

The Onondaga County Water Authority met in regular session on February 16, 2022.

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

Others present: J. Brown, G. Miller, C. Marvin, T. Frateschi, A. Weiss and A. Allen

#### I. Call to Order:

- J. Bianchini, Chair, called the meeting to order at 12:30 p.m. and thanked Anson Bettinger, Water Distribution Manager for the operations and facilities department overview. The Board thanked the department for their thorough work and continued efforts.

On motion by M. Luber, duly seconded by J. Dougherty, with all Members present approving, the Board approved the regular Minutes of January 19, 2022, as presented.

#### II. EXECUTIVE DIRECTOR

- J. Brown reviewed the Executive Director's report.
- Brief update on COVID-19 in the workplace with no one currently on COVID leave.
- Discussion of the past due balance owed by Attis. A recent leak uncovered three other businesses being fed through the Attis water meter. There is ongoing communication with Oswego County IDA and Operation Oswego County.
- Discussed results of the recent employee morale survey. Working with Managers to address concerns.
- Reported receipt of a recent payment from the state associated with the Phase 3 municipal restructuring fund grant in the amount of \$132,164.00.
- OCWA University recently held three in-person course offerings (leadership, estate planning & recruitment/hiring best practices). The second session of Never Fly Solo is scheduled for February 17, 2022. Tax preparation with K. Gardiner is scheduled for March 23.
- Discussion of White Pine site. One of the CEO's was in town with Chuck Schumer, Senate Majority Leader.
- Completed the sale of the seven-acre Willowdale parcel on Otisco Lake.
- Surveys are going out to 600 OCWA customers focusing on Lead & Copper, Safety and Algal blooms.
- J. Carney sent letters to all fire departments notifying them that we exercised 99% of our hydrants in 2021. Offered training.
- Homeserve is requesting a price increase, for their service, of \$1.00 per month for water line replacement. (\$5.49 to \$6.49). T. Wisely reported that there are roughly 13,000 customers enrolled. Following a Board discussion, it was agreed that OCWA will request a gradual price increase.
- Discussion of OCWA's smoking policy, specifically the location of smoking, frequency of breaks, smoking cessation, etc.
- Insurance from Northern Concourse fire paid \$2.5 million. Will present a plan for balance of funds at next meeting.

#### III. WATER PRODUCTION & DELIVERY

- G. Miller reviewed the Water Production and Delivery Report.

- Weather really changed in January. On January 13<sup>th</sup> the water main breaks started with 86 breaks for the month. 60 breaks in February so far.
- Water demand is up due to the number water main breaks. Dewitt, Clay and Syracuse are all taking more water since January.
- Water demand is 38 to 40 MGD, should be a little over 33 MGD which is typical for this time of year. Leak detectors are out looking.
- Otisco Lake level is about 21" below the crest of the dam.
- Water quality is good with no issues.

#### IV. ENGINEERING:

- A. Weiss reviewed the Engineering report.
- Lots of upcoming projects and a very busy year coming. Salt Springs tank began and the Ontario Water Treatment plant is ready to kick off.
- Stress on the supply chain is making it difficult to map out projects and stressing contractors. This will be a long-term problem due to the federal government pushing infrastructure projects.
- Fairmount Reservoir demolition is complete.

#### V. LEGAL

- T. Frateschi reviewed the Legal Report.
- Reviewed a draft of the comprehensive liability insurance broker services RFQ. Coordinate release date with Human Resources.
- Reviewed the Conflict of Interest and Codes of Ethics policies.
- Completed sale of 7-acre parcel on Otisco Lake.

#### VI. HUMAN RESOURCES/INSURANCE:

- J. Brown noted that L. Khanzadian was on vacation. HR has a number of outside positions being filled right now.

#### VII. FISCAL SERVICES:

- C. Marvin reviewed the Fiscal Services report.
- No changes in the 2021 financial statements.
- Water revenues are close to budget, being about \$21,000 or 0.5% less than budgeted for January.
- Investment income is likely to be several hundred thousand dollars more than budgeted by the end of the year. T bill rates have increased dramatically since September when the budget was determined.
- Net Operating expenses are \$152,000 less than budgeted for the month. There are two variances of note:
  - \*Labor was under budget by about \$18,000. Overtime was \$67,000 more than budgeted for the month due to the extreme cold weather. Labor was under budget due to fifteen budgeted but unfilled positions.
  - \*Power is \$100,000 more than budgeted. Many of the bills were twice as much as December.
- Past due accounts receivables decreased almost 10% likely due to the threat of shutoffs. Will resume our full shutoff procedures in March/April.
- Closed on the bonds on January 27<sup>th</sup> and have \$50 million in proceeds for use on the Lake Ontario WTP and Terminal Pipeline project.
- Updated reserve targets are posted on BoardDocs.

- We have begun to receive payments from the LIHWAP program. So far, we have received four batches of payments for 15 accounts totaling \$7,163, an average of \$478. Information about the program is on every bill.
- Dermody, Burke & Brown has finished the field portion of the audit. There has been no indication that they have any issues. Will attend the March meeting to present the report.
- Reviewed updated Budget and Fiscal policies.

On motion by K. Gardiner, duly seconded by J. Dougherty, with all Members present approving, the Board approved the Budget and Fiscal Policies.

VIII. NEW BUSINESS:

- Contractor Job Order –One Job Order(s) presented for consideration. On motion by K. Gardiner, duly seconded by M. Luber, with all Members present approving, the Board authorized J. Brown to execute the following:

<b>Project #</b>	<b>Developer/Contractor</b>	<b>Job Title (new accounts)</b>	<b>Location</b>	<b>Project Cost</b>
9004080	Sonbyrne Sales, Inc.	Hydrant Installation (1 Domestic Service)	Electronics Parkway, TSAL	\$16,000.00

- Six Rights-Of-Way(s) presented for consideration. On motion by M. Luber, duly seconded by M. K. Gardiner, with all Members present approving, the Board authorized J. Brown to execute the following:

<b>Project #</b>	<b>With</b>	<b>For</b>
4210059	Anglewood Estate, LLC State Route 49	16" Ext. North Shore Loop, TVIE
4210059	Kirk Serway 7671 Hallenbeck Road	16" Ext. North Shore Loop, TVIE
4210059	James Bliss 255 Hallenbeck Road	16" Ext. North Shore Loop, TVIE
4210059	Lugene Rotundo State Route 49	16" Ext. North Shore Loop, TVIE
4210059	David Silliman State Route 49	16" Ext. North Shore Loop, TVIE
4210059	James Stelmach & Frieda Heckman 7683 Hallenbeck Road	16" Ext. North Shore Loop, TVIE

VIII. UNFINISHED BUSINESS

- Terminal Piping bid results. Discussion on the increasing cost. A. Weiss requested the issue be tabled.

IX. EXECUTIV SESSION On motion by M. Luber, duly seconded by K. Gardiner, with all Members present approving, the Board adjourned the regular Board meeting and moved to Executive Session, at 1:52 p.m., to discuss the employment history of a particular employee and pending litigation.

On motion by K. Gardiner, duly seconded by J. Dougherty, with all Members present approving, the Board adjourned Executive Session and returned to the regular Board meeting at 2:47 p.m.

On motion by K. Gardiner, duly seconded by J. Dougherty, with all Members present approving, the Board adjourned the regular meeting at 2:50 p.m.

The next Authority meeting is scheduled for Wednesday March 16 at 12:30 at Northern Concourse.

Respectfully Submitted,

Amy Allen for Laurie Khanzadian, Recording Secretary