

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

Meeting of: November 22, 2016

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

Present: LaVerne Bliet, Jean Johnson, Robert Hutteman, Rick Stevens, David Scudder,

Absent: David Lyon, Mark Graf, Dan LaGasse, Mark Humbert

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)

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

I. Chairman's Report

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

RESOLVED, that the minutes of the October 25, 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.

After due discussion and deliberation, Mr. Stevens moved, Mr. Scudder 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 16-1432 to 16-1607 totaling \$695,873.08.

Ms. Johnson presented the Financial Statements for the month of October. After due discussion and deliberation, Mr. Hutteman 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 October 2016 be approved and accepted.

III. Agenda Items

Town of Sodus Discussion

Mr. Aman reported that he and Mr. Blik met the past Monday with some members of the Sodus Town Board and at the end of the meeting the consensus of the board members present was to join the Authority. Questions asked included whether there would be a satellite office and would the Authority employ the existing personnel. While a January 1 date for the changeover to take place was proposed by some of the Sodus board members, the Sodus town attorney has expressed a preference for a permissive referendum, which could take several months. Mr. Howard was of the opinion that a referendum is not necessary. Mr. Aman and Mr. Howard discussed the possible provisions of a contract, which ideally would be modeled on existing contracts with the towns in the western service area, with a minimum term of 10 years, preferably longer. There are approximately 1280 customers in the town, which is important operationally because of its central location in the county and proximity to the Williamson water supply and the site of the proposed regional water storage tank. Mr. Aman reminded the board that 2017 budget decisions were made without consideration of this possible new service area, and some of the equipment plans might have to be changed. It appears that the Sodus water rate is comparable to the Authority rate.

Marion Water Projects

Mr. Monroe reported that all the completed pavement crossings have been paved and the pressure regulating vault has been set at Reeves and Smith roads. Approximately 1200 feet of main remains to be installed, including one cut and cross of a road in a dangerous location where all crew members will be needed. The completion date has been extended to December 2, and he expects to meet this deadline.

Port Bay Sewers Update

Mr. Aman reported that the meeting for the previous day had been cancelled because of the snowstorm. Engineering is progressing. Mr. Monroe attended a meeting where pump station details were discussed. The project is planned to go to bid after the first of the new year.

Town of Wolcott Discussion

Mr. Aman reported that he was unable to attend the meeting several weeks ago regarding the possible Wheeler Road water district, but Dave Doyle of MRB Group reported that there was a strong turnout and most of the attendees were in favor of the district being formed.

Town/Village of Macedon Update

Mr. Aman reported that there would be a meeting in the next few weeks to review the status of the impending Route 31 water main replacement project for which the DOT permit has not yet been obtained. The meeting will also address the sewer plant upgrade. The Town of Macedon has reached out to Monroe County to explore the possibility of pumping the waste there instead of upgrading the plant. Mr. Howard reported that the Town of Macedon has not communicated recently in regard to the pending water contract.

Village of Red Creek Sewers

Mr. Aman reported that bids were taken for the next phase of sewers, on South Street to the school property, including approximately twenty potential customers. This project is being funded by a grant, and if there is extra money, the Canada Street Pump Station might be eligible for an upgrade.

Regional Water Storage Tank Update

Mr. Aman reported that the November 9 meeting was cancelled because there was little to report. He has mailed out three requests for proposals for appraising the property south of the county parcel on Brantling Road. He is working on setting up a meeting with the Department of Health to discuss the project.

Operations Center Building Expansion

Mr. Aman reported that the architect has been working on details like flooring, lighting and safety issues. He is planning to attend the January Walworth Planning Board meeting to present a site plan, which needs to be ready by mid December for that meeting.

Miscellaneous Reports

Mr. Aman reported that Rural Development has begun an initiative in its funding to consider not just a prospective water district's ability to pay the debt, but drawing on the rest of the districts in a town to be sure there are adequate funds. He and Mr. Howard are going to Syracuse to meet with RD representatives from Washington to explain the terms of Authority contracts with the towns and how this new initiative is not necessary. As of now, all RD projects are on hold, but fortunately Arcadia 12, the expected 2017 construction project, is grandfathered in and will go forward.

Mr. Aman reported that Ora Rothfuss of the County Planning Department has asked him to report on the intentions of Authority board members whose terms are expiring. These members are Mr. Lyon, Mr. Stevens and Mr. Hutteman. Mr. Stevens and Mr. Hutteman wish to be reappointed. It will be necessary to find a replacement for Mr. Lyon, and Mr. Graf indicated that he is planning to resign. It would be a good idea to add a representative from Sodus. Mr. Aman has been working with the Macedon supervisor to find a representative to fill out Mr. Graf's term. If these potential members can be decided upon in December, the County Board could appoint them in January in time for the Authority Board meeting.

Mr. Howard reported that he has heard nothing from the DEC on the Authority's proposed sewer rules and regulations.

December Board Meeting

It was the consensus of the members present that the scheduled date for the December meeting on the 27th was acceptable.

Monthly Report

Mr. Monroe presented his monthly report. There was a shear water main break in Lyons on Friday; it was elected not to repair it on Saturday, but the snowstorm then complicated the

Monday repair. The Marion project has been the main focus and crews have been short-handed because of deer season. Operations were normal in Palmyra and Lyons. Colacino has been working in Macedon on the sewer pump station upgrades. Crews are in preparation for winter mode, doing sewer jetting, meter pit cleanups and restoration of excavation sites. Several hydrants, in Lyons and Palmyra, have been hit already with the recent big snowstorm. The project to connect El-Vi Farms to the water system south of Newark will be completed when the Marion project is done.

Mr. Aman reported that several candidates have been interviewed for the new part time receptionist position. There were nineteen applications; four applicants were interviewed and two will be interviewed again. Thomas Peaslee has started working on construction standards and prepared the appraisal RFP.

Mr. Aman and Mr. Monroe answered questions from the board in regard to monitoring meter readings for possible frozen pipe problems, the establishment of standards for water quality, and that the AWWA is a national organization that provides assistance to water utilities.

There being no further business to come before it, upon a motion by Mr. Hutteman, seconded by Mr. Stevens, the meeting was adjourned at 5:22 p.m.

Respectfully submitted: _____
Demaris Verzulli, Secretary of the Meeting