

The Onondaga County Water Authority met in regular session on December 16, 2021.

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

Others present: J. Brown, G. Miller, C. Marvin, L. Khanzadian, T. Frateschi, and A. Weiss. L. Ciarla and T. Palmer from Dermody, Burke, & Brown.

I. Call to Order:

- J. Bianchini, Chair, called the meeting to order at 11:40 a.m.

On motion by B. Doran, duly seconded by K. Gardiner, with all Members present approving, the Board approved the regular Minutes of November 18, 2021, as presented.

- K. Gardiner requested a motion to move to Audit Committee, at 11:42 a.m., for review of the upcoming annual audit plan.

On motion by J. Bianchini, duly seconded by B. Doran, with all Members present approving, the Board moved to Audit Committee to review the 2021 audit plan.

- J. Bianchini, Board Chairman introduced Julie Abbott, Onondaga County Legislature and David Knapp, Chairman Onondaga County Legislature, who joined the OCWA Board meeting to provide an update on Onondaga County recent initiatives. Discussed the challenges of COVID, OCWA's transition of a new Executive Director, White Pine initiatives and the consideration of an aquarium in Onondaga County.

II. EXECUTIVE DIRECTOR

- J. Brown reviewed the Executive Director's report.
- Brief overview of OCWA's organizational chart representing the most recent updates.
- Introduced the employee length of service recognition program which includes a service recognition breakfast and recognition of employees with service increments of five years. Proposed dates are January 25 or 27.
- Overview of the second supervisors meeting which had increased attendance and participation.
- Received seven innovation ideas from OCWA employees, reviewed six and approved four of the six ideas.
- Evaluated offering onsite COVID vaccines which did not generate significant interest.

- Recent meeting with the General Manager of WestRock (Solvay Paperboard), largest industrial customer. Very satisfied with the availability of water, water quality and service from OCWA.
- Phone call with Moody's for review and determination of OCWA's current bond rating.
- HomeServe has contacted OCWA and is offering additional coverage and services. They have requested to email OCWA customers without co-branding. The Board has asked for consideration of additional allocation of funds to The HomeServe Cares fund.
- Showed OCWA University promotional video and discussed allocating \$2500.00 to incentivize class participation.

On motion by K. Gardiner, duly seconded by B. Doran, with all Members present approving the Board authorized \$2500.00 for OCWA U attendance incentives.

- Discussed the 2021 Safety record and the number of months with no lost time cases and months with no reported cases.

III. WATER PRODUCTION & DELIVERY

- G. Miller reviewed the Water Production and Delivery Report.
- Water Demand – Water demand is dropping off to about 32 MGD which is typical for this time of the year.
- Otisco Lake Level – Approximately 11" below the crest of the dam, about 10" above average. One gate is closed and two are open, and the water level is holding steady. Typically, down to one gate slightly open, so water coming in is still above average
- Water Quality – very good, no issues
- Hydrant Inspections – As of 12/15/2021 OCWA employees have inspected 99.3% of all the hydrants in the system. The ones not completed are those that are on a transmission main, those used for blow-offs, and a few that are in locations that are difficult to access.
- Cardiff and East side Springs – We have had several meetings with LaFayette, and we met with John Masters, from Tully, on 12/15/2021. LaFayette has requested changes and Tully has agreed to some – overall agreement is being finalized and OCWA expects to take over operations on or about December 28th.

IV. ENGINEERING:

- A. Weiss reviewed the Engineering report.
- Wrapping up town projects in Hastings and Granby. The majority of water facilities for Contract 1 have been accepted. We are

completing walk throughs in the Town of Granby, Water Supply Area #7.

- Lake Ontario Water Treatment Plant improvement project agreements in progress with an intent to start in January 2022.
- Northern Concourse reconstruction is underway and phase one of the restoration efforts are progressing well.
- Fairmount reservoir is progressing with the completion of the inspection on the last tank. Project remains on target.
- Terminal reservoir and Terminal pump station piping pre-bid meeting was on December 15, 2021, bid results will follow.

V. LEGAL

- T. Frateschi reviewed the Legal Report.
- Reviewed the outlined bond resolution prepared by bond Counsel and the related SEQR resolution. Requested authorization.

On motion by K. Gardiner duly seconded by B. Doran, with all Members present approving, the Board authorized the outlined Bond Resolution and SEQR resolution, dated December 16, 2021, not to exceed \$50,000,000.

- Reviewed the Standard Lease Agreement for the Clockville Water District #1 in the Towns of Lincoln, Lenox, Madison County.

On motion by B. Doran, duly seconded by K. Gardiner, with all Members present approving, the Board authorized the Standard Lease Agreement for the Hamlet of Clockville water system.

- Reviewed the modifications made to the Tully /LaFayette operating agreement regarding updates for meter pits. Also reviewed sharing the costs of the SCADA system not to exceed \$25,000 for each. Requested approval as reviewed and amended.

On motion by K. Gardiner duly seconded by J. Dougherty, with all Members present approving, the Board approved the revised Tully/LaFayette Operations and Management Agreement.

