

Members Attending: H. Stewart, G. Moore, S. Beardsley, D. Kriewall, F. Miller

Excused Absent: P. Brooks, T. Anderson

Others attending: M. Kosakowski, C. VanHorne, R. Lewis, S. Carroll

Congratulations to Steve Carroll - The Board thanked S. Carroll for his work.

RESOLUTION 2015 – 12 CONGRATULATIONS TO STEVEN CARROLL

WHEREAS, Steven Carroll is the recipient of the NYWEA Uhl T. Mann Awards for Operations 0.6 to 1.0 mgd for 2014, now therefore be it

RESOLVED, that the LCWSA Board wishes to officially Congratulate Steven Carroll for his award, and be it further

RESOLVED, that the LCWSA Board wishes to thank Steven Carroll for a “Job Well Done”.

Motion: S. Beardsley moved and G. Moore seconded the motion to approve Resolution 2015-12 Congratulations to Steven Carroll. Carried unanimously.

S. Carroll departs.

Financial Report

R. Lewis reviewed the Financial Report with the Board (on file with secretary). R. Lewis distributed information regarding the paper bills and issues encountered with the postage (on file with secretary). The Board discussed the pros and cons of continuation of paper bills.

Motion: G. Moore moved and S. Beardsley seconded to continue with the paper bill format. Carried unanimously.

Motion: D. Kriewall moved and F. Miller seconded to approve the financial report. Carried unanimously.

Audit Review – C. VanHorne questioned if the Audit and Finance Committee wanted to meet with the auditors separately from the Board.

Motion: S. Beardsley moved and G. Moore seconded that the Board wishes to meet with the Auditors to hear the Audit presentation at the regular March meeting instead of just the Audit and Finance Committee. Carried unanimously.

Annual Board of Directors evaluation – C. VanHorne distributed the evaluations and requested that the Board members complete them and submit them to her for summary.

Operations Report

M. Kosakowski reviewed the operations report (on file with secretary).

Action items: D. Kriewall requested that a copy of the Ecologics report be sent to him for review.

Capital report (on file with secretary)

Action items:

C. VanHorne distributed information regarding the prison project contract to the Board (on file with the secretary). C. VanHorne updated the Board that H. Stewart and C. VanHorne attended the County legislative session on Tuesday Feb. 24th. They spoke to Senators Young and Gallivan regarding the issues with the State Comptroller's office. The Senators are working on the issues.

M. Kosakowski continued with the Capital report.

Action items:

Consensus of the Board was to move forward with the bidding process with the Clarifier I beam project, the Digester Brick repair, and the slide gate projects, recognizing that the projects may require more funding depending on the outcome of the bids.

M. Kosakowski reviewed the Niver Road tank bids utilizing the CPL recommendation sheet (on file with secretary).

RESOLUTION 2015 – 13 AWARDING BID FOR NIVER WATER STORAGE TANK REHABILITATION

WHEREAS, after proper legal advertisement for bids for the Niver water Storage Tank Rehabilitation project, 3 bids were received, then opened on February 18, 2015 at 11 am, now, therefore be it

RESOLVED, the bid of Niagara Coating Services, Inc. for the Niver water Storage Tank Rehabilitation project in an amount not to exceed \$28,677.00 be and hereby accepted as the lowest responsible bid, and, be it further

RESOLVED, that the Chairman or the Executive Director of the Livingston County Water & Sewer Authority is hereby authorized to sign a contract with Niagara Coating Services, Inc, 8025 Quarry Road, Niagara Falls, NY 14304.

Motion: G. Moore moved and D. Kriewall seconded to approve resolution 2015-13 Awarding Bid for Niver Water Storage Tank Rehabilitation. Carried unanimously.

C. VanHorne briefly discussed the ice damage potential on Conesus Lake and that a conference call with the Army Corp of Engineers and the NYSDEC would take place in the afternoon. Hopefully a compromise will be reached balancing all parties' concerns.

Business Session

Minutes - Annual and regular meeting minutes dated January 28, 2015

Motion: D. Kriewall moved and G. Moore seconded to approve annual meeting minutes dated January 28, 2015. Carried unanimously.

Motion: G. Moore moved and S. Beardsley seconded to approve regular meeting minutes dated January 28, 2015. Carried unanimously.

Bills - R. Lewis reviewed the bills with the Board.

Motion: G. Moore moved and S. Beardsley seconded to approve paying the bills for Operating Expenditures in an amount not to exceed \$118,115.77, and for Grant expenses in an amount not to exceed \$3,231.50. Carried unanimously.

Motion: D. Kriewall moved and F. Miller seconded to approve paying the bills for Utilities in an amount not to exceed \$27,838.14, Commodity in an amount not to exceed \$54,036.23, and for miscellaneous expense in an amount not to exceed \$31,488.43. Carried unanimously.

Communications – Tompkins Insurance – NYS Regulation 87

Adjourn: Motion: S. Beardsley moved and G. Moore seconded to adjourn the board meeting. Carried unanimously.

