

**ERIE COUNTY WATER AUTHORITY  
MEETING OF DECEMBER 20, 2018**

**PRESENT:**

**CALL TO ORDER AT**

**PLEDGE TO THE FLAG**

**I. - ROLL CALL**

**II. - READING OF MINUTES**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ and carried to read the Minutes of the Meeting held on Thursday, November 29, 2018.

**III. - APPROVAL OF MINUTES**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ and carried to approve the Minutes of the Meeting held on Thursday, November 29, 2018.

**IV. - REPORTS**

- A) SECRETARY**
- B) LEGAL**
- C) FISCAL**
- D) OPERATIONS**
- E) HUMAN RESOURCES**
- F) AUDIT COMMITTEE**
- G) GOVERNANCE COMMITTEE**
- H) FINANCE COMMITTEE**
- I) ETHICS BOARD**

**V. - COMMUNICATIONS AND BILLS**

**ITEM 1 - Creation and/or Amendment of Master Purchase Orders:**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ and carried to approve the creation and/or amendment of Master Purchase Order Nos. as attached and that the Director of Administration be authorized to execute the above and all associated documents after certifying that they are in conformity with applicable laws and the Authority's By-Laws and Purchasing Guidelines, Policies and Procedures.

**ITEM 2 - Master Purchase Order Releases, Purchase Orders and Purchase Order Amendments:**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ and carried to approve for payment of Master Purchase Order Nos., Purchase Order Nos. and Purchase Order Amendments as attached after certification by the Comptroller that the orders are in accordance with the quotations and that the Director of Administration be authorized to execute the above and all associated documents after certifying that they are in conformity with applicable laws and the Authority's By-Laws and Purchasing Guidelines, Policies and Procedures.

**ITEM 3 -** FOIL Request from Rick Zydel New Frontier Excavating

**ITEM 4 -** J. Runfola Resignation Letter

**ITEM 5 -** P. Riester Resignation Letter

**VI. PERSONS ADDRESSING THE AUTHORITY**

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

**VII. - UNFINISHED BUSINESS**

**T-12** Termination of Professional Services Contract with Harter Secrest & Emery LLP  
(Item No. 4 8/2/18)

**T-17** \_\_\_\_\_ – Appointment as Executive Director (Item No. 22  
11/1/18)

**VIII. - NEW BUSINESS**

- ITEM 6 -** AUTHORIZATION TO ADVERTISE FOR BIDS FOR CONTRACT NO: WSA-013, WATER SYSTEM IMPROVEMENTS LARGE VALVE REPLACEMENTS, CITY OF LACKAWANNA, TOWNS OF AMHERST, CHEEKTOWAGA, HAMBURG AND WEST SENECA, PROJECT NO. 201800081
- ITEM 7 -** AUTHORIZATION TO ADVERTISE FOR BIDS FOR CHEMISTRY AND MICROBIOLOGY PROFICIENCY SAMPLES AND CHEMISTRY STANDARDS FOR THREE YEARS FROM FEBRUARY 1, 2019 TO JANUARY 31, 2022, PROJECT NO. 201900009
- ITEM 8 -** APPROVAL OF CHANGE ORDER NO. 2 OF GEITER DONE OF WNY, INC. FOR EXCAVATED MATERIAL REMOVAL AND DISPOSAL, APRIL 1, 2018 THROUGH MARCH 31, 2020, PROJECT NO. 201800010, CONTRACT NO. 18-17-04 - \$1,501.25
- ITEM 9 -** AUTHORIZATION TO ENTER INTO A PROFESSIONAL SERVICES CONTRACT WITH O'BRIEN & GERE ENGINEERS, INC. PROJECT NO. 201800136, CONTRACT OBG-013
- ITEM 10 -** AUTHORIZATION TO REFUND SERVICE CONNECTION FEE TO ASHLEY ACEVEDO - \$2,000.00
- ITEM 11 -** AUTHORIZATION TO GRANT LEAK ALLOWANCE REQUEST - \$1,073.47
- ITEM 12 -** AUTHORIZATION TO AMEND THE ERIE COUNTY WATER AUTHORITY'S ANNUAL CAPITAL BUDGET FOR FISCAL YEAR 2018
- ITEM 13 -** AUTHORIZATION TO SETTLE INSURANCE CLAIM RELATNG TO THE 42-INCH WATERMAIN BREAK AT STURGEON POINT TREATMENT PLANT
- ITEM 14 -** RATIFICATION OF THE TENTATIVE AGREEMENT WITH THE BROTHERHOOD OF WESTERN NEW YORK WATER WORKERS, AFL-CIO, AND AUTHORIZATION TO AMEND THE AUTHORITY'S CAREER AND SALARY PLAN RELATIVE TO THE BLUE COLLAR BARGAINING UNIT
- ITEM 15 -** SALARY INCREMENTS - JANUARY 1, 2019

**New Business Continued**

**ITEM 16 - FIRST LONGEVITY INCREMENTS - JANUARY 1, 2019**

**ITEM 17 - ADDITIONAL LONGEVITY INCREMENTS - JANUARY 1, 2019**

**ITEM 18 - AUTHORIZATION TO AMEND POLICY NO. 41.0 – VACATIONS OF THE ERIE COUNTY WATER AUTHORITY’S EMPLOYEE POLICIES AND PROCEDURES MANUAL**

**ITEM 19 - AUTHORIZATION TO AMEND THE AUTHORITY'S CAREER AND SALARY PLAN FOR BI-WEEKLY EMPLOYEES NOT ELIGIBLE FOR MEMBERSHIP IN A COLLECTIVE BARGAINING UNIT**

**ITEM 20 - AUTHORIZATION TO AMEND THE AUTHORITY'S CAREER AND SALARY PLAN FOR BI-WEEKLY EMPLOYEES NOT ELIGIBLE FOR MEMBERSHIP IN A COLLECTIVE BARGAINING UNIT**

**ITEM 21 - \_\_\_\_\_ – APPOINTMENT AS EXECUTIVE DIRECTOR**

**ITEM 22 - MOTION TO RESCIND ANY AND ALL PRIOR RESOLUTIONS PURPORTING TO DELEGATE CERTAIN FINAL EMPLOYMENT DECISIONS TO VARIOUS MANAGEMENT STAFF**

**ITEM 23 - Service Connection Work Order List**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ and carried to approve or ratify Service Connection Work Order No. 2018-44 and 2018-45 to Russo Development, Inc. for Service Area No. 1 under Contract No. 17-02-01 and to 716 Site Contracting, Inc. for Service Area No. 2 under Contract No. 17-03-01 and to Kandey Company, Inc. for large services under Contract No. 17-04-01.

**IV. - ADJOURNMENT**