

Members Attending: H. Stewart, G. Moore, T. Anderson, F. Miller, P. Brooks

Excused absent: D. Kriewall, S. Beardsley

Others Attending: M. Kosakowski, R. Lewis, C. VanHorne

Budget presentation – C. VanHorne presented the budget for 2016. C. VanHorne discussed the revenue assumptions:

1. Increase West Lake Road water service area \$2/quarter/unit
2. Increase all other water service areas \$1/qtr/unit
3. Increase all sewer areas \$1/quarter/unit
4. Increase sewer debt for Lakeville treatment plant \$1/quarter/unit
5. Increase Caledonia usage rate \$.35/1000 gallons
6. Increase Misc Income by \$11,900 – this will be a transfer from the debt reserve account to pay for the admin/trustee related debt expense.

C. VanHorne discussed the expenditure assumptions:

1. The proposed 2016 Work Program is fully funded.
2. Part of that work program is the addition of an employee.
3. Increased purchased water expense by \$50,000.
4. Increased outside services - \$40,000 – to cover cost of installation of new water/sewer laterals. This is offset by Revenue (permits).

The 2016 budget vs 2015 budget is a 5.7% increase in costs. That is about \$145,000, which the majority is represented by the costs for the new employee and the additional purchased water. The remaining increases are a 2% and 3% employee raises and utility cost increases.

The Board discussed the activities of the new staff person:

1. Internal Plumbing Inspection program needs to be staffed. – Two RFP processes have not been successful in soliciting an inspector - this is a key component of our activities related to the overflow issues in our system.
2. FOG Program needs to be staffed – this is also a commercial inspection program to keep Fats, Oils and Greases out of our system.
3. RPZ Program needs to be staffed – this is a mandated program from the Health Department. The program requires staff to institute the program in the existing customer base; it is being implemented with the new customers.
4. Director of Operations needs an assistant and back up.
5. Occasionally, need for operations and maintenance staff needed due to vacations etc.

The Board also discussed the need for fund balance at the end of the year in both reserve accounts as being:

1. Cash flow needs are estimated at 2 months of budgeted expenditures = \$500,000.00 (due to quarterly billing in the arrears).

2. Recognizing the unknowns - In 2010, we had a sewer infrastructure failure that we needed \$300,000 immediately to fix the sewer line.
3. Recognizing the changing climate – we have received storms in the last two years that should only come once every 20-50 years and have created overflow conditions in our collection system. We are examining additional expenditures as we attempt to provide a reasoned response to this issue. That response has not been fully formulated and agreed upon. The NYSDEC will require capital projects be recognized in any solution that we present.
4. Recognizing the yet to be determined - at the end of 2015, the SPDES Permit for the Lakeville Plant will be finalized, based on the data collected over the last two years. According to the Engineering Planning Study:
 - a. \$1,173,000 in capital repairs have been identified;
 - b. \$5,650,000 in capital improvements have been identified – depending on the permit requirements;
 - c. \$150,000/year in additional operational expenses per year.

The Board passed the following resolution:

RESOLUTION 2015 – 19 SETTING PUBLIC HEARING FOR 2016 RATE CHANGES

WHEREAS, the proposed 2016 budget proposes the following rate changes:

1. Sewer – Increase base rate \$1/qtr/unit
2. Sewer Debt – Increase base rate \$1/qtr/unit
3. Water – Increase base rate \$1/qtr/unit
4. Increasing Groveland West Lake Water rate base fee - \$2/qtr/unit
5. Increasing Caledonia Water (served by the Village of Avon) usage rate \$.35/1000 gallons.

WHEREAS, a public hearing must be held on this proposal, now therefore be it

RESOLVED, that the LCWSA Board shall hold a public hearing on the proposed rate changes on September 23, 2015 at 8:15am at the Geneseo Town Hall, 4630 Millennium Drive, Geneseo, NY, to hear all comments regarding the rate increases. Written comments shall be received by the Board at LCWSA, PO Box 396, Lakeville, NY 14480.

Motion: T. Anderson moved and P. Brooks seconded to approve resolution 2015-19 Setting Public Hearing for 2016 Rate changes. Carried unanimously.

Energy Savings Plan with National Grid - The Board tabled the discussion for further review to the September 23rd meeting.

Financial Report – R. Lewis reviewed the Board Financial Report (on file with the Secretary).

Motion: G. Moore moved and F. Miller seconded to approve the Financial report as presented. Carried unanimously.

Bills – R. Lewis reviewed the bills with the Board

Motion: P. Brooks moved and T. Anderson seconded to approve Operating expenses in an amount not to exceed \$197,310.16. Carried unanimously.

