

Onondaga County Water Authority
Regular Monthly Authority Meeting
200 Northern Concourse, Syracuse NY
Wednesday July 12, 2023 @ 10:00 a.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 (via phone)

A. Board Meeting.

1. The Pledge of Allegiance.
2. J. Bianchini, Chairman called the meeting to order at 10:06 a.m.
3. K. Gardiner had a correction of the minutes. He noted that the word “include” should be added to the long range budget section:

3. Long range budget review

- J. Brown presented Authority members with the 20-year capital and O & M budgets. He explained that the proposed budgets do not *include* the Micron project. Authority members discussed their desire to continue to support initiatives that provide continuity of water delivery in a reliable and affordable manner.

On a motion by A. Geiss, duly seconded by K. Gardiner, with J. Bianchini, K. Gardiner, A. Geiss and D. Wickman approving, the Authority approved the regular meeting minutes of June 19, 2023 as amended.

B. Executive Director

- OCWA is engaged in conversations with Barton and Loguidice regarding construction cost estimates and with GHD Engineers for hydraulic modeling studies and improvements required to support the Micron projects. J. Bianchini noted that there are many qualified engineering firms in CNY region. G. Miller advised the Authority that Barton and Loguidice is under contract for general engineering services and GHD is the firm overseeing improvements to the Farrell Pump Station, which is one of our first facilities requiring upgrades to serve the Micron project. The hydraulic study was part of the Farrell work but not authorized yet.
- J. Brown provided an overview of the succession planning and career development resources for employees. This includes a mentorship program for new hires and employees new to leadership roles. Staff members who volunteer to mentor will receive an annual stipend of \$750.00

- Requests are being made to the Onondaga County Executive and county Legislature to reconstitute the Metropolitan Water Board. J. Bianchini noted that he has been in conversations with Chairman Rowley.
- T. Latino-Gerlock and J. Brown have engaged in several meetings with local elected leaders.
- J. Brown presented J. Bianchini with a retirement proclamation for Jeffrey Vinson 20 years and Tim Botz 45 years of service.
- A. Geiss inquired about shoreline tree removals at Otisco Lake. G. Miller stated that the crews are actively eliminating hazards as they are identified.
- Reviewed KPI's relating to the following three attributes of Effective Utility Management:
 - Product Quality
 - Enterprise Resiliency
 - Employee and Leadership Development
- J. Bianchini thanked the OCWA staff for their efforts with the Tesla facility opening in Fayetteville.

B. Reports

1. Water Production and Delivery

G. Miller presented the following:

- Lake Levels: Otisco Lake level is just over the crest of the dam, this is 5" above the long-term average.
- Water Demand –Water demand has been averaging right around 40 MGD, we had a peak demand of 49 MGD early in June during the warm spell. We get some warm weather but the rain every few days has kept demand down.
- Watermain breaks – slightly below average for June, below average for the year, so far in July we are below average.
- Metered Ratio – still above 87% - this is really a great job by everyone, can't emphasize enough how this reflects upon the great work that all employees do.
- OLPA Annual meeting last week, residents' biggest concerns are weeds in the lake and removal activities. A discussion ensued.

B. Doran arrived at 10:51 a.m.

2. Engineering

- A change order request was presented for the Lake Ontario Water Treatment Plant (LOWTP) improvement project. A conversation ensued about the status of the project and future change orders.

On a motion by D. Wickman, duly seconded by A. Geiss, with all Members approving, change order #2 for the LOWTP improvement project was approved.

- G. Miller advised Authority members that the deadline to submit the grant application for the proposed extension of the SkyRidge Water System is July 28, 2023. R. Andrews will be meeting with Town of Manlius officials to review the application. A. Geiss asked if OCWA will be funding any of the improvements. J. Brown stated that Onondaga County, Assemblyman Stirpe and the Town of Manlius are funding a portion of the \$13.7 million project. The Town is hoping to receive an additional large grant/loan from New York State Environmental Facilities Corporation to make the project affordable.

