

MINUTES of the **MEETING** of the **ERIE COUNTY WATER AUTHORITY** held in the office, 295 Main Street, Room 350, Buffalo, New York, on the 7th day of January 2021.

PRESENT: **Jerome D. Schad, Chairman**
Mark S. Carney, Vice Chairman
Peggy A. LaGree, Treasurer (via videoconference)
Terrence D. McCracken, Secretary to the Authority
Margaret A. Murphy, General Counsel (via teleconference)
Karen A. Prendergast, Chief Financial Officer
Russell J. Stoll, Chief Operating Officer
Leonard F. Kowalski, Executive Engineer (via teleconference)
Daniel J. NeMoyer, Director of Human Resources (via teleconference)
Joyce A. Tomaka, Comptroller (via teleconference)
Lavonya C. Lester, Director of Administration (via teleconference)
Sabrina A. Figler, Director of Water Quality (via teleconference)
Matthew W. Barrett, Security Officer (via teleconference)
Jeffrey C. Schlierf, Acting Manager of Information Technology (via teleconference)

ATTENDEES:

PLEDGE TO THE FLAG

I. CALL TO ORDER/ROLL CALL

The meeting was called to order at 10:13 a.m. A quorum was present with three Commissioners.

II. READING OF MINUTES

Motion by Mr. Carney seconded by Ms. LaGree and carried to read the Minutes of the Meeting held on Thursday, December 17, 2020.

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, Carney and LaGree

Noes: None

III. APPROVAL OF MINUTES

Motion by Mr. Carney seconded by Ms. LaGree and carried to approve the Minutes of the Meeting held on Thursday, December 17, 2020.

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, Carney and LaGree

Noes: None

IV. REPORTS

A) SECRETARY

No Report

B) LEGAL

No Report

C) FISCAL

1. November 2020 Investment Report

Karen Prendergast distributed the November 2020 Investment Report along with a brief explanation of the report.

2. Financial Monthly Report – November 2020

Joyce Tomaka distributed the November 2020 Monthly Financial report which includes operating revenue, investment income, operating expense and net income, and briefly reviewed the data.

D) OPERATIONS

RFP – Miscellaneous Electrical Design Services 2021-2022

Leonard Kowalski informed the Board that the Authority issued an RFP for Miscellaneous Electrical Design Services 2021-2022. RFPs were issued to four (4) consulting engineers: Nussbaumer & Clarke, LaBella, Arcadis and GHD. Six (6) additional firms obtained the RFP through the Authority's website. In the end, eight (8) firms; Arcadis, GHD Encorus, LiRo Engineers, Labella, CT Male Associates, EI Team, and Wendel chose to submit proposals for this project. Nussbaumer and Clarke chose to

partner with Arcadis. After the proposals were reviewed and discussed, it was determined that Arcadis would be the best choice for this project. Mr. Kowalski noted if the Commissioners did not have any objections, the Engineering department will move forward with finalizing the contract with Arcadis. Commissioner LaGree asked if this is a service that the Authority has issued Request for Proposals for in the past. Mr. Kowalski explained that the previous contract with Nussbaumer and Clarke was the first time this was done. Chairman Schad confirmed with Executive Engineer Kowalski that this is something the Authority will continue as a regular practice on a two-year cycle. Mr. Kowalski remarked that this worked out very well for the Authority, therefore, the project will be continued.

E) HUMAN RESOURCES

No Report

F) AUDIT COMMITTEE

No Report

G) GOVERNANCE COMMITTEE

No Report

H) FINANCE COMMITTEE

No Report

I) ETHICS COMMITTEE

No Report

V. COMMUNICATIONS AND BILLS

(Communications may be limited to items that are provided electronically. Every effort will be made to provide all communications at future meetings.)

C-1 NOTICE OF CLAIM – JACQUELINE CULLITON - RECEIVE AND FILE AND REFER TO LEGAL FOR FOLLOW UP

C-2 NOTICE OF CLAIM – WILMA ERVIN- RECEIVE AND FILE AND REFER TO LEGAL FOR FOLLOW UP

C-3 NOTICE OF CLAIM – JOSEPH AND CATHERINE ZOLADZ - RECEIVE AND FILE AND REFER TO LEGAL FOR FOLLOW UP

C-4 IVAN CARMICHAEL RETIREMENT – RECEIVE AND FILE

Discussion

Chairman Schad thanked Mr. Carmichael for his service. He added that we get through these tough times because of good employees, and he is glad they get a chance to take time to relax.

