

The Onondaga County Water Authority met in regular session on August 18, 2021

Members of the Authority present were J. Bianchini, J. Dougherty, and K. Gardiner

Others present: J. Brown, G. Miller, C. Marvin, L. Khanzadian and A. Weiss. Also present, D. Knapp, Chairman Onondaga County Legislature.

I. Call to Order:

- J. Bianchini, Chair, called the meeting to order at 12:44 p.m.
- D. Knapp provided a summary update on the Tully/Cardiff water project. Honeywell has agreed to increase the settlement offer to the towns of Tully and LaFayette and make payments in the amount of roughly \$2.2 million over a three-year period beginning this year, 2021. OCWA has been asked to begin to operate the water system, collect water fees, and accept the balance of the first-year operational costs in January of 2023. Remaining operational money will be held in escrow.

On motion by K. Gardiner, duly seconded by J. Dougherty, with all Members present approving, the Board approved delayed initial payment from \$500,000 operational escrow to until January 2023.

- D. Knapp gave an update on the White Pine site and the continued interest from several companies. Very favorable feedback, with a decision in the coming months.
- Brief discussion on the Town of Manlius, Salt Springs Water District project. The project has been put on hold by the Town due to a lack of interest from residents. The Town will evaluate other options for improving water service for Skyridge and possibly serving Clear Path.

On motion by J. Dougherty, duly seconded by K. Gardiner, with all Members present approving, the Board approved the regular Minutes of July 13, 2021, as presented.

II. EXECUTIVE DIRECTOR'S REPORT

- J. Brown reviewed the Executive Director's report:
- Presented an overview of OCWA Core Values and initial priorities as OCWA's Executive Director. Priorities include safety first, strive to be the workplace of choice, and engage OCWA employees and other Authority stakeholders
 - Who We Are
 - W – Well-being (safety)
 - A – Accountable
 - T – Transparent
 - E – Effort
 - R – Respectful
- Nepotism policy and consideration of family members with the Board approval.

- Reviewed key performance indicators that are included in the monthly report.
- Attorney RFP has been finalized and will be mailed out this week.
- Reminded the Board of the upcoming AMWA meeting scheduled for October 3 – 6 in Denver CO.
- Finalizing the Training Center signage recognizing Michael E. Hooker's service to OCWA.
- Discussed inviting to future Board meetings, a department manager and employee of their choice to present 15-20 minutes on a topic relevant to their area. Recommend every other month 15- 20-minute update. Board was in favor.
- AWWA- State of Water Industry – Twenty top issues identified. OCWA is doing very well on the focus areas:
 - Replace infrastructure
 - Financial capital improvement
 - Long-term supply
 - Emergency preparedness
 - Public understanding
- Discussion of water districts in the Town of Camillus – Rolling Meadows, water district development and related boundaries. OCWA stands firm on our position of being the sole decision maker on operational parameters. J. Brown will contact the Town of Camillus supervisor to affirm OCWA's position and stress our good working relationship.

III. WATER PRODUCTION & DELIVERY REPORT

- G. Miller reviewed his monthly Water Production and Delivery Report.
- Water system demand and WTP production – Rainy weather has kept demand down about 10% from normal summer demand. Production has been about the same and metered ratio is at 86.78%. 85% is the metered ratio goal and we have exceeded that every month this year.
- Otisco Lake level – Just about even with the crest of the dam yesterday and rose to about 5" over the dam today, 8/18/2021, which is about 20" above normal.
- Water quality at OCWA's WTPs and in distribution system continues to be very good. Microcystin sampling continues to be below detection limits so no blue-green algal issues to date.
- System betterment work has slowed due to delays in pipe deliveries, but we still expect to complete all work planned for the year.
- Material deliveries – experiencing delays in ductile iron pipe, copper pipe, meter pits and pipe repair materials – no significant impact at this point. Chemical deliveries – longer order times, fluoride delivery delay at Otisco which we expect in the next day or two.
- Town district work has been delayed similar to our system betterment due to copper pipe and meter pit delivery delays.
- Summer aides are going back to college, great summer with very good accomplishments.