Board Financial Report

January 2015

Balance Sheet

ASSETS

Operating Cash – Increase of \$142,000. (*Unallocated Cash Report is attached*)

Reserve funded project expenditures were slowed towards the last quarter of 2013, which required an engineering evaluation of options for treatment. No capital projects were done during the evaluation period

Received \$15,000 EFC Grant Funds for stream study related to SPDES Permit

NYMIR reimbursement of \$5,000

Demand Response -\$4,000

Village of Livonia O&M at 100% parity had a \$23,000 affect

FEMA-Site Repair from flooding-\$21,000

Debt Reserve – Increase of \$39,000

Accounts Receivable. Decrease of \$12,000

Relevy amount decrease - \$6,300

Accrued Billing decrease - \$15,300

Retail Service Fees increase - \$10,300

Capital Contributions Receivable (Current + Non-Current) – (Decrease of \$31,135)

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) – Decrease of \$725,000

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 – Increase of \$28,460 (*WIP Report attached*)

Closed Project 31043-4 (SCADA System Upgrade Hemlock) \$61,542.17

LIABILITIES

Accounts Payable-Increase of \$22,800

Encumbrances higher from last year

National Water Main-\$19,492

Welch & O'Donoghue-\$8,500

KBH Enviornmental-\$5,700

Other Current Liabilities – Increase of \$21,500

Began accruing Mt Morris, Town of Avon, & Village of Avon water/sewer purchase to even out expense & also make sure billing receipt is happening in a timely fashion. *Will not be accruing mowing expense anymore.*

System Revenue Debt Payable (LT) – Decreased \$144,400

Statement of Revenues & Expenditures

Amount of Increase/Decrease is for the same time period last year. Factors to consider: timing on when bills are received and paid, for Revenues consider what day of the month ends (if on a weekend revenues will be reported in the next month)

OPERATING REVENUE

Retail Fees – decrease of \$7,900

Permit Fess – decrease of \$1,200

O&M Services – decrease of \$8,200

Audit Entry made in 2014

Other Income – Decrease of \$350

EXPENSES

Wages, Overtime & Fringes - decrease- \$34,600

Wages - \$33,400 Overtime - \$1,700 Health Insurance – \$21,800

. \$25,000 expensed in 2014 that should have been expensed in 2013 (payroll #1)

Professional Services – Decreased \$6,280

Utility Expense – decreased \$9,200

Equipment Expense – Decreased \$576

Building Expense –

Purchased Water/Sewer – Increased \$5,617

Began accruing Village Mt Morris & Village Avon supply/treatment costs in 2014 due to timing problems in previous years.

Also, the Village of Avon increased the wholesale water rate from \$1.03 to \$1.62 – resulting in an increase of @ \$16,000 annually.

Monroe County increased their water rate from \$1.92 to \$2.02 & there has been an increase of water usage resulting in an increase of \$16,000 to date.

The City of Rochester is working with us for a re-fund due to over-billing for the East Lake Rd area - @\$25,000

This is an Equal Opportunity Program. Discrimination is prohibited by Federal law. Complaints of discrimination may be filed with USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Ave., SW, Washington, DC

20250-9410

Other Expenses - Increased \$1,319

Prior Year expense – Inventory from meter replacement program that took place in 2012

Capital Contributions – Increased \$7,200

EFC Grant for Lakeville Sewer Plant stream study for SPDES Permit. Received \$15,000 of grant funds (Grant & Donation Revenue). This contribution is offset by the Grant Expense (\$18,074). Remainder of \$15,000 will be received at completion of project. December 2014 received FEMA money(\$21060.33) for May 2014 flooding.

Monthly Unallocated Operating Cash Balance Report represented

| January 31, 2015 | Mar-14 | Apr-14 | May-14 | Jun-14 | Jul-14 | Aug-14 | Sep-14 | Oct-14 | Nov-14 | Dec-14 | Jan-15 | Feb-15 | Mar-15 | Apr-15 |
|--|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| | Actual | Actual | Actual | Actual | Actual | Actual | Actual | Actual | Actual | Actual | Actual | Estim | Estim | Estim |
| Cash on hand 1st of each month | \$ 1,743 | \$ 1,813 | \$ 1,901 | \$ 2,045 | \$ 2,091 | \$ 1,922 | \$ 1,984 | \$ 1,984 | \$ 1,846 | \$ 1,991 | \$ 2,029 | \$ 1,843 | \$ 2,329 | \$ 2,406 |
| Cash Received | | | | | | | | | | | | | | |
| Customer Billing | 265 | 38 | 315 | 245 | 48 | 311 | 254 | 57 | 323 | 250 | 31 | 290 | | |
| Miscellaneous | 17 | - | 35 | - | - | 2 | 30 | 13 | 8 | 32 | 1 | | | |
| Debt/Project Related | 2 | | | | | | | | | | | | | |
| Grant/Contributions | | | 28 | | | 13 | | | 13 | 21 | 7 | 13 | | |
| Billing Services/O & M Services | | | | | | | | | | | | 33 | | |
| Relevy | | 252 | | | | | | | | | | | | |
| Estimated Cash Receipts | | | | | | | | | | | | | | |
| Cash Receipts | | | | | | | | | | | | 336 | 275 | 267 |
| Debt/Grant/Contrib Receipts | | | | | | | | | | | | 10 | 2 | 5 |
| Cash Balance before expenditures | \$ 2,027 | \$ 2,103 | \$ 2,279 | \$ 2,290 | \$ 2,139 | \$ 2,248 | \$ 2,268 | \$ 2,054 | \$ 2,190 | \$ 2,294 | \$ 2,068 | \$ 2,525 | \$ 2,606 | \$ 2,678 |
| Utility Vouchers | 73 | 60 | 92 | 54 | 66 | 45 | 56 | 53 | 85 | 46 | 63 | | | |
| Operating Vouchers | 111 | 120 | 125 | 130 | 148 | 207 | 228 | 155 | 114 | 212 | 146 | | | |
| Project Vouchers | 30 | 22 | 17 | 15 | 3 | 12 | - | | | 7 | 16 | | | |
| Estimated Expenditures | | | | | | | | | | | | | | |
| Utilities | | | | | | | | | | | | 75 | 75 | 55 |
| Operating | | | | | | | | | | | | 120 | 125 | 125 |
| Projects | | | | | | | | | | | | 1 | 0 | 10 |
| Cash Balance after expenditures | \$ 1,813 | \$ 1,901 | \$ 2,045 | \$ 2,091 | \$ 1,922 | \$ 1,984 | \$ 1,984 | \$ 1,846 | \$ 1,991 | \$ 2,029 | \$ 1,843 | \$ 2,329 | \$ 2,406 | \$ 2,488 |
| Reserve Projects in Progress Budget Bal + Retainage | \$ 1,144 | \$ 1,170 | \$ 1,124 | \$ 1,138 | \$ 1,100 | \$ 1,088 | \$ 1,102 | \$ 1,092 | \$ 1,074 | \$ 1,067 | \$ 1,039 | 1039 | 1039 | 1029 |
| Unallocated Cash Balance | \$ 669 | \$ 731 | \$ 921 | \$ 953 | \$ 822 | \$ 896 | \$ 882 | \$ 754 | \$ 917 | \$ 962 | \$ 804 | \$ 1,290 | \$ 1,367 | \$ 1,459 |

