

**Onondaga County Water Authority  
Regular Monthly Authority Meeting**  
200 Northern Concourse, Syracuse NY  
Friday December 16, 2022 @10:00 a.m.

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

Others present: J. Brown, C. Marvin, J. Stowell, and M. Thomas.

1. C. Marvin lead the Pledge of Allegiance.
2. J. Bianchini, Chairman called the meeting to order at 10:09 a.m.
3. On a motion by A. Geiss duly seconded by D. Wickman, with all Members present approving, the Authority approved the regular meeting minutes of November 16, 2022 as presented.

## **B. Reports**

### **1. Executive Director's Report**

- Reviewed KPI's relating to the following three attributes of Effective Utility Management:
  - Customer Satisfaction
  - Community Sustainability
  - Operational Optimization

The Authority members discussed the increasing energy costs and any potential cost savings measures. It was noted that recently equipment was upgraded to variable speed drives and that solar energy was just starting to realize a return on investment.

- A conversation ensued regarding meter change outs. It was noted how difficult the meter repair job can be when working in a residence.
- J. Brown thanked the Authority members for attending the Length of Service breakfast. It was noted that there were many recipients this year. The Authority members thanks and congratulated the executive team on their significant achievements this year.
- Conversations are ongoing with Micron. They are still in the very early stages of planning.

### **2. Water Production and Delivery**

- Water Production: November Daily Water Production (MGD) 33.86  
Avg Nov 2021 32.84
- Lake Levels: Otisco Lake level is -25" as of December 5th which is about 2" below average for this time of year. The lake level is rising, but it started heading up a little later than normal this year. Lake Ontario is 4"

below the long-term monthly average. Neither lake level is causing any operational issues.

- **Water Main Breaks:** The number of watermain breaks was below average for November, however, the changing weather conditions in the early part of December have caused issues with our cast iron mains and the frequency of beaks has increased in the first week of the month.
- **Metered Ratio:** Our metered ratio continues to be above our goal of 85%.
- **Water Quality:** Finished water quality from both treatment plants continues to be excellent.
- **Lead and Copper Rule:** The NYS Health Department had begun a more thorough evaluation of large water utility corrosion control practices as part of the USEPA is focus on reducing lead in drinking water. They requested documentation of our treatment processes and monitoring. We have submitted information and will be sending additional data in the near future.

### **3. Engineering**

- J. Brown reported that LOWTP construction is continuing on schedule.
- Contractor is still evaluating and testing possible solutions for the Salt Springs tank leak.

### **4. Legal, Public Education and Government Affairs**

- OCWA's exhibit at the MOST is scheduled for June. The Authority suggested creating a display illustrating the efforts required to maintain and repair our system.
- M. Thomas advised the Authority that the cyber insurance renewal will be with the same carrier at a slightly lower annual rate. This is largely due to the Information Technology Departments' efforts with multifactor authentication.
- The Legal Department expects to have an intern for the spring semester 2023 from the Syracuse University Maxwell School of Citizenship and Public Affairs.
- Recent outreach to local schools has resulted in significant interest.
- The Dauppler contract should be finalized soon (customer emergency notification system).
- Currently working on renegotiating cell tower contracts.
- Harassment/Diversity and Simply In/Out trainings have been well received.

### **5. Human Resources**

- Discussions regarding the current state of economy and how that is affecting employment ensued. J. Bianchini asked management to evaluate future desired operational enhancements.

### **6. Fiscal Services**

- Water Revenues are .3% less than budgeted for the month and about .5% more than budgeted year to date. Both very close. Investment income

on the other hand is not very close (but in a good way) being 7,285.3% more than budgeted.

- Net Operating Expenses are \$47,000 or 1.7% more than budgeted for the month. Chemicals, electric and gas continue to be significantly over budget each month, but for the first time all year transportation costs were less than budgeted. The purchased water negative variance is a bit worrisome as we began seeing it after the budget was developed.
- The conversion and enrollment sessions related to the change from the Nationwide deferred compensation plan to the New York State deferred compensation plan (NYSDCP) are going very well. We held eight group sessions along with a large number of individual sessions. In addition to those held at Northern Concourse, there were sessions held at the Otisco WTP, Ontario WTP, and we are holding one at the Fairmount Garage next week. The sessions have been well received. It is expected that the plan will switch to the NYSDCP on January 31, 2023.

