

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

Meeting of: August 22, 2017

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

Present: LaVerne Blik, Rick Stevens, David Scudder, Mark Humbert, William Hammond

Absent: Robert Hutteman, Jean Johnson, Dan LaGasse, Kelley Allen

Advisors Present: Michael Howard, General Counsel
Charles Schachter, Bond Counsel, Harris Beach PLLC

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

Visitors: None

Chairman LaVerne Blik called the meeting to order at 4:05 p.m.

I. Chairman's Report

In the temporary absence of a quorum, Chairman Blik suggested that the members examine and discuss the warrant and bills and the financial reports. In the absence of Ms. Johnson, Ms. LaDelfa presented the warrant and bills and the financial reports for the month of July.

Mr. Humbert entered the meeting, thereby constituting a quorum.

II. Agenda Items

Building Expansion Project – Final Bonding Resolution

Mr. Aman introduced Charles Schachter of Harris Beach PLLC, bond counsel to the Authority. Mr. Schachter explained that while in May the board had resolved to pursue bonding in order to finance the WCW&SA operations building expansion and replacements and improvements at the Red Creek Wastewater Plant, the resolution to be approved today authorizes the final sale of the bonds. He explained the various paragraphs of the resolution and the impact they have on borrowing. He also discussed a second resolution authorizing post-issuance compliance policies and procedures; this is not required but is good practice.

On motion duly made by Mr. Stevens and seconded by Mr. Humbert, the following resolution was placed before the members of the Wayne County Water and Sewer Authority:

RESOLUTION AUTHORIZING THE ISSUANCE, EXECUTION, SALE AND DELIVERY OF THE WAYNE COUNTY WATER AND SEWER AUTHORITY WATER AND SEWER SYSTEM REVENUE BONDS, SERIES 2017 IN THE AGGREGATE PRINCIPAL AMOUNT OF UP TO \$1,650,000 AND THE EXECUTION AND DELIVERY OF RELATED DOCUMENTS.

WHEREAS, by Title 8-E of Article 5 of Chapter 43-A of the Consolidated Laws of the State of New York, as amended, (hereinafter collectively called the "Act"), the Wayne County Water and Sewer Authority (hereinafter called the "Authority") was created with the authority and power to acquire, construct and develop water supply systems, water distribution systems, sewerage treatment facilities and sewerage disposal systems, and to own, operate, maintain, repair, improve, reconstruct, enlarge and extend such water supply systems, water distribution systems, sewerage treatment facilities and sewerage disposal systems in the manner and subject to the limitations imposed by said act and to borrow money and issue negotiable bonds or notes for its corporate purposes and to fix and collect rates and charges for the use of the facilities of or services rendered by the Authority as authorized by the Act; and

WHEREAS the Authority has previously entered into a certain Trust Indenture, dated as of March 1, 2001 (the "Trust Indenture"), with U. S. Bank Association, as successor trustee thereunder (the "Trustee") pursuant to which the Authority may provide for the issuance, from time to time, of its Water and Sewer System Revenue Bonds and Bond Anticipation Notes to finance or refinance the acquisition, construction, reconstruction and installation of certain additional improvements to the Authority's water and sewer system facilities; and

WHEREAS, the Authority has previously issued multiple series of its Water and Sewer System Revenue Bonds pursuant to the Trust Indenture, as supplemented from time to time by Supplemental Indentures entered into in accordance with Article II of the Trust Indenture between the Authority and the Trustee (the Trust Indenture, as amended, modified and supplemented from time to time by one or more Supplemental Indentures, being hereinafter referred to as the "Indenture"); and

WHEREAS, the Authority now proposes to undertake certain capital improvements (the "Project") consisting of:

(a) the renovation of and the construction of an addition to the Authority's Operations Center building located at 3377 Daansen Road in Walworth, New York, including (i) construction of an approximately 3,000 square foot main level building addition on the east end of the building with an approximately 850 square foot partial basement under such addition; (ii) interior renovations of approximately 3,500 square feet of main level of the existing building; (iii) site work, including septic system upgrades, driveway and parking modifications, lighting, and other associated site improvements; (iv) the acquisition and installation in and the foregoing improvements of original furnishings, equipment, machinery, apparatus, appurtenances and incidental improvements; and (v) all ancillary and appurtenant improvements, costs and expenses related to the foregoing (collectively, the "Operations Center Addition Project"); and

(b) improvements at the Red Creek Regional Wastewater Facility located at 6765 Ford Road in Red Creek, New York, consisting of (i) replacement of the roof on the process (main) building; (ii) replacement of the roof on the influent building; (iii) cleaning and recoating the exterior surfaces of the digester enclosure; (iv) cleaning and recoating the exterior surfaces of the thickener enclosure; and (v) all ancillary and appurtenance improvements, costs and expense related to the foregoing (collectively, the "Red Creek Wastewater Facility Project").

WHEREAS, in order to provide for the financing of the cost of the Project, by resolution dated May 23 2017 (the "Initial Bond Resolution") this Board authorized the issuance by the Authority pursuant to the Indenture of up to \$1,650,000 of its Water and Sewer System Revenue Bonds (the "Bonds") and in anticipation thereof the issuance in one or more series pursuant to the Indenture of up to \$1,650,000 Water and Sewer System Revenue Anticipation Notes, with the specific terms, interest rates and principal amounts of each such series of such Bonds or bond anticipation notes to be approved and determined by a

subsequent resolution of this Board and a supplemental indenture to the Indenture to be executed in connection therewith; and

WHEREAS, by resolution adopted on March 28, 2017 this Board previously determined, among other things, that (i) the Operations Center Addition Project constituted a "Unlisted Action" within the meaning of the State Environmental Quality Review Act and the regulations of the New York State Department of Environmental Conservation thereunder (6 NYCRR Part 617) (collectively, "SEQRA") and (ii) that, based up a review of the Environmental Assessment Form completed by the Authority for the Operations Center Additions Project and other relevant information, such project will not have a significant adverse impact on the environment and issued a Negative Declaration under SEQRA to such effect; and

WHEREAS, by resolution adopted on July 25, 2017 this Board previously determined that the proposed actions to be undertaken by the Authority in connection with Red Creek Wastewater Facility Project, including the financing thereof, collectively constituted a "Type II Action" within the meaning of SEQRA and that no further action or review under SEQRA is required; and

WHEREAS the Authority now proposes to issue its Water and Sewer System Revenue (Refunding) Bonds Series 2017, in the aggregate principal amount of up to \$1,650,000 (the "Series 2017 Bonds") for the purposes of (i) providing funds to pay the cost of the Project, (ii) paying certain costs and expenses incidental to the issuance of the Series 2017 Bonds, including any premium or fee payable with respect to any credit enhancement for the Series 2017 Bonds and (iii) if necessary, funding a debt service reserve fund to secure the Series 2017 Bonds.

NOW, THEREFORE, BE IT RESOLVED BY THE WAYNE COUNTY WATER AND SEWER AUTHORITY AS FOLLOWS:

Section 1. The Authority hereby finds and determines:

(a) It is desirable and in the public interest of the Authority to issue and sell the Series 2017 Bonds in the aggregate principal amount of up to \$1,650,000 for the purposes of (i) financing the cost of the Project (ii) paying certain costs and expenses incidental to the issuance of the Series 2017 Bonds, including any premiums or fees payable with respect to any bond insurance policy or other credit enhancement for the Series 2017 Bonds, and (iii) to the extent it is determined to be necessary or appropriate in connection with the sale of the Series 2017 Bonds, funding a debt service reserve account for the Series 2017 Bonds or securing a debt service reserve surety bond, insurance policy, letter of credit or similar device to secure the Series 2017 Bonds, all pursuant to the Indenture, as supplemented by a certain proposed Seventh Supplemental Indenture to be executed by the Authority and the Trustee (the "Seventh Supplemental Indenture");

