

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

Meeting of: September 26, 2019

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

Present: LaVerne Blik, Robert Hutteman, David Scudder, Jean Johnson, Mark Humbert, William Hammond, Donald Ross

Absent: Dan LaGasse, Lori Furguson

Advisors Present: Michael Howard, General Counsel

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

Visitors: None

Chairman LaVerne Blik called the meeting to order at 4:00 p.m. and led the Pledge of Allegiance.

I. Chairman's Report

Adoption of Minutes After due discussion and deliberation, Mr. Scudder moved, Mr. Hutteman seconded and all members present unanimously approved the following resolution:

RESOLVED, that the minutes of the August 27, 2019 meeting of the Wayne County Water and Sewer Authority be accepted with no changes.

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

RESOLVED, that the minutes of the September 12, 2019 special 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. Hammond moved, Mr. Hutteman 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: Vouchers 19-1569 to 19-1764 totaling \$663,071.58.

Ms. Johnson presented the Financial Statements for the month of August. After due discussion and deliberation, Mr. Ross 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 August 2019 be approved and accepted.

III. Agenda Items

Western Regional WWTP Project Update

Mr. Aman reported that the Water Infrastructure Improvement Act (WIIA) grant application was submitted on September 13 and received by the EFC; he thanked the board members for attending the special meeting September 12 to be sure the paperwork was done on time. He and Paula Stewart have had several meetings with the assessors of the participating municipalities to help the towns refine the EDUs (Equivalent Dwelling Units) equitably for businesses and industries, in preparation for the first billings to customers. All participants are using the same rules to calculate the EDUs as required in the Service Agreement/IMA. Design engineering continues; the geotech work has been completed on Quaker Road.

Mr. Humbert entered the meeting.

Regional Water Storage Tank Update

Mr. Aman reported that the WIIA grant application for the Regional Tank Project was also submitted on September 13. This is the third round of applications and this one was submitted for both a WIIA and an IMG (Intermunicipal Water Infrastructure) Grant. He was pleased to announce that the Authority was awarded the Northern Borders Regional Commission grant for \$500,000. The \$250,000 grant obtained by Senator Pam Helming must be spent by the spring and so the surveying and engineering portions of the project are progressing. David Doyle from MRB will have a phased engineering proposal for the October or November WCWSA board meeting. There was discussion of ancillary buildings on the site and their use.

Red Creek Regional Plant Disinfection Improvements

Mr. Aman reminded the Board that the DEC intends to modify the Authority's SPDES permit for the Red Creek plant to require that the plant effluent be disinfected. Because the receiving stream is a trout stream, chlorine cannot be used, but UV disinfection was planned for eventual use. This is a \$1,023,050 project which also includes some upgrades to mixing. The Authority received a \$767,250 WQIP grant in 2018, of which the local share is 25%, or approximately \$255,000. The Authority share will come out of the capital reserve account. MRB Group has submitted an engineering proposal for \$138,100 for all phases of the project. As part of the design phase they will also be evaluating an advanced headworks and a replacement for the Auger Monster. After due discussion and deliberation, Mr. Ross moved, Mr. Hutteman seconded and all members present unanimously approved the following resolution:

RESOLVED, to authorize and approve the use of up to \$255,000 from reserves to provide the required "local" match for the WQIP grant of \$767,250 awarded in connection with the Red Creek Regional Wastewater Plant for required disinfection and upgrades to mixing; and

BE IT FURTHER RESOLVED, that the Executive Director be authorized to accept and deliver the MRB Group Proposal for Engineering Services for the WCWSA Red Creek Area Wastewater Treatment Plant Disinfection Improvements Project, including a Design Phase, a Bidding Phase, Construction Administration and Observation, and Additional Services at a total cost of \$138,100.

Red Creek Regional Plant Digester/ Thickener Progress Report

Mr. Ceratt reported that the project to re-coat with UV-resistant products the digester and thickener buildings at the Red Creek Regional Plant has been completed. The project was undertaken by Authority staff and completed over eight days at a very conservative cost of \$12,209.23. He

displayed photos of the renovated structures on the white board; the color is chocolate brown and complements the existing buildings. It should be five to ten years before any degradation is seen.

Port Bay Sewers Update

Mr. Aman reported that he attended a progress meeting with Ms. Furguson. The contractor appears to be proceeding more diligently. A meter and sampling unit will be installed at the Wolcott wastewater plant, hopefully before November. The second project contract, for an equalization tank, will go out for bid this fall, with construction possible either in the winter or spring. The location is a wet area so weather is a factor.