Motion: G. Moore moved and F. Miller seconded to approve Utility expenses in an amount not to exceed \$19,398.43, Commodities in an amount not to exceed \$26,244.59, and other expenses in an amount not to exceed \$31,794.03. Carried unanimously.

D. Brady entered

Insurance Premium Summary – D. Brady from Tompkins Insurance distributed the 2015-2016 Premium Summary (on file with the Secretary). The Board discussed the premium increase of \$956.94 or a 1.5% increase. The Board discussed the increase in premiums for flood insurance which now contains a federal mandated increase of \$250 per policy. This can represent a 66% premium increase. The Board requested that D. Brady request proposals for our NYMIR insurance next year as part of a due diligence process to assure we are getting the best value for our premiums. H. Stewart thanked D. Brady for the information.

D. Brady departed the meeting.

Operations and Capital Report - M. Kosakowski reviewed the Operations and Capital Report (on file with the Secretary). The following are action items for that report.

1. Contract Operations of the Lakeville Treatment Plant – M. Kosakowski reported that four firms were active in the RFP process: Camden, Keops, Yaws, and MRB Group. One proposal was received, from YAWS. The Pricing per month for operation service did not change from the current charge. \$10,000 per month. The Contract is a two-year contract with two one-year renewals upon mutual agreement.

Motion: T. Anderson moved and G. Moore seconded to approve YAWS agreement for the Operations of the Lakeville Treatment Plant. Carried unanimously.

2. Prison Project - C. VanHorne stated that OSC Representative had called and stated that the review was near completion. Very positive conversation. C. VanHorne stated per last month's meeting directive, RFP/Q's for Engineering services for the project had been sent out to prospective firms. F. Miller and P. Brooks volunteered to review the RFP/Q's for the project. RFP/Q's are due in on August 28th.
3. SCADA and Control System upgrade: Optimization has provided a proposal for the final phase of the Bristol Babcock controller replacement project. To complete the project the budget will have to be amended. The following resolution authorized staff to move forward with the final phase and increase the budget.

RESOLUTION 2015 - 20 AUTHORIZES OPTIMIZATION TO COMPLETE THE FINAL PHASE OF CONTROLLER UPGRADES AND INCREASE CAPITAL BUDGET

WHEREAS, the final phase of a 5 phase project to replace the obsolete Bristol Babcock controllers in the Groveland Station water and sewer system, and the Sliker tank and the Conesus tank is budgeted for 2015, and

WHEREAS, a proposal has been received from Optimization to complete the last phase, now therefore be it

RESOLVED, that the LCWSA Board authorizes Optimization to complete the project for an amount not to exceed cost of \$79,455, and be it further

RESOLVED, that the LCWSA Board authorizes the Principal Account Clerk to increase the project costs to \$82,000.

Motion: G. Moore moved and F. Miller seconded to approved resolution 2015-20 Authorizes Optimization to Complete the Final Phase of Controller Upgrades and Increase Capital Budget. Carried unanimously.

Grant – C. VanHorne reviewed the memorandum regarding Grants (on file with the Secretary). The following are action items from that report.

1. WQIP Grant - RESOLUTION 2015 – 21 SEQRA NOTICE OF INTENT TO SERVE AS LEAD AGENCY FOR THE LAKEVILLE WASTEWATER TREATMENT PLANT IMPROVEMENTS

WHEREAS, the LCWSA Board of Directors has proposed improvements to the Wastewater Treatment Plant, with the January 2015 Engineering Report prepared by the consulting firm of Clark Patterson Lee of Rochester, New York; and

WHEREAS, in accordance with the provisions of 6 NYCRR Part 617 (SEQRA), the Board of Directors of the LCWSA intends to serve as Lead Agency for SEQRA review of this Type 1 Action and will determine if the proposed action will have a significant effect on the environment; and

WHEREAS, the Lead Agency will undertake a coordinated review of this proposed action, now therefore be it

RESOLVED, that the Board of Directors hereby designates its intention to serve as Lead Agency for the proposed action and will circulate Lead Agency Notice along with Part 1 of the Long Form Environmental Assessment Form and any other supporting documentation to all Involved Agencies. These agencies shall be given 30 days from the mailing of the Lead Agency Notice to consent. Interested Agencies will be given notice, but not required to consent pursuant to 6 NYCRR Part 617.6.

Motion: G. Moore moved and P. Brooks seconded to approve resolution 2015 – 21 SEQRA Notice of Intent to Serve as Lead Agency for the Lakeville Wastewater Treatment Plant Improvements. Carried unanimously.

2. Engineering Planning Grant Implementation

RESOLUTION 2015 - 22 APPROVING CAPITAL PROJECT – EARLY WARNING SYSTEM/ PUMP

RESOLVED, that a capital project be established for early warning system and pump purchase in an amount not to exceed \$50,000.

