

The Onondaga County Water Authority met in regular session on March 24, 2021.

Members of the Authority present were: J. Bianchini, K. Gardiner, M. Luber, J. Dougherty and B. Doran.

Others present: M. Hooker, G. Miller, C. Marvin, J. Brown, L. Khanzadian, and A. Weiss.

#### I. Call to Order:

- J. Bianchini, Chair, called the meeting to order at 12:30 PM

On motion by K. Gardiner, duly seconded by M. Luber, with all Members approving, the Board approved the regular Minutes of February 10, 2021 as presented.

On motion by K. Gardiner, duly seconded by J. Bianchini, with all Members approving, the Board adjourned the regular Board meeting at 12:30 pm and moved to Audit Committee. See Audit Committee Minutes.

On motion by K. Gardiner, duly seconded by J. Dougherty, with all Members approving, the Board accepted the recommendation of the Audit Committee and approved the 2020 audit performed by Dermody Burke & Brown.

#### II. EXECUTIVE DIRECTOR'S REPORT:

- M. Hooker reviewed the Executive Director's report.
- February 2021 water sales are up but still less than 2020. OCWA's commercial water use is moving upward.
- Received a referral for Intern candidate, from Utica college, with a cyber security background which we are currently reviewing for summer placement.
- Online payments from OCWA customers continue to gradually increase and are currently at 53.5%
- OCWA's Bond sale went well with considerable interest savings of \$6,923,281.98, even with a slight market rate increase.
- Work has started on projects in Hastings and Granby. The potential for new customers is up to 1000.
- Participated in a MACNY sponsored Zoom meeting with Senator Schumer. Senator Schumer expressed support for the White Pine Industrial Park and Onondaga County's effort to have a chip fab plant facility locate in the Industrial Park. Had a conversation with Senator Schumer's CNY Regional Director, Joe Nehme and reinforced OCWA's commitment to the site.

#### III. WATER PRODUCTION & DELIVERY REPORT

- G. Miller reviewed the Water Production and Delivery report.
- Reported on water production for March 2021 is at 36.1 MGD to date. This is up about 1 MGD from March 2020 but about the same as March 2019.
- Otisco Lake is +1.5" today. The average for March 24 is -5".
- Water breaks for February were brutal with 83 main breaks and happy to say that the month is behind us. There have been 37 main breaks to date in March and slowing down.
- Water quality is good – slow melt of the snow so no large runoffs.

- Town projects are very active in Hastings, Granby, Clockville, and Sullivan.
- OCWA projects in progress on Graham Road with the North Shore, Genesee Street in Camillus and Riverwalk MEC scheduled. Cleaning and lining on Falls Road, Marcellus; Monte Vista – Camillus, and Skyline Drive.
- Asphalt plants are scheduled to open on April 5. We will start paving repairs/patches that week.
- Flushing crew prepping for the year – Fayetteville, North Syracuse, Camillus. Just completed flushing at the Air National Guard base.
- A. Weiss reported on capital projects.
- Lake Ontario Water Treatment Plant pre-bid site visit meeting scheduled for March 25, 2021 at 10 AM.
- Lake Ontario WTP electrical improvements are moving along smoothly. Several coordinated shutdowns and outages are planned for the coming months to support the cutover.
- Lake Ontario Raw water pump repairs are complete.
- Terminal Reservoir duct bank will be relocated as early as next week.
- Otisco Lake Intake project will go out to bid in mid-April.
- Fairmount Reservoir project has a notice to proceed on March 15. The contractor is DN Tanks. Area residents have been notified.
- Salt Springs tank rehabilitation project is in design phase with internal work going on prepping for VFD's.
- Alverna Heights new PRV system is complete.
- Eastern 30mg tank warranty work has begun and going well.
- North Shore water main grant agreement has been finalized with NYSEFC and we should see reimbursements later this summer.

#### IV. LEGAL & PUBLIC AFFAIRS REPORT:

- Jeff Brown reviewed the Legal & Public Affairs report.
- Marcellus is very happy about the relining water main project that is coming. Received a letter from a customer in Marcellus expressing their appreciation of OCWA and OCWA staff with the recent hydrant installation.
- Mentioned the efforts in the workplace to publicize the COVID-19 vaccines, which included posters and informational emails.
- The Board suggested offering a \$50 gift card to OCWA employees that do get vaccinated.

On motion by K. Gardiner, duly seconded by B. Doran, with 4 members in favor, one member against (M. Luber) the Board approved offering \$50 gift cards to OCWA employees that show proof of vaccination.

- Provided an update on the sale of the two large Otisco Lake properties and the recent request from the Regional CNY Planning Board requesting construction covenants. The Board does not believe that it is OCWA's responsibility to put restrictions on property sales.
- Informed the Board that an updated group photo will be taken at the next Board meeting.

#### V. HUMAN RESOURCES/INSURANCE/SAFETY:

- L. Khanzadian reviewed Human Resources/Insurance/Safety report.

