

CCWSA BOARD MEETING
MINUTES – June 21, 2023 at 1:00 pm
7413 County House Road, Auburn, NY

Board of Directors

Brian Dahl, Chair Andrew Rindfleisch, Vice Chair Christie Waters, Treas. Herbert Marshall
Robert Shea-Absent Donald Slocum Don Oltz Jeff Dygert

Administration & Advisors & Misc.

K. Rindfleisch, Dir; S. Phillips, Admin. Assistant; P. Schoonmaker, Sr. Clerk; Riccardo Galbato, Attorney; Doug Selby, Advisor; Mark Colopy, Financial Advisor; (remote) Tim Carpenter, Engineer @ MRB

Approval of agenda- A motion was made by Herbert Marshall to approve the agenda. Donald Slocum 2nd the motion. The motion was unanimously approved and carried.

Approval of minutes-May 17, 2023, and June 7, 2023- A motion was made by Donald Slocum to approve the minutes from May 17, 2023, and June 7, 2023. Christie Waters 2nd the motion. The motion was unanimously approved and carried.

Financial- Christie Waters (Treasurer)

A motion was made by Christie Waters to pay the bills including additions of \$949.59, \$925.02, and \$971.72 from MRB. Brian Dahl 2nd the motion. The Motion was unanimously approved and carried.

A motion was made by Christie Waters to approve the reconciliations of checking accounts for May 31, 2023. Andrew Rindfleisch 2nd the motion. The motion was unanimously approved and carried.

Director's report (Dir-Karl Rindfleisch)

Karl Rindfleisch- We have continued to do our work for the Town of Fleming. We were called by the Town of Sterling to do a repair, so we took care of that.

Short discussion about hourly rate per employee for contracts with towns.

A motion was made by Andrew Rindfleisch to allow Riccardo Galbato to amend the agreement with The Town of Sterling to allow Jay Sawyer to work for CCWSA to do the water work in Sterling. Christie Waters 2nd the motion. The motion was unanimously approved and carried.

A motion was made by Herbert Marshall to authorize the Chair, Brian Dahl to sign the agreement with the Town of Sterling subject to Attorney Riccardo Galbato's approval and based on discussion as amended to allow Jay Sawyer to contract work between CCWSA and The Town of Sterling. Andrew Rindfleisch 2nd the motion. The motion was unanimously approved and carried.

A motion was made by Herbert Marshall to give the Director Karl Rindfleisch authority to respond to emergencies for water and sewer within Cayuga County. Andrew Rindfleisch 2nd the motion. The motion was unanimously approved and carried.

A motion was made by Donald Oltz to authorize Attorney Riccardo Galbato to draft a short-term resolution to make repairs to local jurisdiction. Andrew Rindfleisch 2nd the motion. The motion was unanimously approved and carried.

Water operations & County Sewer District 2, Operations

Discussed in Directors Report.

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

Tim Carpenter- We have completed the SEQRA and we are waiting the next steps which is applying for grant funding. I have provided a proposal for MRB to prepare grants for the two major grant agencies. The next step is to submit the application to see what grant funding is available to us.

A motion was made by Herbert Marshall to submit the grant application for the Master Plan. Andrew Rindfleisch 2nd the motion. The motion was unanimously approved and carried.

Cayuga Lake Protection Plan (Honoco Rd)-

Tim Carpenter- We are in the process of putting the SEQRA package together for CLPP. Then we can meet with the various Towns involved to talk about the SEQRA process.

North St. Connection-

Mark Colopy- We are on the 3rd step that must be completed for the funding for this with the current legislation. We will then submit an application for the grant funding.

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

Discussed above.

Legal-

The Sterling agreement was taken care of above.

Personnel Committee Report-

Christie Waters- We have three items. We wanted to let the BOD know that we reviewed a memo that Doug Selby put together called Organizational Assessment. The Personnel Committee is in support of this, and we are going to forward it to the full BOD for review and hopefully approval at the next BOD meeting. The second item is the BOD conduct with staff that we fully endorse and will be sent to the full BOD for review and approval at the next BOD meeting. The last item is performance evaluation for the Director of Operations. We are going to send out a survey to the staff and BOD to complete. The personnel committee will then summarize the surveys and discuss the findings with Karl Rindfleisch.

New Business/Old Business Updates

Proposal for 2023 audit- The audit proposal was sent to the audit committee for review to start the process.

Karl Rindfleisch- Our insurance is up for renewal. We are asking for approval to renew with our current insurance agent.

A motion was made by Andrew Rindfleisch to approve CCWSA insurance renewal. Christie Waters 2nd the motion. The motion was unanimously approved and carried.

Short discussion on titles for the building on 2-4 Commerce Way.

A motion was made by Herbert Marshall to suspend the meeting scheduled for July 5, 2023, to have one meeting for the month of July, making it July 19th, 2023. Andrew Rindfleisch 2nd the motion. The motion was unanimously approved and carried.

Short discussion on the possible Cato project and resolutions between the entities involved if we move forward.

A motion was made by Herbert Marshall to adjourn the meeting. Andrew Rindfleisch 2nd the motion. The motion was unanimously approved and carried.

Next Meeting- July 19, 2023, at 1:00 pm, 7413 County House Road

Respectfully Submitted:

Susan Phillips, Administrative Assistant/Secretary