

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

**Meeting of:** December 28, 2021

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

**Present:** LaVerne Blik, Robert Hutteman, Jean Johnson, Mark Humbert, Lori Furguson

**Participating via Conference Phone:**  
David Scudder, Dan LaGasse, Donald Ross, William Hammond

**Advisors Participating via Conference Phone:**  
Michael Howard, General Counsel

**Staff Present:** Martin J. Aman, Executive Director  
Jason Monroe, Director of Operations  
Derek Ceratt, Technical Director  
Peter DiBenedetto, Operations Support  
Sheryl LaDelfa, Accounting Manager  
Demaris Verzulli, Secretary of the Meeting

**Visitors:** None

Chairman LaVerne Blik called the meeting to order at 4:05 p.m. and led the meeting in the Pledge of Allegiance.

**I. Chairman's Report**

**Adoption of Minutes**

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

RESOLVED, that the minutes of the November 23, 2021 meeting of the Wayne County Water and Sewer Authority be accepted with no changes.

**Correspondence - None**

**II. Treasurer's Report**

Ms. Johnson invited questions on the warrant, which had previously been emailed to the Board members for examination. After due discussion and deliberation, Ms. Furguson moved, Mr. Hutteman seconded and all members participating unanimously approved the following resolution:

RESOLVED, that the following claims are hereby authorized and directed to the Treasurer for payment: Vouchers 21-1960 to 21-2193 for a total of \$643,118.00.

Ms. Johnson invited questions on the Financial Statements for the month of November, which had previously been emailed to the Board members for examination. After due discussion and deliberation, Ms. Furguson moved, Mr. Hutteman seconded and all members participating unanimously approved the following resolution:

RESOLVED, that the Wayne County Water and Sewer Authority's Monthly Financial Statements for November 2021 be approved and accepted.

Mr. Humbert entered the meeting.

### III. **Agenda Items**

#### **Regional Water Storage Tank Update**

Mr. Aman reported that bids were received on December 10, 2021 for the miscellaneous upgrades for the building at the regional tank site and the pump stations on Route 21 and Route 88. The lowest bid for Contract No. 1, General, was provided by Over & Under Piping of Auburn, New York. The Deduct is for the installation of the pumps at Joy Road, which it was determined Authority personnel will be able to do. After due discussion and deliberation, Ms. Furguson moved, Mr. Humbert seconded and all members participating 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 for Contract No. 1, General Construction, for the Regional Water Storage Tank Project Miscellaneous Upgrades be awarded to Over & Under Piping Contractors, 7285 Mutton Hill Rd, Auburn, New York 13021 for the amount of \$814,500.00 (Eight hundred fourteen thousand five hundred dollars) (includes Base Bid, Allowance and Alternate No 1 DEDUCT.)

The lowest bid for Contract No. 2, Electrical, was provided by Connors-Haas, Inc. of Ontario, New York. After due discussion and deliberation, Mr. Humbert moved, Ms. Johnson seconded and all members participating 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 for Contract No. 2, Electrical Construction, for the Regional Water Storage Tank Project Miscellaneous Upgrades be awarded to Connors-Haas, Inc. 6337 Dean Parkway, Ontario New York 14519 for the amount of \$479,800 (Four hundred seventy-nine thousand eight hundred dollars) (includes Lump Sum Base bid and Allowance.)

### **Western Regional WWTP Project Update**

Mr. Aman reported that there has been minimal advancement on the lease agreement with Walworth and Macedon, but expects this will progress more quickly after the new Walworth supervisor and board members take office. Mr. Howard reported that the survey and easement descriptions have been finalized for both the Macedon and Walworth pump station parcels the Authority will be leasing. Mr. Aman reported on the DEC review of the plans. The plant plans will be reviewed by a group at the DEC Region 8 office, which has reportedly drafted a preliminary comment list. This will hopefully be discussed at a Zoom meeting scheduled for January 13. The pump stations and forcemain system will be reviewed by Pradeep Jangbari, a longtime engineer with DEC. DEC personnel are aware that the Authority hopes to go to bid in February. Mr. Howard reported that LaBella Associates is working on the Public Participation Plan for the Environmental Justice Area in the Village of Palmyra.

Mr. Ross entered the meeting remotely.

### **Miscellaneous Water Projects**

Mr. Aman reported that Jason Monroe and Martin Mroczak from MRB Group have been looking at a proposed district for Sodus to include Buerman, Barclay, Bond, and Pilgrimage Roads and parts of State Route 14. This large district of over 50,000 feet of main could start in 2023. Huron District 9 is well underway, with residents getting the necessary petitions signed. Construction on Arcadia District 15 could possibly start at the end of 2022. In 2022 the Authority will focus on water main installation on Route 88, some smaller projects and possibly a Palmyra raw water main project.

### **Miscellaneous Meetings**

Mr. Aman reported that there had been few meetings in the month, but he had gone to Albany on behalf of the NYS AWWA Water Utility Council to meet with a senate committee on infrastructure funding. He and representatives of other organizations testified. There is a prospect of setting up a program that would distribute funds annually based on the miles and sizes of water and sewer pipes a community has. Water organizations are not totally convinced this is a fair way to distribute funds, and more details on this proposed program are needed. He was pleased to learn that authorities are also listed as prospective recipients of funds.

### **Monthly Operations**

Mr. Monroe reported that water service installations continue steadily. This is a transition month between construction and equipment maintenance. The construction crew has been working from Joy Road south on Route 88 and will begin breaking the rock there in January. A large excavator with a hammer has been rented; this is the most cost-effective way to handle the rock, some of which starts at only a foot and a half deep. Working with the DOT to ensure safety on this state road, the crew will excavate a trench and install main if the weather cooperates. If not, the trench will be filled and re-excavated in the spring. It may be possible to negotiate with Smith's Gravel Pit to take some of the rock to crush. Restoration on projects has essentially been completed for the season. Mr. DiBenedetto showed photos of the Joy Road Pump Station where personnel are framing up interior walls and laying pipe for the oil and water separator, and of the construction crew installing a hydrant tee while utilizing a trench box.

Mr. Ceratt reported that there was a successful upgrade of the Badger meter reading system in Lyons and Macedon and some of the Lyons equipment has been replaced with newer, more stable technology.

Mr. Aman was pleased to report that Cheri LeMay will be starting part time in January to assist Ms. LaDelfa with Authority accounting responsibilities. He also reported that in the small Manchester-supplied Palmyra South Service Area, trihalomethane levels have risen slightly above the threshold level. Although the rolling average is only 1 ppm over the threshold limit of 80 ppm, the Authority is in violation and the 36 or so customers in the area must be notified by letter in January. This area is far from the City of Canandaigua treatment plant and so the water must be super chlorinated; trihalomethanes are a by-product of chlorination and have been close to the threshold for years in this area.

Mr. Humbert requested that the Board adjourn into an Executive Session. At 4:40 p.m. Mr. Hutteman moved, Ms. Johnson seconded and all participating members unanimously approved the following resolution:

RESOLVED, that the Board enter into Executive Session for discussion with counsel in regard to the employment history of particular persons.

At 5:04 p.m. Mr. Hutteman moved, Ms. Furguson seconded and all participating members unanimously approved the following resolution:

RESOLVED, that the Board return to Open Session.

There being no further business, upon a motion by Mr. Humbert, seconded by Ms. Furguson, the meeting was adjourned at 5:05 p.m.

Respectfully submitted by:

  
Demaris Verzulli, Secretary of the Meeting