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.

Capital Projects In Progress Report

1/31/15
12/31/2014

| Project Code | Project Name | Expenditures To Date | Budget | Budget Balance | Service Area | Funding | Financing | Date Began |
|---|---|----------------------|---------------------|---------------------|--------------|-------------------------------------|--------------------|------------|
| DEBT & REIMBURSABLE PROJECTS | | | | | | | | |
| 31062 | 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 |
| 31085 | 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 |
| 31103 | Dacula Shores Connection to Prison Project | 360.00 | 31,500.00 | 31,500.00 | 33-WR | Reserve | | 1/1/2014 |
| Total Debt & Reimbursable Projects | | 686,352.72 | 1,048,634.14 | 362,641.42 | | | | |
| GENERAL RESERVE PROJECTS | | | | | | | | |
| 31040 | Main Pump: motor, electrical, ventilation | 94,489.45 | 389,160.82 | 294,671.37 | 32-SLV | Reserve | | 1/1/2012 |
| 31043-5 | Scada System Upgrade | - | 4,071.83 | 4,071.83 | 33-WR | Reserve | | 1/1/2015 |
| 31060 | South Lima Rd - Steene water project | 239.42 | 15,000.00 | 14,760.58 | 33-WR | Reserve/MEA | | 8/25/2010 |
| 31080-3 | Collection System-Inflow & Infiltration repairs | 27,989.60 | 88,165.00 | 60,175.40 | 33-SL | Reserve | | 1/1/2014 |
| 31095 | Clarifier I-Beam Re-Coat | 4,702.84 | 50,100.00 | 45,397.16 | 32SLV | Reserve | | 1/16/2013 |
| 31096 | Digester Bldg Brick Repair | 2,035.00 | 17,000.00 | 14,965.00 | 32SLV | Reserve | | 1/16/2013 |
| 31097 | 20A Vault PRV | 19,136.68 | 19,750.00 | 613.32 | 33WR | Reserve | | 1/16/2013 |
| 31098 | Shop Slide Gates | 937.50 | 8,000.00 | 7,062.50 | 32SLV | Reserve | | 1/16/2013 |
| 31099 | Exterior Stairs from Shop to Digester Bldg | 12,726.00 | 20,000.00 | 7,274.00 | 32SLV | Reserve | | 1/16/2013 |
| 31102 | Reed Bed Construction/Groveland Plant Improvements | 44,107.26 | 48,800.00 | 4,692.74 | 32SD | Reserve | | 1/1/2013 |
| 31104 | Lake Forest Water Main | - | 102,000.00 | 102,000.00 | 33WR | Reserve | | 1/1/2014 |
| 31105 | Slagel Park Water System Upgrade | - | 120,400.00 | 120,400.00 | 33WR | Reserve | | 1/1/2014 |
| 31106 | Niver Road-Overcoat Tank | | | | 33WR | Reserve | | 1/1/2015 |
| | Crossroads Commerce Park Sewer | - | | | | IDA matching Grant | | 10/28/2014 |
| Total Reserve Projects | | 206,363.75 | 882,447.65 | 676,083.90 | | | | |
| TOTAL OF ALL PROJECTS (a/c #1600) | | 892,716.47 | 1,931,081.79 | 1,038,725.32 | | | | |
| 2014 Completed Projects | | | | | | | | |
| 31080-2 | Collection System-Inflow & Infiltration repairs | 100,183.00 | 188,348.00 | 88,165.00 | 33-SL | Reserve | | 1/1/2011 |
| 31043-4 | 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 | | | | | | |
| 2013 Completed Projects | | | | | | | | |
| 31074 | Airport Tank Site -Chlorine room construction | 46,041.39 | 53,750.00 | 7,708.61 | 33-WR | Reserve | | 1/1/2011 |
| 31045 | Entrance Chamber-Influent Screen-LeClaire pmt | 12,768.89 | | | 32-SLV | Consent Order | ST EFC'09 | 8/16/2009 |
| 31100 | Drying Bed Repair | 4,100.00 | 4,000.00 | (100.00) | 32SLV | Reserve | | 1/1/2013 |
| 31091 | 2012 General Electric Improvements | 119,166.26 | 118,206.00 | (960.26) | 33WRSL | Reserve | done as of 8/31/13 | 1/1/2012 |
| 31094 | Security Gate system | 50,267.76 | 50,492.80 | 225.04 | 31EWS | Reserve | done as of 8/31/13 | 8/1/2012 |
| 31043-3 | Scada System Upgrade 2013 | 92,593.00 | 92,593.00 | - | 33WR | Reserve | | 1/1/2013 |
| Total 2013 completed projects | | 324,937.30 | | | | | | |

