

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

Meeting of: September 27, 2016

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

Present: LaVerne Bliek, Jean Johnson, Dan LaGasse, Rick Stevens, David Scudder, Mark Humbert

Absent: David Lyon, Robert Hutteman, Mark Graf

Advisors Present: Michael Howard, General Counsel

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/Consultants: Paul Bringewatt; Scott Bova, MRB Group

In the absence of Chairman Lyon, Vice-Chairman LaVerne Bliek called the meeting to order at 4:00 p.m.

I. Chairman's Report

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

RESOLVED, that the minutes of the August 23, 2016 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.

Mr. Scudder entered the meeting.

After due discussion and deliberation, Mr. Stevens moved, Mr. Humbert 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 16-1143 to 16-1300 totaling \$434,838.56.

Ms. Johnson presented the Financial Statements for the month of August. After due discussion and deliberation, Mr. Humbert moved, Mr. Stevens 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 2016 be approved and accepted.

III. Agenda Items

Set 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 a meeting of the Audit Committee should be held at 3:45 p.m. in advance of the regular October 25 board meeting.

Set Finance Committee Meeting

Mr. Aman reminded the members of the Finance Committee that a meeting is needed in October to review the 2017 budget. It was the consensus of the board that a meeting of the Finance Committee should be held on Thursday, October 20 at 10 a.m.

Marion Water Project – Southeast Quadrant

Mr. Monroe reported that over 42,000 feet of main have been installed, not including the directional drills; the project is over 75% complete. The bids for the pavement restoration came in very high, therefore no bid will be awarded and Authority crews will do the asphalt work. Because the installation in the more densely populated areas has been completed, and time for paving is becoming short, the crews have switched to restoration. The road crossings have been completed. The objective is to complete pipe installation by the end of October, and then there will be a pressure control vault installed on Smith Road.

Marion Water Project – Main Street

Mr. Aman reported that two claims were received from RG&E resulting from the excavations on Main Street. He discussed this with Eastern Shore Associates, the Authority's insurance agency, and the agency will pay these claims after review.

Port Bay Sewers Update

Mr. Aman reported that there have been several meetings to discuss final details on pumps and enclosures. Although a competing grinder pump manufacturer has been lobbying the towns and the Authority to use their pumps, the Authority has standardized on E-One pumps and does not intend to change. Several hundred easements still remain to be obtained by the towns. There has been some progress in working with the Village of Wolcott, helped by the good relationship Jim Colacino of Newark Electric has with the village.

Town of Wolcott Discussion

Mr. Aman reported that he has been discussing several water projects with the Town of Wolcott. One is on the west side of Blind Sodus Bay. The east side, Ingersoll Drive, has water; it is supplied to the Authority by the Village of Fairhaven through the Cayuga County Water and Sewer Authority (CCWSA.) If the village could supply more water, a district might be possible. There will be a meeting October 6 to discuss the situation. Another area is the east side of Port Bay, which receives water from the Village of Wolcott through the main line from the treatment plant at the lake to the village. This area is a complicated series of "spaghetti" lines; there is no water district or fire protection. A village customer there has contacted the office of Assemblyman Bob Oaks for help in evaluating the

merits and associated cost of forming one or more water districts and perhaps becoming Authority customers. Mr. Aman has offered to facilitate discussions but it is primarily a town and village issue.

Town/Village of Macedon Update

Mr. Howard reported that he and Mr. Aman have suggested to the town a water contract structure similar to the agreement the Authority has with the Town of Lyons. He has submitted to the town a draft of an addendum to the existing town contract. The contract is at the preliminary draft and comments stage. After due discussion and deliberation, Mr. Stevens moved, Mr. LaGasse seconded and all members present unanimously approved the following resolution:

RESOLVED, that the Executive Director be authorized to sign an Amended and Restated Agreement between the Wayne County Water and Sewer Authority and the Town of Macedon, subject to attorney Michael Howard's approval.

Mr. Aman reported that a number of sewer pump station upgrades are necessary, with two that concern safety issues and proper operation. SCADA is not installed at any of the stations. The town has authorized the Authority to have this work done and will reimburse the Authority for this work as per the existing sewer contract. Newark Electric is the designated supplier of SCADA and will build the panels and upgrade the controls to be safe and consistent with the Authority's system. The total quoted cost was \$134,460.84 for all six pump stations. Mr. Aman has a verbal agreement with Town Supervisor Sandy Pagano for this reimbursement and is awaiting a formal town board resolution. After due discussion and deliberation, Mr. LaGasse moved, Mr. Humbert seconded and all members present unanimously approved the following resolution:

RESOLVED, that the Executive Director be authorized to engage Newark Electric (designated professional SCADA/control service system provider to the Authority) for the SCADA, electrical upgrades and system integration improvements to the six sewer lift stations in the Macedon Sewer District #1, pending an official resolution by the Town of Macedon Board approving the improvements.