C-5 SPENCER PLARR RETIREMENT – RECEIVE AND FILE

Discussion

Chairman Schad remarked that Mr. Plarr has many years of service with the Authority.

VI. PERSONS ADDRESSING THE AUTHORITY

The Commissioners will hear the concerns of persons desiring to address the Commissioners on any Water Authority subject

No member of the public requested the opportunity to speak.

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS

ITEM 1 - MASTER PURCHASE ORDERS, RELEASES FROM MASTER PURCHASE ORDERS, PURCHASE ORDERS, AND AMENDMENTS OF SAME

Motion by Mr. Carney and seconded by Ms. LaGree and carried

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, Carney and LaGree

Noes: None

ITEM 2 - FINAL ACCEPTANCE OF PROJECT WITH PINTO CONSTRUCTION SERVICES, INC. FOR STURGEON POINT WATER TREATMENT PLANT SLUDGE REMOVAL, DISPOSAL AND RELOCATION, PROJECT NO. 202000110, CONTRACT NO. 20-21-08 - \$20,218.58

Motion by Mr. Carney and seconded by Ms. LaGree and carried

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, Carney and LaGree

Noes: None

ITEM 3 - AUTHORIZATION TO ENTER INTO A MAIN EXTENSION AGREEMENT (BUILDER-CONTRACTOR-DEVELOPER) WITH LEGACY WOODS, LLC AND ANASTASI TRUCKING, INC. FOR THE CONSTRUCTION AND INSTALLATION OF APPROXIMATELY 800 LINEAR FEET OF EIGHT (8") INCH PVC WATERMAIN, ONE (1) HYDRANT, FOUR (4) LINE VALVES AND APPURTENANCES IN LEGACY WOODS SUBDIVISION PHASE I, TOWN OF CLARENCE, NEW YORK, EC NO. 7077, PROJECT NO. 201800153

Motion by Mr. Carney and seconded by Ms. LaGree and carried

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, Carney and LaGree

Noes: None

ITEM 4 - AWARD OF CONTRACT TO PCS PUMP AND PROCESS, INC. FOR THE FURNISHING AND DELIVERING OF DECANT PUMPS AND MIXERS, PROJECT NO. 202000155 - \$145,704.61

Motion by Mr. Carney and seconded by Ms. LaGree and carried

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, Carney and LaGree

Noes: None

ITEM 5 - APPROVAL OF AMENDMENT NO. 1 OF WM. SCHUTT & ASSOCIATES TO PROVIDE CONSULTING ENGINEERING SERVICES RELATIVE TO TRANSMISSION MAINS IN THE TOWN OF EVANS, NEW YORK (CONTRACT B1), IDENTIFIED AS CONTRACT NO. WSA-016, PROJECT NO. 202000077

Motion by Mr. Carney and seconded by Ms. LaGree and carried

DISCUSSION

On the question, Commissioner LaGree asked if the additional \$20,000 is going to be coming from the unexpended funds in the 2020 project or is it part of the \$1.1 million in the 2021 budget. Mr. Kowalski replied that it is part of the \$1.1 million in the 2021 budget.

VOTE

Ayes: Three; Commrs. Schad, Carney and LaGree
Noes: None

ITEM 6 - AUTHORIZATION TO GRANT LEAK ALLOWANCE REQUEST – \$632.80

Motion by Mr. Carney and seconded by Ms. LaGree and carried

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, Carney and LaGree
Noes: None

ITEM 7 - AUTHORIZATION TO AMEND THE ERIE COUNTY WATER AUTHORITY'S ANNUAL CAPITAL BUDGET FOR FISCAL YEAR 2021

Motion by Mr. Carney and seconded by Ms. LaGree and carried

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, Carney and LaGree
Noes: None

IX. ADJOURNMENT

Motion by Mr. Carney seconded by Ms. LaGree carried that the meeting adjourn

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, Carney and LaGree

Noes: None

A handwritten signature in black ink, appearing to read 'T.D. McCracken', with a long horizontal flourish extending to the right.

Terrence D. McCracken
Secretary to the Authority

PF