Livingston County WSA
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
From 1/1/2015 Through 1/31/2015
(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 | (204,166) | (196,267) | (7,899) | 4.02 | 2,416,643 | (2,620,809) | (108)% |
| Wholesale Fees | 1,303 | (137) | 1,440 | (1,053.94) | 175,664 | (174,361) | (99)% |
| Permit Fees | 160 | 1,344 | (1,184) | (88.10) | 15,869 | (15,709) | (99)% |
| O&M Services | 0 | 8,283 | (8,283) | (100.00) | 138,393 | (138,393) | (100)% |
| Other Income | (748) | 296 | (1,044) | (352.52) | 75,959 | (76,707) | (101)% |
| Total OPERATING REVENUE | (203,451) | (186,480) | (16,971) | 9.10 | 2,822,528 | (3,025,979) | (107)% |
| OPERATING EXPENSE | | | | | | | |
| Wages | 19,839 | 53,246 | (33,407) | (62.74) | 627,697 | 607,858 | 97% |
| Overtime | 1,586 | 3,308 | (1,722) | (52.06) | 35,150 | 33,564 | 95% |
| Fringes | 30,351 | 29,821 | 529 | 1.77 | 425,353 | 395,002 | 93% |
| Professional Services | 5,071 | 11,351 | (6,280) | (55.32) | 199,888 | 194,817 | 97% |
| Utilities | (794) | 8,437 | (9,231) | (109.41) | 285,555 | 286,349 | 100% |
| Vehicle Expense | 2,000 | 7,548 | (5,548) | (73.50) | 35,540 | 33,540 | 94% |
| Equipment Expense | 670 | 1,246 | (576) | (46.21) | 65,031 | 64,361 | 99% |
| Building Expense | (2,652) | (17,213) | 14,561 | (84.59) | 328,843 | 331,495 | 101% |
| Purchased Water/Sewer | (4,606) | (10,223) | 5,617 | (54.95) | 475,431 | 480,037 | 101% |
| Customer Installations | 1,058 | 183 | 875 | 478.87 | 25,443 | 24,385 | 96% |
| Permits, Inspections | 0 | 225 | (225) | (100.00) | 21,615 | 21,615 | 100% |
| Other Expenses | 1,370 | 51 | 1,319 | 2,565.69 | 37,556 | 36,186 | 96% |
| Total OPERATING EXPENSE | 53,893 | 87,981 | (34,087) | (38.74) | 2,563,102 | 2,509,209 | 98% |
| GAIN/LOSS BEF DEPRECIATION | (257,344) | (274,461) | 17,117 | (6.24) | 259,426 | (516,770) | (199)% |
| DEPRECIATION EXPENSE | | | | | | | |
| | (79,351) | (82,156) | 2,805 | (3.41) | 0 | (79,351) | 0% |
| NON-OPERATING REVENUE/EXPENSE | | | | | | | |
| Non-Operating Income | (25,483) | (19,260) | (6,223) | 32.31 | 273,965 | (299,448) | (109)% |
| Non-Operating Expense | (3,268) | (3,000) | (268) | 8.94 | (78,455) | 75,187 | (96)% |
| Grant Expense | (6,072) | 0 | (6,072) | (100.00) | 0 | (6,072) | 0% |
| Total NON-OPERATING REVENUE/EXPEN... | (34,823) | (22,260) | (12,564) | 56.44 | 195,510 | (230,333) | (118)% |
| NET GAIN/LOSS BEF CONTRIB | (371,518) | (378,876) | 7,358 | (1.94) | 454,936 | (826,454) | (182)% |
| CAPITAL CONTRIBUTIONS | | | | | | | |
| Grant & Donation Revenue | 7,020 | 0 | 7,020 | 100.00 | 0 | 7,020 | 0% |
| Total CAPITAL CONTRIBUTIONS | 7,020 | 0 | 7,020 | 100.00 | 0 | 7,020 | 0% |
| CHANGE IN NET ASSETS | (364,498) | (378,876) | 14,378 | (3.79) | 454,936 | (819,434) | (180)% |

Livingston County WSA

Balance Sheet

As of 1/31/2015

(In Whole Numbers)

