

**CCWSA BOARD MEETING
MINUTES
January 19, 2022 at 1:00 pm
7413 County House Road, Auburn, NY**

Board of Directors

David Schenck, Vice-Chair Ben Vitale Christie Waters, Treas. John Miller-Remote
Francis Mitchell Herbert Marshall Andrew Rindfleisch

Administration & Advisors, Misc.

Jeanine Wilson, Dir.; Patty Schoonmaker, Sr. Clerk; Susan Phillips, Admin. Assistant; Karl Rindfleisch, Wtr/Swr Ops; Joe Carson, Wtr. Maint. Person; Aaron Wilde, Wtr. Maint. Person; Jay Sawyer, CSD2 Contractor-Remote; Doug Selby, Advisor-Remote; Mark Colopy, Financial Advisor-Remote; Tim Carpenter, MRB Engineering; Rick Galbato, Attorney; Aileen McNabb-Coleman, Legislator; Eric Ridley, Town of Throop Supervisor; Roger Sevilla, Town of Throop resident-Remote

Approval of Agenda

Dave Schenck requested that the agenda include the Director's Report.

A motion by Herb Marshall to accept and approve the meeting agenda with the inclusion of the Director's Report as previously submitted. Second by Fran Mitchell. Unanimously approved. Carried.

Approval of Minutes, December 15, 2021

Andrew Rindfleisch made the motion to accept the minutes for December 15, 2021 as presented. Fran Mitchell 2nd the motion. The motion was unanimously approved and carried.

Current Activities/ Project Updates

Financial- Christie Waters (Treasurer); Fran Mitchell (Audit Cmte. Chair)

Christie Waters made the motion to pay all unpaid bills. Andy Rindfleisch 2nd the motion. The motion was unanimously approved and carried.

Fran Mitchell made the motion to approve the December 31, 2021 reconciliation report. Herb Marshall 2nd the motion. The motion was unanimously approved and carried.

Finance/Project Mgmt. Committee Report

Draft protocol- Herb reported that they met 2 weeks ago and went over where they are with the Throop line. Herb also reported that he and David Schenck went to Wayne County and spoke with Marty Aman and reports that that went well.

Herb stated that a resolution was received from the Mayor of Aurora with approval for study of the sewage plant. Since then, they have received support from Ledyard, too, as a statement in support of CCWSA assessing the plant for the possibility of received sewage from areas in Ledyard.

David stated that Andy had presented a draft list of protocol items as a handout to interested municipalities for assistance from CCWSA. Ben thanked Andy and said it's a great start to formalizing the process. Ben stated that the funds earmarked to be received from the county needs to have restrictions and that there should be No spend out of those funds until policy is set by CCWSA.

Ben made a motion support the formal "protocol" to be periodically reviewed and amended as appropriate by the board. Herb seconded the motion. Unanimously carried and approved.

Discussion regarding WCWSA special dispensation was approved from work done by Dave Doyle & WCWSA for USDA RD funding. WCWSA was able to become certified by USDA Rural Development as a qualified contractor. Attorney

Mike Howard was instrumental getting this accomplished. Rick Galbato stated that there is an exception on bidding if agency is doing the work themselves. Jeanine has a teleconference with RD and Mark Colopy on Friday to discuss CCWSA possibility to qualify for this dispensation. There was discussion regarding working with other agencies such as S&W Conservation District. Marty Aman emphasized that we should talk with Rick and Attorney Howard.

John stated that he is interested as to the various forms of funding for projects and the voting restrictions. He asked if our rules specific to an "Authority"? Rick stated that it all depends on what type of water and sewer facility is being put in. Town and villages are governed by NYS law so typically it is subject to voting permissive referendum, or the governing body can choose to make a mandatory referendum and they can establish the district contingent upon the satisfactory majority vote of the landowners permitted to vote.

Ben stated his concerns regarding not paying prevailing wage vs paying prevailing wages. The Regional Market does not use federal funds therefore does not have to pay prevailing wages.

Tim stated that he received comments from Throop board members that were good to clarify Centerport Road. No exclusions would be made from the district. Eric Ridley, Throop Supervisor, asked for ARPA funding in the amount of \$400,000 for their project, Roger Sevilla spoke with residents and cost is the biggest factor. Without significant aid this project won't pass. The Ask from Throop represents 3% of ARPA funds which is the population of Throop. He is trying to make legislators aware of just how necessary this project is. It's not just the case of not wanting to drink well water. He said, "I would not bathe my kids in that water." Tim stated that he is prepared to move forward however possible with the MPR, but the key questions have to be answered.

Herb asked what Throop needs to do to get funding. Tim explained that an application to RD must be completed for the project. They need to hire someone to prepare an application for funding and get it submitted. Eric stated that they are ready to have the meetings that are needed but information needs to be in place. Jeanine stated that CCWSA is in support. Throop must show their support and accept and approve the report first and then apply for funding. The actual dollars available won't be known until the application is filed in full, reviewed by RD and an offer generated and sent to the town by RD. Eric stated that there are still too many variables. Eric stated that he would be comfortable taking this to our board if there can be amendments made to it. Tim stated that minor amendments could be done during the formation cycle to move forward. Herb stated that his hope is that the MPR can be accepted at tonight's town meeting.