- Reviewed the status of the Teamster grievance received on February 16, 2021 regarding Article 11, Section 9, Part C – work schedules at the Ontario WTP. Currently trying to reach resolution.
- Fraudulent unemployment claims are again on the rise nationally. At OCWA we have received 20 claims with no known payment on the claims filed.

## VI. FISCAL SERVICES

- C. Marvin reviewed the Fiscal Services report.
- Water revenues were under budget by \$84,000 (2.4%) in February and \$246,000 (3.3%) for the year. All categories of water revenue were under budget except for Municipal Revenue.
- Operating Expenses were \$96,000 less than budgeted for the month. Labor was \$57,000 over budget because of overtime due to the high number of breaks and power was \$41,000 over budget due to the large increase in supply costs. These were two big negative hits for the month. Contractors were \$130,000 under budget for the month in large part due to \$50,000 budgeted for raw water pump repairs. The work was not done during February so we will see the expense in future months.
- Cash receipts for February were \$309,000 less than February 2020, although for the year to date through March 15, cash receipts are \$1,361,000 more than last year. Even when adjusting for rate increases the cash receipt number would be more than \$750,000. We are now one year into the COVID-19 pandemic, going forward comparing each month in 2021 to 2020 will not be very enlightening or instructive.
- Past due accounts. Receivables have decreased by \$194,000 (12%) since the beginning of the year. The 120+ days past due barely increased. Also, the 31-60 day past due amount decreased for the fourth consecutive month, which may be due to the lower amounts of the winter bills.
- Planning a presentation, at noon, before the April Board meeting on the recent AMWA survey results.

## VII. NEW BUSINESS

- Reviewed the emergency purchase of Sodium Hypochlorite. Request submitted and signed on March 9, 2021, approved on March 16, 2021.
- Reviewed the Authorities Budget Office Annual report which includes two documents, Operations & Accomplishments and 2020 ABO Annual Report.

On motion by M. Lubber, duly seconded by K. Gardiner, with all Members approving, the Board accepted the Authorities Budget Office Annual Report.

- Reviewed ABO Procurement Report

On motion by K. Gardiner, duly seconded by J. Dougherty, with all Members approving, the Board accepted the Authorities Budget Office Procurement Report.

- Reviewed the Annual Investment Report/Investment Guidelines.

On motion by M. Luber, duly seconded by B. Doran, with all Members approving, the Board approved the Annual Investment Report for the year ended December 31, 2020 and the Investment Guidelines included therein.

- Reviewed the ABO Property Report

On motion by K. Gardiner, duly seconded by M. Luber, with all Members approving, the Board accepted the ABO Property Report.

- Reviewed Guidelines for Acquisition & Disposal of Property

On motion by K. Gardiner, duly seconded by J. Dougherty, with all Members approving, the Board approved the Guidelines for Acquisition & Disposal of Property.

- Contractor Main Extension Contract/Job Order – One Main Extension Contract and Three Job Order(s) presented for consideration.

On motion by B. Doran, duly seconded by K. Gardiner, with all Members approving, the Board authorized M. Hooker to execute the following:

Project #	Developer/Contractor	Job Title (new Accounts)	Location	Proj. Cost
4210041	Riverwalk Associates	8" Ext. Riverwalk (26)	Section 5	\$85,136.25
Job Orders				
9004005	Kondra & Jaquin Ent.	Install Fire Service	107 Hunter Ln. TMAN	\$7500.00
9004006	Kondra & Jaquin Ent.	Install Fire Service	106 Circle Dr. N. VCAN	\$6500.00
9004012	ICCBS	Install Fire Service	720 Harwell Ave VESY	\$7500.00

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

On motion by M. Luber, duly seconded by B. Doran, with all Members approving, the Board authorized Geoff Miller to execute the following:

Project #	With	For
4210041	Riverwalk Associates, Inc.	8" Ext. Riverwalk TCLA

#### VIII. UNFINISHED BUSINESS

- Honeywell Water Systems – J. Brown discussed that OCWA is awaiting responses from two towns on the draft agreement. The towns are working out their agreements with Honeywell. Barton & Loguidice has been hired by the towns to assist with grants and an evaluation of the improvements needed.
- Executive Director recruitment – Reported that 20 external applications have been received and interest from two internal candidates. Reviewed timeframe and scheduling of interviews. Meeting planned for the Board on Thursday, March 24, 2020 to review applicants.

On motion by J. Dougherty, duly seconded by K. Gardiner, with all Members approving, the Board adjourned the regular Board meeting at 2:45 pm and moved to Executive Session to discuss the potential employment of particular individuals.

On motion by J. Dougherty, duly seconded by K. Gardiner, with all Members approving, the Board adjourned Executive Session at 2:55 pm and returned to the regular Board meeting.

On motion by J. Dougherty, duly seconded by B. Doran, with all Members approving, the Board adjourned the regular meeting at 2:57 p.m.

The next Authority meeting is scheduled for April 21, 2021, 12:30 p.m. at Northern Concourse.

Respectfully Submitted,  
Laurie Khanzadian, Recording Secretary