**C. New Business**

**1. Record of Activities**

- On a motion made by D. Wickman, duly seconded by A. Geiss, with all Members present approving except J. Bianchini abstaining, the Record of Activities was approved as submitted for John Bianchini.
- On a motion made by D. Wickman, duly seconded by A. Geiss, with all Members present approved except K. Gardiner abstaining, the Record of Activities was approved as submitted for Kenneth Gardiner.

**2. Rights of Way, Main Extension Contracts, & Job Orders**

- Three (3) contractor main extensions on motion by A. Geiss, duly seconded by K. Gardiner, with all Members present approving, the Authority authorized J. Brown to execute the following:

Project No.	Developer/Contractor	Job Title	Location	Project Cost
4220066	Cordelle Development Corp.	8" Ext (12 svcs)	Crown Point Sec. 5A, T. Onon.	\$60,104.00
4220089	Michael P. Riley	8" Ext. (1 svcs)	Messengers Bay Rd, T. Len.	\$8,210.00

4220091	OTDUBS, LLC	8" Ext (1svs)	Highland Animal Hospital, V.C. Sq.	\$13,175.00
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- One (1) Right-Of- Way (ROW). On motion by A. Geiss, duly seconded by D.Wickman, with all Members present approving, the Authority authorized G. Miller to execute the following:

<b>Project No.</b>	<b>With:</b>	<b>For:</b>
9004060	Black Lot 31, LLC	Royal Car Wash, 5813 St Rt 31, . Cicero

**3. Expenditure Authorizations**

- Were signed without issue.

**4. Standardization Products & Sole Source Providers – 2023**

- Tabled until January 18, 2023 meeting

**D. Unfinished Business**

**1. Review of Authority Policy for Reserve Balances**

- Tabled until the January 18, 2023 meeting

**2. Workers Compensation Renewal**

- J. Brown advised the Authority that the broker, Haylor, Freyor & Coon, sought quotes for the worker’s compensation renewal. Two quotes were received, one from PERMA our current carrier and one from NYSIF. Both quotes were significantly lower than previous years, with NYSIF’s premium savings estimated to be 45% from 2022’s expense. The savings are due to the organization’s commitment to safety and Kelly Caramanna’s comprehensive training program. It was the recommendation of the reviewing committee that OCWA award the renewal to NYSIF.

On a motion by K. Gardiner, duly seconded by D. Wickman, with all Authority Members present approving, the workers’ compensation renewal was awarded to NYSIF and Fleury Safety Group.

**E. Bids**

- 1. Bid #9** – Previously, the bid for Cast Iron Valve Boxes, Valve box grade adjusters, service boxes and extension pieces was awarded to Core & Main. Core & Main has since informed us that they are unable to honor their bid due to a supplier not being able to meet the specified terms of the bid documents.
  - On a motion by K. Gardiner, duly seconded by D. Wickman, with all Authority Members present approving, to rescind the original award to

Core & Main and award to the lowest responsible bidder Everett J Prescott, Inc. in the amount of \$430,705.00.

**2-5 Bids #20, 21, 22** – The recommendation by G. Miller is to award to the lowest responsible bidders, These three contracts are all for materials to fix the pipes at Farrell Pump Station. We will order to have ready for the contractor to do the repair. Engineering is working on the design and bid package.

- On a motion by A. Geiss, duly seconded by D. Wickman, with all Authority Members present approving, to award Bids #20, 21,22 to the lowest responsible bidders

#20 – Large diameter restraints: T Mina Supply \$103,250.00

#21 – Large diameter ductile iron pipe: T Mina Supply \$217,600.00

#22 – Large Diameter fittings: Ferguson Waterworks \$80,696.70

### **Executive Session**

- On a motion by K. Gardiner, duly seconded by A. Geiss, with all Members present approving, the Authority adjourned the regular meeting at 11:56 p.m. and moved to Executive session to discuss the financial history and employment history of particular individuals.
- On a motion by K. Gardiner, duly seconded by A. Geiss with all Members present approving, the Authority, adjourned Executive session at 12:07 p.m., and returned to the regular meeting.
- On a motion by K. Gardiner, duly seconded by A. Geiss, with all Member present approving, the Authority agreed to enter into a contract for grant writing services with independent contractor Bob Andrews for a six month period.
- On a motion by K. Gardiner, duly seconded by A. Geiss, with all Members present approving, to make the salary adjustment as discussed in executive session.
- On a motion by K. Gardiner, duly seconded by A. Geiss, with all Members present approving, the Authority adjourned the meeting at 12:11 p.m.

The next regular meeting of the Authority is scheduled for January 18, 2023 at Noon, 200 Northern Concourse, Syracuse.

Respectfully submitted,

Jennie S. Stowell

Recording Secretary