

**Onondaga County Water Authority
Authority Meeting**

200 Northern Concourse, Syracuse NY
Wednesday, October 26, 2022 @12:30 p.m.

At 12:10 p.m. Lisa Yeaensky, Water Quality Manager and Ken Beckering, Water Systems Chemist I, presented to the Authority on processes and systems in the laboratory.

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

Other present: J. Brown, C. Marvin, G. Miller, J. Stowell, M. Thomas, and A. Weiss.

1. C. Marvin lead the Pledge of Allegiance.
2. J. Bianchini, Chairman called the meeting to order at 12:39 p.m.
3. On a motion by K. Gardiner, duly seconded by A. Geiss, with all Members approving the Authority approved the regular meeting minutes of September 21, 2022 and the budget workshop minutes of October 12, 2022 as presented.

B. Reports

1. Executive Director's Report

- J. Brown briefed the Authority Members on a meeting with Micron Technology. Conversation ensued regarding the proposed development at White Pines in the Town of Clay. J. Bianchini thanked the executive team for their efforts related to Micron.
- On November 9th OCWA will be hosting a Leadership Summit for directors, managers and supervisors. Authority Members are invited to join the training.
- COVID cases have been steady. Today, there is a Wellness and craft fair. Staff will also have the option to receive a flu shot and/or COVID booster shot.
- Reviewed KPI's relating to the following four attributes of Effective Utility Management:
 - Product Quality
 - Enterprise Resiliency
 - Employee and Leadership Development

2. Water Production and Delivery

- Production: demand has dropped down to about 33 MGD which is normal for this time of year.
- Watermain breaks: mild weather with no significant events have kept watermain breaks to an average rate.
- Tank inspections and cleaning: lower water demands allow us to take tanks out of service and complete inspections, cleaning and maintenance.
- Otisco Lake level: slightly below average due to lack of precipitation.
- Operations: generally going well, completing fall work getting ready for winter, still feeling impacts from being under staffed, working to train several new employees and several employees out of work on disability (5 either out or going out soon).

3. Engineering

- A. Weiss reviewed with the Authority the status of active grant applications, as follows:
 - Federal Hazard Mitigation Grant: \$1.75M submitted
 - NYSEFC DWSRF- WIIA Program: maximum of 60% of submitted project costs are eligible. Submitted requests;
 - a) Tug Hill PS: \$2M
 - b) Oswego Distribution Garage: \$3M
 - c) Solvay PS: \$2M
 - Listed the LOWTP final phase (clearwell project) in the intended Use Plan (IUP) for a project cost of \$33.25M. This not a grant but is a strategic positioning to make access to SRF funds more attainable should additional grants become available or other programs.
 - Engineering continues to monitor the availability of funds through the *Infrastructure Investment and Jobs Act*.
- LOWTP Change Order No. 1
 - A. Weiss reviewed the Change Order process. He briefed the Authority on the submitted request and the status of the project. A motion by D. Wickman, duly seconded by A. Geiss, with all Members approving, the Board approved Change Order No 1 as submitted.

4. Human Resources

- J. Stowell advised the Authority that HR continues to allocate time and resources to training its new employees.
- Several modules in Kronos, the timekeeping, payroll and HR systems, are being developed.

- Recruitment efforts have continued, resulting in two new hires and an intern.
- J. Stowell met with the Worker's Compensation broker and insurance provider. Under the advice of Haylor, Freyor & Coon a request for proposal was submit to Comp Alliance to evaluate the worker's compensation renewal.
- Conversations are ongoing with Brown and Brown, the liability insurance broker. Current processes and procedures are being evaluated to mitigate risk and establish efficiencies.

5. Legal, Public Education and Government Affairs

- M. Thomas briefed the Authority on the status of ongoing ligation.
- In November and December M. Thomas will be presenting the Authority's required annual harassment training to all employees.
- M. Thomas met with the MOST about potentially having a temporary OCWA exhibit on display.
- Exploring creating a group of local general counsel professionals and national water authority lawyers to discuss common issues.

6. Fiscal Services

- Water Revenues are \$25,000 more than budgeted for the month year to date. That \$9,000 is .02% less than budgeted for the year to date and is almost certainly the closest they have been to budget this late in the year. All the water revenue categories are close to budget for the year to date.
- Investment income is about \$140,000 more than budgeted for the month and will likely be about that amount over budget each month for the rest of the year. For comparison purposes, investment income budget for the year is \$28,560
- Net Operating Expenses are \$121,000 less than budgeted for the month. Labor, Employee Benefits and Outside Contractors are significantly under budget. While Electric/Gas and Supplies are significantly over budget.
- Total past due accounts receivable decreased by \$63,000 or 5% in September and have now decreased by \$607,000 or 34% since the beginning of the year. 120 days+ past due accounts receivable decreased by \$48,000 or 6% for the month and have now decreased by \$341,000 or 33% since the beginning of the year. And as of today, the 120+ past due amount is \$670,189. That is the lowest it has been since October of 2020.
- Dermody, Burke and Brown CPA will present at the November meeting.
- C. Marvin presented data on the cost of solar power at the LOWTP verses National Grid supplied power.