(b) To sell the Series 2017 Bonds in a negotiated sale to Roosevelt & Cross, Incorporated (the "Underwriter"), subject to the approval of the Office of the State Comptroller of the terms and conditions of the sale of the Series 2017 Bonds, in accordance with a certain Bond Purchase Agreement (the "Bond Purchase Agreement"), to be entered into between the Authority and the Underwriter;

(c) In connection with the sale of the Series 2017 Bonds, to publish and circulate an official statement of the Authority relating to the Bonds (the "Official Statement");

(d) To provide for secondary market disclosure with respect to the Authority and the Series 2017 Bonds, as required by Rule 15c2-12 of the Securities and Exchange Commission (the "Rule"), in accordance with a written undertaking of the Authority complying with the Rule (the "Continuing Disclosure Agreement"); and

(e) To execute a certain Tax Compliance Certificate, dated the date of issuance of the Series 2017 Bonds (the "Tax Certificate"), pursuant to which the Authority makes certain representations and covenants to ensure the continued tax-exempt status of the Series 2017 Bonds.

Section 2. The form and substance of the Seventh Supplemental Indenture (in substantially the form presented to this meeting) are hereby approved, and the Secretary is hereby directed to include a copy of the form of the Seventh Supplemental Indenture submitted to this meeting with the records of the Authority.

Section 3. The form and substance of the Official Statement (in substantially the form presented to this meeting) are hereby approved, and the Secretary is hereby directed to include a copy of the form of the Official Statement submitted to this meeting with the records of the Authority.

Section 4. The form and substance of the Bond Purchase Agreement (in substantially the form presented to this meeting) are hereby approved, and the Secretary is hereby directed to include a copy of the form of the Bond Purchase Agreement submitted to this meeting with the records of the Authority.

Section 5. The Chairman (or Vice Chairman) or Executive Director of the Authority is hereby authorized and directed in the name of and on behalf of the Authority to cause the Official Statement to be published, and to approve the final form and substance of such Official Statement without further action of this Board, and to deem such Official Statement to be "final" within the meaning of the Rule.

Section 6. The Authority is hereby authorized to issue, execute, sell and deliver to the Series 2017 Bonds to the Underwriter in the aggregate principal amount of up to \$1,650,000 pursuant to the Act and in accordance with this resolution, the Indenture, the Seventh Supplemental Indenture and the Bond Purchase Agreement; provided that:

(a) The Series 2017 Bonds authorized to be issued, executed, sold and delivered pursuant to this Section 5 (i) shall be issued, executed and delivered at such time as the Chairman (or Vice Chairman) or Executive Director of the Authority shall determine, (ii) shall be in such principal amount (not to exceed \$1,650,000) as is hereinafter approved by the Chairman (or Vice Chairman) or Executive Director of the Authority in accordance herewith, (iii) shall have such maturities and payment terms and bear interest at such rate or rates as are set forth in the Series 2017 Bonds and the Seventh Supplemental Indenture or as are hereinafter approved by the Chairman (or Vice Chairman) or Executive Director of the Authority in accordance with Section 6 hereof, and (iv) shall be subject to prepayment or redemption prior to maturity, and have such other provisions and be issued in such manner and on such conditions as are or shall be set forth or provided for in the Indenture and, the Seventh Supplemental Indenture, all of which provisions are specifically incorporated herein with the same force and effect as if fully set forth in this resolution.

(b) The Series 2017 Bonds shall be issued solely for the purpose of providing funds (i) to pay the costs of the Project, (ii) to pay certain costs incidental to the issuance of the Series 2017 Bonds, including any premiums or fees payable with respect to any bond insurance policy or other credit enhancement for the Series 2017 Bonds; and (iii) to fund a debt service reserve account or to obtain a surety bond, insurance policy, letter of credit or similar device to secure the Series 2017 Bonds, to the extent required by the Indenture and the Seventh Supplemental Indenture.