Motion: T. Anderson moved and P. Brooks seconded to approve resolution 2015-22 Approving Capital Project – Early Warning System/ Pump. Carried unanimously.

Route 408 Sewer – C. VanHorne reported that E. Wies and staff would be meeting to discuss new sewer connections with Kircher Construction CEO, Jim Olverd, for his new facilities on Route 408 in Mt. Morris. The Board recommended that H. Stewart also attend.

Minutes – Motion: P. Brooks moved and G. Moore seconded to approve Board minutes dated July 22, 2015. Carried unanimously.

Communications - customer letter.

Adjourn: Motion: T. Anderson moved and G. Moore seconded to adjourn the meeting. Carried unanimously.

LIVINGSTON COUNTY



WATER & SEWER AUTHORITY

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 Lakeville, NY 14480
 Phone: (585) 346-3523
 e-mail: rlewis@co.livingston.ny.us
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**Board Financial Report
 July 2015**

Balance Sheet

Assets

Operating Cash (Operating Checking Account & General Reserve MM)

(Full Year Report Attached)

July 1, 2015	Jun-15 Actual	Jul-15 Actual
Cash on hand 1st of each month	\$ 2,257	\$ 2,377
Cash Received		
Customer Billing	320	36
Miscellaneous	3	
Debt/Project Related		
Grant/Contributions		
Billing Services/O & M Services	13	
Relevy		
Estimated Cash Receipts		
Cash Receipts		
Debt/Grant/Contrib Receipts		
Cash Balance before expenditures	\$ 2,593	\$ 2,413
Utility Vouchers	108	70
Operating Vouchers	108	145
Grant Vouchers		
Project Vouchers		37
Estimated Expenditures		
Utilities		
Operating		
Projects		
Cash Balance after expenditures	\$ 2,377	\$ 2,161
Reserve Projects in Progress Budget Bal + Retainage	1323	1271
Unallocated Cash Balance	\$ 1,054	\$ 890

①

See Work In Progress

Debt Reserve Cash

Beginning Balance	\$664,785
Admin Fees	\$(6,387)
Debt Bond Payments	\$(107,275)
Interest	\$16
Billing Activity	\$1,783
Ending Balance	\$552,922

(2)

Accounts Receivable.

	Service Fees	Debt	Other	Total
Beginning Balance July	\$ 210,569	\$ 27,822	\$ 7,761	\$ 246,152
July Billing			\$ -	\$ -
Collected Billing	\$ (10,305)	\$ (1,550)	\$ -	\$ (11,855)
Ending Balance July	\$ 200,264	\$ 26,272	\$ 7,761	\$ 234,297

(3)

Capital Contributions Receivable (Current + Non-Current) – (No Significant Change)

As the Village of Geneseo’s Supplemental water project debt decreases, the amount of principal paid is higher resulting in the lower principal balance due. This debt is currently paid quarterly to the Authority for a total collection of \$52,800 (principal & interest). Unless paid off early, this collection will continue until 2027. Each year this activity reduces Net Position by approx \$40,000.

Property & Equipment (net depreciation) – (No Significant Change)

Decrease is the cumulative effect of fully depreciating the Conesus Sewer District Assets. Most of that effect is completed for the 20-year depreciation assets. The next “chunk” will be in another 10 years, then 10 years after that the pipelines & other major infrastructure will also be fully depreciated.

Work-In-Progress (WIP Report Attached)

Current Budget	\$2,147,792
Expenditures to Date	\$ 876,732
Balance	\$1,271,060

(4)

Paid \$37,000 in Project Vouchers. Decreased Budget \$15,000-Steep Water Project (South Lima Rd) –Project is not going forward

LIABILITIES

Accrued one month of Retirement - \$8,000

Year to Date Accrued Amount-\$103,458 (5)

Scheduled to pay September 2015-Amount paid in 2014-\$124,251

Statement of Revenues & Expenditures

OPERATING REVENUE- Billing month

Retail Fees Current Month (Includes Wholesale Fees)- \$21,163

Year to date-\$875,317 (6) Budget Amount \$2,592,307
(Jan-Apr Months billed)
Figures are on track to meet budget amount

Permit Fees- \$4,740

Year to date \$53,477 (7)
Have exceeded budget amount of \$15,869

O & M Services- Nothing to report for current month

Other Income- Nothing to report for current month

EXPENSES

Wages, Overtime & Fringes

Current Month- \$70,132
Previous Month- \$67,362

Year to date-\$521,309 (8) Budget Amount - \$998,200
(paid to 7/11/15)

Employee added to Health Insurance

Utility Expense- Nothing significant to report-figures on track for budget amounts
Equipment Expense- Nothing significant to report-figures on track for budget amounts
Building Expense- Nothing significant to report-figures on track for budget amounts

Purchased Water/Sewer- increased \$13,000 from last year (9)

Capital Contributions -- Nothing significant to report.

