

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

**Meeting of:** Tuesday, November 22, 2022

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

**Present:** LaVerne Blik, Robert Hutteman, Jean Johnson, David Scudder, Lori Furguson, William Hammond, Mark Humbert, Dan LaGasse, Donald Ross

**Advisors Present:** Michael Howard, General Counsel.

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

**Visitors:** None

Chairman LaVerne Blik called the meeting to order at 4:04 p.m. and led the meeting in 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 October 25, 2022 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, Mr. LaGasse moved, Mr. Humbert seconded and all members present unanimously approved the following resolution:

RESOLVED, that the following claims are hereby authorized and directed to the Treasurer for payment: Vouchers 22-1832 to 22-2029 for a total of \$1,405,593.42.

Ms. Johnson invited questions on the Financial Statements for the month of October, which had previously been emailed to the Board members for examination. After due discussion and deliberation, Mr. Hammond moved, Ms. Furguson 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 2022 be approved and accepted.

Ms. LaDelfa reported that two Certificates of Deposit at Lyons National Bank would reach maturity next month, one on December 2 and the other on December 10. There was discussion of terms and interest rates. After due discussion and deliberation, Mr. Humbert moved, Mr. Hammond seconded and all participating members unanimously approved the following resolution:

RESOLVED, that the proceeds of the \$500,000 Certificate of Deposit maturing on December 2, 2022 be reinvested in a Certificate of Deposit with Lyons National Bank at the prevailing rate, anticipated to be 3.25% or better simple interest, for a term of twelve months.

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

RESOLVED, that the proceeds of the \$500,000 Certificate of Deposit maturing on December 10, 2022 be reinvested in a Certificate of Deposit with Lyons National Bank at the prevailing rate, anticipated to be 2.1% or better simple interest, for a term of six months.

### **III. Agenda Items**

#### **Governance Committee Report**

Mr. Scudder reported on the Governance Committee meeting held prior to this Board meeting. He described the subjects covered, including discussion of the ABO Board Evaluation, ongoing Board member training, information to be made available to the public prior to Board meetings, the possible impact to the Authority of the State's Climate Leadership and Community Protection Act, and the ABO's annual Financial Disclosure requirement.

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

Mr. Aman reported that the Authority received notification from EFC of a new grant award in the full \$30 million amount for which it applied. All parties to Addendum No. 1 to the 2020 Amended and Restated Services Agreement have received legislative approval and have signed the Addendum which is now in full force and effect. This allows the project to go forward.

Mr. Aman updated the Board on negotiations with the Canal Corp and advised that Canal Corp has issued a Use and Occupancy Permit, but has resisted issuing a Construction Permit for installation of the 24" sewer main along the canal path. As an alternative, consideration is being given to relocating the route away from the canal to the north. This would require mitigation of impacts to any state wetlands and acquisition of an easement from the property owner.

At 4:30 p.m. Mr. Hutteman moved, Ms. Furguson seconded and all members present unanimously approved the following resolution:

RESOLVED, that the Board go into Executive Session, in accordance with the New York Public Officers Law § 105 (h), to discuss with counsel the proposed acquisition of real property.

At 4:44 p.m. Ms. Furguson moved, Mr. Scudder seconded and all members present unanimously approved the following resolution:

RESOLVED, that the Board return to open session.

Mr. Aman reported that it is time to award the construction contracts for the plant, force mains and pump stations. The bidders had agreed to hold their contract prices until this meeting, waiting for the replacement grant to be awarded. Based on the advice of the Authority's Independent Engineer, MRB, (which report was distributed to the Board members in advance of the meeting) it has been recommended that Contract #1 for the General Construction of the wastewater plant be awarded to Crane Hogan. MRB Group has had good experience with this contractor. There was discussion of the

best way to provide for inspection and oversight of the construction and the possible cost and how change orders are to be considered and processed. After due discussion and deliberation, the following resolution was moved by Mr. Scudder, seconded by Mr. Ross, to wit:

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 #1 General WWTP Construction, including the Base Bid and Contingency Allowance Only, be awarded to the lowest responsible bidder, Crane Hogan Structural Systems, Inc. of 3001 Brockport Road, Spencerport, NY 14559 for a contract price of \$36,915,000.00 (Thirty-six Million Nine Hundred Fifteen Thousand Dollars).

The question of the adoption of the foregoing Resolution was duly put to vote on roll call, which resulted as follows:

Mr. Bliet	VOTING	Aye
Mr. Hutteman	VOTING	Aye
Ms. Johnson	VOTING	Aye
Mr. Scudder	VOTING	Aye
Ms. Furguson	VOTING	Aye
Mr. Hammond	VOTING	Aye
Mr. Humbert	VOTING	Aye
Mr. LaGasse	VOTING	Aye
Mr. Ross	VOTING	Aye

The Resolution was thereupon declared duly adopted

Mr. Aman then reminded the Board that the original Contract #2 for Force Mains and Pump Stations had been split into two contracts and re-bid. Villager Construction was the low bidder on both the parts of Contract #2 as re-bid. After due discussion and deliberation, and upon the advice and recommendation of the Independent Engineer, the following resolution was moved by Mr. Humbert, seconded by Mr. Hammond, to wit:

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 #2 (FM) – Forcemains, including Lump Sum Bid Items, Unit Prices and Contingency Allowance, be awarded to the lowest responsible bidder, Villager Construction, Inc. of 425 Old Macedon Center Road, Fairport, NY 14450 for a contract price of \$22,600,000.00 (Twenty-two Million Six Hundred Thousand Dollars).

