

The Onondaga County Water Authority met in regular session on March 21, 2012.

Members of the Authority present were R. Tomeny, F. Picardi, S. Miller, E. Gilligan, and J. Bianchini.

Others present: M. Hooker, A. Geiss, T. Pickard, L. Khazadian, G. Miller, C. Marvin, and J. Hartwell. Also present were Brian Dumond, CPA and Lauri Ciarla, CPA of the accounting firm of Dermody, Burke and Brown.

I. R. Tomeny called the meeting to order at 12:35 p.m.

II. Minutes of the regular Board meeting of January 18, 2012 were, on motion by F. Picardi, seconded by E. Gilligan, approved by all Members.

III. Annual Audit Report

On motion by R. Tomeny, duly seconded by, J. Bianchini, with all Members approving, the Board convened as the Audit Committee at 12:40 p.m. to review and consider the financial statements of the Authority for the year ending December 31, 2011. Minutes of the Audit Committee Meeting are filed separately with these Minutes.

On motion by E. Gilligan, duly seconded by R. Tomeny, with all Members approving, the Board returned to the Regular Board meeting at 1:40 p.m.

On motion by E. Gilligan, duly seconded by S. Miller, with all Members approving, the Board accepted and approved the Financial Statement of the Authority for the period ending December 31, 2011, including the Audit Letter issuing an unqualified opinion. It was further resolved that the OMB circular A-133 Reports (related to the Western Reservoir ARRA project) for the periods ending 12/31/2009 and 12/31/2010 were accepted and approved.

IV. Annual Reports

- Mr. Marvin presented the Annual Reports prepared for the Authority Budget Office (ABO) which included:

- Annual ABO Report

On motion by J. Bianchini, duly seconded by S. Miller, with all Members approving, the Board accepted the Annual ABO report.

- Fourth Quarter Investment report & Annual Investment Report
- Procurement report
- Property Disposal report
- Investment Guideline report
- 2011 Operations and Accomplishments

On motion by F. Picardi, duly seconded by S. Miller, with all Members approving, the Board accepted the outlined reports.

- The Chair directed that the reports be filed with Onondaga County Executive, County Budget Officer, Chair of the Onondaga County Legislature and New York Authority Budget Office, with copies to be posted on the Authority's web site. Copies of said reports are filed separately with these minutes

V. M. HOOKER REPORTED:

- M. Hooker reviewed the Executive Director's report
- Reviewed the revised sales report through February 29, 2012.
- Maximo software upgrade is in test.
- Billing system upgrade/replacement is progressing with an RFP sent to six finalists.
- OCWA active accounts recently moved to 93,000. Up since February 2012.
- Attended with G. Miller, AWWA's annual legislative Fly-in on March 7 & 8.
- M. Hooker & A. Geiss reviewed OCWA's responsibilities with Honeywell regarding the operation of Took's and Cardiff Spring water systems. OCWA has for several years serviced and maintained the water system pursuant to a purchase order terminable with 90 days notice. After much discussion, the Board recommended that staff prepare a list of terms and requirements for continued operation of the two water systems to discuss with Honeywell.

VI. A. GEISS REPORTED:

- Reviewed the Chief Engineer's Report
- Reported on the current Otisco lake level at -5.25"
- Reported that OCWA representatives continue to assist the Metropolitan Water Board on an as needed basis regarding the terminal reservoir project. Attended a construction management planning meeting on March 8, 2012 and pre-construction meeting on March 20, 2012.
- Bids for the upgrade of the Southern Branch pump station facility will be advertised in May, 2012.
- Reported that leaks, main breaks and repairs have significantly decreased compared to the last three years due to the mild winter we experienced.
- Reviewed letters to municipalities regarding upcoming betterment projects.
- E. Gilligan asked about unaccounted for water, such as water leaks, fire use, and general water loss and the extent to which water loss impacts OCWA financially. M. Hooker noted that recent improvements in tracking use by fire departments and other municipal users will allow OCWA to better track and account for water loss.
- G. Miller reported that the new West Hill pumping station is operating.
- There is additional interest in water service for several areas in the Town of Granby.
- City of Rome contacted OCWA in connection with a study to evaluate options for additional water supply to areas serviceable by OCWA.

VII. LEGAL REPORT

- T. Pickard reviewed the Legal Report.

VIII. HUMAN RESOURCES /INSURANCE/RISK MANAGEMENT REPORT

- L. Khanzadian reviewed the Human Resource and Insurance/Risk Management report.
- Reviewed the Standard Workday and Reporting Resolution for A. Geiss which is required by the NYS retirement system at the time that an elected or appointed official is initially appointed or re-appointed.

On motion by S. Miller, duly seconded by E. Gilligan, with all Members approving, the Board adopted the Standard Work Day and Reporting Resolution for A. Geiss for the term 1/1/2012 – 7/1/2015.

- Brief discussion of the Open Meeting Law recent changes regarding the posting of actionable items on the OCWA website prior to Board meetings. Advised the Board that OCWA is currently posting approved Board Minutes.
- Advised the Board that the Teamster grievance remains pending with a time extension to April 7, 2012.

