

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

Meeting of: Tuesday, April 25, 2023

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

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

Listening via Conference Phone: Robert Hutteman

Advisors Present: Michael Howard, General Counsel; William Davis, MRB Group

Staff Present: Martin J. Aman, Executive Director
Jason Monroe, Director of Operations
Derek Ceratt, Technical Director
Peter DiBenedetto, Operational Support
Mark Loria, Director of Engineering and Program Compliance
Sheryl LaDelfa, Accounting Manager
Demaris Verzulli, Secretary of the Meeting

Visitors: None

Chairman LaVerne Blik 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. Scudder moved, Mr. LaGasse seconded and all members present unanimously approved the following resolution:

RESOLVED, that the minutes of the March 28, 2023 meeting of the Wayne County Water and Sewer Authority be accepted with no changes.

Mr. Hutteman joined the meeting by conference phone.

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. Scudder moved, Ms. Furguson 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 23-539 to 23-735 for a total of \$5,316,197.11.

Mr. Davis entered the meeting.

Ms. Johnson invited questions on the Financial Statements for the month of March, which had previously been emailed to the Board members for examination. After due discussion and deliberation,

Ms. Furguson 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 March 2023 be approved and accepted.

Mr. Humbert entered the meeting.

III. Agenda Items

Western Regional WWTP Project Update

Mr. Aman was glad to report to the Board that on April 13, the EFC closed on the enhanced short-term financing for the project. He then introduced Bill Davis from MRB Group to give the Board a status update and present an updated engineering contract. Mr. Davis distributed copies of the updated project budget. He reported that the contractors have broken ground and are making good progress. He is pleased with the information and cooperation he has received from the contractors so far. There was a slight delay in getting a fence up around the site but that has been resolved. Excavation for the plant has been done with only a small amount of subgrade material needing replacement. Mr. Ceratt displayed photos on the white board of the preparation being done for pouring the slabs, which is expected to take place this week. Villager, the forcemain contractor, has started that part of the project in Marion. Mr. Davis said to expect a change order to be presented in the next few weeks, with both some additions and removals that reflect some design adjustments. Mr. Davis then distributed an amendment to the engineering contract. Several changes to the project have been necessary but the contract has not yet been amended to reflect these things, which include the redesign of some of the forcemain elements; the rebidding of the forcemain and pump station contract; the extension of construction time resulting in the need for more construction administration, oversight and observation time; and increased additional services. The total amount of this Amendment #2 is \$846,550, which is within the amount budgeted for this amendment in the revised project budget. Mr. Davis remarked that the observation services cost is an estimate, and these services are an hourly cost, which could vary depending on contractor schedules and progress. Mr. Aman stated that in order to be reimbursed by EFC, the engineering contract must reflect the adjustments made in the project. After due discussion and deliberation, Mr. Humbert moved, Mr. Scudder seconded and all members present unanimously approved the following resolution:

RESOLVED, that the Executive Director be authorized and directed to execute and deliver Amendment #2 to the Owner-Engineer Agreement with MRB Group for Professional Services for the Western Wayne County Regional Wastewater Treatment Plant project, including Design Services, Construction Administration, and Additional Services for a total Amendment #2 amount of \$846,550.

Mr. Aman reported that Garlock has requested that some additional borings and/or probes be added to the work LaBella Associates has proposed to perform on the Garlock property, honoring work hours, and some other requests. Consequently, LaBella is revising its cost proposal and scope of work to cover these changes. Mr. Howard noted that Garlock and the Authority had agreed in concept that the Authority should have no responsibility for existing contamination on the site (including for emerging contaminants such as PFAS), but are still working on contractual language to reflect that agreement. After due discussion and deliberation, Ms. Furguson moved, Mr. Hammond seconded and all members present unanimously approved the following resolution:

RESOLVED, that the Executive Director be authorized and directed to execute and deliver the amended cost proposal and scope of work in the agreement with LaBella Associates in connection with the Western Regional Wastewater Treatment Plant Project Proposed Force Main Sewer through Garlock Mechanical Property at 1666 Division Street, Palmyra, subject to the approval of the Authority's General Counsel.

Regional Water Storage Tank Update

Mr. Monroe reported that Authority staff has taken over the rechlorination equipment installation. The solar mixer has been installed, but is not yet operational. MRB Group has completed design of the aeration component for trihalomethane removal, and that was conveyed to the DOH today. Still to be addressed are the master meter installations between the Williamson and Authority transmission systems. Mr. Aman remarked that Williamson has one pump up and running and when the Joy Road pump station is started up and the remaining pumps in Williamson have been installed, the project will have reached substantial completion and the grant money from EFC will be released. Mr. Monroe reported that a crew is in the restoration phase of the project, with the next focus to be installing the fence and seeding the tank area.

