

## Approved

The Onondaga County Water Authority met in regular session on September 21, 2022, at the Ontario Water Treatment Plant in Oswego, NY.

Members of the Authority present were J. Bianchini, K. Gardiner, B. Doran, A. Geiss, and D. Wickman.

Others present: W. Adams, J. Brown, J. Chamberlin, G. Miller, J. Stowell, M. Thomas and A. Weiss.

Presenters: J. Bookman, G. Britton, B. Demm, J. Ketchum, and R. Sharkey.

### I. Call to Order:

- J. Bianchini, Chairman called the meeting to order at 12:46 p.m.

On Motion by B. Doran, duly seconded by A. Geiss, with all Members approving, the Board approved the regular meeting minutes of August 17, 2022, as presented.

### II. Executive Director

- Budget workshop is scheduled for October 12, 2022
- Updated the Board on the Fairmount rain incident. Stated that we are waiting on the contractor to make final determinations on payments to the affected homeowners. The contractor has initiated some payments, clean up and is implementing changes to prevent further losses.
- There were multiple COVID cases in September.
- Discussed Department of Homeland Security's cybersecurity risk and vulnerability assessment completed earlier this month.
- Reviewed KPI's relating to the following four attributes of effectively managed water sector utilities:
  - Customer Satisfaction
  - Community Sustainability
  - Operational Optimization
  - Stakeholder Understanding & Support
- J. Bianchini relayed an experience he had with customer service. He noted how helpful and courteous the staff was. He asked if technology could be added to identify your position and wait time in the que.

### III. WATER PRODUCTION & DELIVERY

- **Water Production**

**August Daily Water Production (MGD)**

<b>Max. Day</b>	44.21
<b>Avg Day</b>	38.79
<b>Avg August 2021</b>	38.95

We experienced a steady summertime demand throughout the month with no significant peak days.

- **Lake Levels:** Otisco Lake level is -23” as of September 12th which is about 3” below average. We have one gate open 1”. The NYSDEC has reduced the drought watch area for Central New York and the Finger Lakes. While the Otisco Lake level is slightly below average we don’t see any issues at this time. Lake Ontario is slightly below the long-term monthly average with no impacts on our operations.
- **Water Main Breaks:** The number of watermain breaks was well above average for this time of year.
- **Metered Ratio:** Our metered ratio continues to be above our goal of 85%. We are pleased with where we are and expect the ratio to increase slightly as quarterly meter sales catch up with delivered water.
- **Water Quality:** Finished water quality from both treatment plants continues to be excellent.
- **OLPA:** We had a meeting on September 20th with Otisco Lake Preservation Association to review their plans for weed control in Otisco Lake. They are evaluating possible herbicide usage and will provide more information.
- **Nedrow Water Supply:** The bridge construction on Sentinel Heights Road over Route 81 is proceeding on schedule with the replacement watermain nearing completion. This is our prime water supply to the Nedrow area and we have been supplying the area with water from a backup connection at the south end of Syracuse during the construction. It is anticipated that the watermain will be in service by the end of September.

#### IV. ENGINEERING

- A. Weiss presented on the general composition and age of OCWA’s watermains throughout the system. Reviewed historical main break events, AWWA recommended targets, and performance of our system over time. Discussed current annual rate of main replacement work versus the size of the water system and advocated that steady progress be made to replace more watermain every year in an effort to approach a 100-year lifecycle replacement rate. Demonstrated a new GIS tool that will assist in prioritization

of main replacement work to direct funds towards areas that will have the greatest positive impact on the overall system performance.

## VI. HUMAN RESOURCES & INSURANCE

- Reviewed the MACNY recruitment event at the NYS State Fair. Although the event did not yield a large number of applications, it was good collaboration with departments and an opportunity to share the OCWA mission with State Fair visitors.
- Noted a meeting on September 20<sup>th</sup> with Haylor, Freyer & Coon, the new workers compensation broker.
- The Human Resources team and General Counsel will be attending Bond, Schoeneck and King's annual labor, employment and Human Resources conference in Syracuse.

