

Members Attending: H. Stewart, T. Anderson, S. Beardsley, D. Kriewall, F. Miller, D. LeFeber

Excused Absent: P. Brooks

Others attending: M. Baines (Executive Director), M. Kosakowski (Director of Operations), R. Lewis (Principal Account Clerk), J. Campbell (Kruk & Campbell, P.C.), E. Wies and J. Foote (Clark Patterson Lee)

**Financial Report:** R. Lewis reviewed the financial report. R. Lewis noted that LCWSA had submitted a payment request to DOCCS on December 18, 2017 in the amount of \$2,093,500, based on the certification that the project is now 50% complete. R. Lewis updated the Board that the reconciled sewer bills, with explanatory letters, were sent out to Town of Avon commercial customers in early December. A total of two (2) refund checks were issued to customers who had been overbilled, in the amounts of \$1,238.18 and \$275.51. To date, LCWSA staff have not received any phone calls with questions or concerns regarding the information that was sent out. R. Lewis also informed the Board that a discrepancy was discovered between the number of sewer units assessed for usage and the number of sewer units assessed for debt service for the Willow Cove Mobile Home Park. Prior to taking any action on this item, the Board requested that LCWSA staff provide some additional detail and clarification on the unit assessment of mobile home parks within LCWSA service areas.

***Motion: S. Beardsley moved and F. Miller seconded to approve the financial report as presented. Carried unanimously.***

**Operations Report/Capital Report** – M. Kosakowski reviewed the Operations Report and Capital Report (on file with the Secretary). The following items were further discussed by the Board:

- **Roof Damage to Sewage Pump Station 5E (5289 East Lake Rd)**  
M. Kosakowski updated the Board that a tree had fallen on the roof of the pump station on December 5, 2017 and caused minor damage. Tompkins Insurance was notified of the event but no insurance claim has been submitted, as the quotes for repairing the roof are below the \$10,000 deductible amount.
  
- **DOCCS Water Supply Project – West Lake Road “Switchover” to Hemlock water**  
M. Kosakowski updated the Board that with the water main now installed along Sliker Hill Road and the southern end of West Lake Road, it will now be possible to serve approximately 200 existing customers with water coming from our Hemlock source versus Town of Geneseo. Weather permitting, the actual “switchover” has been tentatively scheduled for early January 2018.

## **Other Business**

### **DOCCS Water Supply Project – Change in Contract Times/Milestones (Clark Patterson Lee)**

J. Foote distributed copies of the updated project schedule (on file with secretary), and reviewed with the Board. J. Foote noted that the critical path item on the overall project continues to be the completion of the Maple Beach Pump Station. The need to extend certain project milestones is due to multiple factors, including longer than anticipated equipment lead times, etc.

*Motion: T. Anderson moved and S. Beardsley seconded to approve contract time extensions based on the amended milestones, as presented. Carried unanimously.*

### **Hamlet of Conesus Water Mains – Follow-up Discussion re: Ductile Iron Piping (Clark Patterson Lee)**

E. Wies provided an update to the Board on the additional research that had been completed since the November Board meeting, regarding the ductile iron pipe that was installed as part of the above referenced project in 2000, and potential causes of the corrosion issues. E. Wies noted that a 10-Point Soil Evaluation, as recommended by the Ductile Iron Pipe Research Association (DIPRA) to assess corrosivity of the soils, was conducted as part of the project design and did not yield abnormally high results. The ductile iron pipe that was installed is pressure Class 350 pipe, with a standard exterior coating, and does not have a polyethylene encasement. In the specific area along Sliker Hill Road, where Morsch Pipeline recently replaced approx. 2000 feet of ductile iron water main with new PVC pipe, the Contractor was able to remove a segment of the existing ductile iron pipe that still included manufacturing ID information on the exterior, which would allow us to further evaluate whether a manufacturing defect may be responsible for the pipe issues. Another potential cause that is being investigated relates to stray currents – it was observed out in the field along that segment of Sliker Hill Road that certain appurtenances on the utility poles run vertically into the ground. It may also be possible that electrical services for residential homes in this area could be grounded to the copper water services. CPL will follow-up with National Grid and will also reach out to a cathodic protection consultant, in an effort to obtain additional information to assist in the development of a plan to prevent further deterioration of the existing piping.

### **January 2018 Organizational Meeting Date**

The Board discussed setting the meeting date for the annual organizational meeting. The Board consensus was to schedule the meeting for January 24, 2018 at 8am.

*Motion: F. Miller moved and T. Anderson seconded to approve scheduling the organizational meeting for January 24, 2018 at 8 am. Carried unanimously.*

### **Minutes - November 29, 2017**

*Motion: F. Miller moved and T. Anderson seconded to approve minutes dated November 29, 2017. Carried unanimously.*

**Bills** – R. Lewis reviewed the monthly bills. It was noted that the existing funds remaining in the DOCCS account will not be sufficient to pay all DOCCS expenses, until LCWSA receives its third payment (\$2,093,500) from DOCCS. The Board discussed that it may be necessary to borrow again

from the reserve account in order to make the necessary payments to contractors, consultants, etc. on the project.

**Motion:** *F. Miller moved and T. Anderson seconded to approve payment for Operating Expenditures in an amount not to exceed \$134,729.86 and Other projects in an amount not to exceed \$128,807.13, and the transfer of \$916,604 from LCWSA Reserve account to pay DOCCS expenses in an amount not to exceed \$1,516,887.13. Carried unanimously.*

**Motion:** *S. Beardsley moved and D. Kriewall seconded to approve payment for Commodities in an amount not to exceed \$54,109.48, Utilities in an amount not to exceed \$26,181.03, and Payroll/Miscellaneous expenses in an amount not to exceed \$9,254.33. Carried unanimously.*

**Board member recognition:** Harold Stewart, Dale Kriewall

The Board expressed its gratitude to both board members for their many years of service to LCWSA, and wished them well in their future endeavors.

**Executive Session:**

**Motion:** *F. Miller moved and D. LeFeber seconded that the Board adjourn and reconvene in Executive Session for the purpose of discussing: the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation; and that H. Stewart act as Chairman and M. Baines act as Secretary, and J. Campbell remain present. Carried unanimously,*

The Board reconvened in regular session.

The following report was presented.

#### REPORT OF EXECUTIVE SESSION

The Board of Livingston County Water & Sewer Authority having met in Executive Session for the purpose of discussing: the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;

hereby reports as follows:

No action taken.

Dated December 22, 2017

W. Harold Stewart  
M. Baines, Secretary

**Motion:** *F. Miller moved and D. Kriewall seconded that the Report of Executive Session be accepted and the Board reconvene in regular session. Carried unanimously.*

**Communications:** The following items were provided to Board members for informational purposes. No action taken.

- 2017 Regional Economic Development Council Awards (Finger Lakes Region – pages 24-34), and Livingston County News Article “9 projects in Livingston County awarded economic development funds from NY” (December 13, 2017)

M. Baines noted that one of the awards includes the Department of State (DOS) Local Government Efficiency (LGE) implementation grant to Livingston County to update the 1991 Water Study and evaluate opportunities for collaboration within the County, which could include shared services and equipment. The Board discussed the critical importance of this grant award, and was unanimous in its support of taking the “lead” on this initiative, if given the opportunity by the County.

**Adjourn: Motion: S. Beardsley moved and T. Anderson seconded to adjourn the board meeting. Carried unanimously.**