3. Human Resources and Insurance

- J. Stowell advised the Authority a that new Personnel Specialist is planning to start on July 18, 2023.
- J. Bianchini asked for an update on the general insurance renewals. J. Stowell noted that OCWA staff and the OneGroup team are working on reviewing policies for appropriate coverage.
- OCWA and the Teamsters scheduled the first meeting to begin negotiations of the expiring CBA on August 11th.

4. Legal/Public Education/Communications

- M. Thomas advised Authority members that an employee committee is continuing to review proposals for the emergency notification system. A vendor will be selected next month.
- Conversations are ongoing with the NYS DEC regarding the 90 acre Otisco parcel.
- Several employees are working on displays for the exhibit at the MOST.
- T. Latino-Gerlock is working on a recruitment video.

5. Fiscal Services

- C. Marvin advised Authority members that he and T. Wisely are exploring various methods to increase collections and reduce delinquency on accounts.
- The second-quarter investment report was given to the Authority.

On a motion by K. Gardiner, duly seconded by A. Geiss, with all Members approving, the Authority approved the investment report as submitted.

- Water revenues are \$13,378 (0.03%) more than budgeted and net operating expenses are \$87,267 (2.6%) less than budgeted for June.

C. New Business

1. Expenditure Authorizations

- Were signed without issue.

2. Main Extension & Job Order

- *One (1)* Main Extension. On motion by D. Wickman, duly seconded by A. Geiss, with all Members approving, the Authority authorized J. Brown to execute the following:

Project No.	With	Job Title	Proj. Cost
4230020	Eldan Homes Inc	8" Main Ext. River Grove Subdivision Ph 2 (12 services)	\$27,378.25

3. Town of Schroepfel Bankrupt Road Water District

**IN THE MATTER OF
THE AUTHORIZATION OF AN AGREEMENT BETWEEN THE AUTHORITY AND
THE TOWN OF SCHROEPEL, OSWEGO COUNTY, NEW YORK**

The Onondaga County Water Authority met in regular session at its headquarters building at 200 Northern Concourse in the Town of Salina, County of Onondaga and State of New York (Post Office Box 4949, Syracuse, New York 13221-4949) on the 19th day of June, 2023 at 12:30 pm.

The meeting was called to order by John Bianchini, Chair, and the following were present, namely:

John V. Bianchini	Chairman
Anthony Geiss, Jr.	Vice Chairman
Kennth Gardiner	Treasurer
Bénédicte H. Doran	Secretary
Douglas R. Wickman	Board Member

WHEREAS, the TOWN OF SCHROEPEL and the AUTHORITY desire to enter into the lease of a water distribution system and for the supply of water and water service to the SCHROEPEL BANKRUPT ROAD WATER DISTRICT; and
WHEREAS, the TOWN represents to the AUTHORITY that the said System has been duly established as provided by law; and

WHEREAS, the TOWN represents to the AUTHORITY that the TOWN has the power and the authority to bind itself to the provisions of the AGREEMENT.

NOW, THEREFORE,

BE IT RESOLVED, that the AGREEMENT between the AUTHORITY and the TOWN, in substantially the same form as is annexed* hereto be and hereby is approved by the AUTHORITY;

*A copy of the agreement is included on Board Docs.

4. Reaffirming Delegated Powers

- The Authority Members discussed the resolution. They advised J. Brown that they would like to revisit the delegated authorities annual.

On a motion by B. Doran, duly seconded by A. Geiss, with all Members approving, the Authority adopted the following resolution:

IN THE MATTER OF THE ENACTMENT OF A RESOLUTION OF THE
ONONDAGA COUNTY WATER AUTHORITY REAFFIRMING
THE DELEGATION OF CERTAIN POWERS AND DUTIES TO THE
EXECUTIVE DIRECTOR

The Onondaga County Water Authority (“OCWA”) governing Board (the “Authority”) met in regular session at its headquarters building at 200 Northern Concourse in the Town of Salina, County of Onondaga and State of New York (Post Office Box 4949, Syracuse, New York 13212) on the 12th day of July, 2023 at 10:00 a.m.

