingston and Cayuga counties have done this, and thus a model is in place. Mr. Howard has looked at this and is of the opinion that it is straightforward if the county backs it and Senator Michael Nozzolio and Assemblyman Robert Oakes sponsor this in the legislature.

There being no further business to come before it, upon a motion by Mr. Walvoord, seconded by Mr. Bliet, the meeting was adjourned at 5:07 p.m.

Respectfully submitted: _____
Demaris Verzulli, Secretary of the Meeting