

CCWSA BOARD MEETING
Minutes
May 20, 2020 at 2:00pm (Virtual)
7413 County House Road, Auburn, NY

Mission Statement: The Authority is a governmental agency constituting a public benefit corporation. Its purpose is to serve the people of the County. The Authority ensures the health and welfare of the County by providing and protecting the water and waste water services to the County District.

Board of Directors

Paul Dudley - Chair, Mike Quill -Vice-Chair, Christie Waters - Treas. , John Miller, Charles Ripley (2:24), Francis Mitchell, Herbert Marshall, Robert Cerza. Peter Adams – excused.

Administration & Advisors

Jeanine Wilson- Director, Pat Baum - Senior Acct Clerk, Elaine Bona – PT Secretary, Doug Selby – Advisor, Jay Sawyer - CSD2 Contractor, Rick Galbato – Attorney, Mark Colopy – Financial Advisor

Approval of Agenda

Mike Quill made the motion to approve of the agenda from April 22, 2020. Herb Marshall 2nd the motion. The motion was unanimously approved and carried.

Approval of Minutes, April 22, 2020

Herb Marshall made the motion to approve of the minutes from April 22, 2020. Christie Waters 2nd the motion. The motion was unanimously approved and carried.

Reports

Water Operations (Rindfleisch/Carson)

- Jeanine stated that Joe and Karl were out working and to please read their report. The Annual Water Quality Report went out. The Vitale water line construction has been completed and the bypass meter pit is now installed. The guys are working on repairing curb stops throughout the various water systems. She also stated that they had worked on Smoke Testing in Fair Haven with Jay Sawyer.

County Sewer District 2 (Jay Sawyer, report submitted)

- Bob Cerza and Jay had checked into the cost of repairing vs. replacing Flygt pump. The cost that Jay had presented for the repair was in line, please see the quote attached for \$14,359.30. In the future when purchasing new pumps Bob suggest that we give ourselves some freedom to get alternatives. Bob and Jay agreed that repairing the pump was the way to go.

Mike Quill made the motion to approve of the repair of the Flygt Pump. Herb Marshall 2nd the motion. The motion was unanimously approved and carried.

- Jay stated that they were still trying out a Grid Bee bubbler at PS4. This particular unit is not worth the investment so we will continue with what we have been doing. It did not cost anything to give it a try since we had borrowed it from WCWSA.
- The water in Lake Ontario seems to be going down so Fair Haven is looking good.
- Wild Wood Campground is now hooked up to our system. That should have happened a long time ago so it was great to be able to move forward with that.
- Joe and Jay smoke tested more gravity sewer lines in Fair Haven. No big issues like we had the last time we smoke tested and additional testing will be scheduled in late June.

- The waste waters are up because more people have opened their summer homes up early this year. Normally they open them in May but this year it has been March & April and they are not leaving. This is good for the community.
- Jay completed his O&M Wastewater Collections System Operator Course that he paid for and received his certificate. This is one of the reasons why he submitted a rate increase for the board to consider. Jeanine said she is sending it to the board and to Rick Galbato to look over. Jay has requested his hourly rate be a flat \$32 instead of the old \$30 for the first hour, \$28 for additional hours and then time and a half for holidays or weekends. Rick said Jay's independent contractor agreement was from 2017, the rates he has now took effect in April of 2018 and it could be amended if the board approves. Mike requested to see a report for the year of 2019 at the new rates compared to the old rates. Herb asked Rick to write up the agreement and present the changes that were made so the board can vote at the next meeting. This can be discussed in executive session because it is a contract issue.
- The local winery in Fair Haven is putting in a new event building and hoping to be open by July 1st. They are developing plans for the areas first hotel/inn and they want the water and sewer hookups for this project.

County Infrastructure Report/Master Plan (Doug Selby, report submitted)

- Working on a Grant Applications with the Northern Regional Boarder Connection Commission.
 - We are going for a grant to connect City of Auburn with Cory Road and extend the pipeline north to recently completed Vitale pipeline. It will be a 12" pipeline which will be a little over a two million dollar project and we will be seeking a million from the Northern Boarder Commission.
 - Another project will be to replace the Aurelius connection between the City of Auburn and Experimental Road. This is a little over a million dollar project. We will hopefully get \$802,000 from the Regional Commission for that. The grant application is due June 1st and we will be on time or early for that.
- Mark Colopy reported that the bond agencies have been throwing their hats into the ring in regards to the future economic situation and how great a part the future infrastructure of this country is going to play into that. Mark sent us some good materials that the board should read. He sent an analogy on the Cayuga Counties Sales Tax Collection and how much of it goes back to the county. This would come in handy if the Authority was to have a conversation with the county about using a percentage of the sales tax for future infrastructure capitalization. Mark also included a draft analysis showing the Estimated Debt Service Schedule for the Cayuga County Regional Water Supply Project. Paul commented that now post pandemic, the sales tax revenue is going to be declining and everyone's expenses are going up so he does not think there will be any new dollars now. Jeanine sent Mark Colopy's email to everyone to review. Doug stated that the reason that he asked Mark to gather this information was to see if it was worth all of the effort to pursue it knowing that in 20-30 years it would amount to a couple of million dollars.

