

**Onondaga County Water Authority**  
**Regular Monthly Authority Meeting**  
200 Northern Concourse, Syracuse NY  
Wednesday March 22, 2022 @12:00 p.m.

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

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

Guest: L. Ciarla and T. Palmer

1. J. Stowell led the Pledge of Allegiance.
2. J. Bianchini, Chairman called the meeting to order at 12:14 p.m.
3. On a motion by A. Geiss, duly seconded by D. Wickman, with all Members approving, the Authority approved the regular meeting minutes of February 13, 2023 as presented. B. Doran abstained.
4. On a motion by B. Doran, duly seconded by K. Gardiner, with all Members approving, the Authority entered the Audit Committee.
5. At 12:46 p.m. on a motion by B. Doran duly seconded by D. Wickman, with all Members approving, the Authority returned to the regular Authority meeting.
6. On a motion by K. Gardiner, duly seconded by B. Doran, with all Members approving, the Authority agreed to accept the recommendation of the Audit Committee for the 2022 Financial Statements and Letter of Observations and Recommendations.

## **B. Reports**

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

- J. Brown reminded Authority Members of the Perfect Attendance Luncheon scheduled for March 30, 2023 at the Basil Leaf restaurant.
- Conversations with Micron are continuing on a weekly basis. Regular communication has also begun with OCIDA and WEP. M. Thomas has started drafting a binding water services agreement.
- J. Brown and M. Thomas attended the 2023 AMWA Water Policy conference in Washington D.C.
- OCWA will be presenting to the Army Corp of Engineers on Saturday March 25, 2023 at headquarters. Local stakeholders have been invited to attend.
- Reviewed KPI's relating to the following three attributes of Effective Utility Management:
  - Customer Satisfaction

- Community Sustainability
- Operational Optimization

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

- G. Miller is in Washington D.C. for the American Water Works Association Legislative Fly-In. In his absence, J. Brown presented the following updates.
- Water Production: February Daily Water Production (MGD) 35.43.
- Lake Levels: Otisco Lake level is +1” ,as of March 7<sup>th</sup> , which is about 16” above average for this time of year. J. Brown noted that two gates are open 5” each, as we continue to monitor potential runoff due to the recent snowstorm. Lake Ontario is 6” above the long-term monthly average. Neither lake level is causing any operational issues.
- Water Main Breaks: The number was below average for February.
- Metered Ratio: The twelve-month metered ratio increased to 86.30%, above the goal of 85%.
- The EPA just released proposed MCLs for PFAS and PFOA at 4 PPT, and a combined MCL for four other perfluorinated compounds. We have seen levels in the 2 to 3.5 PPT level in Ontario water and we do get some removal through the filters.
- Chlorine – our contract with our supplier permits price escalation relative to the industry index which is an increase of 20%.

## **3. Engineering**

- Lake Ontario Water Treatment Plant: Contact Basin 2 is making steady progress with the first large concrete pour being successfully placed March 1st. There is a focused effort on making filter six ready with a goal of bringing it online near the end of the month.
- Salt Springs Tank: The contractor is working directly with NYSDEC to finalize the paperwork associated with treating the contaminated water and safely discharging it. The contractor has a vendor lined up to provide on-site carbon treatment and necessary tanks and pumps. Details and schedule are still being finalized.
- J. Bianchini inquired on the status of the Tesla dealership. J. Brown said there have been no updates from the Town of Manlius.

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

- M. Thomas presented key components of our draft water service agreement with Micron. A conversation ensued.
- Oswego County informed M. Thomas that it has acquired tax title to the Attis property. However, this summer either a buyer will purchase the property or the bank will take possession. Under either of these scenarios, the outstanding balance of the OCWA water bill will be paid by the entity taking title.

- With the addition of T. Latino-Gerlock to the OCWA team, communication and outreach have improved significantly.

#### **5. Human Resources**

- Recruitment - J. Stowell updated the Authority on current recruitment efforts.
  - Account Clerk I – two positions. In the process of extending offers of employment
  - Clerk II - in the process of extending an offer of employment
  - Maintenance Worker II – internal posting. We are in the process of receiving applications
  - Maintenance Mechanic - internal posting. We are in the process of receiving applications
  - Data Analyst – new hire started 3/21/23
  - Personnel Aid – new hire started 3/7/23
- J. Stowell will be drafting a RFQ for ancillary lines of benefits (dental, vision, life and disability insurances).
- Conversations have begun with Brown and Brown regarding the renewal of insurance lines.

#### **6. Fiscal Services**

- Water Revenues were under budget by \$156,000 or 3.8% for February. That was partially offset by investment income being \$100,000 more than budgeted. Industrial consumption is down 6% so far this year and municipal consumption is up 8% which ties in pretty well with what we are seeing with revenue.
- Net Operating Expenses were under budget by \$211,000 in February.
- Labor was over budget by almost \$19,000 and likely will be over budget each month for the rest of the year. OCWA has always budgeted for some number of positions to be unfilled each month. In 2022 that number was seven, we increased it to eleven in 2023. OCWA's current number of unfilled budgeted positions is nine. We just added a data analyst which will drop the number of unfilled positions even further. Employee benefits will be affected by how well we are filling positions in the same way as labor.
- Power costs were under budget by \$113,000. Electric supply costs are down and Tesla paid us \$25,000 based on the five year truing up of the Clearwater solar field.