Livingston County WSA

Balance Sheet

As of 7/31/2015

(In Whole Numbers)

	Current Year	Prior Year	Current Year Change	Beginning Year Bal...	YTD Change
CURRENT ASSETS					
Operating Cash	(1) 2,159,185	1,922,153	237,032	2,064,785	94,400
Debt Reserve	(2) 552,922	454,938	97,984	593,626	(40,704)
Accounts Receivable	(3) 234,298	901,893	(667,595)	818,290	(583,992)
Capital Contributions Receivable	(3) 15,742	15,053	689	31,135	(15,393)
Inventory	6,574	12,397	(5,823)	9,591	(3,017)
Prepaid Expenses	7,782	25,869	(18,087)	61,091	(53,309)
Funds held for Others	29,916	29,005	912	30,121	(205)
Total CURRENT ASSETS	3,006,420	3,361,307	(354,888)	3,608,640	(602,220)
Total Current Assets	3,006,420	3,361,307	(354,888)	3,608,640	(602,220)
NON-CURRENT ASSETS					
Restricted Cash	257,726	257,724	2	257,725	1
Capital Contrib Receivable, net current	461,876	493,011	(31,135)	461,876	0
Property & Equipment, Net Deprec	23,573,038	24,352,526	(779,488)	24,060,776	(487,739)
Work-In-Progress	(4) 876,972	884,652	(7,680)	864,488	12,484
Total NON-CURRENT ASSETS	25,169,612	25,987,913	(818,301)	25,644,866	(475,254)
Total Non-Current Assets	25,169,612	25,987,913	(818,301)	25,644,866	(475,254)
TOTAL ASSETS	28,176,031	29,349,220	(1,173,189)	29,253,505	(1,077,474)
CURRENT LIABILITIES					
Accounts Payable	(5) 103,458	167,033	(63,575)	162,682	(59,225)
Current Portion Loans Payable	144,417	144,417	0	144,417	0
Other Current Liabilities	3,175	56,992	(53,816)	172,199	(169,024)
Funds held for others	29,919	29,005	914	30,123	(204)
Total CURRENT LIABILITIES	280,969	397,447	(116,477)	509,422	(228,452)
Total Current Liabilities	(280,969)	(397,447)	116,477	(509,422)	228,452
NON-CURRENT LIABILITIES					
System Revenue Notes Payable	4,370,433	4,485,433	(115,000)	4,485,433	(115,000)
Total NON-CURRENT LIABILITIES	4,370,433	4,485,433	(115,000)	4,485,433	(115,000)
Retained Earnings & Net Position					
Retained Earnings	(24,258,651)	(24,701,399)	442,748	(24,258,651)	0
Net Income	734,022	235,058	498,964	0	734,022
Total Retained Earnings & Net Position	(23,524,629)	(24,466,341)	941,711	(24,258,651)	734,022
TOTAL NET POSITION	28,176,031	29,349,220	(1,173,189)	29,253,505	(1,077,474)

Livingston County WSA
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
From 7/1/2015 Through 7/31/2015
(In Whole Numbers)