The meeting was called to order by John V. Bianchini, Chair, and the following were present, namely:

John V. Bianchini Chairman
Anthony Geiss, Jr. Vice Chairman
Kenneth G. Gardiner Treasurer
Bénédicte H. Doran Secretary
Douglas R. Wickman Authority Member

At the request of the Chair, the following matter was considered and adopted:

WHEREAS, OCWA’s enabling statute, in particular Section 1153 of New York Public Authorities Law, states that:

. . . the powers of the authority shall be vested in and be exercised by the members at a meeting duly called and held and three members shall constitute a quorum. No action shall be taken except pursuant to the favorable vote of at least three members. The

authority may delegate to one or more of its members, officers, agents or employees such powers and duties as it may deem proper. And

WHEREAS, it has been a long-established practice of the Authority to delegate certain powers and duties to the Executive Director of OCWA and his staff; and

WHEREAS, the Authority has determined that it should focus its primary attention on substantial fiscal and policy issues of OCWA, presented to the Authority by the Executive Director, members of the executive staff, and others; and

WHEREAS, for the Authority to give full consideration to the finances and policies that are of a substantial and continuing value to OCWA, it is desirable that the Executive Director be delegated explicit authority to manage and administer OCWA.

NOW, THEREFORE, BE IT RESOLVED, that the Authority hereby delegates to the Executive Director the powers and duties of the Authority, including those set forth in New York 2 Public Authorities Law, Article 5, Title 7. The powers and duties so delegated shall include those conferred by the New York Public Authorities Law and other powers and duties granted to the Authority by other statutes or implied thereby, but subject to the exceptions and conditions stated in this Resolution; and

BE IT FURTHER RESOLVED, that the following exceptions limit the delegation of powers and duties hereby granted to the Executive Director and will continue to be accomplished by Authority action:

- a. Organization of the Authority and selection of its officers and committees;
- b. Setting of water rates;
- c. Adoption of any resolution of the Authority specifically required by statute, and of bond resolutions;
- d. Approval of the acquisition or disposition of possessory interests in real property, and of municipal water leases;
- e. Approval of the hiring of the Executive Director, and consultation in the hiring of the Executive Director of Operations, Chief Engineer, Chief Financial Officer, and Legal Counsel;
- f. Approval of the salary, increases, performance bonuses, or other forms of compensation for the Executive Director;
- g. Approval of the number and timing of Authority meetings as well as the agenda and minutes for those meetings;
- h. Adoption of the annual capital and operations/maintenance budgets for OCWA, and of any material revision to the budgets;
- i. Approval of capital project authorizations and payments;
- j. Review and approval of external audits;
- k. Approval of any employment contracts with OCWA staff;

- l. Approval of the OCWA strategic plan;
- m. Approval of financial policies (Investment Policy and Guidelines; Budget and Fiscal Policies; and Reserve Policy);
- n. Award of bid and request for proposal procurements;
- o. Approval of main extension contracts and job orders; and
- p. Such other matters as the Authority may from time to time adopt. and

BE IT FURTHER RESOLVED, that the Executive Director is granted such power by the Authority to develop documents, execute contracts and agreements on behalf of the Authority or authorize others to do so in his/her stead, and promulgate and distribute notification of policies and to perform such other acts reasonably necessary and convenient to fulfill the purposes of this Resolution; and

BE IT FURTHER RESOLVED, that if the Executive Director is unable to exercise the powers and duties delegated to him/her above, he/she is invested with the authority to designate one or more members of OCWA executive staff to execute such powers and duties, take such steps, and perform such acts as, in the Executive Director's judgment, may be necessary; and

BE IT FURTHER RESOLVED that the Executive Director shall, and cause others to, manage and administer OCWA in accordance with the policies and resolutions adopted by the Authority and all applicable laws and keep the Authority appropriately advised; and

BE IT FURTHER RESOLVED that this Resolution may be amended from time to time by the Authority.