C. Unfinished Business

1. 2023 Budget

- J. Brown reviewed the 2023 O&M budget. He noted that the budget reflects the Authority’s desire to allocate resources and future efforts to main replacement and improvements.
 - 7% increase to all water rates
 - 35% increase in rate-funded capital improvements
 - On a motion made by D.Wickman, duly seconded by B. Doran, with all Members approving, the Authority approved the 2023 O&M budget as presented including the referenced budget assumptions.

On a motion made by K. Gardiner, duly seconded by A. Geiss, with all Members approving, the Authority approved the 2023 Capital Budget as presented with additional reserves allocated to main replacement.

- Conversations continued about main repalcements and the impact the development at White Pine and Micron Technology. The Farrell PS has the footprint available to accommodate additional pumps necessary for future development. Solar options were discussed as additional power sources to consider when expansions require increased electrical power.

D. New Business

1. Otisco Lake Dam Outlet Bank Stabilization – A4220051 NY State Environmental Quality Review Act (SEQR) – Type II Action

- On motion made by K. Gardiner, duly seconded by A. Geiss, with all Members approving, the Authority declared itself Lead Agency with respect to the SEQRA process, that the review be conducted as an uncoordinated review and that the work is deemed a Type II action under SEQRA.

2. Expenditure Authorizations

- Were signed without issue.

3. Quarterly Investment Report

- On motion made by K. Gardiner, duly seconded by D. Wickman, with all Members approving, the Quarterly Investment Report was approved as submitted.

4. ABO Budget Report

- On motion made by A. Geiss, duly seconded by D. Wickman, with all Members approving, the ABO Budget Report was approved as submitted.

5. Rights of Way, Main Extension Contracts, & Job Orders

- Two (2) Contractor Main Extension Contracts on motion by A. Geiss, duly seconded by D. Wickman, with all Members approving, the Board authorized J. Brown to execute the following:

Project No.	Developer/Contractor	Job Title	Location	Project Cost
4220085	Rancier, Daniel	8" Main Ext to 9400 Fox Rd	T/O Sullivan	\$10,570.00
9004104	Southworth Milton Inc	8" service to Milton Cat	7309 Eastman Rd, TCIC	\$27,500.00
9004114	Green Thumb Lawn Care	Install hydrant	6458 E. Taft Rd, TCIC	\$14,000.00

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

Project No.	With	For
422005	Travjay LOSO, LLC	LOSO Apartments, Ph. 1, TCIC
9004089	Cedarvale Development Corp	Cedarvale Rdg, Sec E., Ph. B. TONO

6. Sodium Hypochlorite Amendment

- G. Miller briefed the Authority on various challenges with the chemical industry and with current chemical contracts. The sodium hypochlorite pricing from the chemical manufacturers has already doubled in the past year and is now going up another 140%. Our supplier, Bison Laboratories has indicated that due to these increases along with trucking, labor and other increasing costs, they must pass the increased costs along to us. Therefore, Bison Laboratories is requesting a contract amendment to increase their price to \$3.18 per gallon.

On motion by D. Wickman, duly seconded by K. Gardner, with all Members approving, the Board approved a Contract Amendment with Bison Laboratories for the delivery of sodium hypochlorite increasing the price to \$3.18 per gallon effective October 1, 2022.

7. RFP 1-2022 – Section 457 Deferred Compensation Plan

- Conversation ensued regarding the proposals that were received. J. Bianchini inquired about specific aspects of the proposals.

On motion made by K. Gardiner, duly seconded by B. Doran, with all Members approving, the Board agreed to transfer the 457 Deferred Compensation to NYS Deferred Compensation Plan as per the recommendation of the internal Committee which reviewed all the proposals.