	YTD Actual	YTD Last Year Actual	Current Year Change	Current Year % Change	Total Budget	Total Budget Variance	Percent Total Budget Remaining - Original
OPERATING REVENUE							
Retail Fees	778,730	1,358,592	(579,862)	(42.68)	2,416,643	(1,637,913)	(68)%
Wholesale Fees	96,587	97,359	(772)	(0.79)	175,664	(79,077)	(45)%
Permit Fees	53,477	27,843	25,634	92.07	15,869	37,608	237 %
O&M Services	77,422	74,548	2,875	3.86	138,393	(60,971)	(44)%
Other Income	38,711	18,037	20,674	114.62	75,959	(37,248)	(49)%
Total OPERATING REVENUE	1,044,927	1,576,379	(531,452)	(33.71)	2,822,528	(1,777,601)	(63)%
OPERATING EXPENSE							
Wages	292,937	368,371	(75,434)	(20.48)	568,973	276,036	49 %
Overtime	16,439	18,056	(1,617)	(8.95)	29,646	13,207	45 %
Fringes	211,932	201,842	10,090	5.00	399,581	187,649	47 %
Professional Services	95,539	118,033	(22,493)	(19.06)	289,888	194,349	67 %
Utilities	153,026	166,500	(13,474)	(8.09)	285,555	132,529	46 %
Vehicle Expense	13,751	17,327	(3,576)	(20.64)	35,540	21,789	61 %
Equipment Expense	13,636	9,020	4,616	51.18	65,031	51,395	79 %
Building Expense	160,113	168,018	(7,905)	(4.71)	328,843	168,730	51 %
Purchased Water/Sewer	281,677	268,663	13,014	4.84	475,431	193,754	41 %
Customer Installations	14,986	12,231	2,755	22.52	25,443	10,457	41 %
Permits, Inspections	3,998	8,472	(4,473)	(52.81)	21,615	17,617	82 %
Other Expenses	16,487	17,489	(1,002)	(5.73)	37,556	21,070	56 %
Total OPERATING EXPENSE	1,274,522	1,374,023	(99,501)	(7.24)	2,563,102	1,288,580	50 %
GAIN/LOSS BEF DEPRECIATION	(229,595)	202,356	(431,950)	(213.46)	259,426	(489,021)	(189)%
DEPRECIATION EXPENSE							
	(553,283)	(564,510)	11,227	(1.99)	0	(553,283)	0 %
NON-OPERATING REVENUE/EXPENSE							
Non-Operating Income	103,958	174,351	(70,392)	(40.37)	273,965	(170,007)	(62)%
Non-Operating Expense	(42,951)	(62,254)	19,304	(31.01)	(78,455)	35,504	(45)%
Grant Expense	(36,472)	0	(36,472)	(100.00)	0	(36,472)	0 %
Total NON-OPERATING REVENUE/EXPEN...	24,536	112,096	(87,560)	(78.11)	195,510	(170,974)	(87)%
NET GAIN/LOSS BEF CONTRIB	(758,342)	(250,058)	(508,284)	203.27	454,936	(1,213,278)	(267)%
CAPITAL CONTRIBUTIONS							
Grant & Donation Revenue	22,020	15,000	7,020	46.80	0	22,020	0 %
Capital Contributions	2,300	0	2,300	100.00	0	2,300	0 %
Total CAPITAL CONTRIBUTIONS	24,320	15,000	9,320	62.13	0	24,320	0 %
CHANGE IN NET ASSETS	(734,022)	(235,058)	(498,964)	212.27	454,936	(1,188,958)	(261)%

Capital Projects In Progress Report

7/31/2015

Project Code	Project Name	Expenditures To Date	Budget	Budget Balance	Service Area	Funding	Financing	Date Began
DEBT & REIMBURSABLE PROJECTS								
11062	2011 Lakeville WWTF - Project 11985	651,477.63	643,234.14	(8,243.49)	32-SLV	Cons Ord-ALT	ST EFC'09	9/22/2010
11085	West Lake-Dacula Shores Connection (Prison Project)	34,515.09	373,900.00	339,384.91	33-WR	Prison Project w/b paying for this!		10/26/2011
11103	Dacula Shores Connection to Prison Project	360.00	31,500.00	31,140.00	33-WR	Reserve		1/1/2014
Total Debt & Reimbursable Projects		686,352.72	1,048,634.14	362,281.42				
GENERAL RESERVE PROJECTS								
11040	Main Pump: motor, electrical, ventilation	94,489.45	389,160.82	294,671.37	32-SLV	Reserve		1/1/2012
11043-5	Scada System Upgrade	-	69,671.83	69,671.83	33-WR	Reserve		1/1/2015
11080-3	Collection System-Inflow & Infiltration repairs	28,850.00	177,825.00	148,975.00	33-SL	Reserve		1/1/2014
11095	Clarifier I-Beam Re-Coat	4,702.84	95,100.00	90,397.16	32SLV	Reserve		1/16/2013
11107	Digester Bldg Brick Repair	39,235.00	42,000.00	2,765.00	32SLV	Reserve		1/16/2013
11098	Shop Slide Gates	937.50	23,000.00	22,062.50	32SLV	Reserve		1/16/2013
11099	Buildings & Grounds Lakeville	12,726.00	20,000.00	7,274.00	32SLV	Reserve		1/16/2013
11104	Lake Forest Water Main	3,039.60	102,000.00	98,960.40	33WR	Reserve		1/1/2014
11105	Slagel Park Water System Upgrade (Pine Tree)	3,033.35	120,400.00	117,366.65	33WR	Reserve		1/1/2014
11106	Niver Road-Overcoat Tank	3,366.00	60,000.00	56,634.00	33WR	Reserve		1/1/2015
	Crossroads Commerce Park Sewer	-				IDA matching Grant		10/28/2014
Total Reserve Projects		190,379.74	1,099,157.65	908,777.91				
TOTAL OF ALL PROJECTS (a/c #1600)		876,732.46	2,147,791.79	1,271,059.33				
15 Completed Projects								
11097	20A Vault PRV	19,136.68	19,750.00	613.32	33WR	Reserve		1/16/2013
11102	GS Plant Improvements-Sludge Bldg Bagger	44,107.26	48,800.00	4,692.74	32SD	Reserve		1/1/2013
11060	South Lima-Not closed just did not move forward	-	-	-				8/13/2015
Total 2015 completed projects		63,243.94						
14 Completed Projects								
11080-2	Collection System-Inflow & Infiltration repairs	100,183.00	188,348.00	88,165.00	33-SL	Reserve		1/1/2011
11043-4	Scada System Upgrade	61,542.17	65,614.00	4,071.83	33-WR	Reserve		1/1/2014
Total 2014 completed projects		161,725.17						
13 Completed Projects								
11074	Airport Tank Site -Chlorine room construction	46,041.39	53,750.00	7,708.61	33-WR	Reserve		1/1/2011
11045	Entrance Chamber-Influent Screen-LeClaire pmt	12,768.89			32-SLV	Consent Order	ST EFC'09	8/16/2009
11100	Drying Bed Repair	4,100.00	4,000.00	(100.00)	32SLV	Reserve		1/1/2013
11091	2012 General Electric Improvements	119,166.26	118,206.00	(960.26)	33WRSL	Reserve	done as of 8/31/13	1/1/2012

