

CCWSA BOARD MEETING
MINUTES
October 20, 2021 at 1:00 pm
7413 County House Road, Auburn, NY

Board of Directors

Paul Dudley, Chair Mike Quill, Vice-Chair-Remote Christie Waters, Treas. John Miller-Absent
Francis Mitchell Herbert Marshall David Schenck Andrew Rindfleisch Ben Vitale

Administration & Advisors, Misc.

Jeanine Wilson, Dir.; Patty Schoonmaker, Sr. Clerk; Karl Rindfleisch, Wtr/Swr Ops; Doug Selby, Advisor-Remote; Mark Colopy, Financial Advisor-Remote; Tim Carpenter, MRB Engineering; Rick Galbato, Attorney; Bill Marquardt, Bond Attorney-Remote; Jim Jeffers, Town of Sennett-Remote; Seth Jensen, Dir. of Municipal Utilities(Auburn)-Remote

Approval of Agenda

Paul Dudley asked that an additional item for an executive session be added to the agenda to discuss personnel issues.

Andy Rindfleisch made the motion to accept the agenda as amended to add an additional item for an executive session to discuss personnel. Christie Waters 2nd the motion. The motion was unanimously approved and carried.

Approval of Minutes, September 15, 2021

Fran Mitchell made the motion to accept the minutes for September 15, 2021 as presented. Andy Rindfleisch 2nd the motion. The motion was unanimously approved and carried.

Resolution to Refinance:

Bill Marquardt, our bond attorney, joined the meeting and reported that he drafted a resolution to refinance Sewer District 2 loan with EFC in the approximate amount of \$292,000 at a lower interest rate. He will not know what that rate will be until November 8, but it will be lower than it is now. If for any reason the interest rate goes up in November we can back out of the refinancing. The resolution is to authorize delivery of refinancing documents to EFC. Discussion was held on original 30 year debt of approximately \$864,000. About \$500,000 has been paid off with a balance of approximately \$300,000. He is not sure what the benefit will be until the interest rate is announced but there should be a reduction in the customer's bill.

Ben Vitale made the motion to move authorize and approve the execution of the EFC refinancing resolution for possible reduction of the interest rate for the County Sewer District 2, as submitted. Andy Rindfleisch 2nd the motion. The motion was unanimously approved and carried.

Reports

Water Operations (Rindfleisch/Carson)

Karl Rindfleisch reported on the Centerport Road, Town of Throop waterline replacement and upgrade. He noted that they have completed the main line installation on Centerport Rd. They pressure tested the line and found no leaks. They are in the process of doing bacteria samples and once they pass Health Department approval they will start connecting customers to the new line. Next week they plan on starting the blacktop for the driveway properties that had been disrupted when installing the new line. They also have a little over half of the topsoil and seeding done. He reported that it has taken more time because they continue to work the project into their everyday duties and Jay Sawyer has been unavailable for a month, so our guys have been covering for him in the Fair Haven sewer district.

Karl also reported that we purchased a new 2021 F550 truck with a steel box. While looking at used trucks with 30,000 to 40,000 miles on them the cost was three-fourths the price of a new truck. He did not want an aluminum box. He called around and found a truck in Jamestown that a man had ordered but backed out of purchasing it. He noted that with our municipal discount the new truck came in under \$70,000.

Sewer Operations (Jay Sawyer)

Jay Sawyer has been on vacation for the last month so there is no report from him, but Karl and staff have been covering in Fair Haven and have been flushing the lines, so everything is good there.

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

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

Doug reported that he continues to provide support for the IDA Industrial Park Sewer Project that will eventually be transferred to CCWSA for ownership and operation. He also noted that he attended Auburn Sewer User Meeting with Director Wilson and continued dialog about CCWSA joining the User Group when Phase 2 of the IDA sewer project is operational. He also continues work on formation of the proposed new Regional Water District including attending ESF webinar regarding State Revolving Loan Funds with applications due in March 2022 and attending ESF webinar regarding the water infrastructure Improvements Grant program. Doug reported on the Honoco Sewer project which is ranked in the fundable range on the State Intended Use Plan making it eligible for the market rate financing through the ESF revolving loan fund program. He also noted that the Honoco Water project did not rank high on the State Intended Use Plan and below the fundable range for the ESF revolving loan program. Village of Aurora got a favorable ranking on water for a water treatment plant they proposed to build for a connecting pipeline with Springport. Doug reported on the District Formation that he and Tim are doing a presentation at the City Council meeting on November 9th to get some feedback from the council. They are also scheduling additional presentations with the Towns and Villages within the District to get feedback.