Village of Red Creek Sewers

Mr. Aman reported that there has been no final approval from the DEC on the South Street project and an easement from the school is still pending.

Regional Water Storage Tank Update

Mr. Aman reported that progress has been made in identifying a second site, more suitable than the one adjacent to the county property which would need a lot of infrastructure work. The second site is on Route 88; the owner, Ken Dayton, is discussing with his family the possible sale of approximately two acres of a cleared area atop a drumlin. It may be possible to include in the purchase agreement help building a driveway that Mr. Dayton would like to construct. Eventually the other towns participating in the storage tank project would contribute to build a tank and costs the Authority incurs will be repaid. Mr. Howard advised that at least one appraisal of the property should be obtained. Mr. Dayton has planned to plant fruit trees in this cleared area; there was discussion of mitigating possible fruit tree spray in the vicinity of a water storage tank. Mr. Aman will have more information at the October board meeting.

Canandaigua Lake Water Restriction

Mr. Aman reported that Canandaigua Lake had reached the low level where mandatory water conservation is necessary; this means no car washing or lawn watering. There are about 63

customers on Temple Road in Palmyra who are in the City of Canandaigua supply area and subject to this conservation. Door hangers were distributed to these customers, and they will be notified that way again when the restrictions are lifted. Voluntary water use restrictions are still in effect for the other Authority customers in Palmyra, Arcadia and Lyons, who are supplied with water from Canandaigua Lake.

Water Quality Hearings

Mr. Aman distributed the text of the testimony he gave at a water quality and contamination public hearing before the New York State Legislature in Albany on September 7. He spoke on behalf of the New York Section of AWWA. It was a very lengthy hearing and Mr. Aman finally spoke at 10:30 p.m. There is a lot of new legislation pending, with lead testing in schools already passed into law, and new laws will undoubtedly affect the cost of water. Many contaminants are being looked at in much smaller quantities than before. There is a bill pending but not yet passed that would require the Authority to examine cyber security.

Tifft Symposium/Miscellaneous

Mr. Aman reported that he attended the Tifft Symposium, a technical symposium held annually. A lot of retirements are happening at both the Department of Health and Department of Environmental Conservation, and resources are thin. The DEC has not yet examined the Sewer Use Law that the Authority has submitted for approval.

Monthly Report

Mr. Monroe presented his monthly report. This month has been busy with the Marion construction project and installation of 30 water services. The eastern operations crew worked jetting out sewers in Red Creek and with CCWSA in using a large rented pump to flush in Fairhaven State Park. A lot of equipment required repair in the Macedon sewer plant, including the sludge press and clarifier motor. In Palmyra, a sewer lining project and restoration of the primary clarifier were completed. In Lyons, some small repairs were made to the water system and a water main on the school property was moved because of a new bus loop being built. This school project had not obtained DOH approval although the main belongs to the town, not the school, but the DOH allowed the project to go on because the Authority was involved. El-Vi Farms on Pelis Road south of Newark inquired about the purchase of water from the Authority. Five of their seven wells had run dry. Last year they had rented a hydrant meter and tested on several hundred cows whether public water made a difference in milk production. Now they would like to purchase water from the Authority so the Authority will enter into an agreement with the farm to build a master meter pit with backflow prevention on Clark Road, at the farm's expense, approximately \$35,000. A closed valve on Route 88 will be opened to supply volume and make the flushing of that dead end no longer necessary.

Paul Bringewatt & Associates Study

At 5:38 p.m., Mr. Stevens moved, Ms. Johnson seconded and all members present unanimously approved the following resolution:

RESOLVED, that the board enter into Executive Session to discuss with counsel the employment history of particular persons in regard to the Paul Bringewatt & Associates Study.

At 6:39 p.m. the Board returned to open session.

Operations Center Building Expansion

Mr. Scott Bova, architect from MRB Group, entered the meeting to present information on the proposed operations center expansion. He distributed drawings of the proposed floor plan and described details of the layout. The construction alone is estimated at \$570,000, and there are additional costs such as site preparation, engineer fees and attorney fees. Upon consideration of all project costs, including construction and soft costs, a preliminary project budget of \$700,000 was recommended. The time frame for the project would be preparation to bid with bids advertised in February 2017, bids received in March, agreements signed in mid-April, and two weeks to mobilize before construction would start. The next phase, for MRB to pursue the project up through bidding, would entail a \$47,500 expense. After due discussion and deliberation, Mr. Stevens moved, Mr. LaGasse seconded and all members present unanimously approved the following resolution:

RESOLVED, that MRB Group be authorized to continue with the design and development of the Operations Center Building Expansion project at a cost not to exceed \$47,500.

There being no further business to come before it, upon a motion by Mr. LaGasse, seconded by Ms. Johnson, the meeting was adjourned at 7:38 p.m.

Respectfully submitted: _____
Demaris Verzulli, Secretary of the Meeting