Monthly Unallocated Operating Cash B

July 31, 2015

	Jul-14 Actual	Aug-14 Actual	Sep-14 Actual	Oct-14 Actual	Nov-14 Actual	Dec-14 Actual	Jan-15 Actual	Feb-15 Actual	Mar-15 Actual	Apr-15 Actual	May-15 Actual	Jun-15 Actual	Jul-15 Actual	Aug-15 Estim	Sep-15 Estim
Cash on hand 1st of each month	\$ 2,091	\$ 1,922	\$ 1,984	\$ 1,984	\$ 1,846	\$ 1,991	\$ 2,029	\$ 1,843	\$ 1,902	\$ 2,074	\$ 2,160	\$ 2,257	\$ 2,377	\$ 2,161	\$ 2,203
Cash Received															
Customer Billing	48	311	254	57	323	250	31	255	307	42	263	320	36	270	310
Miscellaneous	-	2	30	13	8	32	1	1	1	0.5	3	3			
Debt/Project Related															
Grant/Contributions		13			13	21	7	13	43	15					
Billing Services/O & M Services											33	13		46	
Delivery										219					
Estimated Cash Receipts															
Cash Receipts															
Debt/Grant/Contrib Receipts															
Cash Balance before expenditures	\$ 2,139	\$ 2,248	\$ 2,268	\$ 2,054	\$ 2,190	\$ 2,294	\$ 2,068	\$ 2,112	\$ 2,253	\$ 2,351	\$ 2,459	\$ 2,593	\$ 2,413	\$ 2,477	\$ 2,513
Utility Vouchers	66	45	56	53	85	46	63	89	65	62	62	108	70		
Operating Vouchers	148	207	228	155	114	212	146	121	114	109	120	108	145		
Grant Vouchers										10	15				
Project Vouchers	3	12	-			7	16	0	0	10			37		
Estimated Expenditures															
Utilities														65	70
Operating														135	145
Projects														74	96
Cash Balance after expenditures	\$ 1,922	\$ 1,984	\$ 1,984	\$ 1,846	\$ 1,991	\$ 2,029	\$ 1,843	\$ 1,902	\$ 2,074	\$ 2,160	\$ 2,262	\$ 2,377	\$ 2,161	\$ 2,203	\$ 2,202
Reserve Projects in Progress Budget Bal															
Retainage	\$ 1,100	\$ 1,088	\$ 1,102	\$ 1,092	\$ 1,074	\$ 1,067	\$ 1,039	1179	1177	1238	1323	1323	1271	1115	1099
Unallocated Cash Balance	\$ 822	\$ 896	\$ 882	\$ 754	\$ 917	\$ 962	\$ 804	\$ 723	\$ 897	\$ 922	\$ 939	\$ 1,054	\$ 890	\$ 1,088	\$ 1,103

NOTE: Reserve Projects in Progress Budget Bal + Retainage - In 2014 - includes \$339,384 that may be paid by NYS due to the Prison Project

10% of 2015 Budget Expenditures = \$253,000

2 months budgeted expenditures = \$506,000

In 2010 a sewer infrastructure failure at Sweeteners in Lakeville resulted in \$296,300 in an unexpected capital project.

Major billing months are February, May, August, November. The 2 months between each billing month are periods of low cash receipts. For this reason an approximate 2 month expenditure value should be available for budget stabilization, when possible.