### **C. New Business**

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

- One (1) contractor main extension and one (1) job order. On motion by A. Geiss, duly seconded by B. Doran, with all Members approving, the Authority authorized J. Brown to execute the following:

Project No.	Developer/Contractor	Job Title	Location	Project Cost
4220023	Rolling Meadows Development Corp.	8" extension Rolling Meadows Sections 4&5 (19 services)	T. Camillus	\$91,120.75
9003859	J. Alberici & Sons	Install (1) hydrant, (1) fires service Treeline Manor Apartments	T. Clay	\$55,000.00

**2. ABO Annual Report**

- On motion made by K. Gardiner, duly seconded by A. Geiss, with all Members approving, the Authority approved the Operations and Accomplishments and Annual Report for 2022 as presented.

**3. ABO Procurement Report**

- On motion made by B. Doran, duly seconded by D. Wickman, with all Members approving, the Authority approved the 2022 Procurement Report as presented.

**4. ABO Property Report**

- On motion made by K. Gardiner, duly seconded by B. Doran, with all Members approving, the Authority approved the 2022 Property Report as presented.

**5. ABO Investment Report and Investment Guidelines**

- On motion made by K. Gardiner, duly seconded by D. Wickman, with all Members approving, the Authority approved the 2022 Annual Investment Report and Investment Guidelines.

**6. ABO Guidelines for Acquisition and Disposal of Property**

- On motion made by K. Gardiner, duly seconded by B. Doran, with all Members approving, the Authority approved the Guidelines for Acquisition and Disposal of Property as presented.

The members of the Authority thanked OCWA staff for their efforts related to assembling and representing the end year reports.

**7. 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 made by K. Gardiner, duly seconded by B. Doran with all the Members approving, the Authority approved the following resolution:

WHEREAS, the New York State Department of Transportation proposes the construction, reconstruction, or improvement of **NYS RT 31 at Thompson Road and South Bay Road Intersection Improvements Project in the Town of Cicero** located in **Onondaga** County, PIN **3037.71** and

WHEREAS, the State will include as part of the construction, reconstruction, or improvement of the above mentioned project the relocation and adjustment to water mains and appurtenances, 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 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 relocation of and adjustment to their water mains and appurtenances 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 the **OCWA** is hereby directed to transmit three (3) certified copies of the foregoing resolution to the New York State Department of Transportation.

**8. Record of Activities**

- On motion made by B. Doran, duly seconded by A. Geiss with all the Members present approving, the Authority approved the amended Record of Activities as submitted. J. Bianchini and K. Gardiner abstained.

**9. Expenditure Authorizations**

- Were signed without issue.

**D. Unfinished Business**

**1. No unfinished business**

**E. Bids**

**1. Bid #A-2023 Terminal Pipe Repairs**

Management recommends awarding the bid to Dudley Construction, Inc. at \$1,413,400.00

- On a motion by A. Geiss, duly seconded by K. Gardiner, with all Members approving, the Authority approved the award to Dudley Construction, Inc.

**2. Bid #1-2023 Cleaning and Lining**

There were two bids received. Management has reviewed and recommends awarding the bid to the lowest responsible bidder, Spray in Place Solutions, LLC.

- On a motion by D. Wickman, duly seconded by A. Geiss, with all Members approving, the Authority approved the award to Spray in Place Solutions, LLC.

**3. Bid #2-2023 Blacktop Paving**

There were four bids received. Management has reviewed and recommends awarding the bid to the lowest responsible bidder, Cornerstone Paving Inc.

- On a motion by D. Wickman, duly seconded by A. Geiss, with all Members approving, the Authority approved the award to Cornerstone Paving Inc.

**Executive Session**

- On a motion by B. Doran, duly seconded by A. Geiss, with all Members approving, the Authority adjourned the regular meeting at 1:58 p.m. and moved into Executive session to discuss matters leading to the employment of a particular individual and engagement of a particular company.
- On a motion by D. Wickman, duly seconded by A. Geiss, with all Members approving, the Authority adjourned Executive session at 2:23 p.m., and returned to the regular meeting.
- On a motion by D. Wickman, duly seconded by A. Geiss, with all Members approving, the Authority agreed to permit an exception to the Anti- Nepotism policy and hire Caylanna Avery, as Account Clerk I.
- On a motion by B. Doran, duly seconded by A. Geiss, with all Members approving, the Authority adjourned the meeting at 2:24 p.m.

The next regular meeting of the Authority is scheduled for April 19, 2023 at 12:00 p.m., 200 Northern Concourse, Syracuse.

Respectfully submitted,

Jennie S. Stowell

Recording Secretary