| | Current Year | Prior Year | Current Year Change | Beginning Year Bal... | YTD Change |
|---|-------------------|-------------------|---------------------|-----------------------|------------------|
| CURRENT ASSETS | | | | | |
| Operating Cash | 1,840,859 | 1,698,735 | 142,123 | 2,064,785 | (223,926) |
| Debt Reserve | 568,019 | 528,833 | 39,185 | 593,626 | (25,607) |
| Accounts Receivable | 556,637 | 568,409 | (11,771) | 818,290 | (261,653) |
| Capital Contributions Receivable | 31,135 | 29,772 | 1,363 | 31,135 | 0 |
| Inventory | 12,205 | 14,716 | (2,511) | 9,591 | 2,614 |
| Prepaid Expenses | 53,600 | 47,240 | 6,360 | 61,091 | (7,492) |
| Funds held for Others | 30,964 | 28,391 | 2,574 | 30,121 | 843 |
| Total CURRENT ASSETS | 3,093,419 | 2,916,097 | 177,321 | 3,608,640 | (515,221) |
| Total Current Assets | 3,093,419 | 2,916,097 | 177,321 | 3,608,640 | (515,221) |
| NON-CURRENT ASSETS | | | | | |
| Restricted Cash | 257,725 | 259,471 | (1,746) | 257,725 | 0 |
| Capital Contrib Receivable, net current | 461,876 | 493,011 | (31,135) | 461,876 | 0 |
| Property & Equipment, Net Deprec | 23,981,426 | 24,706,713 | (725,287) | 24,060,776 | (79,351) |
| Work-In-Progress | 892,716 | 864,257 | 28,460 | 864,488 | 28,229 |
| Total NON-CURRENT ASSETS | 25,593,744 | 26,323,452 | (729,708) | 25,644,866 | (51,122) |
| Total Non-Current Assets | 25,593,744 | 26,323,452 | (729,708) | 25,644,866 | (51,122) |
| TOTAL ASSETS | 28,687,163 | 29,239,549 | (552,387) | 29,253,505 | (566,343) |
| CURRENT LIABILITIES | | | | | |
| Accounts Payable | 107,304 | 84,470 | 22,834 | 195,029 | (87,726) |
| Current Portion Loans Payable | 144,417 | 144,417 | 0 | 144,417 | 0 |
| Other Current Liabilities | 51,382 | 29,899 | 21,483 | 166,344 | (114,962) |
| Funds held for others | 30,966 | 28,391 | 2,575 | 30,123 | 843 |
| Total CURRENT LIABILITIES | 334,069 | 287,177 | 46,892 | 535,914 | (201,845) |
| Total Current Liabilities | (334,069) | (287,177) | (46,892) | (535,914) | 201,845 |
| NON-CURRENT LIABILITIES | | | | | |
| System Revenue Notes Payable | 4,485,433 | 4,629,850 | (144,417) | 4,485,433 | 0 |
| Total NON-CURRENT LIABILITIES | 4,485,433 | 4,629,850 | (144,417) | 4,485,433 | 0 |
| Retained Earnings & Net Position | | | | | |
| Retained Earnings | (24,232,159) | (24,701,399) | 469,240 | (24,232,159) | 0 |
| Net Income | 364,498 | 378,876 | (14,378) | 0 | 364,498 |
| Total Retained Earnings & Net Position | (23,867,661) | (24,322,522) | 454,861 | (24,232,159) | 364,498 |
| TOTAL NET POSITION | 28,687,163 | 29,239,549 | (552,387) | 29,253,505 | (566,343) |

**Yearly Cost
based on 4600 bills per quarter**

| | <u>Current/Post card</u> | <u>Paper Bill/Bulk Rate</u> | <u>Paper Bill/First Class Rate</u> |
|-------------------------------------|-------------------------------|---------------------------------|--|
| Paper | \$840.00 | \$168.00 | \$168.00 |
| Postage | \$5,520.00 | \$4,600.00 | \$8,464.00 |
| Employee Cost | \$800.00 | \$200.00 | \$200.00 |
| Envelopes/Fold/Stuff/Seal | \$0.00 | \$1,672.00 | \$1,672.00 |
| Total | \$7,160.00 | \$6,640.00 | \$10,504.00 |
| | (one time year notices/Relevy | | |
| Additional Mailing/Printing on back | \$ 2,700.00 | \$ 552.00 | \$ 552.00 |
| Total | \$ 9,860.00 | \$ 7,192.00 | \$ 11,056.00 |

Current -Bulk Rate

- Pros's
 Reduce Billing Charges \$2175.00 per year
 additional savings of Printing Information on back of bills vs sending out separate mailing
 Eliminate Need to buy new printer
 Ability to print message on back of bill each quarter
 Customers get a bill that's easier to read
- Cons's
 Bulk Rate does not guarantee timely delivery-could be up to 10 days

Current-First Class Rate

- Pro's
 Ability to print message on back of bill each quarter
 Eliminate Need to buy new printer
 Ensures timely delivery
 Customers get a bill that's easier to read
- Con's
 No savings if we don't utilize a message on back of bill each quarter
 Increase of \$2,200 per year

printing on back of bill would be .03 each(\$126.00)

Bulk Rate= .25
 First Class Rate= .46

Current Post Card Rate=.30(Average)

Estimated Cost of new printer-\$5,000

OPERATIONS REPORT - FEB 2015

| | |
|--|--|
| Water and Sewer Work Program 2015 | |
| Customer work orders | 15 from 1/21/2015 - 2/18/2015 The cold weather has resulted in many frozen meters and water in homes. |
| UFPO | 18 from 1/21/2015 - 2/18/2015 |
| Sampling testing | All necessary samples were taken were taken for the month. |
| Meeting | Staff along with CPL met with Zeller Electric and Newark Electric on the controlls for the main pumps so they had a idea on what we were looking for in controls. |
| Sampling testing | TTHM and HAA samples were taken for the first quarter of the year. Staff did a considerable amount of flushing prior to taking the samples. Staff also is taking a set of samples so that the City of Rochester can do a comparison. |
| Generator Maintenance | A new block heater was installed at 6w. |
| SCADA and Control work | The staff and Optimations are still working on options for the radio path for the Lower and Upper tanks in Groveland Station. |
| PM Maintenance | The monthly pm maintenance has been completed in all the stations. |
| Electrical Maintenance | We received 3 bids for the electrical maintenance for 2015 from O'Connell Electric Colacino Electric and PSEC. Bids ranged from \$4800 to \$8400.00. PSEC was awarded the bid for \$4800.00 |
| Water Work Program | |
| Automatic Valve Maintenance | Staff still has to run the Hemlock tank manually due to an issue with the back pressure sustaining valve. Fluid Kinetics expects the repair kit in this week and will schedule the repair the following week. Proposals are due to the Valve Maintenance program on Feb. 27th. |
| Curb box location | As weather permits, staff is locating curb boxes along East Lake Rd and in Groveland Station. |
| Lost Water | Staff has been taking daily readings on the meter at the East Lake vault. The readings seem to be on target now that the meter has been changed. We will be working with the City of Rochester on a refund. |
| Water & Sewer Install & Repair RFP | The RFP was sent out for installation and emergency repairs to numerous contractors bids are due the 20th. Results will be given at the meeting. |
| Sewer Work Program | |
| Pump Station Maintenance | Staff has been guaging the outbound stations and also changing the oil and batteries in the controllers. |
| Wet well Cleaning | A RFP went out for pricing for cleaning of wet wells. We received 2 bids from O'Briens Septic was \$105.00 per hr and Superior Septic was \$125.00 per hr. O'Briens were awarded the RFP. |
| Lateral Repair | FineLine Pipeline repaired a sewer lateral and installed a new cleanout on Stone House Drive off West Lake Rd |
| Painting | Staff has been working on cleaning and painting the Outbound stations. |