(c) The Series 2017 Bonds and the interest thereon are not and shall never be a debt of the State of New York or Wayne County, New York, and neither the State of New York nor Wayne County, New York shall be liable thereon.

(d) The Series 2017 Bonds, together with interest payable thereon, shall be special obligations of the Authority, payable solely from the revenues and receipts derived from operation of the Authority's water and sewer system facilities and from the enforcement of the security provided by the Indenture.

Section 7.

(a) The Chairman (or Vice Chairman) or Executive Director of the Authority is hereby authorized, on behalf of the Authority, to execute and deliver the Series 2017 Bonds, the Seventh Supplemental Indenture, the Official Statement, the Bond Purchase Agreement, and the Secretary of the Authority is hereby authorized to affix the seal of the Authority thereto where appropriate and to attest the same, all in substantially the forms thereof presented to this meeting with such changes, variations, omissions and insertions as the Chairman (or Vice Chairman) or Executive Director shall approve. The Chairman (or Vice Chairman) or Executive Director of the Authority is hereby further authorized to approve the form and substance of Tax Certificate, the Continuing Disclosure Agreement and an Internal Revenue Service Form 8038-G (the "Information Return") required to be filed by the Authority with the Internal Revenue Service in connection with the issuance of the Series 2017 Bonds, and to execute and deliver such documents on behalf of the Authority (the Seventh Supplemental Indenture, the Official Statement, the Bond Purchase Agreement, Tax Certificate, the Continuing Disclosure Agreement and the Information Return being hereinafter collectively referred to as the "Financing Documents"). The execution of the Financing Documents by the Chairman (or Vice Chairman) or Executive Director shall constitute conclusive evidence of such approval.

(b) The Chairman (or Vice Chairman) or Executive Director is further hereby authorized, on behalf of the Authority, to take such actions and execute such documents as may be necessary to ensure the continued status of the interest on the Series 2017 Bonds as excludable from gross income for federal income tax purposes pursuant to Section 103 of the Internal Revenue Code of 1986, as amended (the "Code") and to designate the Series 2017 Bonds as "qualified tax-exempt obligations" within the meaning of, and in accordance with, Section 265(b)(3)(B)(i) of the Code.

(c) The Chairman (or Vice Chairman) or Executive Director is further hereby authorized, on behalf of the Authority, to secure a commitment from an insurer or financial institution to insure, guaranty or otherwise provide credit enhancement for the payment or repayment of interest or principal, or both, on all or any portion of the Series 2017 Bonds, including, without limitation, any policy or surety bond issued to satisfy the Debt Service Reserve Requirement (as defined in the Seventh Supplemental Indenture) applicable to the Series 2017 Bonds, if any, and in connection therewith, to approve the form and substance of, and to execute and deliver, any agreements or contracts with the insurer or financial institution providing such insurance, guaranty or other credit enhancement (collectively, the "Credit Enhancement Documents"), as the Chairman (or Vice Chairman) or Executive Director shall determine to be in the best interest of the Authority, except to the extent that the same would in any way impair or interfere with the ability of the Authority to perform and fulfill the terms of any agreement with the holders of the Authority's bonds or notes. The execution of the Credit Enhancement Documents by the Chairman (or Vice Chairman) or Executive Director shall constitute conclusive evidence of such approval.

(d) The Chairman (or Vice Chairman) or Executive Director is further hereby authorized, on behalf of the Authority, to designate any additional Authorized Representatives of the Authority (as defined in and pursuant to the Indenture).

Section 8. The officers, employees, and agents of the Authority are hereby authorized and directed for and in the name and or behalf of the Authority to do all acts and things required or provided by the provisions of the Financing Documents or the Credit Enhancement Documents, and to execute and deliver all such additional certificates,

instruments and documents and to do all such further acts and things as may be necessary or in the opinion of the officer, employee, or agent acting, desirable and proper to effect the purposes of the foregoing resolution and to cause compliance by the Authority with all of the terms, covenants, and provisions of the Financing Documents and the Credit Enhancement Documents binding upon the Authority.

