

MINUTES of the **MEETING** of the **ERIE COUNTY WATER AUTHORITY** held in the office, 295 Main Street, Room 350, Buffalo, New York, on the 25th day of March 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 (via teleconference)
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. 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, March 4, 2021.

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, March 4, 2021.

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. February 2021 Investment Report

Karen Prendergast distributed the February 2021 Investment Report along with a brief explanation of the report.

2. Monthly Financial Report – February 2021

Joyce Tomaka distributed the February 2021 Monthly Financial report which includes operating revenue, investment income, operating expense and net income, and briefly reviewed the data.

D) OPERATIONS

1. RFP Raw Water Intake Improvements Van de Water and Sturgeon Point

Mr. Kowalski reported to the Board of Commissioners the reasons why an RFP should be issued for the Raw Water Intake Improvements at Van de Water and Sturgeon Point. He explained that Sturgeon Point Water Treatment Plant periodically experiences interruptions of raw water flow as a result of frazil ice blockage of the intake structure. The conditions at the Van de Water raw water intake differ from that at Sturgeon Point and do not promote the formation of frazil ice at the intake. The RFP will include the

design and construction of a more resilient system to protect each intake, including a new, more frazil ice resistant intake crib grating system for the Sturgeon Point intake crib and replacement of the existing HDPE piping system at each treatment plant. It is desired to begin design of the intake improvements in 2021 to allow construction to begin in 2022.

2. RFP Raw Corrosion Control Treatment Program – Pipe Loop Demonstration Study

Mr. Kowalski informed the Board of Commissioners that Request for Proposals (RFP) were issued for the Raw Corrosion Control Treatment Program – Pipe Loop demonstration Study. RFPs were issued to Arcadis, Brown and Caldwell, and Hazen & Sawyer for The RFP was also posted on ECWA’s website. Two firms chose to submit proposals for this project (Arcadis and Hazen & Sawyer). After a review of the proposals, it was determined that Hazen & Sawyer was the best choice for the project. The Engineering Department will move forward with negotiations with Hazen & Sawyer to develop a Professional Services Contract for the referenced project.

3. RFP Sedimentation Basin Effluent Improvements Sturgeon Point

Executive Engineer Kowalski reported to the Board of Commissioners that Request for Proposals (RFP) were issued for improvements to the existing sedimentation basin effluent process at the Sturgeon Point Water Treatment Plant. RFPs were issued to Arcadis, Barton & Loguidice, GHD, Hazen & Sawyer, Labella Associates, and Nussbaumer & Clark. One other firm, JM Davidson, obtained the RFP through the posting on our website. Three firms chose to submit proposals for this project (Arcadis, Nussbaumer & Clark and GHD). After a review of the proposals, it was determined that GHD was the best choice for the project. The Engineering Department will move forward with negotiations with GHD to develop a Professional Services Contract for the referenced project.

E) HUMAN RESOURCES

No Report

F) AUDIT COMMITTEE

No Report

G) GOVERNANCE COMMITTEE

No Report

H) FINANCE COMMITTEE

No Report

D) ETHICS COMMITTEE

No Report

J) INDEPENDENT ETHICS PANEL

1. Minutes from 2/25/21 Meeting

Margaret Murphy told the Board of Commissioners that the minutes from the Independent Ethics Panel meeting of February 25, 2021 was previously reviewed by them at a Governance Committee meeting. Therefore, this is just to receive and file. Chairman Schad noted it was received and filed.

