

CCWSA BOARD MEETING
MINUTES - April 20, 2022 at 1:00 pm
7413 County House Road, Auburn, NY

Board of Directors

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

Administration & Advisors & Misc.

J. Wilson, Dir.; S. Phillips Admin. Assistant; P. Schoonmaker, Sr. Clerk; K. Rindfleisch, Wtr/Swr Ops.; Riccardo Galbato, Attorney; Doug Selby, Advisor; Mark Colopy, Financial Advisor -Remote; Tim Carpenter, MRB Engineering; Seth Jensen, City of Auburn Director of municipal utilities-Remote; Weedsport Speedway representatives: Carlos Ruiz, Betsy Angelone & Jim Phillips.

Approval of Agenda- A motion was made by Herbert Marshall to approve the agenda, Andrew Rindfleisch 2nd the motion. The motion was unanimously approved and carried.

Approval of Minutes March 16, 2022- A motion was made by Herbert Marshall to accept the minutes for March 16,2022, Brian Dahl 2nd the motion. The motion was unanimously approved and carried.

Privilege to the floor- Weedsport Speedway, Mohawk Northeast-

Carlos Ruiz stated that in 2017 the meter readings for consumption were excessively high at the Speedway. In April 2017, the problem was isolated to a portion of the property that is a combined services for an adjacent property, the Knapp property, and the Weedsport Speedway office. The Speedway executed various digs to find the issue. From the second quarter of 2017 to the third quarter of 2017 various spot repairs were done by the speedway for a water main branch that serves these two properties. It was at that point that the Speedway decided they didn't want to do all the spot repairs and they reached out to CCWSA. It was then decided by the Speedway that they were going to do a directional bore water main repair. The field conditions were then relayed to CCWSA and after everything was restored there was an adjustment made to the Speedway's water account. A portion was adjusted down. What wasn't ever addressed was the construction costs for the repair, totaling about \$10,000. Carlos stated that his understanding that this additional water fee would be taken care of by a special funding source. The remaining balance was to remain on the water account and to not be re-levied with taxes or have late fees. In the fall of 2021, a letter was received that the balance was going on the Speedway's tax bill. Carlos stated that they came to figure out how these issues and water usage are being tracked and how do you access the property, or to isolate these issues.

Ben Vitale- Asked what is your exact ask now and explain so we are on the same page.

Carlos Ruiz- Stated- to remove the tax assessment for the water usage from the Town of Brutus tax, and to return our water account to a normal water bill with no outstanding balance.

Ben Vitale- I think that there is still a bit of confusion. I am going to ask our attorney to try to filter through the properties and water lines and try to get a determination of where the lines are and who owns which lines and where it is for the future. Then this board may be better equipped to decide on the current request.

Betsy (Vice President, Mohawk Northeast) requested that while that determination is being made that the speedway will not be accruing late fees.

Ben Vitale- We can't control the county and once it has been re-levied, we can't stop the tax late fees. Mr. Petrus (Legislator in Brutus) would be able to take care of that for you. I would encourage you to get a hold of him to help.

Financial- Christie Waters (Treasurer) & Francis Mitchell (Audit Cmte. Chair)

Christie Waters stated that there are two additions to the unpaid bills. One is a total of three invoices for Riccardo Galbato: \$930, \$385, \$648. The second is for Port Byron tank and wheeling fee for \$18,892.50.

A motion was made by Christie Waters to pay the bills as presented with the addition of the Riccardo Galbato and Port Byron invoices. David Schenck 2nd the motion. The motion was unanimously approved and carried.

Francis Mitchell- The reconciliation of the checking accounts were completed through March 31, 2022, and there were no exceptions taken to any of those accounts or transactions with just some minor allocations of fees, which has all been resolved.

A motion was made by Francis Mitchell to approve the reconciliations as presented today. Andrew Rindfleisch 2nd the motion. The motion was unanimously approved and carried.

Quarterly reports- Francis Mitchell

I ask that these reports be looked over as presented for discussion and will ask to have the report approved at the next meeting. The Budget vs Actuals report was presented at the February board meeting as a Year End report FY21, for review by the members of the board.

A motion was made by Francis Mitchell to accept and approve the Budget vs Actual January - December 2021 report. David Schenck 2nd the motion. The motion was unanimously approved and carried.

Current Activities/ Project updates and Water Operations & County Sewer District 2, Operations

(Jeanine Wilson, Karl Rindfleisch, Jay Sawyer)- - Karl Rindfleisch- Maintenance staff has been rebuilding and repairing hydrants. We are getting ready to start the restoration work on Centerport Rd and close that job up. We spent a fair amount of time up in Fair Haven; Jay had some broken wires, and we were up there helping him put in new wires. We also helped the Village of Fair Haven with some repairs and installing some water meter pits for them to meter properly. Also ended up at pump station 3 in Fair Haven to repair a bioxide line that had been originally installed very poorly.

Karl Rindfleisch- The truck we have now we keep all our tools in it, and we are sending guys in different directions, and we foresee more growth where this is going to be more of an issue. I would ask the board's approval to spend up to \$40,000 to buy a truck. We have looked at state bids and they are out at least eight months to complete a purchase.

Ben Vitale- If we could have a motion to approve up to \$40,000 to purchase a truck for CCWSA contingent upon the operations people and our Attorney producing a way to buy whatever they find.