Section 9. It is hereby found and determined that all formal actions of the Authority concerning and relating to the adoption of this resolution were adopted in an open meeting of the Authority; and that all deliberations of the Authority and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements.

Section 10. This resolution shall take effect immediately and the Series 2017 Bonds are hereby ordered to be issued in accordance with this resolution.

Section 11. All prior resolutions or parts thereof inconsistent with this resolution are hereby repealed to the extent of such inconsistency.

After due discussion and deliberation, the question of the adoption of the foregoing Resolution was duly put to vote on roll call, which resulted as follows:

Mr. Scudder	VOTING	Aye
Mr. Stevens	VOTING	Aye
Mr. Hammond	VOTING	Aye
Mr. Humbert	VOTING	Aye
Mr. Bliet	VOTING	Aye

The Resolution was thereupon declared duly adopted.

On motion duly made by Mr. Stevens and seconded by Mr. Hammond, the following resolution was placed before the members of the Wayne County Water and Sewer Authority:

RESOLUTION OF THE WAYNE COUNTY WATER AND SEWER AUTHORITY (THE "AUTHORITY") AUTHORIZING AND ADOPTING POST-ISSUANCE COMPLIANCE POLICIES AND PROCEDURES FOR TAX-EXEMPT AND TAX-ADVANTAGED OBLIGATIONS AND FOR CONTINUING DISCLOSURE WITH RESPECT TO OUTSTANDING OBLIGATIONS THAT HAVE BEEN, AND WILL BE, ISSUED BY THE AUTHORITY

WHEREAS, the Wayne County Water and Sewer Authority (the "Authority") has previously issued bonds and notes the interest on which is excluded from gross income of the owners thereof ("Tax-Exempt Obligations") pursuant to Section 103 of the Internal Revenue Code of 1986, as amended (the "Code"); and

WHEREAS, the Authority has previously issued bonds and notes (whether tax-exempt or taxable) ("Obligations") with respect to which it has entered into undertakings or agreements ("Continuing Disclosure Agreements") to provide ongoing continuing disclosure, in accordance with to the continuing disclosure requirements of Rule 15c2-12 (the "Rule") promulgated by the Securities and Exchange Commission ("SEC") under the Securities Exchange Act of 1934; and

WHEREAS, the Authority intends to issue additional series of Obligations, including Tax-Exempt Obligations in the future and expects to enter into Continuing Disclosure Agreements with respect to such Obligations; and

WHEREAS, in order to (i) ensure that interest on its Tax-Exempt Obligations will continue to be excluded from gross income of the owners thereof for purposes of federal income taxation, and (ii) ensure compliance by the Authority with its ongoing disclosure obligations under Continuing Disclosure Agreements, the Authority has determined, based upon the advice of Bond Counsel, that it is advantageous and in the best interest of the Authority to adopt certain written post-issuance compliance policies and procedures in the form attached hereto as Exhibit A and made a part hereof (the "Post-Issuance Compliance Procedures").

NOW, THEREFORE, BE IT RESOLVED by the members of the Authority (the "Board"), as follows:

Section 1. The Board hereby approves and adopts the Post-Issuance Compliance Procedures.

Section 2. The Board hereby appoints the Executive Director of the Authority as the "Compliance Officer" under the Post-Issuance Compliance Procedures (the "Compliance Officer") and hereby authorizes and directs the Compliance Officer to take such actions as the Compliance Officer, after appropriate consultation with Bond Counsel to the Authority, deems necessary, appropriate or desirable to effect the implementation of the Post-issuance Compliance Procedures.

Section 3. This Resolution shall take effect immediately.

