

CCWSA BOARD MEETING  
**MINUTES**  
**July 21, 2021 at 1:00 pm**  
7413 County House Road, Auburn, NY

**Board of Directors**

Paul Dudley, Chair      Mike Quill, Vice-Chair      Christie Waters, Treas.      John Miller(1:10 pm)  
Francis Mitchell      Herbert Marshall      David Schenck      Andrew Rindfleisch      Ben Vitale(1:20pm)

**Administration & Advisors, Misc.**

Jeanine Wilson, Dir.; Patty Schoonmaker, Sr. Clerk; Karl Rindfleisch, Wtr/Swr Ops; Rick Galbato, Attorney; Doug Selby, Advisor; Jay Sawyer, CSD2 Contractor-Virtual; Mark Colopy, Financial Advisor-Virtual; Tim Carpenter, MRB Engineering; Jim Jeffers, Town of Sennett-Virtual

**Approval of Agenda**

**A motion was made by Herb Marshall to accept the agenda as presented. It was seconded by Fran Mitchell and unanimously approved and carried.**

**Approval of Minutes, June 16, 2021**

Fran Mitchell asked for some corrections to the minutes of June 16, 2021. The corrections were noted by the secretary and will be incorporated into the minutes.

**A motion was made to accept the minutes with Fran Mitchell's corrections. The motion was Seconded by Herb Marshall and unanimously approved and carried.**

**Welcome**

Eric Ridley – Town of Throop Supervisor  
Ken Sroka – Town of Throop resident

Ken Sroka asked to speak to the Board. He stated that it is his understanding that we are putting a new water line from State Street to the top of Peach Tree Road and he is wondering what it would take to continue that line down Centerport Road to Reyer Road. Tim Carpenter noted that there are 28 houses along that road. The cost to the property owners would be approximately \$2200 - \$2300 per house per year. Rick Galbato added that it would involve a district formation with a new water district which would include Centerport Road, Sine Road to Reyer Road at a cost of a little over a million dollars. Rick noted that a county water or sewer district must include a minimum of two municipalities. Mark Colopy was consulted as to whether any grant money was available; he noted that there should be some available after October 1, 2021. Jeanine reported that we have support from our local DOH which may help with getting the grant. The new Town Water District would be incurring the debt with the 28 properties involved as collateral. There was a lengthy discussion on the options and feasibility of creating a new water district.

**Reports**

**Water Operations** (Rindfleisch)

Karl Rindfleisch reported on the Centerport Road project. He noted that they got the city tap with a 12" line but they have been delayed on work because of the rainy weather. He said that hopefully the weather next week will be better and they can focus on getting the project done. He also noted that they have been helping Springport and Jay Sawyer in Fair Haven.

**County Sewer District 2** (Sawyer)

Jay Sawyer reported that overall operations were running smoothly after the first two weekends in July in Sewer District #2. He reported that from July 1<sup>st</sup> to the 14<sup>th</sup> he had 30 call outs from grinder pumps shutting down on overpressure. He also noted that his opinion is that the design on the north end of West Bay Road was not designed large enough to handle the wastewater flow due to larger new homes with 2 or 3 bathrooms and 4 to 5 bedrooms. Also, Fair Point Marina added 8 new RV sites this Spring that sits on the very end of West Bay Road. Jay and Tim Carpenter reviewed the north end of West Bay Road low pressure line on July 16<sup>th</sup>. The suggestion to fix the high-volume flow at peak times of the year may be adding additional lift station midway between the end of the low-pressure line and lift station #4. It would need about 1600' of 4" force main installed with the lift station. Jay also reported that the lake levels are holding low. He noted that he, Karl and Joe flushed the West Bay Road sewer low pressure line July 15<sup>th</sup> and vacuumed out 3 EOne stations at Anchor Marina and two at Colloca Winery.

### **County Infrastructure Report/Master Plan (Selby & Carpenter, MRB)**

IDA, Aurelius low pressure sewer project (Doug Selby) –

Doug Selby reported that they have continued to provide support for the IDA Industrial Park Sewer Project that will eventually be transferred to CCWSA for ownership and operation. He noted that he has visited the construction site twice and construction has commenced. They hope to finish first phase by next week to accept additional flow.

He reported that work has continued on the formation of the proposed new Regional Water District including discussion for items for inclusion in final report with MRB to make clear that future phases would be voted on by a proposed board of supervisors and mayors and that future phases would result in increased assessments that are dependent on funding.