OPERATIONS REPORT - FEB 2015

| | |
|---------------------------|--|
| Overflows | The inspection program components are complete. J. Campbell has assisted with the Notice of Violation and The Independent Operators contract. The RFP for the inspector will be sent out by Feb. 24th. E. Wies and C. VanHorne met with DEC staff to discuss the programs being undertaken by the LCWSA to work towards a better outcome if storms and/or rapid melting of snow pack takes place. The video taping of the North end was completed with few issues being noted. Educational information was put on the back of the bill this quarter and more will follow to try to get customers to look at their own plumbing and make changes. |
| Lakeville Plant | All the creek sampling data has been sent to the DEC. The Thermostats are removed from the creek due to the icing. Biological Assessment of the Conesus Creek report has been completed and is currently under review. This report has to be submitted by March 1. Generally the report is favorable. |
| Personnel | |
| Training | A staff member went to drug and alcohol training . The staff also attended CPR & Bloodborne pathogens |
| Award | Steve Carroll received his award. Things went well and stayed within budget |
| Filling Existing Position | The ad for the new water wastewater position is being published in the Pennysaver for 2 weeks. |
| | |

CAPITAL PROJECTS REPORT OUTLINE

31085 -- West Lake / DaCola Shores Water Connection Project - Prison Project

2/25/2015

The County Administrator has taken an active role to solve the State Comptrollers Office comments. All the information has been provided and the following questions are being asked. 1. What is OSC rationale for the 12% costs to the LCWSA? 2. What exactly are the costs that OSC believes that LCWSA should pay 12% of? 3. What is OSC response to each of the points made below(1-7) and How does OSC believe that the LCWSA should overcome the funding barriers? 4. Since OSC has determined not to provide any capacity for LCWSA customers, how does OSC propose to pay for the capacity the LCWSA has given in the original contract?

31095 -- Clarifier 1- Beam Recoating

2/25/2015

This project was put on hold due to the Engineering Plan development for the Plant. There is currently \$50,100 in the project. When this project was bid the project costs ranged from \$52,800-164,000. I would like to move ahead with the bids recognizing that the project costs may have to be amended when Bids are received.

31096 -- Digester Building Brick repair --

CPL Engineers identified areas on the building that the Brick will have to be re-pointed and other areas where the Brick will have to be removed and reinstalled. RFP's are being developed.

2/25/2015

This project was put on hold due to the Engineering Plan development for the Plant. There is \$14,965 remaining in the project. Project bids for this project ranged from \$38,700 - 95,000. I would like authorizations to move ahead with the bids recognizing that the project costs may have to be amended when the Bids are received.

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

2/25/2015

This project was put on hold due to the Engineering Plan development for the Plant. There is currently \$7,062 in the project. The Project Bids received were \$16,000 - 25,000. I would like authorizations to move ahead with the bids recognizing that the project costs may have to be amended when the Bids are received.

31104 - Lake Forest Water main Improvements

2/18/2015

Plans have been sent for DOH APPROVAL

31105 - Slagle Park Water System Upgrades

2/18/2015

Plans have been sent for DOH APPROVAL

Niver Road Storage Tank - Painting

2/25/2015

The bids were received for the tank painting. We received 3 bids ranging from \$28,677 to \$75,490. 3 bids were received after the bid opening which were not allowed.

Department of Corrections and Community Supervision (DOCCS)

1. After several years of proposals, inspections, and negotiations.
2. DOCCS Commissioner okayed the release of the contract for execution – April 21, 2014
3. LCWSA signed the Contract April 28, 2014
4. 6/2/14 – DOCCS Commission signs
5. 6/3/14- Contract goes to Attorney Generals (AG) Office
6. 6/5/14 – Comments from AG received
7. 6/11-6/16 – Clarification of AG Comments
8. 6/18/14 – Contract amendments signed by LCWSA
9. 6/24/14 - AG approved contract
10. 7/8/14 - Division of Budget (DOB) reviews contract
11. 7/28/14 – Receive notice of Discrepancies from DOB
12. 7/30/14 – LCWSA signs amendment
13. 8/13/14 - DOB approves amendment
14. 8/18/14 – Governor Budget office encumbers the \$\$ for project
15. 9/10/14 – Contract goes to Office of State Comptroller (OSC)
16. 10/22/14 – 1st response from OSC
 - a. LCWSA must pay 12%
 - b. LCWSA must guarantee continuity of service
 - c. Etc
17. 11/6/14 Rational why the LCWSA should not pay 12% of costs.
18. 11/24/14 – E-mail stating that the “Rational is reasonable on the face of it” - OSC instructs DOCCS to respond to the remaining concerns
19. 12/30/14 – DOCCS finishes all the comments and back and forth with OSC and sends a finalizing letter that takes care of all other comments.
20. 1/22/15 – OSC goes back to the October 1st response on the funding.
21. DOCCS Attorney out of office until 2/3/15 -
22. 2/6/15 - LCWSA asks DOCCS to clarify some issues with OSC so that we are clear on what OSC wants the LCWSA to pay for.
23. Waiting for answers from OSC.

DOCCS and LCWSA rational for having DOCCS pay for the entire sum is as follows.