Red Creek WWTP Disinfection Project

Mr. Davis reported that there are a few issues that remain to be resolved with the disinfection equipment. He has not yet received a final report of the testing of the equipment. Given that there are several bulbs inoperative, it is important that the contractor and equipment supplier complete the validation testing, although it is likely that, because it is designed for higher flow than is now coming through, it will still meet effluent limits.

2023 Directional Drill Bid

Mr. DiBenedetto reported that there were three bidders on April 20 for the Directional Drill Bid for Arcadia WD #15 and the Gananda Parkway project. Turner Underground Installations was the low bidder at a total of \$230,810. Mr. Aman requested that the awarding of the bid be contingent on having a signed contract with the Town of Arcadia. After due discussion and deliberation, Mr. Scudder moved, Mr. LaGasse seconded and all members present unanimously approved the following resolution:

RESOLVED, that the 2023 Directional Drilling Bid – Arcadia 15 and Gananda Parkway be awarded to Turner Underground Installations, Inc., 1891 Scottsville Rd., Rochester, NY 14623, for the amount of \$230,810, contingent upon the approval of the Authority's General Counsel and the Authority having a signed construction contract with the Town of Arcadia.

Mr. Monroe remarked that the Authority is supplying the materials for the drills, and described the drills in the Gananda project as being carrier pipes in a casing, which increases the cost.

2023 Construction Materials – Arcadia and Gananda Bid

Mr. DiBenedetto reported that there were seven bidders for the 2023 Water Main Materials bid taken on April 20. Each of the bidders was low on several items. He advised the Board that there were more items in the bid than would ultimately be purchased, since he wanted to have design options based on cost and ease of installation. He reported that the materials market had not softened and material prices are still higher than anticipated. After due discussion and deliberation, Mr. Humbert moved, Mr. LaGasse seconded and all members present unanimously approved the following resolution:

RESOLVED, that the 2023 Water Main Materials Bid – Arcadia 15 and Gananda Parkway be awarded to seven low bidders as detailed in the list of Award Items attached to these minutes, contingent upon the approval of the Authority's General Counsel and the Authority having a signed construction contract with the Town of Arcadia.

Miscellaneous Meetings

Mr. Aman reported that under the Authority's contract with the Village of Red Creek, Authority personnel have been doing repairs, got the Village's chlorinator up and running, and have done other tasks. Now the Village may be seeking to hire an individual to take over this position, and there will be a meeting this Friday about continuing the contract. He also reported on a meeting in Lyons regarding possible projects, particularly one in the Industrial Park. There will be a meeting May 8 with a prospective purchaser of existing buildings in the Park.

Monthly Operations

Mr. Monroe reported that in the past month, 90% of water service installation and repair areas have been cleaned up. This year, this work was started earlier than usual and as a result there were far fewer phone calls from affected customers. Mr. Monroe reported on a field meeting that was held with the Huron highway superintendent in regard to the Huron Transmission Line Project; the installation areas there will be stabilized and seeded. He looks forward to having a contract with the Town of Arcadia so that project can start as hoped by the beginning of June. There have been a lot of requests for sewer E-One pumps in the eastern part of the county; these are new builds, not part of the original projects. There have also been many applications for water services since spring has come.

Mr. Loria reported that he has been visiting the Authority's wastewater treatment plants. There was an inspection by PESH (New York Public Employee Safety and Health Bureau) of the Lyons plant and some issues found will be resolved. He has been working with Seth Galek at the Red Creek plant in regard to sludge management. He has also been checking the construction of the new plant in Palmyra.

Mr. Ceratt reported that he is in the process of hiring summer staff; he has also gathered old equipment to be surplused and will be preparing a list for the Board to approve. There was a discussion of disposing of hazardous waste such as lab chemicals.

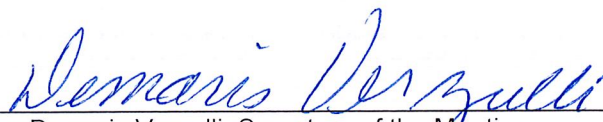
Schedule Governance Committee Meeting for May

It is necessary to schedule a Governance Committee meeting in May. After due discussion and deliberation, Mr. Scudder moved, Mr. Humbert seconded and all members present unanimously approved the following resolution:

RESOLVED, that a meeting of the Governance Committee of the Wayne County Water & Sewer Authority be scheduled at 3:30 p.m. ahead of the regular May 23, 2023 Board meeting.

There being no further business, upon a motion by Mr. Ross, seconded by Ms. Furguson, the meeting was adjourned at 4:47 p.m.

Respectfully submitted by:


Demaris Verzulli, Secretary of the Meeting