- OCWA management received a letter from City of Auburn requesting our support for their request to the NYSDOH to approve their proposed watershed rules and regulations. They sent the request to every professional organization and utility in the state. Given that we are not fully aware of their watershed issues we intend to hold off on partnering at this time. Everyone that we are aware of has not participated as this is an issue for the City of Auburn.
- Fires – There were two large fires in our service area last week. One in Manlius – strong water system which supplied the fire department needs. The other was a large barn fire in the Camillus/Warners area – this is one of our weaker systems because of numerous extensions by the Towns without pump station and tank improvements – limited capacity. The fire department used over 1 million gallons of water on the fire. OCWA put forth a good effort in increasing flows and transferring water between the water systems in the area. We also directed the fire department to stronger water systems to tanker water in and worked with emergency management to relay the status of the water system to the fire departments.

IV. CAPITAL PROJECTS:

- A. Weiss reported on capital projects
- Reported that A T & T has recently asked OCWA to finalize cell phone facilities and access to the Oakridge tank. Mentioned that the Town of Camillus gets the rent for this site and overall OCWA receives about \$122,000 annually in rent from cell companies on other facilities.
- Lake Ontario WTP design is being finalized with a plan to advertise in September 2021.
- Fairmount reservoir work is progressing very well. Wire wrap is in progress, roof scheduled for the end of the month and the pipe issue has been resolved.
- Terminal Reservoir and Farrell pump station piping design package is complete and preparation for advertisement is underway.
- Credit to be received from Solar City due a guarantee of pricing and under performance of the two solar arrays.
- Eastern 30MG tank warranty repairs, by DN Tanks, are complete and the tank is back in service.
- Salt Springs tank design is progressing well and will be bid soon.
- Discussion of Marcellus Snowmobile Club and the use of a trail on OCWA property. Discussion of an agreement and insurance certificate.

On motion by K. Gardiner, duly seconded by J. Dougherty, with all Members present approving, the Board authorized the use of the property with an indemnity agreement to be worked out by J. Brown.

- Additional potential water hook-ups as a result of completed projects are:
 - Town of Lincoln – 150
 - Hastings – 700

- Granby – 250

V. HUMAN RESOURCES/INSURANCE/SAFETY:

- L. Khanzadian reviewed Human Resource/Insurance report.
- Mentioned recruitment efforts and working on a comprehensive approach which will be discussed in more detail during the September Board meeting. In the meantime, we have moved ahead on two items that should boost the number of applicants.
 - Expanding our outreach for candidates by listing OCWA's open positions on Indeed.
 - Using the OCWA website to list open positions and expanding details on job duties and work environment.
- Provided an update on a couple of Teamster issues on "schedules" at the Ontario WTP. Resolved through discussions and clarification in a memo of understanding.
- Briefly discussed employee relations work and the unpredictable nature and use of a variety of tools. Discussed some of the stresses presented in working through COVID-19.
- J. Bianchini asked for HR to give the department presentation at the September Board meeting, providing an outline of typical Human Resource functions.

VI. FISCAL SERVICES:

- C. Marvin reviewed the Fiscal Services report.
- Water revenues were over budget by \$69,000 (1.5%) in July and are over budget for the year-to-date \$174,000 (.6%).
- Municipal Revenue, which is billed monthly and is often an indicator of how Residential & Commercial Revenue will look a couple of months down the road, was under budget by \$25,000 or 6% for the month primarily due to the tremendously wet weather in July.
- Operating Expenses are \$175,000 less than budgeted for the month. The positive variances in Labor and Benefits are both related to OCWA's 14 budgeted but unfilled positions at the end of July.
 - Power supply charges were 46% higher in July than in the same period of 2020 causing a variance.
 - Legal costs associated with the Terminal Reservoir pipe installation lawsuit and very high paving costs were the reasons for the Professional Services and Outside Contractor negative variances.
- Cash receipts for July were close to being on target with \$9,000 more than the July 2019 cash receipts adjusted for rate increases.
- Past due Accounts Receivable decreased by \$53,000 in July and are \$154,000 less than the peak of \$1.585 million that OCWA hit at the end of 2020. Once again, Mr. Marvin indicated that it is not foreseeable that the total due will decrease much until customers are advised of a possible shut-off. In fact, it is likely that OCWA will see higher past due amounts once the summer bills start occurring.

