

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

Meeting of: Tuesday, May 24, 2022

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

Present: LaVerne Bliet, Robert Hutteman, Dan LaGasse, Mark Humbert, Lori Furguson, Donald Ross

Absent: Jean Johnson, David Scudder, William Hammond

Advisors Present: Michael Howard, General Counsel

Staff Present: Martin J. Aman, Executive Director
Sheryl LaDelfa, Accounting Manager
Demaris Verzulli, Secretary of the Meeting

Visitors: None

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

I. Chairman's Report

Adoption of Minutes

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

RESOLVED, that the minutes of the April 25, 2022 meeting of the Wayne County Water and Sewer Authority be accepted with no changes.

Correspondence: None

Treasurer's Report

In the absence of Ms. Johnson, Ms. LaDelfa invited questions on the warrant, which had previously been emailed to the Board members for examination. After due discussion and deliberation, Mr. Humbert moved, Ms. Furguson 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 22-717 to 22-898 totaling \$1,361,922.91.

Ms. LaDelfa reported that a Certificate of Deposit at Lyons National Bank would reach maturity next month on June 2. There was discussion of terms and interest rates. After due discussion and deliberation, Mr. Humbert moved, Ms. Furguson seconded and all participating members unanimously approved the following resolution:

RESOLVED, that the proceeds of the \$500,000 Certificate of Deposit maturing on June 2, 2022 be reinvested in a Certificate of Deposit with Lyons National Bank at a 0.30% simple interest rate for a term of six months.

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

RESOLVED, that the Wayne County Water and Sewer Authority's Monthly Financial Statements for April 2022 be approved and accepted.

Mr. Ross entered the meeting.

II. **Agenda Items**

Governance Committee Meeting Report

Mr. Howard reported that the Governance Committee had met before the Board meeting to review the Committee Charter and discuss governing trends. He told the Committee that he had reviewed the charter and determined that it needed no modifications, and there had been no significant new governing trends to discuss. The Committee resolved to schedule a second meeting in 2022 before the November 22, 2022 Board meeting.

Western Regional WWTP Project Update

Mr. Aman reported that the bid opening for the project had been moved to June 9 to allow a better time frame for contractors to prepare bids. At the pre-bid meeting May 3, contractors seemed to have more questions about the forcemain and pump stations than about the treatment plant. Mr. Aman cautioned the Board that bids may be higher than first estimated, given the overall difficult bidding climate being experienced by all, especially with steel and concrete. He reminded the Board that there is some limited capacity to address project cost increases in the Services Agreement, but noted that if costs are too high, further funding and the approval of the participating municipalities would be required for the project to proceed. He also remarked that the sludge dryer is an alternate that could be removed from the project. As of June 17, the option to update the intended use plan for EFC funding will exist. Mr. Aman noted that the number of EDUs within the overall project service area has risen and there are large developments in the planning stages. He intends to contact the supervisors of the participating municipalities to see if they would like to have any updates or discussion before the bids are opened. He expects to be able to award the bids at the June 28 Board meeting at the earliest and still hopes substantial completion of the project will be close to schedule. Some easements still are not finalized; residents have expressed a desire to hook up to the system, but as it is a force main, it isn't designed for that under most circumstances. There will be a meeting with the attorneys on Tuesday, May 31 in regard to the lease for the Walworth Service Area.

Regional Water Storage Tank Update

Mr. Aman reported that the crew had found more rock on Route 88, but is still making decent progress. At this point, construction has been paused to allow for cleanup to control sedimentation. He reported that bids for this year's directional drills had been opened on May 19. These drills include the balance of Route 88, the Huron Transmission Line, a drill in Williamson, and the Erie Canal crossing. There were three bidders, the low bidder being V & B Underground. This contractor has won the two previous years' bids for drilling in the project, but does not have experience drilling under the Erie Canal, although they do have experience with stream crossings. Some Operations employees expressed reservations about that situation. Discussion ensued. Mr. Aman plans to coordinate with the Canal Corp. to confirm that this lack of experience is not disqualifying from the State's perspective. After due discussion and deliberation, Mr. Humbert moved, Mr. Hutteman seconded and all members participating unanimously approved the following resolution:

RESOLVED, that the bid for the 2022 Directional Drill Bid – Combined Sites for the Regional Water Tank Project be awarded to V & B Underground Utilities, P O Box 325, Webster, New York 14580 as follows, contingent upon confirmation that the bidder is “responsible” under GML §103 with respect to the particular work: The unit prices of \$92.75 per linear foot to bore and pull back 487 linear feet of 8-inch HDPE pipe in earth and \$200 per linear foot in rock should it be encountered; \$119 per linear foot to bore and pull back 879 linear feet of 12-inch HDPE pipe in earth and \$389 per linear foot to bore and pull back 377 linear feet in rock; \$129.50 per linear foot to bore and pull back 320 linear feet of 16-inch HDPE pipe in earth and \$300 per linear foot in rock should it be encountered.

Miscellaneous Water Projects

Mr. Aman reported that there has been no news on the various proposed projects across the Authority’s Service Area. It is possible the crew will be working on replacement of part of the Village of Palmyra’s raw water line late this year.

Miscellaneous Meetings

Mr. Aman reported that he and Mr. Blik had a meeting with County officials to discuss certain matters under the Authority’s enabling legislation as discussed at the February Board meeting; he will report on this later.

Credit Card Discussion

Mr. Aman reported that he, Ms. LaDelfa, and Ms. Freling had collected some examples of municipal credit card procedures and rules, and some were too complicated and others too simple. There were none that seemed appropriate given the Authority’s current needs. He envisions two cards with a dollar limit, to be used only for lodging, airfare, and other legitimate travel and approved Authority purposes, not restaurants or meals. He will have a proposal for the Board at a future meeting.

Monthly Operations

Mr. Aman reported that progress on Route 88 has been slow but steady with the crew utilizing a mini-excavator in a tough stretch with a guardrail, fiber optic cable and a steep drop off. A repair of a difficult to pinpoint service leak on Route 31 in Macedon was made last week. This day a crew is working on a deep sewer lateral replacement in Lyons.

Joy Road Open House

Mr. Aman invited the Board members and Mr. Howard to an Open House cookout at the new Joy Road facility on Friday June 3 from 11:30 a.m. to 1 p.m. This facility is a pump station in the Regional Water Tank Project as well as the new Sodus satellite location.

Executive Session

At 5:06 p.m., after due discussion and deliberation, Mr. Hutteman moved, Ms. Furguson seconded and all members participating unanimously approved the following resolution:

RESOLVED, that the Board adjourn into Executive Session for discussion with counsel in regard to the performance and compensation of particular persons.

At 5:44 p.m., Mr. Humbert moved, Mr. LaGasse seconded and all members participating unanimously approved the following resolution:

RESOLVED, that the Board return to Open Session.

There being no further business, upon a motion by Ms. Furguson, seconded by Mr. Ross, the meeting was adjourned at 5:46 p.m.

Respectfully submitted by: 
Demaris Verzulli, Secretary of the Meeting