

CAYUGA COUNTY WATER AND SEWER AUTHORITY
Minutes: November 18, 2020

Board of Directors

Paul Dudley, Chair Mike Quill, Vice-Chair- Absent Christie Waters, Treas.-Virtual John Miller-Virtual
Francis Mitchell Herbert Marshall (1:08) Peter Adams Andrew Rindfleisch Charlie Ripley-Absent

Administration & Advisors

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

Approval of Agenda

Andrew Rindfleisch made the motion to accept the agenda and Fran Mitchell 2nd the motion. The motion was unanimously approved and carried.

Approval of Minutes, October 21, 2020

Fran Mitchell made the motion to accept the minutes for October 21, 2020 as presented. Andrew Rindfleisch 2nd the motion. The motion was unanimously approved and carried.

Reports

Water Operations (Rindfleisch/Carson)

Karl Rindfleisch reported that he and Joe Carson have been helping Jay Sawyer with the flushing in Fair Haven and some other work. He reported that they did some work with the excavator and Joe has been exercising water valves. There were two valves that needed repair. Other than those things everything else is quiet and going well. In Springport they completed the inspection and the oversight of the water and sewer extensions for the Gorwydd Development. Also, he reported that they took the CCWSA water pump to flush the sewer lines. The lines that were flushed hadn't been touched since the system was put in and the flushing system worked quite well and is helping to keep their system moving along. He instructed Springport to go around and flush the grinder pumps. We are trying to get out as much sewage as we can out of each grinder pump, so it does not sit all winter. It seems to make the longevity better for the pumps.

County Sewer District 2 (Sawyer)

Jay Sawyer reported that basically everything is going well with the Sewer District #2. The lake levels are holding. The Wet Well Wizard was installed and seems to be working very well. The system is down to running just a small pump to keep things balanced chemically. Normally this time of year we would be running the larger pump and using more bioxide. His goal in the next month or so is to not use any chemicals. Jay, Joe and Karl have been flushing out W. Bay Road. Jay has some concerns on the very northern end of the low-pressure line. At about 2000 feet, the pump works extremely hard and from about 2000 feet to almost another 6000 feet it flows extremely well. His concern is that there might be an engineering problem with that area or the installation of when it was initially installed. He wants to flush out more areas within the 2000 feet and they will be able to pinpoint where the problem is. This is something they will be working on for the next few months.

Paul Dudley asked Jay about how many feet of lift is there on that line up in Fair Haven. Jay said about 40-45 feet elevation. Paul also asked how many pumps lift that sewage in 45 feet. Jay guessed at close to 50. Karl reported that each grinder pump may turn on at a different time and they work independently. He said that you could have two pumps come on at the same time which would help, but that system is designed for one pump to be able to push that sewage up over the 40 feet and those 40 feet only amount to about 20 pounds of pressure.

Karl also reported that he, Joe and Jay are talking about killing the pressure on the main up there and running the camera through the main. A couple things could be going on because Jay had some problems in the past with the homemade "Y's" that the contractor made in the field. Karl stated that he feels that the system just needs some time and work put into it.

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

Doug Selby reported on the IDA Sewer Project. The engineer has made their 3rd submittal to the DEC. They submitted, that got sent back with comments, those comments were addressed. That was sent back to DEC and took a month to respond with additional comments. Probst Engineering has submitted their 3rd submittal on November 10th. As of today, November

18, 2020, he is not aware of any response from DEC. Many of the comments were regarding minor errors and clarification of language needed in the report, nothing substantial in what DEC is asking for. He confirmed with Cayuga Milk Ingredients that they are still on schedule to increase their flows in the March/April 2021 time frame. A construction contract needs to be in place and the Eagle Drive portion of the project needs to be complete in that time frame, which is still doable unless there are further delays from DEC.

Doug also reported that he hosted a teleconference with the City of Auburn and Probst Engineering to make sure everyone is on the same page with the City's metering requirements. These requirements need to comply as an operating agency for that sewer line. Doug does not foresee any problems there. The engineer has asked if the authority has any preference on equipment, etc. associated with this project that would allow us to have more economical maintenance and operations capabilities. Doug will coordinate this with the authority and Probst Engineering.

Andy Rindfleisch asked Doug if there was anything that can be done to move forward with the IDA project without the DEC approval. Doug explained that the design work is proceeding forward already. He said the IDA has funded the engineer to do the design work so that should be completed by December. Doug also explained we need to get the response from DEC that they accept the preliminary design report and then that design needs to be submitted to the DEC to approve the actual design itself, the pipes, pumps etc. DEC is backlogged but we should be close to DEC approval. He is not aware of the IDA funding status, they needed approval of the DEC to get the Economic Development Funds that they were seeking to be awarded to the IDA and those funds are necessary to do the construction work. The project is bid as one project but broken into two pieces. The gravity sewer portion, which would be completed first and is critical to meeting the CMI flow increases in March/April. Then we have as much as a year additional time to complete the pumping station/force main.