IX. NEW BUSINESS:

- Three Contractor Main Extension Contract(s) was presented for consideration.

On motion by J. Bianchini, duly seconded by S. Miller, with all Members approving, the Board authorized M. Hooker to execute the following Main Extension Contract(s):

9003561	Onondaga Community College	Proposed Building across Ravine, T. Onondaga
4110019	DGA Builders	Clay North Apartments, Phase 1, T. Clay
4120012	First Baptist Church of Memphis	8" Ext., W. Genesee Tpke. T. Camillus

- One Right(s) of Way were presented for consideration.

On motion by F. Picardi, duly seconded by S. Miller, with all Members approving, the Board authorized the following right(s) of way.

4110078	Riverwalk Associates	8" Ext., Riverwalk, T. Clay
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- A. Geiss reviewed and presented a request to standardize on certain brands of back hoes to be purchased for the following reasons:

- Authority pursues maximum trade-in value for old backhoes which generate little value at surplus sales.
- John Deere and Caterpillar offer "heavy duty" specification which is required for the Authority's operation.
- John Deere and Caterpillar offer trade-in programs for used backhoes, not offered by other manufacturers.

- Recommended that OCWA specify Caterpillar and/or John Deere manufactured backhoes.

On motion by J. Bianchini, duly seconded by E. Gilligan, with all Members approving, the Board accepted OCWA management's recommendation that OCWA standardize on Caterpillar or John Deere manufactured backhoes to be purchased in the future.

- Bids Outlined and numbered 1-4 and 7-10. OCWA management recommends awarding to the lowest responsible bidder as outlined in the bid summary.

#1 Furnish & Deliver Stone	TH Kinsella Inc
#2 Furnish & Deliver Topsoil	Riccelli Ent. Inc.
#3 12 Ton Capacity Trailer	Tracey Road Equip
#4 Janitorial Services	ABM Northeast Inc.

#7 Water Meter Size 1 ½” – 10”	TI Sales
#8 Radio Read Meter Systems W/MIU, MXU	EJ Prescott
#9 Radio Read Meter Systems W/Integrated E-coder	TI Sales
#10 Omni Meter 1 ½” – 10”	Sensus

On motion by F. Picardi, duly seconded by J. Bianchini, with all Members approving, the Board accepted OCWA management’s bid recommendations for bid numbers 1-4 and 7- 10.

Bid for Rehabilitation of the Linda Drive & West Hill tanks.

On motion by F. Picardi, duly seconded by S. Miller, with all Members approving, the Board adopted the following resolutions with respect to SEQRA action regarding the rehabilitation project.

Resolved, that the Board hereby declares itself to be the Lead Agency with respect to the review of the proposed action under the Environmental Conservation Law; and it is further

Resolved, that the review of the proposed action shall be an uncoordinated review; and it is further

Resolved, that the aforementioned rehabilitation project be and hereby is deemed to be a Type II action pursuant to Section 627.5 of the Regulations.

On motion by J. Bianchini, duly seconded by F. Picardi, with all Members approving, the Board accepted OCWA management’s bid recommendation to award to the lowest responsible bidder, D&M, for rehabilitation of the Linda Drive & West Hill tanks.

#5 Cathodic Protection.

On motion by J. Bianchini, duly seconded by F. Picardi, with all Members approving, the Board adopted the following resolution with regard to SEQRA action regarding the award of Cathodic protection repair project.

Resolved that the Board hereby declares itself to be the Lead Agency with respect to the review of the proposed action under the Environmental Conservation Law; and it is further

Resolved, that the review of the proposed action shall be an uncoordinated review; and it is further

Resolved, that the aforementioned repair project be and hereby is deemed to be a Type II action pursuant to Section 627.5 of the Regulations.

#5 Cathodic Protections- Reviewed the bid irregularity (written sub price differed) and recommend the lowest bidder, total price \$20,240.00.

On motion by J. Bianchini, duly seconded by S. Miller, with all Members approving, the Board accepted OCWA management’s bid recommendation, waived the bid irregularity and awarded to, Piping & Corrosion Specialists, the low bidder.

#6 Small Water Meters. Reviewed the bid irregularity (failure of bid to meet 8 wheel register specification) and waived the same as immaterial. Recommend awarding to the lowest responsible bidder.

On motion by E. Gilligan, duly seconded by F. Picardi, with all Members approving, the

Board accepted OCWA management's bid recommendation, waived the bid irregularity and awarded the contract to TI Sales, the lowest responsible bidder.

On motion by S. Miller, duly seconded by E. Gilligan, with all Members approving, the Board adjourned the regular Board meeting at 3:30 p.m. and convened an Executive Session.

- Returned to regular session at 3:45 p.m.

On motion by J. Bianchini, duly seconded by F. Picardi, with all Members approving, the Board approved the 2012 wage adjustments for non-bargaining unit personnel as recommended by the Executive Director.

There being no further business to come before Board, upon motion duly made and seconded, the meeting adjourned at 3:45 p.m.

The next Authority meeting is scheduled for Wednesday, April 25, 2012 at 12:00 p.m.

Respectfully Submitted,
Laurie Khanzadian, Recording Secretary