Current Activities/Project Updates (Wilson, Director, report submitted)

- The operations crew is working on the repairing curb stops. The Union Springs hydrants un-bagged and operable. We have rehab and paving to finish by the end of June. We have been paid in full by Union Springs.
- Karl and Jeanine met with Jay and Mr. Colloca to talk about the Colloca Winery. He is increasing his size and efforts which will be good for the community. A meeting was held with Tim Carpenter regarding the Town of Throop district formation project.
- Jeanine has attended (virtual) webinars about reopening and keeping employees safe.
- Doug is working on applications for those upcoming deadlines for funding water and sewer projects.

- Jeanine asked Herb where the IDA stands on the sewer project. He reported that they are waiting for the State DEC and someone needs to get them going. There might be some stimulus money available for that as well as for our sewer projects. Jeanine said she will contact Jennifer Smith at DEC whom Tracy has been working with for information on project and funding.
- Mike said when you talk about the money for the milk plant make sure to mention that it is an essential business and it might help to stress that. Herb said that they set a public hearing yesterday for a \$23,000,000 improvement for the milk plant and with that improvement as well as that type of business it should put us in good shape to get that funding but we need to have someone working on that. Jeanine stated that Tracy has been communicating that CMI is an essential business in our county with the various agencies and that she will find out who she is talking to as far as the funding agencies. She stated that we definitely need to get DEC looking at what needs to be done for the sewer line. There will be no increase in number of employees at the milk plant, just an increase of productivity.

Financial – Christie Waters (Treasurer); Fran Mitchell (Audit Cte Chair)

Christie Waters made a motion to approve the May 20, 2020, Accounts Payable Reports and Pre-approved payment report; and to pay the open invoices. Fran Mitchell 2nd the motion. The motion was unanimously approved and carried.

Fran Mitchell made a motion to approve the April 30, 2020 bank reconciliations. Herb Marshall 2nd the motion. The motion was unanimously approved and carried.

Fran Mitchell made a motion to approve the 1st Qtr/Final FY20 Budget v Actual Financial Report (presented April 2020 for review and approval). Christy Waters 2nd the motion. The motion was unanimously approved and carried.

Legal – Attorney Riccardo Galbato, Galbato Law Firm – No Report

New Business/Old Business Updates

- Proposal - Glatfelter – Liability and casualty insurance policy – review (annual renewal in July) Jeanine stated that they will not go down any lower on the price. Jeanine reported that we have had claims on this policy to replace a garage door, a jeep that was hit and an employee's windshield replaced which was damaged while driving for work purposes. They have always been very quick to respond and great to work with.

Christie Waters made a motion to approve the Glatfelter proposal and renewing our policy with them. Fran Mitchell 2nd the motion. The motion was unanimously approved and carried.

- NYS Retirement – Section 41j and Section 341j (unused sick leave towards time served for retirement) There is statement in our handbook that our unused sick time when you retire would go towards time served. This has not been set up properly so we either need to take it out of our handbook or get it set up properly. Mike said he would check and get the verbiage of how the City of Auburn handled this and Charlie will do the same with the County.
- Mike feels that there will be a lot of funds available within the next year for infrastructures to get us back to working. Mike stated that we need to have a committee to see what CCWSA's plans are and what we would like to work on for the next 6 months to 2 years. This committee would need to work on our plan for our infrastructure. The time for new build or rebuild is coming up now. Jeanine has enough on her plate. Herb stated that he thinks Doug, if he has the time and is willing, might be a great one to work on this. It might make a big difference on the kind of funding that we get so we should do that right away. We should be watching the project

at the milk plant because it is going into our sewer system. It is a major undertaking for the county and it depends on if we have the proper sewer capability for it. John says we need to prioritize and set a direction and a vision. He thinks a dedicated group of us to present back to the board and to the county is what we need. Paul has called a meeting that will happen next Wednesday May 27th at 12:00. Lunch will be provided. John will check on the Aurelius Fire Hall for this meeting. Those who would prefer to remotely attend let Jeanine know.

Executive Session

Herb Marshall requested the board go into executive session regarding contract negotiations. Second by Fran Mitchell. Unanimously approved. Carried.

Herb Marshall made a motion to end executive session. Second by Fran Mitchell. Unanimously approved. No decisions made during session.

Next Meeting

June 17, 2020, 7413 County House Road at 2pm

Adjourn

Respectfully submitted,

Elaine Bona, Secretary

Patricia Baum, Sr. Acct Clerk