

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

Meeting of: Tuesday, September 26, 2023

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

Present: LaVerne Blik, David Scudder, Jean Johnson, Lori Furguson, William Hammond, Dan LaGasse

Absent: Robert Hutteman, Mark Humbert, 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, Operations Assistant
Jessica Freling, Executive Administrative Assistant
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, Ms. Furguson seconded and all members present unanimously approved the following resolution:

RESOLVED, that the minutes of the August 22, 2023 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. Hammond 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 23-1552 to 23-1744 for a total of \$4,091,464.88.

Ms. Johnson invited questions on the Financial Statements for the month of August, which had previously been emailed to the Board members for examination. Ms. LaDelfa reported that following the receipt of expected grant funds, cash flows are improved and there is now a customary balance in the revenue account. It would be possible to transfer some of that back into the Money Market account.

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

RESOLVED, that monies be transferred back into the LNB Money Market Fund from the LNB Revenue Fund in the amount of \$373,589.17.

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 August 2023 be approved and accepted.

III. Agenda Items

Western Regional WWTP Project Update

Mr. Aman reported that he had met with representatives of the Participating Municipalities to provide a project update and to discuss Capital Charges for 2024. With the addition of Walworth and the need to apply for and close upon the Replacement Funding package with EFC, required debt service payments have been pushed back from the original project schedule. As a result, the Authority has accumulated excess Capital Charges which (assuming the unanimous consent of the Participating Municipalities and EFC approval) can be utilized to (i) reduce the size of the overall permanent project financing or (ii) be partially refunded pro rata to the Participating Municipalities and used by them to establish reserves required to maintain the collection systems or utilized for other sewer district purposes.

The outstanding item now is the agreement with Garlock for access to that property to install that section of forcemain. Disruption of the soil there is dependent on DEC approval of the plans including the required Excavation Work Plan. In the meantime, Addendum No.1 to the Access Agreement would allow the contractor to fuse sections of pipe and store it on the property. Time is of the essence, since Garlock has requested that the pavement be restored as the pipe is laid, and some area asphalt plants will likely begin to close down for the season in early October. After due discussion and deliberation, Mr. LaGasse moved, Ms. Furguson seconded and all members present unanimously approved the following resolution:

RESOLVED, that the Executive Director be, and hereby is, authorized and directed to execute and deliver Addendum No. 1 to the Right of Entry and Access License Agreement with Garlock Sealing Technologies, LLC in substantially the form presented to this meeting with such changes, variations, omissions and insertions as the Executive Director may approve with the advice of the Authority attorney; and

BE IT FURTHER RESOLVED, that the Executive Director be authorized and directed to take such further action and execute such additional documents and agreements as are necessary to effect the intention of these Resolutions.

Regional Water Storage Tank Update

Mr. Aman reported that the Northern Borders \$500,000 grant for the project should be closed out in a few days.

Schedule October Audit Committee Meeting

It is necessary to schedule an Audit Committee meeting in October to discuss audit firm proposals and review the Statement of Forecasted Sources and Uses of Cash report. After due discussion and deliberation, Ms. Johnson moved, Ms. Furguson seconded and all members present unanimously approved the following resolution:

RESOLVED, that a meeting of the Audit Committee of the Wayne County Water & Sewer Authority be scheduled at 3:30 p.m. ahead of the regular October 24, 2023 Board meeting.

Schedule October Finance Committee Meeting

It is necessary to schedule a Finance Committee meeting in October to review the proposed 2024 Annual Budget and fee schedule. After due discussion and deliberation, Mr. LaGasse moved, Mr. Hammond seconded and all members present unanimously approved the following resolution:

RESOLVED, that a meeting of the Finance Committee of the Wayne County Water & Sewer Authority be scheduled at 10:00 a.m. Friday, October 20, 2023.

Miscellaneous Meetings

Mr. Aman reported that he, Mr. LaGasse and others attended an MRB meeting with representatives from the Town of Lyons regarding the Town's various water and wastewater improvement projects. The bids for disinfection improvements at the wastewater treatment plant have been received, with the pump station replacement design and bidding to take place within the next year or so. Lead service line replacement was also discussed; there are a number of lead goosenecks in the Lyons system. Mr. Aman reported that he had attended the TIFFT Water Supply Symposium in Buffalo; it was a good meeting with discussions of lead and copper regulations, as well as possible regulations of PFAS. Department of Health representatives reported that they are waiting on the EPA for guidance. Mr. Howard remarked that there had been a lot of details and time involved in finalizing the easement agreement with Garlock.

Mr. Aman reported that he and Ms. Freling had followed up with the League of Cities in regard to sharing of customer information for the possible service line insurance project. The League doesn't need, but would like to have, the Authority's data. They would like the names and addresses of WCWSA customers and would not share this data with others. An RFP is planned to be sent out within the next few weeks. Mr. Ceratt reported that American AVK had hosted him and Mr. DiBenedetto for a tour of the AVK hydrant factory. It was very impressive and the company plans expansion of the site with a foundry and other additions. He reported that the summer hydrant program has concluded with over 1,600 hydrants checked and painted. He commended Bob Brewer for his excellent maintenance of Authority site grounds.

Monthly Operations

Mr. DiBenedetto displayed photos of some of the monthly activities. Mr. Monroe described the directional drill on Bills Road where a section of water main had to be replaced following a culvert upgrade by the Town of Walworth Highway Department. The Town had planned to hammer a trench through the existing bedrock to lower the water main, but was unable to accomplish this. The Town supplied funds for the main to be directional drilled by Burrows Brothers. Photos of the filling of the SBR tank at the new Wastewater Treatment Plant were displayed along with photos of other progress on the plant and the pump stations in Marion, Macedon, and Walworth. Mr. Monroe reported that to date over 33,000 feet of water main have been installed in the Arcadia 15 project and all ten of the directional drills have been completed. This project has engendered the largest number of customers signing up quickly; an estimated 60% of the possible customers have applied for water services. The service crew worked on two Saturday mornings to stay on top of the applications. One leak was repaired, on Canandaigua Road, and today a possible large leak was found by Todd Guerin on Wayneport Road. Mr. Hammond inquired about the sewer main installation on the corner of Route 350 and Eddy Road. There is a very large tree and a lot of stonework there; in this area the main will be directionally drilled.

At 4:35 pm, Mr. Scudder moved, Ms. Furguson seconded and all members participating unanimously approved the following resolution:

RESOLVED, that the Board enter into Executive Session for discussion with counsel in regard to the employment history, compensation and potential promotion of particular employees.

At 4:45 pm, Ms. Ferguson moved, Ms. Johnson 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 Mr. Scudder, seconded by Mr. Hammond, the meeting was adjourned at 4:50 pm.

Respectfully submitted by: 
Demaris Verzulli, Secretary of the Meeting