After due discussion and deliberation the question of the adoption of the foregoing Resolution was duly put to vote on roll call, which resulted as follows:

Mr. Scudder	VOTING	Aye
Mr. Stevens	VOTING	Aye
Mr. Hammond	VOTING	Aye
Mr. Humbert	VOTING	Aye
Mr. Bliet	VOTING	Aye

The Resolution was thereupon declared duly adopted.

Mr. Schachter left the meeting.

Investments Discussion

Mr. Aman reported that he had called the Executive Directors of both Monroe County and Onondaga County Water Authorities, and neither of them intended to invest in the brokered Certificates of Deposits of the type offered by Lyons National Bank, feeling these investments were too risky. Mr. Howard remarked that there has been no published guidance from either the state Comptroller or the Attorney General on such investments for municipalities. The consensus of the board was to keep the funds in CDs as planned. After due discussion and deliberation, Mr. Humbert moved, Mr. Stevens seconded and all members present unanimously approved the following resolution:

RESOLVED, that the proceeds of the expired Certificates of Deposit be reinvested in Certificates of Deposit with Lyons National Bank as follows: one Certificate for \$500,000 for a term of three months, and one Certificate for \$500,000 for a term of six months, provided that the interest rate for such Certificates be higher than the current rate of the Money Market account in which the funds are currently deposited.

Review of Capital Reserve Policy

Mr. Howard reported that the Comptroller has issued guidance in regard to operating and capital reserve funds, and recommends having a written policy. He presented and described the policy he had prepared. After due discussion and deliberation, Mr. Humbert moved, Mr. Scudder seconded and all members present unanimously approved the following resolution:

RESOLUTION REGARDING THE ANNUAL REVIEW/RATIFICATION OF THE AUTHORITY'S POLICY REGARDING ITS OPERATING AND CAPITAL RESERVE FUNDS

WHEREAS, the Wayne County Water And Sewer Authority (hereafter "Authority") was created by the New York State Legislature pursuant to Chapter 685 of the Law of 1987, as supplemented and amended by Chapter 501 of the Laws of 1990, to provide for the long term water and sewer needs of the residents of Wayne County, and

WHEREAS, the Authority is authorized by Public Authorities Law §1199-kk to deposit and invest moneys of the Authority not required for immediate use and disbursement in statutorily-authorized obligations and, thereby, to establish reserve funds; and

WHEREAS, the Authority recognizes the need to maintain a reasonable amount of undesignated fund balance within its annual operating funds to protect against unforeseen expenditures or revenue shortfalls and to help ensure that adequate cash flow is available to meet the cost of operations; and

WHEREAS, the Authority recognizes the need to plan for and establish reasonable reserve requirements in support of future anticipated infrastructure, equipment and other requirements while minimizing debt service costs and obligations; and

WHEREAS, the Authority has adopted a long-term, 20-year Capital Projects Plan, the most recent version of which was updated in 2014 (the "Capital Plan") and provides for water, sewer and building-related capital needs and improvements through 2034; and

WHEREAS, the Authority recognizes the need to annually monitor and review the reasonableness of its policies in light of current and anticipated growth plans as the Authority's water and sewer operations continue to expand in response to ongoing municipal consolidation within Wayne County, as well as evolving water and sewer needs; and

WHEREAS, the Authority also recognizes the need to carefully balance the appropriate level of its operating funds and reserves with the impact on ratepayers; and

NOW, THEREFORE, BE IT RESOLVED, to ratify and approve the attached Policy Regarding The Authority's Operating And Capital Reserve Funds for 2017.

III. Chairman's and Treasurer's Reports

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

RESOLVED, that the minutes of the July 25, 2017 meeting of the Wayne County Water and Sewer Authority be accepted with no changes.

Correspondence: None

After due discussion and deliberation, Mr. Stevens moved, Mr. Hammond 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 17-1171 to 17-1355 totaling \$533,779.83.

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

RESOLVED, that the Wayne County Water and Sewer Authority's Monthly Financial Statements for July 2017 be approved and accepted.