1. The LCWSA would not install a water line in the proposed area of the County if not for DOCCS needs.
2. There are a maximum of 120 residences along the proposed pipe route and it is uncertain how many, if any, would want to connect to the new line since each has their own well source of water.
3. The LCWSA can not legally make these residents pay for water unless they voluntarily hook into the water system.
4. The LCWSA will not subsidize a new water system installed for the sole benefit of DOCCS with funds from customers that are not benefited by the new system.
5. The LCWSA can not borrow money for a project as long as there is uncertainty in the actual number of customers and the LCWSA is unwilling to burden their current customers with additional debt in exchange for no additional benefit.
6. The LCWSA is not charging DOCCS for the Capacity they are using in the existing system as the LCWSA was receiving a benefit of capacity in the new system. (that has changed now)
7. DOCCS is desperately in need of a long term, source of quality water for the two correctional facilities. The LCWSA represents the best option to accomplish this.



February 23, 2015

Catherine VanHorne, Executive Director
Livingston County Water & Sewer Authority
1997 D'Angelo Drive
Lakeville, NY 14480

**RE: LIVINGSTON COUNTY WATER AND SEWER AUTHORITY
NIVER WATER STORAGE TANK REHAVILITATION
CPL PROJECT NO. 13353.00**

Dear Cathy:

We have completed our review of the bids received for the above referenced project. A copy of our Bid Tabulation sheet is enclosed for your information and review. The bid summary is shown in the table below.

| Bidder | Base Bid | Alternate Bid |
|--------------------------------|-----------------|----------------------|
| Global Contracting & Painting | \$64,500.00 | \$5,000.00 |
| Niagara Coating Services, Inc. | \$26,677.00 | \$2,000.00 |
| Worldwide Industries | \$69,590.00 | \$5,000.00 |

Based on our review of the bids, we offer the following for consideration:

1. Three (3) bidders submitted bids on the project, which included over coating the tank exterior, interior cleaning, and miscellaneous improvements.
2. Three (3) bids were delivered late by the overnight carrier and were unopened. These bidders were notified that their bids were not opened and shared the approximate amount of their bid. Two bids were slightly lower than the second lowest open bid by Global Contracting and the third unopened bid was higher than the rest.
3. The bids were opened on February 18, 2015 at 11:00 a.m. and are binding until April 19, 2015.
4. The low Base Bid was submitted by Niagara Coatings Services, Inc. with a price of \$26,677.00.
5. The Alternate Bid submitted by Niagara Coating Services was to paint the LCWSA logo for \$2,000.00. This was the lowest Alternate Bid submitted.



Catherine VanHorne, Executive Director
Livingston County Water & Sewer Authority
February 23, 2015
Page 2 of 2

6. All of the bids included a bid bond for 5% of the bid amount as required in the Contract Documents.

A reference list was obtained from Niagara Coating Services and has been enclosed. We contacted representatives from John W. Danforth and Villager Construction to discuss their previous work. All representatives gave good reviews and would recommend Niagara Coating Services. Carl Bye, of Performance Coatings, gave them a very good review and stated that even though they have limited experience with water storage tanks, they paint a lot of steel tanks and structural steel.


We did have a conversation with Bill Mueller from Niagara Coatings Services, regarding their Base Bid price, which was \$37,823.00 lower than the next lowest bid. He stated he had visited the site and was comfortable with his price. Furthermore, he said he had accounted for all the items listed in the miscellaneous improvements.

Based on the above, it is our recommendation that the Authority award the contract to Niagara Coatings Services for the Base Bid of \$26,677.00 and Alternate Bid of \$2,000.00. Since the bid was considerably less, we encourage the Authority to increase the on-site inspection from part-time to full-time during the rehabilitation process. The Contractor estimates that painting and improvements may last two weeks which was consistent with the other bidders.

Clark Patterson Lee looks forward to working with the Authority and the contractor to successfully complete this project. If you have any questions or require any additional information, please contact me.

Very truly yours,

Clark Patterson Lee



Eric C. Wies, P.E.

Enclosures

Livingston County Water and Sewer Authority
 Niver Water Storage Tank Rehabilitation
 Bid Opening: Wednesday, February 18, 2015

| Bid Item | Description | Quantity | Unit | Niagara Coatings Services Inc. | | Global Contracting & Painting | | Worldwide Industries | |
|---|--------------------------------|----------|------|--------------------------------|--------------|-------------------------------|--------------|----------------------|--------------|
| | | | | Unit Price | Base Bid | Unit Price | Base Bid | Unit Price | Base Bid |
| Base Bid | | | | | | | | | |
| 1 | Mobilization | 1 | LS | \$ 777.00 | \$ 777.00 | \$ 1,500.00 | \$ 1,500.00 | \$ 4,550.00 | \$ 4,550.00 |
| 2 | Surface Preparation & Overcoat | 1 | LS | \$ 12,800.00 | \$ 12,800.00 | \$ 40,000.00 | \$ 40,000.00 | \$ 44,400.00 | \$ 44,400.00 |
| 3 | Miscellaneous Improvements | 1 | LS | \$ 13,100.00 | \$ 13,100.00 | \$ 23,000.00 | \$ 23,000.00 | \$ 20,640.00 | \$ 20,640.00 |
| Total Base Bid | | | | | | \$ 28,677.00 | | \$ 64,500.00 | \$ 69,590.00 |
| Alternate Bid Item A-1 - Paint LCWSA Logo | | | | | | | | | |
| A-1 | Paint LCWSA Logo | 1 | LS | \$ 2,000.00 | \$ 2,000.00 | \$ 5,000.00 | \$ 5,000.00 | \$ 5,900.00 | \$ 5,900.00 |
| Total Base Bid plus Alternate Bid Item A-1 | | | | | | \$ 28,677.00 | | \$ 69,500.00 | \$ 75,490.00 |