A motion was made by Herbert Marshall to give approval for the purchase of a used truck if they can do it the right way, reviewing state bids and providing documentation of research. David Schenck 2nd the motion. The motion was unanimously approved and carried.

County Infrastructure Report/Master Plan (Doug Selby, Tim Carpenter, MRB; Mark Colopy, FA)

Map plan and report-

Tim Carpenter- We distributed the SEQRA information to the list of distributed agencies. That went out by email with an ask date of May 20th for them to respond whether it is ok for this board to be the lead agency on this large project. We received a few comments back from some various agencies. The expectation is that we will receive a few more questions before May 20th. On May 25th it will be appropriate for this board to consider themselves the lead agency and can make a motion to be the lead agency. On May 25th we will be in a good position for the report, if we don't receive any substantial questions that require a response before moving forward. We can talk then and look at all the phases of the projects and determine if there will be any state or environmental impacts. If we decide then that there is nothing significant that we have talked about, then we will be able to move forward and potentially start the process for funding.

Jeanine Wilson- The SEQRA information was also sent to the County Attorney's and County Planning office's for review.

Aurora sewer treatment plant analysis- We completed the review of the wastewater treatment plant. This plant has had almost no upgrades since it was built in 1971. The DEC wouldn't allow 50,000-gallon upgrade until the plant was brought up to reasonable operating conditions for today. The plant runs great right now but anyone from DEC could walk in there and say that these things need to be done. This project would be a 7-million-dollar upgrade to complete.

Wells College water treatment plant- John Miller and Ben Vitale met with Wells College to discuss what the president of Wells wants to do as far as being in the water business. John Miller stated that Wells and the Village have had some communication issues, so he was asked to step in and ask those questions and to continue the conversation. John Miller asked Ben Vitale to step in and represent CCWSA. The director and Doug Selby also attended the meeting.

Finance/Project Mgmt. Committee Report (Herbert Marshall, Chair)

Throop Waterline Project (Centerport, Sine, Reyer Rds.)-

Tim Carpenter- Eric Ridley called and asked for a proposal for the funding application for the new water line in Throop, I think you have done a good job of switching it from your group to the Town; and they are considering a grant application to fund the project.

West Genesee St. Waterline connection, Engineering Proposal- A survey was completed about 2 weeks ago. One question remains with the department of transportation with how wide the easement is, this needs to be established so we don't build on someone else's property. As soon as that is figured out, we will complete the design of the water line and submit that to the department of health for approval. By the fall of this year, it should be in line for approval for a new line on West Genesee St.

Jeanine Wilson- I have been collaborating with Congressman Katko's office staff for funding consideration. The projects are: North Street connection to Auburn, West Genesee St. connection to Auburn, and the larger – Regional Water Project. We will see where it goes.

IDA, Aurelius- low pressure sewer project (Herbert Marshall)

Herbert Marshall- The big grant that we applied for has a long timeline before known if approved. They (EDA) aren't going to consider whether they are going to accept the request until June and there is not going to be an answer until the fall. I am going to ask the county to put in all the money that we are short for it and the hope is to get that taken care of at the IDA meeting tomorrow. There is a conference call Friday April 22, 2022, with the guy who wrote the grant. There is a grant that was issued to us, and it had just been sitting. I talked them into keeping that grant money because it has been so long, they were going to cancel the grant. If the project is started by May then there is \$285,000 in grant funds to use toward the project. If that grant comes through, then the county can be paid back.

Legal- Attorney Galbato stated that everything he had has been addressed here today already with the exception of the water rate increase from the City of Auburn.

Personnel Committee Report- (David Schenck, Chair)

Dave Schenck- We asked Jeanine to start outlining some tasks that she could do after August when she retires for her part time job that would help the Authority's transition. We discussed advertising for a director in that time frame. The current minimum qualifications are good as they are. Instead of advertising for a salary range we felt that we should put salary range based on experience and knowledge. Our committee liked the one page of duties of executive director from Wayne County Sewer and Water. We discussed working foreman as opposed to executive director of operations and to look into that. And to look into Civil Service and to see what we had to do for that. We discussed our people getting their water licenses. We talked about the pros and cons of executive director because it is Civil Service and competitive. Karl and Jeanine were going to speak with EOne about rebuilding grinder pumps. We talked about Sterling and Fair Haven. Jeanine, Karl, Bob, and I went up to Sterling and they really want us to take over their one water district now and they are going to build another one this year that they will need assistance with o&m, too. Fair Haven had a four-man crew that is down to two now, and they are asking for help. There is a lot of opportunity for operations work for CCWSA.

A motion was made by Christie Waters to move forward to approve personnel report and with the personnel committees' recommendations to advertise for Director position in May. Herbert Marshall 2nd the motion. The motion was unanimously approved and carried.

New Business/Old Business Updates

City of Auburn Rates- May 1st we will get the increase of water consumption, to be billed July 1 2022. A notice was sent to the quarterly customers.

Public hearing for May 25th and to announce the rate increase.

Seth Jensen was asked to submit the current increase as approved by the City Council.

A motion was made by Dave Schenck to have the public hearing for the current water rate increase at the meeting to be held on May 25th. Andrew Rindfleisch 2nd the motion. The motion was unanimously approved and carried.

A motion was made by Herbert Marshall to adjourn the meeting, the motion was 2nd by Christie Waters. Motion was unanimously approved and carried.

Next Meeting May 25, 2022 at 1:00 pm, 7413 County house Road

Respectfully Submitted: Susan Phillips, Administrative Assistant