E.Bids

1. **Bid # 5 Phosphoric Acid:** The low bidder did not meet the bid requirements and thus is deemed to be non-responsible. Management recommends awarding to the lowest responsible bidder Carus LLC in the amount of \$149,968.00. On motion by K. Gardner, duly seconded by B. Doran, with all Members approving, the Board approved award to the lowest responsible bidder, Carus, LLC.
2. **Bid #6 Sodium Hypochlorite:** Management recommends rejecting all bids and rebidding at a later time. On motion by K. Gardiner, duly seconded by A. Geiss, with all Members approving, the Board rejected all bids for sodium hypochlorite.
3. **Bid #7 Liquid Caustic Soda:** Management recommends awarding to the lowest responsible bidder Univar Solutions USA Inc. in the amount of \$135,362.38. On motion by A. Geiss, duly seconded by B. Doran, with all Members approving, the Board approved award to the lowest responsible bidder, Univar Solutions USA Inc.
4. **Bid #8 Brass Water Service Fittings - Corps, Curbs & Brass Fittings:** Management recommends awarding to the lowest responsible bidder T Mina Supply East, LLC.. in the amount of \$121,843.00. On motion by B. Doran, duly seconded by K. Gardiner, with all Members approving, the Board approved the award to the lowest responsible bidder, T Mina Supply East, LLC..
5. **Bid #9 CI Valve Boxes, Valve Grade Adjustors, Service Boxes and Extension Pieces:** The low bidder did not meet the bid requirements and thus is deemed to be non-responsible. Management recommends awarding to the lowest responsible bidder Core & Main in the amount of \$428,030.00. On motion by A. Geiss, duly seconded by B. Doran, with all Members approving, the Board approved award to the lowest responsible bidder, Core & Main
6. **Bid #10 DI Cement Lined Pipe:** The lowest bidder, McWayne Ductile had a math error in the extended and grand totals on their bid sheet. With the corrected amounts they were still the low bidder. Management recommends awarding to the lowest responsible bidder McWayne Ductile. in the corrected amount of \$1,492,229.00. On motion by A. Geiss, duly seconded by K. Gardiner, with all Members approving, the Board approved award to of the lowest responsible bidder, McWayne Ductile.
7. **Bid #11 DIMJ and CI Compact Fittings:** Management recommends awarding to the lowest responsible bidder T Mina Supply East, LLC. in the amount of \$198,109.50. On motion by B. Doran, duly seconded by A. Geiss, with all Members approving, the Board approved award to of the lowest responsible bidder, T Mina Supply East, LLC..

- 8. Bid #12** CI or DIMJ Resilient Seated Gate Valves -12" & Smaller: Management recommends awarding to the lowest responsible bidder Ti Sales in the amount of \$324,511.00. On motion by A. Geiss, duly seconded by B.Doran, with all Members approving, the Board approved award to the lowest responsible bidder, Ti Sales
- 9. Bid #13** CI or DIMJ Resilient Seated Gate Valves - w/Bevel Gearing 14" & Larger: Management recommends awarding to the lowest responsible bidder Ferguson Waterworks in the amount of \$172,145.30. On motion by K. Gardiner, duly seconded by D. Wickman, with all Members approving, the Board approved award to the lowest responsible bidder, Ferguson Waterworks.
- 10. Bid #14** Hydrants: Management recommends awarding to the lowest responsible bidder Ti Sales in the amount of \$435,188.22. On motion by A. Geiss, duly seconded by D. Wickman, with all Members approving, the Board approved award to the lowest responsible bidder, Ti Sales.
- 11. Bid #15** MJ Tapping Valves - 12" & Smaller: Management recommends awarding to the lowest responsible bidder Ti Sales in the amount of \$80,544.58. On motion by A. Geiss, duly seconded by K. Gardiner, with all Members approving, the Board approved award to the lowest responsible bidder, Ti Sales
- 12. Bid #16** Stainless Steel Tapping Sleeves: Management recommends awarding to the lowest responsible bidder Everett J Prescott Inc. in the amount of \$42,542.00. On motion by B. Doran, duly seconded by D. Wickham, with all Members approving, the Board approved award to the lowest responsible bidder, Everett J Prescott Inc.
- 13. Bid #17** Wedge Action MJ Restraint Gland with accessory kits: Management recommends awarding to the lowest responsible bidder FW Webb in the amount of \$83,963.38. On motion by D. Wickman, duly seconded by A. Geiss, with all Members approving, the Board approved award to the lowest responsible bidder, FW Webb.

F. Executive Session

On a motion by A. Geiss, duly seconded by D. Wickman, with all members approving, the Authority adjourned the regular meeting at 2:47 p.m. and moved to Executive session to discuss the financial history of particular individuals.

On a motion by D. Wickman, duly seconded by A. Geiss, with all members approving, the Authority, adjourned Executive session at 2:58 p.m., and returned to the regular meeting.

On a motion by B. Doran, duly seconded by A. Geiss, with all members approving, the Authority adjourned the meeting at 2:58 p.m.

The next regular meeting of the Authority is scheduled for November 16, 2022 at 12:30 Northern Concourse, Syracuse.::

Respectfully submitted,

Jennie S. Stowell

Secretary to the Authority