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 NOC – NATIONAL FUEL GAS DISTRIBUTION CORP. VS ECWA - RECEIVE AND FILE AND REFER TO LEGAL FOR FOLLOW UP

C-2 NOC – NATASHA MARCIANO VS. ECWA -- RECEIVE AND FILE AND REFER TO LEGAL FOR FOLLOW UP

C-3 NOC – KENNETH & MARGORIE MAST VS. ECWA - RECEIVE AND FILE AND REFER TO LEGAL FOR FOLLOW UP

C-4 FOIL FROM INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS REGARDING VOLLAND ELECTRIC'S INVOICES - RECEIVE AND FILE AND REFER TO SECRETARY

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 - AUTHORIZATION TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH BROWN AND CALDWELL TO PROVIDE CONSULTING ENGINEERING SERVICES FOR VAN DE WATER RAW WATER AND HIGH SERVICE PUMPING SYSTEM IMPROVEMENTS, IDENTIFIED AS CONTRACT NO. BC-001, PROJECT NO. 202100051

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 EXECUTE AN ORDER FORM WITH IRTS SOLUTIONS, LLC RELATIVE TO THE DIG SAFELY NY TICKET MANAGEMENT SYSTEM, PROJECT NO. 202000076

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 - AUTHORIZATION TO SOLICIT REQUEST FOR PROPOSALS FOR MASS NOTIFICATION SYSTEM, PROJECT NO. 202000212

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 - AUTHORIZATION TO ACCEPT THE CONSTRUCTION AND INSTALLATION OF 20 LINEAR FEET OF SIX (6") INCH DIP WATERMAIN, 1,710 LF OF EIGHT (8") INCH C-900 WATERMAIN, FOUR (4) HYDRANTS, ELEVEN (11) LINE VALVES AND APPURTENANCES IN SHERWOOD MEADOWS SUBDIVISION, PART 4, PHASE 2, TOWN OF HAMBURG, NEW YORK, PROJECT NO. 202000052, EC NO. 7121

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

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, Carney and LaGree

Noes: None

ITEM 6 - RESOLUTION GRANTING THE STATE OF NEW YORK AUTHORITY TO PERFORM THE ADJUSTMENT FOR THE OWNER AND AGREEING TO MAINTAIN FACILITIES ADJUSTED VIA STATE-LET CONTRACT IN CONNECTION WITH PIN NO. 5131.39, PROJECT NO. 202100068

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 - AWARD OF CONTRACT TO STC CONSTRUCTION, INC. FOR CONTRACT NO. GHD-007, WATER SYSTEM IMPROVEMENTS GUENTHER PUMP STATION REHABILITATION, PROJECT NO. 201800138 - \$9,527,775.00

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

DISCUSSION

Chairman Schad asked if this contract was everything the Authority will be undertaking in order to get Guenther Pump Station up to speed. Mr. Stoll replied yes, it should be everything.

VOTE

Ayes: Three; Commrs. Schad, Carney and LaGree

Noes: None

ITEM 8 - AWARD OF CONTRACT TO 716 SITE CONTRACTING, INC. FOR CONTRACT NO. BL-001, WATER SYSTEM IMPROVEMENTS, TOWNS OF CLARENCE AND AURORA, PROJECT NO. 202000060 - \$1,859,680.00

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

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, Carney and LaGree

Noes: None

ITEM 9 - AWARD OF CONTRACT TO CARBON ACTIVATED CORPORATION FOR THE FURNISHING, DELIVERING AND INSTALLING OF ANTHRACITE FILTER MEDIA, PROJECT NO. 202100018 - \$83,800.00

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

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, Carney and LaGree

Noes: None

ITEM 10 - AUTHORIZATION TO ADVERTISE FOR BIDS FOR STURGEON POINT WATER TREATMENT PLANT SLUDGE REMOVAL, DISPOSAL AND RELOCATION, PROJECT NO. 202100038

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

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, Carney and LaGree

Noes: None

ITEM 11 - AUTHORIZATION TO ADVERTISE FOR BIDS FOR WSA-015, WATER SYSTEM IMPROVEMENTS IN THE TOWN OF HAMBURG AND CITY OF LACKAWANNA, NEW YORK, PROJECT NO. 202000058

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

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, Carney and LaGree

Noes: None

ITEM 12 - AUTHORIZATION TO ADVERTISE FOR BIDS FOR CONTRACT NO. GHD-008 RESIDUALS HANDLING UPGRADES VAN DE WATER WATER TREATMENT PLANT, PROJECT NO. 201900208