Livingston County Water & Sewer Authority
2015 Premium Summary

Carrier	Policy	Effective Date	Term	
			2014-2015	2015-2016
NYMIR	Package Policy (General Liability, Boiler & Machinery, Commercial Property)	08/18/2015	41,197.00	42,313.70
NYMIR	Business Auto	08/18/2015	3,259.20	3,028.30
NYMIR	Umbrella	08/18/2015	7,810.00	7,954.10
NYMIR	Public Officials Liability	08/18/2015	5,141.00	5,087.50
NYMIR	Commercial Inland Marine	08/18/2015	1,778.70	1,926.10
NYMIR	Owners/Contractors Protective Liability	08/18/2015	275.00	275.00
Travelers	Crime (New policy combining faithfull performance)	08/18/2015	439.00	837.00
Colony	Storage Tank Pollution Liability	08/18/2015	1,006.35	1,014.49
Lloyd's	Cyber Liability	08/18/2015	3,314.00	3,314.00
Western Surety	Public Employee Faithful Performance Bond (Combined with the crime)	08/18/2015	573.00	-
Total Annual Premium			64,793.25	65,750.19

Flood Policies		Effective Date	2014-2015	2015-2016
Selective	Flood Policy (4440 East Lake Road)	08/18/2015	435.00	723.00
Selective	Flood Policy (5158 East Lake Road)	08/18/2015	389.00	673.00
Selective	Flood Policy (5289 East Lake Road)	08/18/2015	429.00	717.00
Harleysville	Flood Policy (3098 Mt Morris-Geneseo Road)	12/13/2014	869.00	
Harleysville	Flood Policy (4449 Blue Heron Drive)	12/13/2014	318.00	
Harleysville	Flood Policy (3229 Mt Morrns-Geneseo Road)	12/13/2014	527.00	
Harleysville	Flood Policy (5719 Old Orchard Point)	12/13/2014	522.00	
Harleysville	Flood Policy (5346 North Point Drive)	12/13/2014	541.00	
Harleysville	Flood Policy (7443 Pleasant Street)	12/13/2014	409.00	

OPERATIONS REPORT

Water and Sewer Work Program 2015	
Customer work orders	54 workorders completed - up 29 from last month
UFPO	55 stakeouts completed - down 16 from last month
Sampling testing	TTHM and HAA samples were taken for the 3rd quarter. Staff flushed before taking samples.
Electrical Maintenance	PSEC - Determined power issue at Pease Station was a National Grid issue at pole. Also replaced float wire @5e - pumps would not shut off
Electrical Maintenance	Colacino Electric completed the repair @ Groveland water tank site that had been damaged by electric storm.
Boiler Maintenance	LMC is scheduled to come in on Aug 26 or 27th to install new stainless venting for the Digester boiler
PM Maintenance	all preventative maintenance completed
SCADA/Controls work	A new six net Verizon cellular router installed at the Conesus tank. Old router wouldn't communicate with Sliker Hill tank. Also the Level transmitter at the Lakeville tank was not communicating. A new transmitter has been ordered.
Cathodic protection maintenance	Corrpro started up the new cathodic protection on Niver Rd. They will be back in 1 year for a warranty check on unit.
Regulatory Inspections	Army Corp of Engineers and DEC did the walk thru on the flood gates and channel. Very few issues were noted.
Water Work Program	
Water Main and Service repair	Staff repaired 5 main breaks in Conesus. Soil samples have been given to CPL.
New water connections	Staff did a tap on East Lake Rd. Also had 2 water inspections.
Hydrant and valve Maintenance	Staff replaced bolts on 2 valves in Conesus.
Automatic Valve maintenance	Ross Valves are scheduled for Aug 24th to replace the altitude back pressure valve at the Hemlock tank and repair 2 other valves.
Water tank inspection	Pittsburgh Tank inspected the Lakeville and Sliker Hill tanks. Reports will follow.
Equipment	Purchase a Honda generator for various uses in the field
Sewer Work Program	
Sewer Lateral repair	Morsch Pipeline installed a cleanout and check valve at the New Life Family Church on Rochester Rd in Lakeville.
Wet wells manholes maintenance	Staff have sealed up 3 manholes that had leaks found during smoke testing.
Air Pump replacement	One air pump was replaced at 13w.
Station Maintenance	Tom Kuch (building maintenance person) has been cleaning and painting the inside of the sewer stations around the lake.
Station Maintenance	PSEC is repairing the ventilation in the drywells at 5e and 11w.
Groveland Plant	
Sludge removal	The bagger unit control panel has been replaced. Bagger seems to be running good, getting about 6 bags a week.
Lakeville and Groveland Plant operations	
	One proposal was received from Yaws. Same pricing \$10,000 per month. Camden, Keops and MRB did not provide a proposal.

