

**ERIE COUNTY WATER AUTHORITY
MEETING OF FEBRUARY 7, 2019**

PRESENT:

CALL TO ORDER AT

PLEDGE TO THE FLAG

I. - ROLL CALL

II. - READING OF MINUTES

Motion by _____ seconded by _____
Meeting held on Thursday, January 24, 2019.

and carried to read the Minutes of the

III. - APPROVAL OF MINUTES

Motion by _____ seconded by _____
Meeting held on Thursday, January 24, 2019.

and carried to approve the Minutes of the

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 - Warren – FOIL

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

VIII. - NEW BUSINESS

ITEM 4 - AUTHORIZATION TO ADVERTISE FOR BIDS 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

New Business Continued

- ITEM 5 - AUTHORIZATION TO SOLICIT REQUEST FOR PROPOSALS FOR CONSULTING ENGINEERING SERVICES FOR THE DESIGN AND CONSTRUCTION FOR RAW WATER TRANSMISSION MAIN, VAN DE WATER RAW WATER TO VAN DE WATER TREATMENT PLANT AND ROUTING STUDY FOR DELIVERED WATER TRANSMISSION MAIN, VAN DE WATER TREATMENT PLANT TO BALL PUMP STATION, PROJECT NO. 201900011**

- ITEM 6 - FINAL ACCEPTANCE OF PROJECT WITH KANDEY COMPANY INC. FOR EMERGENCY WATERMAIN REPAIR CONTRACT, PROJECT NO. 201500031 - \$21,444.45**

- ITEM 7 - AUTHORIZATION TO REFUND SERVICE CONNECTION FEE TO ALLIANCE CONSTRUCTION OF WNY, INC. - \$2,000.00**

- ITEM 8 - AUTHORIZATION TO REFUND SERVICE CONNECTION FEE TO KAREN MCCORMICK - \$2,000.00**

- ITEM 9 - RATIFICATION OF THE INSTALLATION OF HYDRANTS AND VALVES AND RETIREMENT OF EXISTING HYDRANTS AND VALVES - VARIOUS LOCATIONS**

- ITEM 10 - MEMBERS, OFFICERS AND EMPLOYEES REQUIRED TO FILE ANNUAL FINANCIAL DISCLOSURE STATEMENTS WITH THE ERIE COUNTY BOARD OF ETHICS**

- ITEM 11 - AUTHORIZATION TO AMEND POLICY NO. 8.0 TRAVEL AND TRAINING EXPENSES, POLICY NO. 29.0, TIMEKEEPING, AND POLICY NO. 42.0 – BEREAVEMENT LEAVE, OF THE ERIE COUNTY WATER AUTHORITY’S EMPLOYEE POLICIES AND PROCEDURES MANUAL**

New Business Continued

ITEM 12 - AUTHORIZATION FOR LEONARD F. KOWALSKI, SR. DISTRIBUTION ENGINEER, MICHAEL HAENDIGES, PRODUCTION ENGINEER, SCOTT KLUBEK, PUMP MECHANIC CREW CHIEF AND DAVID PATTON, SR. PRODUCTION ENGINEER, TO ATTEND THE AMERICAN WATER WORKS ASSOCIATION NEW YORK SECTION 2019 NEW YORK WATER EVENT CONFERENCE IN SARATOGA SPRINGS, NEW YORK

ITEM 13 - Service Connection Work Order List

Motion by _____ seconded by _____ and carried to approve or ratify Service Connection Work Order No. 2019-02, 2019-03 and 2019-04 to Russo Development, Inc. for Service Area No. 1, 716 Site Contracting, Inc. for Service Area No. 2 and Kandey Company, Inc. for large services.

IV. - ADJOURNMENT