

DRAFT

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

In attendance: Timothy Frateschi, Esq., (outside counsel)

I. Call to Order:

- J. Bianchini, Chair, called the meeting to order at 12:50 PM

On motion by K. Gardiner, duly seconded by J. Dougherty, with all Members approving, the Board approved the regular Minutes of March 24, 2021 as presented.

On motion by K. Gardiner, duly seconded by M. Luber, with all Members approving, the Board approved the Audit Committee Minutes of March 24, 2021 as presented.

On motion by J. Dougherty, duly seconded by K. Gardiner, with all Members approving, the Board approved the CEO Search Committee Minutes of March 25, 2021 as presented.

II. EXECUTIVE DIRECTOR'S REPORT:

- M. Hooker reviewed the Executive Director's report.
- Provided an update on the meter ratio which has increased to 86.47% and daily loss is at 3.84 mgd for the systems 2,152+ miles of main.

On motion by M. Luber, duly seconded by B. Doran, with all Members approving, the Board adjourned the regular Board meeting and moved to Executive Session at 1:00 PM to discuss pending litigation.

On motion by M. Luber, duly seconded by B. Doran, with all Members approving, the Board adjourned Executive Session and returned to the regular Board meeting at 1:22 PM

- Discussed information presented to the Board by M. Hooker and G. Miller related to the development at White Pine Industrial Park, Clay NY. Several scenarios have been provided by Onondaga County, all with significant quantities of water required.

On motion by J. Dougherty, duly seconded by M. Luber, with all Members approving, the Board authorized the funds needed to deliver water for the first phase of the development, estimated to be 8 to 10 MGD.

### III. WATER PRODUCTION & DELIVERY REPORT

- G. Miller reviewed the Water Production and Delivery report.
- System demand for water is holding steady at 34.5 MGD, down about 0.5 MGD from 2020 and down 1.5 MGD from 2019. The reduction is partially due to actual customer usage as well as OCWA's continued leak detection and response to leaks as they develop.
- Otisco Lake level has come up to 2.5" over the dam, a couple of inches lower than the long-term average. The lake level has started to come down which is abnormal and usually does not occur until late May early June. Currently have only one gate open 1". Usually have a couple of gates open this time of year. Sky Ridge well is dropping already as it did not fully recover from the winter. Rainfall is needed.
- Watermain breaks have dropped off for April allowing us to work on restoration work from the winter breaks.
- Town projects overall are making good progress with the favorable spring weather. Over 60,000' of pipe has been installed in Hastings. Hastings is waiting for permits to cross the CSX railroad tracks and connect to OCWA's existing system. Granby and Clockville are going well.
- Congressman Katko's staff contacted OCWA regarding projects in need of funding. Geoff Miller forwarded information to the Manlius/Sullivan Salt Springs project team and in turn the Town of Manlius has submitted a preliminary request to Congressman Katko.
- Consumer Confidence and Annual Water Quality report has been completed, published, and posted on our website.
- USEPA has extended the effective date of the Lead and Copper Rule to June 17, 2021 and has proposed extending to December 16, 2021. We continue to work on developing our database of service materials.
- Continue to make progress on OCWA's system betterment projects with Graham Road nearly complete. Currently working on the North Shore water main which has been twenty-five+ years in the making with a goal to be in service before July 4th, so that we do not have to be concerned about the holiday demand in Sylvan Beach. Night-time flushing has begun in Fayetteville. Our lining contractor has begun work on Falls Road. Onondaga Hill and Monte Vista lining work is next on the schedule.
- We have returned to our regular sampling schedule ending our Covid sampling modifications.
- A. Weiss reported on capital projects.
- Lake Ontario Water Treatment Plant project is out to bid. The NYSDOH review is still in progress and we expect comments soon.

- Lake Ontario WTP electrical improvements are moving closer to completion with about 1 to 1 ½ months to go. Successful switch onto the new diesel generator which will operate continuously for four straight days.
- Wiring issues were identified with the Solar City solar system connection at the Ontario WTP. Our electrical contractor is working with Solar City's contractor to resolve.
- Final review meeting with our Engineer and a discussion of the overall project sequence for the Terminal pipe repair project. Preparing to finalize documents for advertisement and bidding.
- Terminal Reservoir duct bank was relocated on April 12.
- Otisco Lake Intake project bids are due May 5. OCWA is waiting for the NYSDEC to issue the final permit.
- Good progress on the construction of the Fairmount Reservoir project with good cooperation from OCWA staff.
- Salt Springs tank rehabilitation project design phase continues.
- Eastern Pump Station VFD's are in place and initial conduit and cable tray has been run. These improvements were designed and installed by OCWA staff members saving significant cost over hiring outside engineers and contractors.

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

- Jeff Brown reviewed the Legal & Public Affairs report.
- Provided an update on the upcoming sale of the two large Otisco Lake properties. Auction of the Otisco Lake property is scheduled for May 26, 2021 at 7pm. The auction will be available both in person and online.

J. Bianchini reported that he received a letter opposing the sale of the land and made several attempts to call, leaving messages with Dave Bottar and Jeannie Gleisner of CNYRPDB and, to date, has not received a return call.