## V. LEGAL & PUBLIC EDUCATION

- Training and Onboarding – working to get up to speed on all the legal issues at OCWA and obtain any additional training that will be beneficial to the role.
- Open Litigation – There are several open and recently closed matters. Currently reviewing with a goal of minimizing cases brought against OCWA going forward.
- Public Education – Reviewing documents and working on a plan for engaging the community in OCWA's role in providing safe and reliable drinking water.
- Public and Governmental Affairs – Begun digging into various pending issues and strategies.
- Contacted the DEC regarding status of planned purchase of the Otscio Lake 90 acre parcel.

## IX. Unfinished Business

### OCWA Board – Annual Election of Officers –

- On motion by B. Doran, duly seconded by D. Wickman, with all Members approving, the Board approved John Bianchini as Chair.
- On motion by B. Doran, duly seconded by D. Wickman, with all Members approving, the Board approved Anthony Geiss as Vice Chair.
- On motion by J. Bianchini, duly seconded by K. Gardiner, with all Members approving, the Board approved Benedicte Doran as Secretary.
- On motion by D. Wickman, duly seconded by A. Geiss with all Members approving, the Board approved Ken Gardiner as Treasurer.

On motion by J. Bianchini, duly seconded by B. Doran, with all Members approving, the Board adjourned the regular Board meeting at 2:12 p.m. and moved to Executive session to discuss the financial history of particular individuals.

On motion by A. Geiss, duly seconded by K. Gardiner, with all Members approving, the Board adjourned Executive Session at 2:38 p.m. and returned to the regular Board meeting.

On motion by A. Geiss, duly seconded by K. Gardiner, with all Members approving, the Board to rescind the salary adjustment approved at the August meeting.

VII. FISCAL

- Reports were presented and there were no questions.

VIII. NEW BUSINESS

- Two (2) Contractor Main Extension Contracts on motion by K. Gardiner, duly seconded by A. Geiss, with all Members 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>
4220035	Vector Construction Corp.	8" Ext. Island Road	T/O Cicero	\$47,300.50
Job Orders				
9004096	Oldacre McDonald	Caliber Collision, Inst. 6" Fire SVS	6211 State Route 11 T/O Cicero	\$15,000.00

- Rights-Of-Way(s) On motion by D. Wickman, duly seconded by A. Geiss, with all Members approving, the Board authorized G. Miller to execute the following:

<b>Project #</b>	<b>With</b>	<b>For</b>
4220017	NYS Lineman's Training Safety Fund	Lineman's Training Center T/O Cicero

- Resolution Granting the State of New York Authority to Perform the Adjustment for the Owner and Agreeing to Maintain Facilities Adjusted Via State-let Contract. On motion by K. Gardiner, duly seconded by D. Wickman,

with all Members approving the following Resolution was enacted:

- WHEREAS, the New York State Department of Transportation (the “State”) proposes the construction, reconstruction, or improvement of MBC Route 92/173, Route 92, Route 257 to Academy St and Route 173, West of Flume Road to Clinton Street in the Village of Manlius and Town of Manlius located in Onondaga County, PIN 3010.21 and

WHEREAS, the State will include as part of the construction, reconstruction, or improvement of the above mentioned project the adjustment of 61 water valves to grade pursuant to Section 10, Subdivision 24, of the State Highway Law, as shown on the contract plans relating to the project and meeting the requirements of the owner, and

WHEREAS, the service life of the relocated and or replaced or adjusted utilities has not been extended, and

WHEREAS, the State will provide for the reconstruction of the above mentioned work, as shown on the contract plans relating to the above mentioned project.

NOW, THEREFORE,

BE IT RESOLVED: That the Onondaga County Water Authority (“OCWA”) approves of the adjustment of 61 water valves and the above mentioned work performed on the project and shown on the contract plans relating to the project and that the OCWA will maintain or cause to be maintained the adjusted facilities performed as above stated and as shown on the contract plans.

