

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

Meeting of: December 22, 2015

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

Present: LaVerne Blied, David Scudder, Raymond Walvoord, Mark Graf; David Lyon via video conference

Absent: Jean Johnson, Rick Stevens, Robert Hutteman

Advisors Present: Michael Howard, Boylan Code

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

Visitors: None

Vice Chairman Raymond Walvoord called the meeting to order at 4:00 p.m.

I. Chairman's Report

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

RESOLVED, that the minutes of the November 24, 2015 meeting of the Wayne County Water and Sewer Authority be accepted with no changes.

Correspondence: None

II. Treasurer's Report

Ms. LaDelfa presented the warrant and bills.

After due discussion and deliberation, Mr. Scudder 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 15-1374 to 15-1496 totaling \$612,879.12.

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

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

III. Agenda Items

Schedule January Meetings

Mr. Aman reminded the board that it is necessary to schedule the January board meeting as well as a Finance Committee meeting to review the Procurement Policy and Investment Guidelines and an Audit Committee meeting to discuss the procedures for the yearend audit. After due discussion and deliberation, Mr. Bliet moved, Mr. Graf seconded and all members present unanimously approved the following resolution:

RESOLVED, that the regular January meeting of the board of the Wayne County Water and Sewer Authority be scheduled at 4:00 p.m. on Tuesday, January 26, 2016, and a meeting of the Finance Committee be scheduled at 3:15 p.m. prior to the board meeting, and a meeting of the Audit Committee be scheduled at 3:30 p.m. prior to the board meeting.

Marion Water Projects

Mr. Aman reported that the construction project for 2016 would be the Marion Southeast Quadrant project. Final plans will be submitted soon, and he is hoping for an early start. Water main pipe bids were received on December 16, and prices were very favorable, as Mr. Monroe had been told by several of the Authority's vendors. The base bid was for the 53,000 feet of 8-inch pipe for the Marion project. The bid also included an alternate for up to 40% additional 8-inch pipe at the same price and 13,200 feet of 12-inch pipe. The additional pipe would be for the anticipated Arcadia WD #12 project in 2017. That project is on track and there is room to store this pipe. The specifications included plastic covers for the ends of each pipe section, for storage, and plans are to cover the additional pipe with tarps to prevent fading. Mr. Bliet suggested asking if some of the delivery could be postponed; Mr. Aman will do this. The low bidder was HD Supply Waterworks with a bid of \$5.18 per foot for the 8-inch pipe and \$11.15 per foot for the 12-inch pipe. This is National Pipe made in Elmira. Mr. Aman would like to order the additional pipe since the prices are so favorable and this may not hold. After due discussion and deliberation, Mr. Scudder moved, Mr. Bliet seconded and all members present unanimously approved the following resolution:

WHEREAS, the Members of the Authority, in accordance with Article 8 of the Authority's Procurement Policy, make the following determinations: (i) the proposed awardee has been found to be responsible; (ii) the proposed awardee has complied with the Authority's Procurement Policy; (iii) the proposed awardee has disclosed all information required by the Authority's Procurement Policy; and (iv) the procurement process did not involve conduct that is prohibited by the Public Officers Law and the Authority's Procurement Policy;

THEREFORE, BE IT RESOLVED, that the bid be awarded to the lowest responsible bidder, HD Supply Waterworks, for the base bid of 53,000 linear feet of 8-inch water main pipe plus 12,000 additional linear feet of 8-inch pipe at \$5.18 per linear foot and 13,200 linear feet of 12-inch water main pipe at \$11.15 per linear foot, for a total cost not to exceed \$483,880 (Four hundred eighty three thousand, eight hundred eighty dollars.)

Blind Sodus Bay Sewers Update

Mr. Aman reported that the flowmeter for Blind Sodus Bay has been repaired with grounding rings and it is operating properly, measuring 800 to 1,200 gallons per day.

Port Bay Sewers Update

Mr. Aman reported that he, Mr. Howard and Mr. Lyon had a work session on the contracts necessitated by this project. There are existing pertinent contracts: one was signed in 2014 with the Village of Wolcott to upsize the forcemain to the plant and to address treatment costs and incorporating improvements with this Port Bay project; one is a three-way facilities agreement with WCWSA and the Towns of Wolcott and Huron. Now service agreements with the Towns of Wolcott and Huron are needed for the operation of the Port Bay facilities; these are similar to the lease agreements for water systems. Mr. Aman suggested to Stu Brown, Chuck Bastian and David Doyle of MRB Group that the cost of preparing these agreements be borne by the project. Mr. Aman and Mr. Lyon met with Lynn Chatfield, the supervisor-elect of the Town of Wolcott and he seems supportive of moving this project along. The project has received a grant for \$2.6 million.