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

- L. Khanzadian reviewed Human Resources/Insurance/Safety report.
- Provided an update on the recent risk management review conducted by Tokio Marine, OCWA's general liability insurance carrier. Overall response was very favorable with a couple of recommendations on record keeping.
- Fraudulent unemployment claims continue to be filed. OCWA has received 33 fraudulent claims with no payment on the claims filed to date.

#### VI. FISCAL SERVICES:

- C. Marvin reviewed the Fiscal Services report.

- Water revenues were under budget by just \$5,700 (0.1%) in March and by \$252,000 (2.2%) for the year.
- Operating Expenses were \$187,000 less than budgeted for the month. Labor and outside contractors have the largest positive variances at \$56,000 and \$89,000, respectively. The only somewhat significant negative variance was \$15,000 for electric power. So far, in April, the hourly electric supply charge is 6% less this year than last year.
- The 2010 bonds were paid off on Monday, April 19, 2021. The 2009 bonds are scheduled to be paid off on June 15<sup>th</sup>.
- Cash receipts for March were good. Year to date receipts were \$192,000 or 1% more than the 2019 cash receipts as increased for rate increases.
- Past due Accounts Receivable increased a bit in March. However, for the first time since the COVID pandemic began the 120+ days past due decreased by approximately \$7000. A small decrease but a hopeful sign. Received some updated information from the OCWA Industrial customer that is \$157,000 past due. The company is finalizing refinancing and hopes to have it settled within a few weeks with a plan to reopen the plant.
- Another positive indicator is the decreased number of delinquent accounts. For the five cycles processed most recently, the number of delinquent accounts decreased on average by 23% from the previous quarter. The total is down from 4,116 accounts to 3,168.
- Planning a presentation, at noon, before the May Board meeting on the recent AMWA survey results.

## VII. BIDS

- Bid #3 Hydraulic Boom Mower - Local Suppliers were contacted by OCWA. Management recommends the lowest responsible bidder.

On motion by J. Dougherty, duly seconded by M. Luber, with all Members approving, the Board approved the lowest responsible bidder, Clinton Tractor & Imp Co. Inc for \$22,900.

- Bid #4 Potassium Permanganate – Three bidders did not meet the specifications. Management recommends the lowest responsible bidder.

On motion by B. Doran, duly seconded by M. Luber, with all Members approving, the Board approved the lowest responsible bidder, Univar Solutions USA Inc. for \$11,859.00.

- Bid #5 Surgebuster Valves – Management recommends the lowest responsible bidder.

On motion by M. Luber, duly seconded by J. Dougherty, with all Members approving, the Board approved the lowest responsible bidder, R. M. Headlee Co. Inc. for \$25,275.00.

- Bid #6 Water Meters 5/8"- 1"
- Bid #7 Water Meters 2" – 10"
- Bid #8 Radio Read Meters W/MIU
- Bid #9 Radio Read Meter w/ Integrated e-coder.
- Bid #11 Copper Tubing. Management recommends the lowest responsible bidders for bids #6-9 and 11.

On motion by M. Luber, duly seconded by J. Dougherty, with all Members approving, the Board approved the lowest responsible bidders as follows:

- #6 - Core & Main LP for \$441,513.90
- #7 – Ferguson Waterworks for \$260,233.00
- #8 – Core & Main LP for \$344,712.82
- #9 – TI Sales for \$591,262.27
- #11- FW Webb for \$81,014.50

- Bid #10 Omni Meter 1 ½"- 10" Low bidder did not meet the specifications, management recommends moving to the next lowest bidder, Core & Main.

On motion by J. Dougherty, duly seconded by K. Gardiner, with all Members approving, the Board approved the lowest responsible bidder, Core & Main for \$264,715.26.

#### VIII. NEW BUSINESS

- Quarterly Investment Report – 1<sup>st</sup> Quarter.

On motion by M. Luber, duly seconded by K. Gardiner, with all Members approving, the Board approved the First Quarter Investment Report as presented.

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

On motion by J. Dougherty, duly seconded by M. Luber, with all Members approving, the Board authorized M. Hooker to execute the following:

Project #	Developer/Contractor	Job Title (new Accounts)	Location	Proj. Cost
Job Orders				
9004024	43 North Marina, LLC	Install 6" Fire Service (1)	18 Webber	\$17000.00

			Rd, TWMO	
9004051	VIP Structures	Install Hydrant & Service	5538 N. Burdick, TMAN	\$50000.00

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

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

Project #	With	For
9004051	5538 N Burdick, LLC	Hydrant Install @ 5538 N. Burdick St. Town of Manlius

#### IX. UNFINISHED BUSINESS

- Honeywell Water Systems
- Executive Director recruitment

On motion by K. Gardiner, duly seconded by B. Doran, with all Members approving, the Board adjourned the regular Board meeting at 2:10 pm and moved to Executive Session to discuss the hiring of a particular individual.

On motion by K. Gardiner, duly seconded by B. Doran, with all Members approving, the Board adjourned Executive Session at 2:33 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 Board meeting at 2:34 p.m.

The next Authority meeting is scheduled for May 19, 2021, 12:30 p.m. at Northern Concourse.

Respectfully Submitted,  
Laurie Khanzadian, Recording Secretary