Tim Carpenter, MRB Engineering reported that the response from the DEC and the Department of Health with many projects have been slow throughout the COVID-19 phase. They are busy like everyone else and doing what they can. They seem to be making good progress.

Tim also reported that they are about 50% through the Master Plan Report Project. We had the first Steering Committee Meeting. The minutes from that meeting were presented to the board. Tim noted that there were a lot of good questions asked. Tim, Doug and Jeanine need to figure out when to hold the next meeting with the Steering Committee to be able to respond to their questions and work some of these things into the Master Plan and Report. We are making good progress, but this is a difficult situation with COVID-19 and this is such a large committee and we would like to meet in person. Andy gave Jeanine a phone number for a larger meeting facility in Union Springs and attending remotely is always an option. Jeanine will ask how many people on the Steering Committee would want to come in person. Tim stated that they will push for the next meeting to keep things moving so we don't lose momentum. Tim thinks that in January/February 2021 they can have it wrapped up and ready to be reviewed by the Board and talk about moving forward at that point.

Herb Marshall had a question regarding question #10 in the proposal of the Regional Water Project. He wanted to know if the cost of water at \$3.00 per 1,000 gallons was the wholesale cost. Tim explained that this is what he expected it would cost to produce. The Board would have to determine what they want to charge for it. Tim further explained that the \$3.00 was the cost for the electricity to pump it up, the chemicals to treat it, and to transport it. He doesn't believe the \$3.00 includes the cost of the lines. Herb is concerned that people will not understand what the \$3.00 includes. There was further discussion and Tim explained that it doesn't include the cost of the Capital project or the O&M for the transmission plans, but it may include some of the maintenance cost of the transmission main. Peter Adams suggested to Tim that at the next Steering Committee Meeting, they should discuss a breakdown of how they arrive at \$3.00 and if there are any other costs added on beyond the \$3, they can give us an estimate of these costs. Herb asked Tim to let someone know what is included in the \$3.00 and what needs to be added to it once he finds out. The \$3 seems to be the wholesale price of the water and then the town adds their cost on before they bill the customers. Peter asked what about our cost to O&M, is that above and beyond the \$3 per thousand gallons. We need a breakdown of this cost given at the next Steering Committee Meeting.

Herb also questioned #24 in the proposal. He does not like the term that this is like a mortgage on your property. He thinks it could be phrased a different way. Tim took note of that. In addition, Jeanine made a suggestion to Tim about rewording in regard to labor and treatment.

Andy had questions to #3, #4 and #5 regarding the distribution lines in the proposal of the Regional Water Project. There was discussion back and forth. Andy suggests putting meters and backflow prevention in at every sub distribution line and charge the Town for what they consume and any leakage in the transmission line would be the projects responsibility. Tim

agreed it was a good point, but said we are not talking about 8 to 10 more meters; it would be about 100 or more meters plus the data roll up for those. Further discussion will be necessary. Andy pointed out that some leaks do not show on the surface and you have no history yet to base it on historical data. Karl said people need to have faith in this project; it's a big leap of faith. People must have faith in the project that we will work out the issues as they arise and that we will work them out equitably. John Miller stated that what he is not hearing in the conversation is that this is the way other counties/communities are doing things. I'm hearing a lot of we can do this, or we can do that. If we could compare with other counties, we can learn from their experience. Tim said point was well taken and reported that we have comparison with Wayne County where we are actively working and is glad to talk about these things. He noted that he limited the responses from the committee meeting in the report. None of this is new and he would be willing to bring more experiences to the table about what others are doing. Andy had additional questions about other projects like running water to the Nice and Easy in Montezuma and said if we let everyone bring in their projects it will bring the cost up. Herb had questions about the connection line from Springport to Owasco. This was discussed. Tim reported that he, Jeanine and Doug are trying to decide which projects that were not on the original plan make sense to be added to the plan or not. There was discussion about a 2nd source of water for backup especially in the summer when the algae bloom is bad. If Auburn is not part of the project it will cost more to each property in the district. We need to coordinate with the City, discuss the project. State and Federal funding is necessary. Paul said to Tim -you heard our concerns on this end. Tim said he will work with Jeanine to schedule the next meeting and we are available immediately to get right into it. Tim said we are trying to get things straight before the commitment because once you finalize the Map Planning Report and put it out there it is hard to make changes to it later.