BE IT FURTHER RESOLVED that Patrick Sherlock, P.E., B.C.E.E. has the authority to sign, with the concurrence of the OCWA Board any and all documentation that may become necessary as a result of this project as it relates to OCWA and

BE IT FURTHER RESOLVED: That the Recording Secretary of OCWA is hereby directed to transmit five (5) certified copies of the foregoing resolution to the New York State Department of Transportation.

- Bid Extensions. On motion by A. Geiss, duly seconded by D. Wickman, with all Members approving, the following contract extensions were approved:
  - **Carbon Dioxide** – Requesting a motion to approve a contract extension with Carbonic Systems with a price increase to \$240/ton (or \$0.12/lb). This is a 20% increase which is less than what the contract allows in accordance with the price index of 24%.

- **Hydrofluosilicic acid** – Requesting a motion to approve a contract extension with Univar Solutions USA with a price increase to \$545/ton. This is an 11.9% increase which is less than the contract allows in accordance with the price index of 22.5%.
- K. Gardiner asked if the increases are within the escalator clauses of the contract and if there are de-escalation causes. G. Miller stated affirmative on both.

On motion by A. Geiss, duly seconded by D. Wickman, with all Members approving, the following videoconferencing policy and guidelines were approved:

#### Section 1. Intent

It is the intent of this Policy is to give the Onondaga County Water Authority (OCWA) Board the authority to participate in meetings via videoconferencing in a manner consistent with the videoconferencing policy and the authority granted in Public Officers Law Section 103-a.

#### Section 2. Authority

This policy is adopted pursuant to Public Officer's Law Section 103-a which expressly authorizes the policies giving the public bodies the authority to participate in meetings via videoconference from locations not accessible to the public so long as a quorum of the public body participates from locations.

#### Section 3. Videoconferencing for Public Meetings

OCWA hereby authorizes all members of its Board to participate in meetings using videoconferencing technology in a manner consistent with Public Officers Law Section 103-a and OCWA's videoconferencing guidelines adopted by the Board.

#### Section 4. Severability

If any clause, sentence, paragraph, subdivision, or part of this Policy or the application thereof to any person, firm or corporation, or circumstances, shall be adjusted by any court of competent jurisdiction to be invalid or unconstitutional, such order or judgement shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this Policy or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

ONONDAGA COUNTY WATER AUTHORITY (“OCWA”)  
VIDECONFERENCING GUIDELINES

Pursuant to the videoconferencing, adopted by the Onondaga County Water Authority Board on September 21, 2022, the OCWA Board supports and encourages the option of videoconferencing for all its Directors, as that term is defined in Section 102 of the Public Officers Law.

The following meeting policies are hereby adopted by the OCWA Board:

1. A quorum of the Board must meet in a location that is accessible to the public before any other member can participate by videoconferencing.
2. Videoconference board participants shall always use the video function.
3. Videoconference board participants shall be in a well-lit room, so their face is clearly visible, sitting close enough to the microphone to be heard, and use their real full name in the “name” box.
4. The following justifications are acceptable reasons to participate by videoconferencing:
  - a. Illness;
  - b. Caregiving responsibilities;
  - c. Disability;
  - d. Out of town business obligations;
  - e. Other extraordinary circumstances as determined by a majority vote of the OCWA Board.
5. Minutes of the meeting must include who participated via videoconferencing.
6. If a member of a Board participates by videoconferencing, the public must also be allowed to participate via videoconferencing the same as they would be able to if attending in person.
7. A copy of these Guidelines shall be posted on the OCWA Website.
8. Other Open Meeting Law requirements including those regarding the posting of meeting notices, keeping of minutes, identifying, and maintaining documents used at the meeting, and going into executive session continue to apply.

On motion by K. Gardiner, duly seconded by A. Geiss, with all Members approving, the Board adjourned the meeting at 2:53 p.m.

A Budget Workshop is scheduled for October 12, 2022 at Northern Concourse to begin at Noon.

The next regular Authority meeting is scheduled for October 26, 2022, at Northern Concourse to begin at 12:30 p.m.

Respectfully Submitted,

Jennie S. Stowell  
Recording Secretary