VI. HUMAN RESOURCES/INSURANCE:

- L. Khanzadian reviewed the Human Resource/Insurance report.
- Arbitration hearing held on December 6, 2021. Participation and testimony went well. We expect a decision in the coming months.
- Completed the update and notification of health coverage premiums for active employees and retirees. Empire Plan rates increased between 11-12 percent, while Medicare prime rates were flat, with one rate decreasing.
- Significantly increased applicant flow with a new hurdle of difficulty in tracking applicants. Working to resolve through Kronos software.

VII. FISCAL SERVICES:

- C. Marvin reviewed the Fiscal Services report.
- The current year is going very well. Through November Net Revenue before Capital Contributions is \$2.3 million or about 43% more than budgeted.
- Revenues are close to budget. Water Revenues are slightly less than budgeted, meaning (0.7%) or \$310,000 under budget and Total Revenues are even closer only 0.6% or \$288,000 under budget
On the other hand, Expenses are \$2.6 million or 6.3% less than budgeted for the year. Almost \$900,000 of that is in labor and benefits as we have had retirements and have experienced some challenges in finding qualified replacements. We have consistently had 14 to 16 unfilled positions this year.
- Outside Contractor costs are \$960,000 less than budgeted and Supply costs are \$278,000 less than budgeted.
- Two expense categories are over budget. Power is \$172,000 over budget and Transportation costs are \$44,982 over budget. Both make sense as both electric and fuel costs have increased significantly this year.
- Past due accounts receivables are at their highest point ever. However, at the beginning of December, OCWA sent out letters to several past due customers and informed them that shutoffs would be beginning in January of 2022. 28 % of the past due amount was collected in the first five days, significantly higher than the 16% seen on average.

VIII. NEW BUSINESS:

- Sodium Hypochlorite - G. Miller reviewed the status of the chemical industry which has been very volatile. Requested an amendment to the proposed Sodium Hypochlorite bid to accept the increased price of up to \$1.09 pending research on an index.

On motion by K. Gardiner, duly seconded by B. Doran, with all Board members present approving, the Board authorized the Sodium Hypochlorite bid amendment.

- Revised 2022 Budgets- Capital Budget – O & M Budget C. Marvin reported on the revised budgets.

On motion by B. Doran, duly seconded by K. Gardiner, with all Board members present approving, the Board authorized amending the Capital budget.

On motion by J. Dougherty, duly seconded by K. Gardiner, with all Board members present approving, the Board authorized amending the O & M budget.

- Revised 2022 Water Rate Schedules – C. Marvin reported on rate schedules that were revised based on budget revisions.

On motion by J. Dougherty, duly seconded by B. Doran, with all Board members present approving, the Board authorized the revised 2022 Water Rate schedules.

- Standardization & Sole Source – G. Miller reviewed and noted the addition of a hosted telephone system. Northland Communications will replace Avaya/Nortel.

On motion by K. Gardiner, duly seconded by B. Doran, with all Board members present approving, the Board approved the outlined 2022 Standardization & Sole Source Providers.

- Watermain Replacement & Lining – A. Weiss reviewed the SEQR resolution for Board approval.

On motion by J. Dougherty, duly seconded by K. Gardiner, with all Board members present approving, the Board authorized the outlined SEQR resolution for watermain replacement & relining.

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

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

Project #	Developer/Contractor	Job Title (new Accounts)	Location	Proj. Cost
4210083	Allyson Schneider	Stump Road 8" Ext.-(1)	Town of Marcellus	\$16,585.00
Job Orders				
9004074	Rt. 5 Co., LLC	4" Fire Service -1FS	2 DOM Manlius	\$115,000

IX. BIDS

- Salt Springs Tank E-2021 OCWA management recommends award to the lowest responsible bidder, Preload LLC for \$2,082,000.00.

On motion by J. Dougherty, duly seconded by B. Doran, with all Members present approving, the Board approved award to Preload LLC for the sum of \$2,082,000.00.

- Bid #33 – Electrical Work OCWA management recommends award to the lowest responsible bidder, Huen Electric Inc., for \$30,425.00.

On motion by J. Dougherty, duly seconded by B. Doran, with all Members present approving, the Board approved award to Huen Electric Inc., for the sum of \$30,425.00.

On motion by B. Doran, duly seconded by K. Gardiner, with all Board members present approving, the Board adjourned the regular meeting and moved to Executive Session at 1:55 p.m. to discuss pending litigation and the financial history of particular individuals and matters leading to employment of a particular individual.

On motion by B. Doran, duly seconded by J. Dougherty, with all Board members present approving, the Board adjourned Executive Session at 2:10 p.m. and returned to the regular Board meeting.

On motion by B. Doran, duly seconded by K. Gardiner, with all Members present approving, the Board adjourned the regular Board meeting at 2:11 p.m.

The next Authority meeting is scheduled for Wednesday, January 19, 2022, at 12:30 p.m. at the Onondaga County Water Authority.

Respectfully Submitted,

Laurie Khanzadian, Recording Secretary