Karl explained that we may have to revisit master meters at each connection. It may get to the point where we will have to spend extra money for more meters because if the existing systems could fix a leak, and it's not done then why would they care if there is going to be no accountability for the wasted water. If we have no way to pinpoint leaks, then we do not know who is to be held accountable for them, so we really need the extra meters.

Paul asked Tim how many "other" projects are proposed to be added to the plan. Tim reported three candidates' projects to possibly be added to the plan- (Owasco, Montezuma and Sennett). The cost is roughly around 1.5 million dollars added to the full project for all three of these projects. Tim will provide the cost estimates sheets. Herb stressed the need-to-know what funding will be provided. Jeanine mentioned that Congressman Katko has been advised about the project, been given our original plan and we can meet with him and/or his team for an update. Herb mentioned he can call Jim Walsh and have him approach Representative Katko and hope he could help us get it done. We need to line up people at the state level and the federal level that we could get to help us.

Peter Adams made a motion for MRB Engineering to add Owasco, Montezuma and Sennett to the Regional Water Project Map Planning Report noting not-to-exceed \$2million dollars. If exceeds that threshold the board must review and advise. Herb Marshall 2nd the motion. The motion was unanimously approved and carried.

Current Activities/Project Updates (Wilson, Director)

Jeanine discussed the report that was sent out. Jeanine has a need for Executive Session at the end of this meeting.

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

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

Fran Mitchell made the motion to approve the October 31, 2020 reconciliation report, he found no exceptions. Herb Marshall 2nd the motion. The motion was unanimously approved and carried.

Fran asked for a separate approval of the 3rd Quarter / September 30, 2020 Budget vs. Actual report.

Andy Rindfleisch made a motion to approve the 3rd Quarter Actual vs Budget Report as presented in Oct 2020 board meeting. Herb Marshall 2nd the motion. The motion was unanimously approved and carried.

Fran asked for approval of a 3% increase for wages and salaries as noted to be effective January 1, 2021 as an actual expenditure. Fran added that each employee, except the new hire (senior clerk), will get the increase.

Herb Marshall made a motion to approve the 3% increase for wages and salaries as stated, each employee except new hire (senior clerk). John Miller 2nd the motion. The motion was approved by six board members, Andy Rindfleisch abstained, and the motion was carried.

Legal – Attorney Riccardo Galbato, Galbato Law Firm – Updates

Rick Galbato reported that he forwarded his email to the Board regarding voting rights for those within the boundaries of a proposed County District. To vote in a referendum, you must be a registered voter and a resident within the County District. MRB should include this information in their question and answer information to the steering committee.

He noted that a public hearing is scheduled for December 16, 2020 (rates and charges), the regular board meeting. A public hearing is needed every year to establish water and sewer rates and that allows us to relevy any outstanding bills through the county tax.

Herb Marshall made a motion to go into Executive Session to discuss contracts. Andy Rindfleisch 2nd the motion. The motion was unanimously approved and carried.

Herb Marshall made a motion to come out of Executive Session. Andy Rindfleisch 2nd the motion. The motion was unanimously approved and carried.

New Business/Old Business Updates

We would like to set our Springport rate increase for labor/manpower to be \$60.00/hr. for a 3 yr. term.

Fran Mitchell made a motion to approve the Springport rate increase as stated (labor/manpower \$60/hr.). Peter Adams 2nd the motion. The motion was approved by 6 board members, with Andy Rindfleisch abstained, and the motion was carried.

Director to continue conversation with the Town of Aurelius regarding potential work collaboration.

Herb Marshall made a motion to continue conversation with Town of Aurelius as stated (collaboration). Andy Rindfleisch 2nd the motion. The motion was unanimously approved and carried.

Discussion regarding three board members – Mike Quill, Charlie Ripley and Christie Waters; names were put through the committee for Mike and Christie, but Jeanine has not gotten a name yet from the legislature for the third possible board member to take Charlie’s place. They have stated that it will probably be another legislator that will take Charlie’s seat. No appointments have been made yet but hopefully will happen around the first of the year. Jeanine noted that the people on the board will have their term extended until they resign or are replaced. Jeanine requested a motion for a public hearing to discuss the water and sewer rates for next year. Jeanine stated that we requested that the newest legislative representative be someone within the proposed regional water district as directed by the board.

Herb Marshall made a motion to hold a public hearing at the December meeting to establish the rates as stated. Andy Rindfleisch 2nd the motion. The motion was unanimously approved and carried.

Next Meeting

December 16, 2020, 7413 County House Road at 1pm

A motion to adjourn by Herb Marshall to adjourn the meeting and it was second by Andy Rindfleisch. The motion was unanimously approved and carried.

Respectfully submitted,

Patty Schoonmaker, Senior Clerk