

MINUTES of the **MEETING** of the **ERIE COUNTY WATER AUTHORITY** held in the office, 295 Main Street, Room 350, Buffalo, New York, on the 15th day of September 2022.

PRESENT: Jerome D. Schad, Chair
 Peggy A. LaGree, Vice Chair
 Michele M. Iannello, Treasurer
 Terrence D. McCracken, Secretary to the Authority
 Karen A. Prendergast, Chief Financial Officer
 Mark S. Carney, General Counsel
 Russell J. Stoll, COO
 Leonard F. Kowalski, Executive Engineer
 Jennifer Hibt, Director of Human Resources
 Joyce A. Tomaka, Comptroller
 Lavonya C. Lester, Director of Administration
 Katherine A. Gillette, Associate Attorney
 David W. Aubertine, Director of Cybersecurity and Information Technology
 Matthew W. Barrett, Security Officer

ATTENDEES:

PLEDGE TO THE FLAG

I. CALL TO ORDER/ROLL CALL

II. READING OF MINUTES

Motion by Ms. LaGree seconded by Ms. Iannello and carried to read the Minutes of the Meeting held on Thursday, August 18, 2022.

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

III. APPROVAL OF MINUTES

Motion by Ms. LaGree seconded by Ms. Iannello and carried to read the Minutes of the Meeting held on Thursday, August 18, 2022.

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

IV. REPORTS

A. SECRETARY

B. LEGAL

C. FISCAL

1. July 2022 Investment Report

Karen Prendergast distributed the July 2022 Investment Report along with a brief explanation of the report.

2. Monthly Financial Report – July 2022

Joyce Tomaka distributed the July 2022 Monthly Financial report which includes operating revenue, investment income, operating expense and net income, and briefly reviewed the data.

D. OPERATIONS

1. RFP Recommendation

Executive Engineer Kowalski informed the Board that the Authority recently issued a Request for Proposals for consulting engineering services for the investigation, design, and construction of improvements at the William Street Pump Station. The RFP was sent to five consulting engineers and was also posted to the ECWA website which resulted in interest from two additional firms. Four firms chose to submit a proposal for this project. Subsequently, it was determined that Hunt Engineers, Architects, Land Surveyors and Landscape Architects, DPC is the best fit for the project, and the Engineering department will begin to negotiate a Professional Services Agreement with Hunt Engineers.

3. Contracts for Advertisements

Leonard Kowalski reported that Contract No. GP-010 Water System Improvements, Transmission and Distribution Mains has been advertised for bids.

3. RFPs Solicited

Leonard Kowalski reported that the following RFPs have been issued: Printer Consolidation and Managed Print Services and Cisco IP Phone System Maintenance Service.

E. HUMAN RESOURCES

F. AUDIT COMMITTEE

G. GOVERNANCE COMMITTEE

H. FINANCE COMMITTEE

I. ETHICS COMMITTEE

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 FOIL FROM EUGENE SCHERER REGARDING JENNIFER RUNFOLA-RECEIVE AND FILE AND REFER TO SECRETARY FOR FOLLOW UP

VI. PERSONS ADDRESSING THE AUTHORITY

Pursuant to the Erie County Water Authority's Open Meetings Law Policy Section 10 Public Expression, as posted on its website, the Commissioners will hear the concerns of persons desiring to address the Commissioners on any Water Authority subject. No one appeared to speak.

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS

ITEM 1 - AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH JOHNSON CONTROLS FIRE PROTECTION LP TO PROVIDE TESTING AND INSPECTIONS OF ALL FIRE ALARM DETECTORS AND EQUIPMENT AT ERIE COUNTY WATER AUTHORITY FACILITIES, PROJECT NO. 2022000218

Motion by Ms. LaGree and seconded by Ms. Iannello and carried.

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

ITEM 2 - AUTHORIZATION TO EXECUTE A SERVICE AGREEMENT WITH VERIZON BUSINESS NETWORK SERVICES, LLC RELATIVE TO INTERNET SERVICES

Motion by Ms. LaGree and seconded by Ms. Iannello and carried.

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

ITEM 3 - AWARD OF CONTRACT TO U&S SERVICES, LLC. FOR THE FURNISHING AND DELIVERING OF FOUR VARIABLE FREQUENCY DRIVES FOR TRANSFER PUMPS AT STURGEON POINT WATER TREATMENT PLANT, PROJECT NO. 202200142 - \$70,589.28

Motion by Ms. LaGree and seconded by Ms. Iannello and carried.

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

ITEM 4 - AWARD OF CONTRACT TO RUSSO DEVELOPMENT, INC. FOR STURGEON POINT WATER TREATMENT PLANT RESIDUALS/SLUDGE REMOVAL, DISPOSAL, AND RELOCATION, PROJECT NO. 202200111 - \$480,480.00

Motion by Ms. LaGree and seconded by Ms. Iannello and carried.

DISCUSSION

On the question, Chairman Schad asked what the duration of this contract is. Mr. Kowalski replied that it will take several months.

VOTE

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

ITEM 5 - AWARD OF CONTRACT TO INTUITECH, INC. FOR CONTRACT NO. HS-002 CORROSION CONTROL TREATMENT PROGRAM – PIPE LOOP EQUIPMENT, PROJECT NO. 202100152 - \$422,939.00

Motion by Ms. LaGree and seconded by Ms. Iannello and carried.

DISCUSSION

On the question, Commission LaGree inquired as to why there was only one bidder. Mr. Kowalski answered that it could be several issues such as back log of supplies, manpower issues, inability to get equipment, etc.

VOTE

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

ITEM 6 - APPROVAL OF AMENDMENT NO. 1 TO THE PREVENTATIVE MAINTENANCE SERVICE AGREEMENT WITH TOSHIBA INTERNATIONAL CORPORATION TO PROVIDE PREVENTATIVE MAINTENANCE SERVICES FOR TOSHIBA VARIABLE FREQUENCY DRIVES, IDENTIFIED AS CONTRACT NO. TOSH-004, PROJECT NO. 202100006

Motion by Ms. LaGree and seconded by Ms. Iannello and carried.

DISCUSSION

On the question, Commissioner Iannello asked what the hours of labor upon completion was. Mr. Kowalski answered that it is about 60 hours' worth of work.

VOTE

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

ITEM 7 - AUTHORIZATION FOR SABRINA FIGLER, DIRECTOR OF WATER QUALITY TO ATTEND THE NYS AWWA TIFT SYMPOSIUM IN SYRACUSE, NEW YORK

Motion by Ms. LaGree and seconded by Ms. Iannello and carried.

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

ITEM 8 - APPROVAL OF ONE-YEAR LEAVE OF ABSENCE FOR JOSHUA WROBLEWSKI (CCII)

Motion by Ms. LaGree and seconded by Ms. Iannello and carried.

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

ITEM 9 - Ratification of the Installation of Hydrants and Valves and Retirement of Existing Hydrants and Valves - Various Locations

Motion by Ms. LaGree and seconded by Ms. Iannello and carried.

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

IX. ADJOURNMENT

Motion by Ms. LaGree seconded by Ms. Iannello carried that the meeting adjourned at 9:49 a.m.

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, LaGree and Iannello

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

PG