TANK JOBS

| Project | Owner/General Contractor | Contract Amount | Scheduled Completion Date |
|---|---|-----------------|---------------------------|
| Tank - Interior Lining 30,000 gallon Leachate Tanks Carboline Plasite 4310 | CWM Chemical, Inc. (716) 286-0325 | \$ 58,299.38 | Apr-11 |
| Silo Tank- Exterior Coating 30,000 gallon Leachate Tank PPG Amerlock 2/400 | CWM Chemical, Inc. (716) 286-0325 | \$ 18,500.00 | Jul-11 |
| BSA Clarifiers (Final) - Waste Water 10 1.5 mil gallons | Quackenbush Co., Inc. (716) 894-4355 | \$ 1,000,100.00 | Sep-11 |
| Basin Rehab - Interior Lining (6) 365,000 gallon Tank Drinking Water Tnemec Pota Pox N140 | John W. Danforth (716) 832-1940 Niagara County Water District | \$ 950,000.00 | Sep-11 |
| Restaurator Tank 70,000 gallons Abrasive Blast SSPC-SP10 near white blast | Occidental Chemical Corp. (716) 278-7027 | \$ 37,207.25 | 13-Oct |
| E-Coat Tank - Interior Lining 15,000 gallon International Cellcote 242 | Whiting Door (716) 542-5427 | \$ 28,170.00 | Dec-13 |
| (2) Water Storage Tanks (1) 2500 gallons (1) 6500 gallons (1) Coat Carboline Phenoline 341 | The Park Lane Condominiums (716) 885-3250 | \$ 38,241.00 | Apr-14 |
| Purina Flat Trap (1) Unit 23'x15'x14' in Depth Surface Prep-SSPC-SP-7 Filler-(1) Coat Carboguard 501 Intermediate-Carboline Plasite 4550 Finish-(1) Coat Carboline Plasite 4550 | Lake Shore Paving (716)-664-4400 | \$ 24,364.00 | Jun-14 |
| Containment Discharge Waste Tank 18,000 gallons Abrasive Blast CSP 4-6 Mortar Clad 218 Surfacer Tnemec 61 liner Tnemec 46-465 HB Tnemecol | Southern Tier Brewery (716) 763-5479 | \$ 27,488.00 | Sep-14 |

| | | | | |
|--|---|--|---------------|----------|
| Raw Brine Baker Tanks - Interior Lining (2) 30,000 gallons Carboline Plasite 9060 | Olin Chlor Alkali (423) 336-4623 | | \$ 61,570.00 | Oct-14 |
| NFTA RFP 4418 Fuel Tank Painting (1) 10,000 Gallon Tank International Devran 224V | Niagara Frontier Transportation Authority (716) 855-7206 | | \$ 8,950.00 | Nov-14 |
| NOCO Tank 213 - Interior Lining 1 mil gallon -Oil Storage Tank International Enviroline 125LV-LT Tank Floor Coating | NYS Painting, Inc. (585) 330-4533 | | \$ 16,088.00 | Dec-14 |
| Site Tanks - Interior Lining 250,000 gallon Leachate Tanks Carboline Plasite 4310 | CWM (716) 286-0325 | | \$ 199,459.33 | Dec-14 |
| Purified Brine Tank - Exterior Painting (2) 10,000 gallon Tanks Carboline 615 & 133LH | Olin Chlor Alkali (423) 336-4623 | | \$ 38,346.00 | Dec-14 |
| Butting Tanks - Exterior Coating (2) 15,000 gallon Brine Tanks Macropoxy 646 | 3M O'Cello (716) 876-1586 | | \$ 25,710.00 | Jan-15 |
| Tank Repair - Gas Storage 5000 gallon Tank Belzona 1221 & 2211 | Buckeye Partners, LP (832) 815-8600 | | \$ 3,580.00 | Jan-15 |
| WWTP Claarifier Tanks (3) 75,000 gallon tanks each Mortar Clad 218 Tnemec N69 Hi Build Epoxoline II Tnemec 1075 Endura Shield | Villager Construction (585) 223-7697 Town of Caneadea | | \$ 175,735.00 | on-going |
| | | | | |
| | | | | |

LIVINGSTON COUNTY
WSA
WATER & SEWER AUTHORITY

RESOLUTION 2015- AWARDING BID FOR NIVER WATER STORAGE
TANK REHABILITATION.

WHEREAS, after proper legal advertisement for bids for the Niver water Storage Tank Rehabilitation project, 3 bids were received, then opened on February 18, 2015 at 11 am, now, therefore be it

RESOLVED, the bid of Niagara Coating Services, Inc. for the Niver water Storage Tank Rehabilitation project in an amount not to exceed \$28,677.00 be and hereby accepted as the lowest responsible bid, and, be it further

RESOLVED, that the Chairman or the Executive Director of the Livingston County Water & Sewer Authority is hereby authorized to sign a contract with Niagara Coating Services, Inc, 8025 Quarry Road, Niagara Falls, NY 14304.

Dated at Geneseo, NY
(February 25, 2015)
Livingston County Water & Sewer Authority
Carried unanimously

| | |
|---|--|
| Livingston County Water & Sewer Authority Board | <p>This is to Certify that I, the undersigned, Secretary of the Livingston County Water & Sewer Authority, have compared the foregoing copy of resolution with the original resolution now on file in this office and which was duly adopted by the Livingston County Water & Sewer Authority Board on the 25th day of February 2015 and that the same is a true and correct transcript of said resolution and of the whole thereof.</p> <p>In Witness Whereof I have hereunto set my hand and the official seal of the Livingston County Water & Sewer Authority Board, this 25th day of February, 2015.</p> <p style="text-align: right;">_____ Secretary of the Board</p> |
|---|--|