IV. Agenda Items Continued

Building Expansion

Mr. Monroe reported that the contractor has moved a trailer to the property, laid out some temporary walls and expects to begin excavating next week. The decision was made to relocate and upgrade the electric service. The contractor expects to have the new building section enclosed by the end of the year and the entire project completed by early spring.

Regional Water Storage Tank Update

Mr. Aman reported that there is little to report; the committee is waiting to hear on the pending grant application.

Regional WWTP Feasibility Study Update

Mr. Aman reported that there will be a meeting the following night at the Authority office and representatives of all the participants are expected to attend. The engineering report is substantially complete; the draft will be submitted to the EFC by the end of the month. The engineers feel that having the SEQR process completed is advantageous for the grant application and LaBella Associates feels it is appropriate to file the Negative Declaration at this time, having advised that issues of endangered species in the possible work vicinity need not impede the filing; these are direct compliance obligations of the same sort as wetlands and archeology. After due discussion and deliberation, Mr. Humbert moved; Mr. Scudder seconded and all members present unanimously approved the following resolution:

WHEREAS, in accordance with the New York State Environmental Quality Review regulations (SEQR), the Wayne County Water and Sewer Authority Board of Directors announced its intent to serve as Lead Agency on May 23, 2017, to conduct an environmental review of a project to construct a regional wastewater treatment plant and sewer main improvements in coordination with three municipalities in Wayne County (Village of Palmyra, Town of Macedon, and Town of Marion); and

WHEREAS, the Board of Directors has determined that the proposed action is a Type I action as defined under SEQR, as portions of the project are located in a Wayne County Agricultural District; and

WHEREAS, the Board of Directors, in its capacity of Lead Agency, has caused to be prepared an environmental assessment of the significance of and potential environmental impact of the action described above; and

WHEREAS, on June 23, 2017, the Board of Directors notified the Involved and Interested Agencies of its intention to act as Lead Agency for this project and circulated Part 1 of the full Environmental Assessment Form. None of the Involved Agencies objected to the Wayne County Water and Sewer Authority Board of Directors serving as Lead Agency for this project. The Wayne County Water and Sewer Authority will obtain all necessary permits and approvals from Involved Agencies and will comply with agency requirements; and

WHEREAS, the Board of Directors has considered the Environmental Record prepared for this action, including any comments received from the Involved Agencies, and the proposed Negative Declaration;

NOW THEREFORE BE IT RESOLVED, the Board of Directors of the Wayne County Water and Sewer Authority declares that it will serve as Lead Agency for the wastewater improvements proposed in the Wayne County Regional Wastewater Treatment Plant Project; and

FURTHER RESOLVED, the Board of Directors declares that, based on the Environmental Record which has been prepared, the project including the proposed mitigation measures will not result in any large and important impacts, and therefore, will not have a significant adverse impact on the environment. A Negative Declaration under SEQR is therefore issued for this project, and the Executive Director is hereby authorized and directed to prepare and issue, on behalf of the Wayne County Water and Sewer Authority, the form entitled "Negative Declaration Notice of Determination of Non-Significance."

Commonly Used Materials Bid

Mr. Monroe explained for the new board members the concept behind the commonly used materials bid. He reported that on August 21 bids were received from four vendors. After due discussion and deliberation, Mr. Humbert moved, Mr. Hammond 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 awardees have been found to be responsible; (ii) the proposed awardees have complied with the Authority's Procurement Policy; (iii) the proposed awardees have 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 bids be awarded to the lowest responsible bidder as follows:

Category: Tapping Saddles: to Ti-Sales Inc. for a category price total of \$339.76.

Category: Curb Boxes and Parts: to E J Prescott Inc. for a category price total of \$54.25.

Category: Water Service Tubing: to E J Prescott Inc. for category price total of \$1.88.

Category: Water Main Repair Saddles: to HD Supply Waterworks for a category price total of \$1,566.81.