CAPITAL PROJECTS REPORT - AUGUST OUTLINE

31062 --2011 Lakeville WWTF -	
8/26/2015	The contaminated paint chips and sand from the Clarifier I Beam Painting have been removed from site. Niagara Coating will be applying an additional top coat as the primary was bleeding through.
31085 -- West Lake / DaCola Shores Water Connection Project - Prison Project	
8/26/2015	DOCCS has sent all paperwork to OSC on August 13th. OSC staff responded that they would be reviewing the week of the 17th. Last update from DOCCs on the 19th, that no comments from OSC. I expect information before meeting. RFP/Q have been sent out with due date of August 28th. I would like at least one Board member to assist in the evaluation and interviewing for this project.
31043- SCADA and Control System upgrade --	
8/26/2015	OTI has provided a proposal for the final phase of the replacement project. Clarification on several items is under discussion. Anticipate proposal final information at the meeting.
31080 Collection System - Inflow and Infiltration repairs	
8/26/2015	Staff is working on the database and list of projects for this year's bid document. Staff will be meeting with Engineers to discuss contract documents over the next month.
31098 -- Slide Gates --.	This project provides for the installation of slide gates at two doors that are possibly vulnerable to flood waters. Staff has reviewed plans and CPL is developing a RFP for the work
8/26/2015	CP Ward is anticipating delivery of gates the week of the 17th and installation the week of the 24th.
Niver Road Storage Tank - Painting	
8/26/2015	Corrpro has completed the start up.



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Catherine VanHorne

Executive Director

To: LCWSA Board

From: Catherine VanHorne

Re: Grants

Date: August 20, 2015

Engineer Planning Grant Program - Lakeville Wastewater Treatment Plant TMDL study - Final changes to the report as requested by the NYSDEC are to be submitted shortly on this grant, and once the DEC is satisfied, the remaining grant funds will be reimbursed (\$15,000). The Grant was the Development of the options and upgrades for the Lakeville Sewage treatment plant. The improvements outlined in the report were submitted for a second grant application through the Water Quality Improvement Project (WQIP) program. That grant application was submitted on July 31, 2015, through the consolidated funding application process. As part of the grant application process, it is better to have the SEQRA underway on the project. Following is the first resolution to start this process.

RESOLUTION 2015 - _____ SEQRA NOTICE OF INTENT TO SERVE AS LEAD AGENCY FOR THE LAKEVILLE WASTEWATER TREATMENT PLANT IMPROVEMENTS

Whereas, the LCWSA Board of Directors has proposed improvements to the Wastewater Treatment Plant, with the January 2015 Engineering Report prepared by the consulting firm of Clark Patterson Lee of Rochester, New York; and

Whereas, in accordance with the provisions of 6 NYCRR Part 617 (SEQRA), the Board of Directors of the LCWSA intends to serve as Lead Agency for SEQRA review of this Type 1 Action and will determine if the proposed action will have a significant effect on the environment; and

Whereas, the Lead Agency will undertake a coordinated review of this proposed action, now therefore be it

Resolved, that the Board of Directors hereby designates its intention to serve as Lead Agency for the proposed action and will circulate Lead Agency Notice along with Part 1 of the Long Form Environmental Assessment Form and any other supporting documentation to all Involved Agencies. These agencies shall be given 30 days from the mailing of the Lead Agency Notice to consent. Interested Agencies will be given notice, but not required to consent pursuant to 6 NYCRR Part 617.6.

Engineer Planning Grant Program – Inflow and infiltration study - Staff and E. Wies met with the NYSDEC to discuss the Inflow and Infiltration Study on the 14th of August. The DEC representative was willing to look at a phased approach to the plan, where the LCWSA would not commit to capital infrastructure in the first phase; however, after further discussions the other DEC staff members, there is a reluctance to approve a plan that does not have an engineering solution in the first phase. As a result of this change, our plan now is to try to submit the plan outline without phases, but a schedule in draft to the NYSDEC, and see if they will approve before bringing back the plan for the Board review. We anticipate the plan coming to the Board in September. As part of the information that the Board looked at last month, there was a discussion of an early warning system. One part of that system I would like to get started with, that are

the controls and alarming installation at the Village of Livonia sewer metering station. The idea is that a controller and alarming system may provide our staff enough time to take some intermediate actions to protect the residents that suffer with the overflows, such as sand bagging and pumping to help move the overflow from the lake. I would also like to set up the funds necessary to purchase the pump.

RESOLUTION – APPROVING CAPITAL PROJECT – EARLY WARNING SYSTEM/ PUMP

Resolved, that a capital project be established for early warning system and pump purchase in an amount not to exceed \$50,000.

Engineering Planning Grant Program – Inflow and infiltration - This will be a more focused study to assist in the identification of the problems and solutions that exist to correct the Inflow and Infiltration problem. This grant application was also submitted in July.