5. 2023 Customer Rules Rate Change

- The Authority members discussed the proposed rate change. K. Gardiner recommended that wholesale rate increases from the City of Syracuse to OCWA are automatically passed on to OCWA's Southern Branch.

The Onondaga County Water Authority (OCWA) met in regular session at 200 Northern Concourse, Syracuse, NY 13212, County of Onondaga and State of New York on the 12th day of July at 10:00 a.m.

The meeting was called to order by John V. Bianchini, Chair, and the following were present, namely:

John V. Bianchini Chair
Anthony Geiss Jr. Vice Chair
Kenneth C. Gardiner Treasurer
Bénédicte H. Doran Secretary
Douglas R. Wickman Member

At the request of the Chair, the following matter was considered and adopted:

WHEREAS, Subdivision 12 of Section 1154 of the New York Public Authorities Law states that the Onondaga County Water Authority shall have the power to make by-laws for the management and regulations of its affairs and, subject to agreements with bondholders, rules for the sale of water and the collection of rents and charge therefore; and

WHEREAS, Subdivision 17 of Section 1154 of the New York Public Authorities Law further states that the Onondaga County Water Authority shall have the power to fix rates and collect charges for the use of facilities of, or services rendered by, or any commodities furnished by the Authority.

NOW, THEREFORE, BE IT RESOLVED, that Article X of the Customer Rules of the Onondaga County Water Authority entitled “Classifications, Rates & Charges” is hereby amended to add a new Rate Schedule No. 7D to read as follows:

Effective September 1, 2023

RATE SCHEDULE NO. 7D

General Municipal Service – Monthly (Southern Branch Water)

This rate schedule is to be used for service to any municipal wholesale customer within the Authority’s service area receiving water from the Southern Branch system. Customer must provide dry pit or enclosure with a 115-volt power outlet within 5 feet of the register location. Customer shall pay for power consumed.

APPLICABILITY: Wholesale Municipal Metered Purpose

BASE SYSTEM FEE: The base system fee for services hereunder shall be:

Size of Meter:	Base System Fee:
1”	\$ 34.63
1-1/2”	\$ 69.25
2”	\$ 110.80
3”	\$ 221.60
4”	\$ 346.25
6”	\$ 692.50
8”	\$ 1,108.00
10”	\$ 2,908.50

WATER USE RATE:

First	150,000 gallons per month @ \$4.66 per 1,000 gallons
Over	150,000 gallons per month @ \$3.63 per 1,000 gallons

BILLING: Based on the total of the Base System fee plus the applicable usage rate for all water used during the billing cycle.

PAYMENT: Bills are rendered net and are payable within fifteen (15) days after presentation, in accordance with Article VIII of the Customer Rules. **TERMS**

AND CONDITIONS: Any customer electing to buy water on this schedule must

continue to do so for twelve months before being allowed to change to Rate Schedule No. 1. Service hereunder is subject to the Customer Rules of Authority.

D. Executive Session

- On a motion by B. Doran, duly seconded by D. Wickman, with all Members approving, the Authority adjourned the regular meeting at 12:01 p.m. and moved into Executive session to discuss matter involving the employment history of certain individual (Authority Member annual evaluations).
- On a motion by K. Gardiner, duly seconded by D. Wickman, with all Members approving, the Authority adjourned Executive session at 12:20 p.m. and returned to the regular meeting.

On a motion by K. Gardiner, duly seconded by D. Wickman, with all Members present approving, the Authority adjourned the meeting at 12:21 p.m.

The next regular meeting of the Authority is scheduled for August 16, 2023 at 12:00 p.m., at OCWA's Otisco Water Treatment Plant.

Respectfully submitted,

Jennie S. Stowell

Recording Secretary