

**Onondaga County Water Authority
Regular Monthly Authority Meeting**
200 Northern Concourse, Syracuse NY
Wednesday April 19, 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, G. Miller, J. Stowell, M. Thomas, and A. Weiss.

M. Thomas reviewed Public Authorities Board Member and Staff Training.

A. Board Meeting

1. C. Marvin led the Pledge of Allegiance.
2. J. Bianchini, Chairman called the meeting to order at 12:32 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 March 22, 2023 as presented.
4. On a motion by K. Gardiner, duly seconded by D. Wickman, with all Members approving, the Authority approved the Audit Committee meeting minutes of March 22, 2023 as presented.

B. Reports

1. Executive Director's Report

J. Brown presented the following:

- OCWA received two awards/recognitions at the New York Section American Water Works Association's annual water conference.

Best Tasting Water in New York

We were honored to come in 1st Place in the *Best Drinking Water Competition* for our Lake Ontario water. The competition consisted of a panel of five judges who scored water from utilities across the state on the following qualities: taste; odor; color; clarity; and mouth feel. Of note, Otisco Lake water came in tied for 3rd Place! We now advance to AWWA's national competition in Toronto in June.

Safest Water Utility in New York State

OCWA once again was honored to receive NYSAWWA's Safety Award. This award is given out annually to one water utility in New York State which demonstrates outstanding initiative in the areas of safety improvement and injury prevention. As a result of OCWA's consistent

focus on safety, we have won this award an impressive eight out of the last ten years!

The Authority members congratulated the OCWA Staff on the well-deserved recognition.

- Status of conversations with Micron. We continue to have weekly meetings to review Micron’s preliminary design and site plan. We are developing plans to meet the company’s projected water demand.
- Three Proclamations were presented to the Authority Members for OCWA staff members who are retiring:
Joseph Pirro 36 years
James Spencer 30 years
Annette Vicik 25 years
- New York State Senator Rachel May will be touring the Otisco water treatment plant on May 18th
- G. Miller and A. Weiss successfully presented to the Army Corp of Engineers on OCWA’s Water System Infrastructure
- Efforts are ongoing to locate grant monies for various infrastructure projects. J. Bianchini stressed the importance of providing safe drinking water to rural and remote areas.
- The Authority will invite Bob Andrews and D.E. Tarolli contractors to the May meeting for brief presentation.
- Reviewed KPI’s relating to the following three attributes of Effective Utility Management:
 - Product Quality
 - Enterprise Resiliency
 - Employee and Leadership Development

2. Water Production and Delivery

- G. Miller presented the following:
 - **Otisco Lake Level** – As of April 19th the lake level is + 6”, this is about 2” above average, we are comfortable with the level.
 - **Water Demand** – about average for this time year at about 35 to 36 MGD, it’s picked up a little in the past couple of weeks with customer demand and the City taking about 1 MGD through Central Branch. The City is also using about 3 MGD off Southern Branch – all due to numerous leaks they have throughout their system. Southern Branch is flat out at max capacity – we’ve discussed this with the City and they responded that they are working on it.
- K. Gardiner inquired about water rates with the City. There was discussion about the rate the city charges OCWA versus the rate being charged to the city for water off central branch. Further discussion to be had at the next meeting.

- **Watermain breaks** – for the first quarter of the year, the number of breaks is down due to the mild winter. For April, we are running above average mainly due to an issue we had in Camillus earlier this month when we were doing some work on one of our watermains.
- **Metered Ratio** – update since the reports went out – we hit 87% - this is really a great job by everyone – deserves a celebration.
- **Flushing** – Our unidirectional flushing program restarted for the year – we are flushing in Liverpool and surrounding areas of Salina.
- **Cardiff and Route 11A (Tully)** – late attachment to Board Docs is the cost summary for 2022.
 - \$194,000 Total spent
 - \$25,000 paid by the two towns for SCADA
 - \$7,000 paid by residents
 - \$161,000 came out of the Honeywell \$500,000 payment

At our present rate of expenditures, the remaining funds may only last another four or five years.

3. Engineering

A.Weiss presented the following:

- **LOWTP: Filter #6** is planned for start-up the week of April 17th. After a successful 10-day demonstration period the contractor will be permitted to proceed to Filter 5. Plant staff are now being displaced temporarily into alternate locations in the building so that renovation of the administrative space can be completed.
- **Fairmount Reservoir:** The contractor has remobilized and is finalizing the tank exterior and preparing the site for final grading and stabilization.
- **Farrell Pumping Station Improvements:** OCWA is awaiting the 90% design submission from the engineer.
- **Salt Springs Tank Rehabilitation:** The contractor is completing the permit with NYSDEC to treat the contaminated water and safely discharge it. The contractor has a vendor lined up to provide the on-site carbon treatment system and necessary tanks and pumps. The site subcontractor is remobilizing to finish the site. We performed a site walk with the engineer and contractor to review conditions and establish expectations for completion. A draft punch list is being developed so that the Contractor has a clear path to completion as soon as the DEC issues its permit.