Current Activities/Project Updates (Wilson, Director)

Water/Sewer Updates: Jeanine reported that we continue monthly and quarterly water quality testing and sampling throughout districts as mandated by NYS and CCHD. Life Science Lab tech retired and we may need to begin delivering water samples to East Syracuse lab in the near future. She noted that she continues water and sewer supervisory duties in Town of Springport/Fleming districts. Installation of eight inch waterline on Centerport Road to upgrade the existing substandard waterline is ongoing. Installation, pressure testing, and chlorination of the line are complete. Sample tests are required, two times with results reviewed by DOH before connections to homes will be completed. Restoration has begun. The crew is continuing to work to complete this project before Nov. 1st. The intention is to complete the repair of driveways next week. The Town of Brutus residual issues are dissipating. This is typically a seasonal issue; communication between the town and CCWSA is critical to control potential problems from low chlorine residuals. Jeanine reported that she met with the new owners of River Forest Park (campgrounds) in Brutus to discuss the public water source to their land. This is outside the current town district. CCWSA sells water to Brutus. We provided guidance but the negotiations must be between the town and the owner of the campgrounds. On Tuesday, Oct. 19th Jeanine met with the town engineer, a contractor, the owner and maintenance of the park and the town highway supervisor. They will be now working directly with the town and the engineer to install a water district for their own use. This will be a private line but with future options to become a town district.

County Sewer District 2: Jay Sawyer has returned to NY but is out of the area for the third week of October. Our crew is maintaining the sewer system and will continue to with emergency backup of workforce by Wayne County WSA technicians. Jay is available each evening for coverage. Flushing of sewer system on west side of the bay continues. This system is helping to maintain proper pressure, preventing service disruption. Future development is on the docket for the west side of the bay. A new owner of Shady Shores Campgrounds will install sewer transmission lines within its park to empty in the existing quadplex. It's possible that this will happen during the early winter, spring of 2022. An owner of a large parcel is now looking into developing a camping facility on what is currently vacant land. Mr. Colloca is still considering building cabins and a resort style hotel on his property near his winery. NYS DigSafely location requests are maintained daily. Alarms for malfunctioning grinder pumps checked and main pump stations monitored daily. Master Regional Plan and Report: Jeanine reported that on November 9th Doug Selby and Tim Carpenter will present information to the Auburn City Council. Discussion and consideration of municipal outreach is necessary to continue this effort. Approval for MRB to begin the SEQR was done at the CCWSA September meeting. This environmental report will include the entire water project area and the Honoco Road sewer project area.

Miscellaneous: Jeanine noted that the FY22 Budget draft was presented electronically for review. Authority Budget Office deadline for uploading the information is November 1st. She also reported that notices were sent for customers to notify of availability of payment plans as an option for water and sewer unpaid fees for services rendered. Capital debt for FY22 was submitted to CC Real Property for collections on property tax bills. Re-levy arrears will be finalized and the information sent to CC Real Property for consideration. Water bills must meet all criteria, sewer charges can be re-levied without proof of special notifications as did the water accounts. A resolution regarding reissuing current debt was sent out for review. Bond Council was available to answer questions regarding this. The County Soil and Water District continues to have doors open for entry to the building but is asking unvaccinated to continue to mask, others to use their own discretion. The federal and state offices herein are requesting all visitors to be masked. Small meeting attendance is welcomed.

Legal-Attorney Riccardo Galbato, Galbato Law Firm – Updates

Rick reported that the Town of Throop, at its last meeting, approved a resolution declaring itself as lead agency on the extension of the current water line. Subject to notices going out. Rick stated that he spoke with the Town Attorney and right now they are waiting for the engineering report to be completed before they go any further. A lengthy discussion was held concerning this water line extension. Rick also reported that the CCIDA original sewer line replacement is completed and the Grant application for the 2nd phase will be submitted by October 29th. It was noted that there is a good chance the sewer will be approved for almost 100% funding.

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

Christie Waters presented the October 20, 2021 Accounts Payable reports and preapproved report for approval.

Christie Waters made a motion to approve the invoices for payment as presented and Andy Rindfleisch 2nd 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 September 30, 2021 bank accounts and Christie Waters 2nd the motion. The motion was unanimously approved and carried.

Fran Mitchell discussed the 2022 Budget and asked for some modifications including adjusting the purchase amount of water from Auburn, truck depreciation, Centerport Road waterline replacement/upgrade depreciation, field supplies, fuel and 7310 line for water.

Herb Marshall made a motion to approve the FY22 Budget with modification changes to include adjusting the purchase amount of water from Auburn; adding truck depreciation; adding the Centerport Road waterline replacement depreciation; increasing the line item for field supplies, fuel and the line item 7310 for water. Andy Rindfleisch 2nd the motion. The motion was unanimously approved and carried.

New Business/Old Business Updates-

Ben Vitale reported that at the last meeting he suggested that the County might pay for half of the SEQR. He noted that he was able to get a motion passed by Public Works and Ways & Means to pay for \$24,000 which is 100% the cost of the SEQR. It will go before the legislature next Tuesday and hopefully will pass without any problems. The money will come out of the County's Economic Development Fund.

A motion was made by Andy Rindfleisch to adjourn the regular board meeting at 2:30 pm and go into EXECUTIVE SESSION to discuss personnel matters. Second by Herb Marshall. Unanimously approved.

A motion was made by Herb Marshall to return to open session at 3:15pm. Second by Fran Mitchell. Unanimously approved.

No further decisions were made.

A motion by Herb Marshall to adjourn the meeting at 3:17pm. Second by Ben Vitale. Unanimously approved. Carried.

Next Meeting

November 17, 2021 at 1:00 pm, 7413 County House Road

Respectfully Submitted:

Elaine Bona, Typist