- Residential consumption for the last two billings averaged 21% less than last year.
- OCWA's Reserve Policy includes a section on the Use of Excess Reserves. In September, I will provide a projection of what excess reserves will be at year end. The Executive Staff will provide recommendations to the Board, in September, for possible uses for some of that money.

VII. NEW BUSINESS:

- Change Order #2 Lake Ontario WTP Electrical Contract Closeout Change Order -Closeout credit of \$22,796.24 for final reconciliation of unit price items and contingency allowance.

On motion by K. Gardiner, duly seconded by J. Dougherty, with all Members present approving, the Board approved the Lake Ontario WTP Electrical Contract Closeout Change Order - Closeout credit of \$22,796.24.

- J. Bianchini reminded the Board members of the Board elections scheduled for the September meeting.
- Contractor Main Extension Contract/Job Order – Two Main Extension Contract(s) and Two Job Order(s) presented for consideration.

On motion by J. Dougherty, duly seconded by K. Gardiner, with all Members present approving, the Board authorized J. Brown to execute the following:

Project #	Developer/Contractor	Job Title (new Accounts)	Location	Proj. Cost
42100631	Brolex Properties	8" Ext. Minoa Farms, Sec. 1, Ph. 2A (14 domestic services)	Minoa Farms, VMIN	\$35,831.25
4210080	Rolling Meadows Dev'l	8" Ext. Rolling Meadows, Sec. 4 (22 domestic services)	Rolling Meadows, TCAM	\$48,307.50
Job Orders				
9004031	North Str. Cent. Schools	Relocate Hydrants	Bear Road Elem., TCLA	\$27,000
9004046	Structural Associates, Inc	8" Service (1 domestic service)	Marine Reserve Ctr., TSAL	\$56,000

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

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

Project #	With	For
4170037	Sun Cicero, LLC (Correction of filing with Co. Clerk)	Sun Chevy Warehouse, 8" Ext., TCIC

4210063	Minoa Farms Dev'l Co., LLC	Minoa Farms, Sec. 1, Ph. 2A, 8" Ext. VMIN
9004031	North Syracuse Central Schools	Bear Road Elem. Hydrant Relocation, TCLA

VIII. BIDS:

- Bid #13 – Variable Frequency Drive & Soft Starter Maintenance – Two bidders, OCWA management recommends the lowest responsible bidder, EMA of NY Inc, for \$53,320.00.

On motion by J. Dougherty, duly seconded by K. Gardiner, with all Members present approving, the Board authorized the award to the lowest responsible bidder, EMA of NY Inc, for \$53,320.00.

- Bid #14 – Polyaluminum Chloride – Three bidders, OCWA management recommends the lowest responsible bidder, USALCO Ashtabula Plant, LLC, for \$90,185.00.

On motion by K. Gardiner, duly seconded by J. Dougherty, with all Members present approving, the Board authorized the award to the lowest responsible bidder, USALCO Ashtabula Plant, LLC, for \$90,185.00.

On motion by K. Gardiner, duly seconded by J. Dougherty, with all Board members present approving, the Board adjourned the regular meeting and moved to Executive Session at 3:30 PM to discuss pending litigation.

On motion by J. Bianchini duly seconded by J. Dougherty, with all Members present approving, the Board returned to Regular Session at 3:58 p.m.

On motion by K. Gardiner, duly seconded by J. Dougherty, with all Members present approving, the Board adjourned the Regular Meeting at 4:00 p.m.

The next Authority meeting is scheduled for Wednesday - September 18, 2021, 12:30 p.m. at the Farrell Pump Station. Located at 4170 Route 31 Clay, NY 13401.

Respectfully Submitted,

Laurie Khanzadian, Recording Secretary