Miscellaneous Water Projects

Arcadia WD 17 – Mr. Monroe reported that the project is done and he submitted final documents to the engineers this day.

Arcadia WD 16: Mr. Monroe reported that 13,150 feet of main have been installed. Work on Route 31 is still awaiting a DOT permit, but in the meantime restoration work on the completed portions can be done. Some services have been installed with the project, including some for chlorine taps.

Mill Street, Marion: Mr. Monroe reported that this project is complete.

Lyons Lead Service Replacement Grant: Mr. Monroe reported that crews have focused on this project for the last few weeks and of the 80 services targeted for replacement, 51 have been completed as of today. The first invoice, for 32 services, has been submitted and a second invoice will be submitted soon.

Harassment Training

Mr. Aman reported that mandatory harassment training is scheduled for Friday, October 4 at 8 a.m. Mr. Ceratt has been trained for this and will conduct the 1-1/2 hour training session. Mr. Aman advised the Board that they, too, are encouraged to attend this session as each board member must also have appropriate training.

Miscellaneous Meetings

Mr. Aman reported that he will be attending the annual TIFFT symposium the week of October 1. Mr. Ceratt will attend a Risk Management seminar at West Point on October 10. Mr. Howard reported that he is working on a draft of the Intermunicipal Agreement for the Regional Tank Project.

Monthly Operations Report

Mr. Monroe presented a verbal monthly report. The key focus has been the various projects. He reported that the Authority continues to assist the Town of Marion at their sewer treatment plant and it has been a good relationship. Mr. Aman reported that the Town of Macedon was fined by the DEC because Information Packaging released a slug of ink into the sewer system. As an alternative to a \$10,000 fine, the town was offered an alternative penalty option where the fine was reduced to \$1,500 and the town was required to purchase a 24-hour effluent sampling apparatus. Since that equipment would be useful for the Authority, Mr. Aman arranged with the town for Information Packaging's fine to cover half the cost with the Authority contributing the other half and owning the equipment. After due discussion and deliberation, Mr. Scudder moved, Mr. Hammond seconded and all members present unanimously approved the following resolution:

RESOLVED, that the Executive Director be authorized to purchase for the Authority a Teledyne ISCO 6712 Full-size Portable Sampler with accessories, for sampling wastewater effluent for a total cost of \$5,036 with the Town of Macedon fine levied on Information Packaging supplying half the cost.

Schedule Finance Committee Meeting

Mr. Aman reported that the October board meeting would fall on the earliest fourth Thursday, the 22nd, and he would like more time to prepare the 2020 budget and meet with the Finance Committee before the Board meeting. He would like to move the October meeting to Tuesday, October 29, and meet with the Finance Committee the week prior. After due discussion and deliberation, Mr. Humbert moved, Mr. Scudder seconded and all members present unanimously approved the following resolution:

RESOLVED, that the October meeting of the Authority Board be re-scheduled for Tuesday, October 29 at 4 p.m.

After due discussion and deliberation, Mr. Hutteman moved, Ms. Johnson seconded and all members present unanimously approved the following resolution:

RESOLVED, that a meeting of the Finance Committee of the Wayne County Water and Sewer Authority be scheduled for Friday, October 25 at 9 a.m.

Miscellaneous

Mr. Aman reported that a new employee will be starting on October 1. One of his first duties will be managing inventory. There was discussion of storage areas for parts, including converting one of the equipment bays in the operations building, adding a building for vehicle storage, and other options.

Ms. Johnson left the meeting.

Mr. Aman reported that the cab and chassis of the new service truck was delivered to Structural Metal Fabricators, Inc. in Pennsylvania for the installation of the body. Although the contract with Peterbilt required payment for the cab and chassis when it was delivered, Peterbilt waived this requirement since the Authority is not yet in possession of the truck. Mr. Aman noted that Peterbilt is working with the Authority to supply a dump truck as well. The dump body will have a fifteen foot bed, which will double the present trucking capacity of the Authority's existing 6-wheeled dump trucks.

There being no further business, upon a motion by Mr. Scudder, seconded by Mr. Humbert, the meeting was adjourned at 5:33 p.m.

Respectfully submitted by: 
Demaris Verzulli, Secretary of the Meeting