The question of the adoption of the foregoing Resolution was duly put to vote on roll call, which resulted as follows:

Mr. Bliet	VOTING	Aye
Mr. Hutteman	VOTING	Aye
Ms. Johnson	VOTING	Aye
Mr. Scudder	VOTING	Aye

Ms. Furguson	VOTING	Aye
Mr. Hammond	VOTING	Aye
Mr. Humbert	VOTING	Aye
Mr. LaGasse	VOTING	Aye
Mr. Ross	VOTING	Aye

The Resolution was thereupon declared duly adopted

Mr. Aman then presented the Pump Station part of Contract #2 for which Villager Construction was also the low bidder. After due discussion and deliberation, and upon the advice and recommendation of the Independent Engineer, the following resolution was moved by Mr. LaGasse, seconded by Ms. Furguson, to wit:

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 #2 (PS) – Pump Stations, including Lump Sum Base Bid Items, Contingency Allowance, and Alternates A, B, and C, be awarded to the lowest responsible bidder, Villager Construction, Inc. of 425 Old Macedon Center Road, Fairport, NY 14450 for a contract price of \$16,050,000.00 (Sixteen Million Fifty Thousand Dollars).

The question of the adoption of the foregoing Resolution was duly put to vote on roll call, which resulted as follows:

Mr. Blied	VOTING	Aye
Mr. Hutteman	VOTING	Aye
Ms. Johnson	VOTING	Aye
Mr. Scudder	VOTING	Aye
Ms. Furguson	VOTING	Aye
Mr. Hammond	VOTING	Aye
Mr. Humbert	VOTING	Aye
Mr. LaGasse	VOTING	Aye
Mr. Ross	VOTING	Aye

The Resolution was thereupon declared duly adopted

Mr. Aman then presented Contract #3, the Electrical Contract, for which Hewitt Young Electric was the low bidder. MRB Group performed the requisite due diligence on this company and found it to be responsible. After due discussion and deliberation, and upon the advice and recommendation of the Independent Engineer, the following resolution was moved by Mr. Hammond, seconded by Mr. Humbert, to wit:

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 #3 - Electrical, including Lump Sum Base Bid and Contingency Allowance Only, be awarded to the lowest responsible bidder, Hewitt Young Electric, of 645 Maple Street, Rochester, NY 14611 for a contract price of \$8,897,000.00 (Eight Million Eight Hundred Ninety-Seven Thousand Dollars).

The question of the adoption of the foregoing Resolution was duly put to vote on roll call, which resulted as follows:

Mr. Blied	VOTING	Aye
Mr. Hutteman	VOTING	Aye
Ms. Johnson	VOTING	Aye
Mr. Scudder	VOTING	Aye
Ms. Furguson	VOTING	Aye
Mr. Hammond	VOTING	Aye
Mr. Humbert	VOTING	Aye
Mr. LaGasse	VOTING	Aye
Mr. Ross	VOTING	Aye

The Resolution was thereupon declared duly adopted

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

Mr. Monroe reported that the Huron Transmission Line Project was nearing completion, with approximately 1,600 feet of water main left to be installed in the Briggs Road section. The first section on York Settlement Road has been tested and approved, the bulk of the rough cleanup has been done, hydroseeding is scheduled for the next few days, and much of the asphalt restoration is complete. Some may need to be postponed until the spring. The power has been connected at both the tank site and the Joy Road Pump Station. There was discussion of installing the purchased mixing system in the tank before winter. Remaining work to be completed in the project includes installation of some control valve pits and master meter pits. The goal is to achieve substantial completion of the project as soon as possible; this benchmark affects reimbursement of the WIIA grant by EFC to the Authority for work done. When the canal is drained, the directional driller anticipates making the canal crossing on County House Road. The pump station in Williamson is still in progress, with components there and ready to be installed. Hopefully the two pump stations will be completed in January. Mr. Monroe expects the Authority to be reimbursed by the end of the year for some of the work done by WCWSA crews.

### **Red Creek WWTP Disinfection Project**

Mr. DiBenedetto displayed photos of the project's construction: the building framing in place, then the siding and roof, and UV components and controls in the interior. There was discussion of the UV disinfection process.

### **Monthly Operations**

Mr. DiBenedetto displayed on the white board photos of the repair and refurbishing of Macedon Pump Station PS-6 behind the Cedar Creek Commons Plaza at Route 31 and Canandaigua Road. The suction and discharge lines had eroded badly. David Bodak made a plan to replace these lines with HDPE plastic, add a bypass pumping facility, and upgrade some valves. The Town of Macedon will be evaluating the remaining pump stations to ascertain what further upgrades need to be done. Mr. DiBenedetto then showed photos of the rebuilding of a historic bridge on School Street in Sodus, with the water main being replaced within the bridge/road structure. This project was completed by a masonry restoration company which dismantled and reconstructed the arched stone bridge rock by rock. The service crew has kept up with installations and restoration work in preparation for the coming winter weather.

**Miscellaneous Items**

Mr. Ceratt reported that the new phone system will be installed on December 12, with group training scheduled for that morning. "Super user" training is scheduled for November 30 for him and other administrators of the system. The existing Mitel system will be removed on December 18.

**Discuss Date of December Board Meeting**

There was discussion of moving the December 27 Board meeting to another date since the Authority office will be closed on Monday the 26<sup>th</sup> as part of the Christmas holiday. The consensus of the Board was to keep December 27 as the meeting date.

There being no further business, upon a motion by Mr. Humbert, seconded by Mr. LaGasse, the meeting was adjourned at 5:26 p.m.

Respectfully submitted by: Demaris Verzulli  
Demaris Verzulli, Secretary of the Meeting