Governance Committee: Marshall, Chair Appointments for FY22

Chair, Ben Vitale

Vice-Chair, Dave Schenck

Committees, same as 2021 with exception (below)

Secretary/Board – Patty Schoonmaker

Herb stated that the Governance Committee recommendation is to leave the committees basically the same as they were set for '21 with the following exceptions: Committee recommended that Dave take over the positions Ben had - Chair of personnel committee and member of Governance Committee; and asked that Andy be taken off of the personnel committee and that Christie be put on instead and she accepted. There are currently two vacancies on the Board. Two vacancies, one from the legislator and one from the city, need to proceed to get those two filled.

Check sign/approvals at CLNB: Chair, vice-Chair, Treasurer, Director, Senior Clerk, Admin Assistant

(Two signatures needed: 1 Board member + 1 staff member)

Jeanine stated that historically the (bookkeeper) Admin assistant completes transfers, wires and pay bills but not sign the checks. She asked board what they would like to do moving forward. One staff and one board member signs the checks.

Herb motioned to keep the check signing privileges the same as 2021; (Chair, vice-Chair, Treasurer, Director, Senior Clerk, Admin Assistant) **Two signatures necessary (1 Board member; 1 Staff) Ben 2nd the motion and it was approved**

and carried.

Ben Vitale made a motion to give the Administrative Clerk the authorization to complete necessary financial transactions with the bank, but not have check signing authority. Second by Fran Mitchell. Motion was approved and carried

Legal- Attorney Riccardo Galbato, Galbato Law Firm

Rick no updates because everything was discussed with Town of Throop water line.

Water Operations-(K. Rindfleisch)

All lines are connected on Centerport Road. He stated that there is about a week's worth of time in the spring left to complete the restoration. The crew has been working on some of the main line valves.

Discussion regarding collaborative work: Karl stated that the Soil and Water partnership has been good - they were good when we didn't have any equipment. There should have been a formal agreement with them that we have access to their equipment but even without official agreements with them and the county we've always found a way to work together. It's possible that formal arrangements could and should be established.

Herb reiterated that there is a need to start the process of certifications for running sewer plants. Karl stated that it's a good discussion with the board because you are going to invest a fair amount of money to get a guy licensed.

I think that Aaron and Joe should go to get any licenses that they possibly can. Licenses are key, online training a possibility.

County Sewer District 2, Operations (Sawyer)

Jay stated that things overall are doing very well. Considering the freezing weather, the equipment has held up well even with the bitter cold. The only issue is there is some disintegration in the panels and ground bars. He sent pictures out to various people to see why it could be happening.

County Infrastructure Report/ Master Plan

Doug Selby stated that he hasn't been incredibly involved in the last month. Any work that has been done he says is associated with the work that MRB is doing.

IDA, Aurelius

Herb- We had an interesting/exciting meeting yesterday with Kevin Ellis from the milk plant. Their outside partner has decided that he doesn't want to work with NYS and is not going forward with Kevin for the expansion. He states that his view from the meeting is that Kevin is in the process of moving on with it themselves and raising the funding to do so. Anticipating \$146 Million expansion; will add 64-70 additional jobs. They had already added 20 jobs with the small expansion that they had done. Grant for the sewer lines has not been completed yet. They need some advanced engineering report and permission from the thruway that they were going to support and continuing funding. They are in the process of getting those things done, 30-60 days away from an answer on the grant. Herb states that it was surprising to him to learn that; Kevin anticipates that when the new expansion goes into effect they will bypass the city and will some way go directly into Craine Brook. Herb emphasized to Doug that the board be involved and up to date right from the beginning and they were supportive of that. And that CCWSA be in charge after it is put in.

Andy stated that they would have to put a plant in to treat the water from discharging into the creek. Jeanine said that Kevin mentioned that they are also talking about adding in a place for all of their tractor trailers, for washing and maintenance. Andy they ordered 50 trucks to add to their fleet. Herb- they want to run 70 trucks, but they ordered 50 additional oversized trucks because they are drawing so much milk they don't have enough drivers to drive their trucks. By getting the bigger trucks they can truck more milk with less drivers.

The application for funding in being processed for the new sewer line. Ben stated that Cayuga County is not #1 project for these funding agencies. They had a bigger project and Cayuga County is not as important as Onondaga.

New Business/Old Business

Discussion regarding additional certifications/licenses:

A motion made by Herb Marshall to authorize and approve the expense to certify the operations employees for water and sewer operations including licenses to run and maintain water and/or sewer treatment facilities. Christie 2nd that motion. Motion was unanimously approved and carried.

A motion to adjourn the meeting by Herb Marshall and it was seconded by Christie Waters. The motion was unanimously approved and carried.

Next Meeting

February 16, 2022 at 1:00 pm, 7413 County House Road

Respectfully Submitted:

Susan Phillips
Administrative Assistant