Canandaigua Road Bridge Replacement Project

Mr. Aman reported that Turner Underground has completed the drilling under the canal and the final payment is on this meeting's abstract. Today there was a satisfactory pressure test done on the line. The next step will be for Authority crews to connect this drilled section to the water main.

Town/Village of Lyons Update

Mr. Aman reported that he and David Doyle of MRB attended a town board meeting when the town adopted a capital charge policy. The Authority will bill these charges on the water/sewer bills and collect the funds for the town. Since the October billing was not done at Authority rates but collected by the Authority, and the Lyons Village rate included debt service costs, he and Ms. Verzulli used the capital charge policy formula to estimate the capital charge portion of the October billing to reimburse the town. This amount is on this meeting's abstract.

Mr. Aman also reported that the Lyons Town Board has been opposed to providing a collection site in town buildings for the water and sewer bills. Since a large number of village residents walk in to pay their bills, Town Supervisor Brian Manktelow approached Sean Dobbins, owner of Dobbins Drug Store on William Street, and Mr. Dobbins agreed to allow a secure drop box to be installed in his store. Karen DeSain will pick up these payments; she will be covered through the WCWSA bonding coverage. Mr. Aman also reported that crew members checked every hydrant in the former village; all are operational but several need some adjustments to operate optimally.

Village of Wolcott Sewers Update

Mr. Aman reported that there is not a lot to report; flows are steady, but nowhere near the originally projected amounts.

Town/Village of Macedon Update

Mr. Aman reported that the deed to the wastewater plant has not yet been filed. A dissolution plan was formed in mid-December, so the village has 45-day window for residents to petition for a second vote on dissolution.

Solar Project Update

Mr. Scudder reported that the Solar Committee met with Ram Shrivastava of Larsen Engineers on December 1. A number of things have changed: the Authority's participation in the BOCES co-op for electricity has lowered costs; the Lyons wastewater plant has a solar system of its own and there are a number of sewer pump stations there, all NYSEG-supplied; there is the prospect of taking over the Macedon wastewater plant, also NYSEG-supplied. In addition, the proposed site for a solar installation at the Regional Plant has been deemed to be unsuitable and the method of solar funding has changed a great deal and the Authority may now be forced to finance its own installations instead of a developer installing them and selling the electricity to the Authority. Mr. Aman has not heard from Mr. Shrivastava and he feels there has been no significant progress on exploring the option of implementing solar energy for the Authority.

Monthly Report

Mr. Aman presented Mr. Monroe's monthly report. Crews are reading meters in Walworth, Marion and Macedon for the January billing. Seven new residential services were installed, two in the eastern area and five in the western. The Village of Palmyra contracted with Jamko to flush and televise the trunk main portion of the sewer collection system and removed a significant amount of accumulated grit. Near Red Creek, a settling problem over an Authority sewer main was discovered to be an inferior repair of a storm sewer line passing over the Authority sewer. Authority crews repaired the storm sewer since no other entity accepted responsibility and it was threatening the integrity of the Authority sewer. On Tompkins Point in the Port Bay area, crews relocated two hydrants away from the roadway; they were posing problems with snow removal and delivery trucks and the residents requested a solution.

Mr. Scudder asked about the status of the roof replacements at the Regional Plant. Mr. Aman reported that the contractor of whom estimates were requested has been too busy to provide them, and MRB advises that the roofs will get by until spring. Some temporary water diversion was implemented for the winter.

Mr. Blik asked about the anticipated schedule for the water main replacement associated with the Wayne County Highway Department's North Main Street road reconstruction project in Marion. Mr. Aman reported that if the weather permits, some work can be done in the next few weeks. The county Highway Department might start with drainage work also. The plan is to work in tandem with the county crews.

There being no further business to come before it, upon a motion by Mr. Blik, seconded by Mr. Graf, the meeting was adjourned at 5:33 p.m.

Respectfully submitted: _____

Demaris Verzulli, Secretary of the Meeting