He also reported on Honoco Road project and noted participation in several meetings with town and village representatives to discuss both water and sewer services for Honoco Road. He noted support for Financial Advisor Mark Colopy and Director Wilson in submittal of Honoco water and Honoco sewer for inclusion in the state Intended Use Plan. Getting projects on the IUP is a requirement to secure state funding and grants for water and sewer projects through the Environmental Facilities Corp. He also noted that he attended the July Project Management Committee meeting and worked with Director Wilson on submittals from CCWSA to Cayuga County for use of a portion of County rescue funds to support CCWSA projects and programs.

### **Current Activities/Project Updates (Wilson, Director)**

Jeanine submitted her director's report which included water/sewer updates, County Sewer District 2, Master Regional Plan and Report & various miscellaneous items. She reported that the monthly and quarterly water quality testing and sampling throughout districts continues as mandated by NYS and CCDOH. She noted that she is continuing training webinars including new lead rules. CCWSA is also continuing water and sewer supervisory duties in the Town of Springport/Fleming districts and contracted with Auburn to install mainline valve to new construction on Centerport Road. She noted that there is no new update regarding the probable connection of water to the Village of Weedsport at Hamilton Road. The Village's engineers are working to plan completion and a new meter will be installed. Also, the master meter at Experimental Road has been installed and is working properly. There is a meter at Pinckney Road that records Springport Water District 2. In County Sewer District 2, Jeanine reported that she has engaged our engineer, Tim Carpenter to research sewer line pressure issues on West Bay Road. Flushing works temporarily but we continue to have high pressure at high flow times. Jay is working to resolve pump/pressure issue at Pump Station 1. Bubble systems continue to work properly. NYS Dig Safety requests are being logged, alarms for malfunctioning grinder pumps checked and main pump stations are monitored daily. Sewer gravity and low pressure line are being cleared by flushing and pumping debris. Jeanine reported that the Project Management Committee met on July 7<sup>th</sup> to continue review of the Regional Water System project map, plan and report (MPR); Centerport Road project and the IDA sewer line project to the Aurelius Industrial Park.

In other business Jeanine reported that the Personnel Committee met and filed documents through Civil Service to create an additional position of Administrative Assistant. The Commission met on July 15<sup>th</sup> and provided notice on July 16<sup>th</sup> for CCWSA to prepare and submit the motion to approve by the Board. Once filed we can submit a request to canvas the list for interest in the position. Jeanine also noted that IDA is self-funding the sewer line project to the Aurelius Industrial Park. Jeanine reported that Cayuga County Soil and Water District has unlocked the doors to our building but is asking unvaccinated individuals to continue to mask and others to use their own discretion. Small meeting attendance is welcomed.

### **Financial – Christie Waters (Treasurer); Fran Mitchell (Audit Cmte. Chair)**

Christie Waters presented the July 21, 2021 Accounts Payable reports and pre-approved report for approval.

**Fran Mitchell made a motion to approve the invoices for payment as presented and David Schenck 2<sup>nd</sup> the motion. The motion was unanimously approved and carried.**

Fran Mitchell presented the Reconciliation reports with no reservations.

**Fran Mitchell made a motion to approve the Reconciliation reports for June 30, 2021 bank accounts and Ben Vitale 2<sup>nd</sup> the motion. The motion was unanimously approved and carried.**

Fran presented the Actual vs 2021 Annual Budget for six months ending June 30, 2021. This information will be used to prepare the first draft of the FY2022 budget.

**Fran Mitchell made a motion to approve the Actual vs. 2021 Annual Budget for six months ending June 30, 2021 and**

**Ben Vitale 2<sup>nd</sup> the motion. The motion was unanimously approved and carried.**

**Legal- Attorney Riccardo Galbato, Galbato Law Firm – Updates**

Rick reported on the Cayuga County IDA and CCWSA agreement.

**Paul Dudley requested the board go into EXECUTIVE SESSION to discuss personnel at 2:35pm.**

**Returned to Regular Session at 3:15 pm.**

**Fran Mitchell made a motion to create and canvas to fill an Administrative Assistant position and John Miller 2<sup>nd</sup> the motion. The motion was unanimously approved and carried.**

**Ben Vitale made a motion to advertise for a Water Maintenance position at a rate of \$18.75 per hour/full time and authorize the Director to move forward if the right person is found qualified based on abilities. John Miller 2<sup>nd</sup> the motion. The motion was unanimously approved and carried.**

**Ben Vitale made a motion to “create” two positions for general laborers and Mike Quill 2<sup>nd</sup> the motion. The motion was unanimously approved and carried.**

**Mike Quill moved to adjourn the Board Meeting at 3:25 pm. Ben Vitale 2<sup>nd</sup>.**

Next Meeting

August 18, 2021 at 1 pm, 7413 County House Road

Respectfully Submitted

Elaine Bona, Typist