A. Geiss inquired about the chlorine analyzers at the Eastern Pump Station. G. Miller explained that we are changing several analyzers throughout the system to reagent-less units as a cost saving measure.

4. Legal, Public Education, and Government Affairs

M. Thomas presented the following:

- **Micron:** The management team has been working for the past month on drafting a comprehensive Water Services Agreement with Micron.
- **Consumer Confidence Report:** Three separate CCR’s have been reviewed and updated by staff. The reports will include the most up to date data and some of the language revised to make them more useful to customers.
- **Annual Report:** T. Latino-Gerlock has completed the 2022 Annual Report and it will be provided to members at the May meeting.

5. Human Resources

J. Stowell presented the following:

- **Recruitment -**

Title	Department	Status
Account Clerk I	Business Office	2 new hires started April 11th
Clerk I	Engineering	New hire started April 11th
Assistant Water Maintenance Supervisor	Distribution	Posted internal
Maintenance Mechanic	Operations/Facilities	Candidate pending approval
Maintenance Worker II	Operations	Reviewing internal candidates

The HR team has been very busy attending various career fairs.

- **HeartWalk** – The OCWA team raised over \$1100 for the Heart Association and had 10 walkers in the event at SRC arena on April 16th.
- **Market Assignments** – The market assignments have been sent out. Proposals are due to OCWA on May 15th.

6. Fiscal Services

C. Marvin presented the following:

- Water Revenues are about \$14,000 more than budgeted for March and Investment Income is about \$136,000 more than budgeted for the month.
- Net Operating Expenses are slightly under budget for March. About \$50,000
- The number of unfilled positions continues to be low, this is keeping the actual labor spend higher than previous years. However, overtime was \$23,000 less than budgeted and the amount of labor charged to capital was \$17,000 more than budgeted. Those items, plus the unfortunate

fact that OCWA has seven employees out on disability, workers comp or FMLA caused Labor to be under budget by about \$70,000.

- Purchased water is \$43,000 more than budgeted. OCWA’s consumption from Syracuse is up 28% from last March.
- Power costs are over budget by \$9,000 for the month. While supply costs continue to be lower than last year, power costs were over budget because we received bills for two large users of electricity that hadn’t been billed for four months or so. Energy costs for the clear water pump station ended up being \$36,000 more than estimated and the Otisco WTP were \$32,000 more than estimated. Without those two bills costs would have been under budget by quite a bit.
- Average Residential consumption for the first three months of the year is about 1.6% less than average for 2018, 2019 and 2022.

K. Gardiner inquired about the AR aging report. C. Marvin discussed the effect that February being a short month had on the figures.

C. New Business

1. First Quarter Investment Report

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

2. RFP 1-2023 Warners Tank Review

- On a motion by A. Geiss, duly seconded by D. Wickman, K. Gardiner abstaining, all remaining Members approving, contract was awarded to EDR, LLC.

3. Rights of Way

- *Two (2) Rights of Way.* On motion by A. Geiss, duly seconded by D. Wickman, with all Members approving, the Authority authorized G. Miller to execute the following:

Project No.	With	For
4230023	Rolling Meadows Development Corp.	Rolling Meadows, Section 5
N/A	Millback Construction Company	Malibu Hills Estates Section #

Main Extension Contracts, & Job Orders

- One (1) contractor main extension and two (2) job orders. On motion by D. Wickman, 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
4230009	Treyjay Loso LLC	8" extension Loso Apartments Phase 2 (5 services)	T. Cicero	\$99,319.40
9004124	100 Northern Concourse, LLC	Install (1) fires service	T. Salina	\$9,500.00
9004120	KDP Manlius NY LLC	Install (1) fire service, (1) hydrant	T. Manlius	\$32,500.00

4. Expenditure Authorizations

- Were signed without issue.

D. Unfinished Business

1. No unfinished business

E. Bids

1. Bid #3-2023 Sodium Chlorite Bid

Management noted the 30% increase in pricing from the last bid which was in 2020.

- On a motion by D. Wickman, duly seconded by K. Gardiner, with all Members approving, the Authority approved the award to International Dioxide, Inc.

2. Bid #4-2023 Topsoil

Management noted a significant increase from 2022.

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

On a motion by K. Gardiner, duly seconded by A. Geiss, with all Members approving, the Authority adjourned the meeting at 2:18 p.m.

The next regular meeting of the Authority is scheduled for May 17, 2023 at 12:00 p.m., 200 Northern Concourse, Syracuse.

Respectfully submitted,

Jennie S. Stowell

Recording Secretary

DRAFT