Category: Water Main Repair Couplings: to Blair Supply Corp. for a category price total of \$1,932.00

Category: Hydrants: to Ti-Sales Inc. for a category price total of \$3,638.43.

Category: Valve Boxes and Parts: HD Supply Waterworks for a category price total of \$317.50.

Category: Meter Setting Brass: to EJ Prescott Inc. for a category price total of \$252.65.

Category: Water Service Brass: to Blair Supply Corp. for a category price total of \$942.45.

Category: C-509 Valves: to Blair Supply Corp. for a category price total of \$3,221.00.

Category: C-515 Valves: to EJ Prescott Inc. for a category price total of \$2,837.00.

Category: Sewer Parts: to HD Supply Waterworks for a category price total of \$1,158.80

Arcadia WD #12 Construction Project

Mr. Aman reported that good progress is being made, with Bauer Van Wickle Road being finished and the crew having moved on to Van Auken Road. The county has reconsidered their proposal to have the Authority install fiber optic cable along with the water main. Mr. Monroe reported that the Department of Health approval has been received for Old Lyons Road and Schuler Road, and some services are being installed.

Bunker Hill Tank Painting Project

Mr. Aman reported that the project encountered a problem, a leaking weld around the outlet pipe. The contractor has rewelded and recoated it and the tank is again filled for testing and there is no apparent leak.

Port Bay Sewers Update

Mr. Aman reported that David Doyle of MRB Group informed him that there are only six necessary easements remaining to be obtained. The delay has likely lost the project the opportunity for construction in the fall, but it may still go to bid in October or November of 2017.

Village of Red Creek Sewers Phase II

Mr. Aman reported that while the project is complete, there has not yet been a customer hooking up to the system.

Town of Sodus Update

Mr. Aman commended Scott Snyder for his outstanding efforts in learning the Sodus system and taking charge of the operations there. He and a crew have inspected all the hydrants; several have been repaired and about a quarter of them painted. The next project is to negotiate a lease with the Town of Sodus for the building the crew has been using and to prepare it for winter use.

Town of Macedon Route 31 Water Project Update

Mr. Aman reported that some residents are frustrated at the slow pace of cleanup, but the contractor was delayed a long time waiting for a DOT permit and is busy now. Mr. Aman is confident that cleanup will be done satisfactorily. After a good prebid meeting, the town expects to have five or six bids for removing the former village water storage tank

NYS Comptroller's Office Audit

Mr. Aman reported that the state auditors met with him and Mr. Bliet and offered constructive comments largely focused on evolving state guidance on IT matters and the need to keep certain IT recommendations confidential, but preferred not to meet with the board as a group. The auditors made some verbal recommendations on the Authority's practices, will give some recommendations in writing, and will publish some.

Monthly Report

Mr. Monroe verbally presented his monthly report. Crews have installed services, repaired breaks and made other repairs, some in Red Creek. The primary focus has been on the building expansion with a crew working on the new parking areas. Mr. Monroe is the primary contact with the builder, coordinating with David Bodak and Mr. Ceratt. The summer employees are beginning to leave for college and the summer work is winding down. Mr. Aman reported that Charles Holvey, who the board at the July meeting had authorized hiring, had declined the position in favor of continuing at college.

Miscellaneous

Mr. Scudder brought up the NYS Paid Benefits Law that had been discussed at prior meetings. Mr. Aman reported that the Authority does have a policy for family time off which follows the precepts of the FMLA. This would be an extension of those benefits, but he is not hearing that any municipalities are going with it, as it is optional for municipal entities and public authorities.

There being no further business to come before it, upon a motion made by Mr. Humbert and seconded by Mr. Stevens, the meeting was adjourned at 5:35 p.m.

Attachments: Policy Regarding the Authority's Operating And Capital Reserve Funds for 2017

Respectfully submitted: _____
Demaris Verzulli, Secretary of the Meeting