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

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, Carney and LaGree

Noes: None

ITEM 13 - AUTHORIZATION TO ADVERTISE FOR BIDS FOR ASBESTOS CEMENT PIPE (ACP) AND ASBESTOS CONTAINING MATERIALS (ACM) ABATEMENT, REMOVAL, AND DISPOSAL, JUNE 1, 2021 THROUGH MAY 31, 2023, PROJECT NO. 202100013

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

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, Carney and LaGree

Noes: None

ITEM 14 - APPROVAL OF AMENDMENT NO. 1 OF THE CONTRACT WITH MODERN DISPOSAL SERVICES, INC. FOR FURNISHING NECESSARY LABOR AND MATERIALS FOR THE PICKUP, HAULING, AND DISPOSAL OF ALUMINUM-BASED RESIDUALS, ZEBRA MUSSELS, AND OTHER DEBRIS AND WASTE LOCATED AT DIFFERENT PROPERTIES BELONGING TO THE ERIE COUNTY WATER AUTHORITY FOR TWO YEARS FROM MAY 1, 2019 THROUGH APRIL 30, 2021 PROJECT NO. 201900012, IDENTIFIED AS CONTRACT NO. 19-08-05

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

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, Carney and LaGree

Noes: None

ITEM 15 - APPROVAL OF AMENDMENT NO. 1 OF THE PROFESSIONAL SERVICES CONTRACT WITH WENDEL WD ARCHITECTURE, ENGINEERING, SURVEYING, AND LANDSCAPE ARCHITECTURE, P.C. TO PROVIDE CONSULTING ENGINEERING SERVICES FOR THE DESIGN AND CONSTRUCTION OF WATER SYSTEM IMPROVEMENTS IN THE TOWN OF AMHERST, NEW YORK, IDENTIFIED AS CONTRACT NO. W-030, PROJECT NO. 201800074

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

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, Carney and LaGree

Noes: None

ITEM 16 - AUTHORIZATION TO GRANT LEAK ALLOWANCE REQUESTS - \$6,526.13

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

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, Carney and LaGree

Noes: None

ITEM 17 - AUTHORIZATION TO WAIVE THE MARCH 2021 CONTRIBUTION FOR HEALTH & DENTAL COVERAGE FOR A SPECIFIC EMPLOYEE

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

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, Carney and LaGree

Noes: None

ITEM 18 - 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

ITEM 19 - 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

ITEM 20 - CREATION OF ONE POSITION OF CONTROL OPERATOR CREW CHIEF (PART-TIME)

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

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, Carney and LaGree

Noes: None

ITEM 21 - AUTHORIZATION TO FILE THE PUBLIC AUTHORITY REPORTING INFORMATION SYSTEM (PARIS) 2020 REPORTS TO THE NEW YORK STATE AUTHORITY BUDGET OFFICE

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

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, Carney and LaGree

Noes: None

ITEM 22 - AUTHORIZATION TO REVISE AND ADOPT THE ERIE COUNTY WATER AUTHORITY'S CODE OF ETHICS & CONFLICTS OF INTEREST POLICY AND ADOPT THE 2020 FINANCIAL DISCLOSURE STATEMENT FORM AND 2020 VENDOR LIST

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

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, Carney and LaGree

Noes: None

ITEM 23 - AUTHORIZATION TO ADOPT POLICY NO. 96.0 COMMUNICABLE DISEASE PREPAREDNESS PLAN OF THE EMPLOYEE POLICY AND PROCEDURES MANUAL

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

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, Carney and LaGree

Noes: None

ITEM 24 - AUTHORIZATION TO AMEND THE FLEET MANAGEMENT POLICY IN THE ERIE COUNTY WATER AUTHORITY'S EMPLOYEE POLICIES AND PROCEDURES MANUAL

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 at 10:23 a.m.

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, Carney and LaGree

Noes: None



Terrence D. McCracken
Secretary to the Authority

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