

Members Attending: H. Stewart, T. Anderson, P. Brooks, D. Kriewall, D. LeFeber, F. Miller, S. Beardsley

Excused Absent: none

Others attending: R. Lewis, E. Wies, M. Kosakowski, C. VanHorne

**Operations Report** - M. Kosakowski reviewed the Operations report (on file with the Secretary) - the following items were further discussed:

1. Backhoe – M. Kosakowski reviewed the memo (on file with the Secretary) which stated that for the last three years, the backhoe repairs were \$9502 total, making the annual repair bill approximately \$3200 per year. However, the Caledonia Diesel bill was received yesterday and that bill was \$13,035.15. This bill increased the average cost of repairs over the last four years to \$5,634.00. M. Kosakowski distributed the bill (on file with the Secretary). F. Miller stated that he felt frustrated that Caledonia Diesel had not discussed the cost increases to M. Kosakowski prior to receipt of the bill. M. Kosakowski recommended that the Board consider a buyback program that is offered through Hyundai Construction Equipment for a mini excavator. The Board discussed the buyback program, and the consensus of the Board was to utilize the existing backhoe until it needs a major repair. Upon the demise of the backhoe, M. Kosakowski should utilize rental equipment or utilize contractors to accomplish necessary backhoe work until the Board can take action on either a lease, a buyback program or straight purchase.
2. M. Kosakowski informed the Board that the Town of Groveland Highway Superintendent called the LCWSA to check out a water leak that appeared on a Town Road. Staff checked the leak several times – no chlorine was found and concluded it was not public water. D. Kriewall suggested to use a fluoride test instead of chlorine, as that test will be more accurate. The Town rented equipment to drain the water and found that it was a water main break. LCWSA staff went to the site and repaired the exposed water main. A bill was received from the Town for \$1036 for the rental equipment, stone and staff. M. Kosakowski felt that his working relationship with the Highway Superintendent would have covered the costs; however that was not the case. The Board consensus was that exchanging work between municipalities and the LCWSA is a thing of the past, and that each party should reasonably charge for services, therefore alleviating any conditions for a misunderstanding.
3. C. VanHorne notified the Board that a bill had been received from the Town of Groveland for inventory that was turned over to us after the lease agreement had been signed in 2009. The Bill was for \$9,000. C. VanHorne stated that we have in the past paid for inventory at a negotiated price during the transaction of a lease agreement, which was not the case in this transaction for the Groveland lease. It will be difficult, seven years later, to determine what the inventory actually was and a fair price. C. VanHorne has requested a detailed list of items and how the estimate was made.

**Capital Report** – M. Kosakowski reviewed the Capital report (on file with the Secretary). The following comments to the report:

1. Collection System – Inflow and Infiltration repairs project is out to bid.
2. C. VanHorne reviewed the DOCCS WSP project (on file with the secretary)
3. Land Acquisitions – The consensus of the Board was to amend the purchase agreement to reflect ownership and residency as criteria for free water and sewer services. Also, final

approval of the pump station purchase contract should wait until a final appraisal has been received.

4. DOCCS budget overruns – The Board reviewed the letter to DOCCS and discussion documents (on file with the Secretary), and after discussion, the Board made the following motion:

***Motion: S. Beardsley moved and F. Miller seconded to authorize the Engineers to publish the bid documents for the Conesus pipeline portion of the project. Carried unanimously.***

E. Wies departed

**Financial Report** – R. Lewis reviewed the financial report (on file with the Secretary) with the Board. S. Beardsley questioned the professional services which are up \$29,000 due to YAWS; however payroll is only down \$20,000. It was stated that possibly not all of the change in expense noted in professional services was due exclusively to the YAWS contract, as legal services are also up.

***Motion: S. Beardsley moved and T. Anderson seconded to approve the Financial Report. Carried unanimously.***

**Work Program Assumptions – 2017 Budget** - C. VanHorne highlighted several areas of the proposed 2017 Work program (on file with the Secretary) for Board guidance. The Board consensus was as follows:

The following personnel changes should be in the draft budget for the Board review in August.

- a. Assistant Director of Operations - \$60,000 plus fringe. The Board discussed possibly filling an existing position of Senior Sewage Treatment Plant Operator to avoid the issues with the County creating this position. Further discussion of this option will be held with the Board in August.
- b. New Executive Director - \$110,000 plus fringe.
- c. Water/Wastewater Maintenance Position – 40,000 plus fringe.

The following additional changes:

- a. Do not include funding for the labor attorney.
- b. Do include funding for the strategic plan.

**Annual Board of Directors Evaluation** – The Board members completed the forms.

**Water supply Program Grant** – C. VanHorne explained that they had passed a similar resolution last month - however, the costs have changed.

## **RESOLUTION 2016 – 14 SUPPORTING NYS CONSOLIDATED FUNDING APPLICATION FOR A LIVINGSTON COUNTY WATER PROGRAM GRANT**

WHEREAS, New York State Governor Andrew M. Cuomo, has created ten Regional Economic Development Councils; and

WHEREAS, as part of the Regional Economic Development strategy, a unified funding process, the Consolidated Funding Application (CFA) has been developed and made available to distribute grant funds for job creation, infrastructure improvements and regionally significant economic development projects; and

WHEREAS, the Department of State of the State of New York has made funding available for 2016 Local Government Efficiency (LGE) Program to assist applicants in developing and implementing plans to improve local government efficiency and cost savings, and

WHEREAS, the delivery of safe, dependable, good quality water is vital to the economy of Livingston County, and will support agricultural producers and agricultural-related and supporting industries throughout the Finger Lakes Region and New York State; and

WHEREAS, the intent of the Livingston County Water Program Grant is to identify opportunities to collaborate and work together on needed water and sewer infrastructure improvements that help maximize system and operational efficiencies, minimize costs and best serve the residents of the Livingston County; and

WHEREAS, after much discussion, the Livingston County Water and Sewer Authority has determined it is advantageous to join together with Livingston County, Village of Geneseo, Livingston County Water and Sewer Authority and other interested municipalities to apply for LGE funding for the Study; and

WHEREAS, the County of Livingston has agreed to act as the lead applicant and will seek \$300,000 in total funding through the Consolidated Funding Application/Department of State LGE Grant on behalf of the Livingston County Water and Sewer Authority and other interested agencies; now, therefore, be it

RESOLVED, that the Livingston County Water and Sewer Authority agrees to work collaboratively with Livingston County in the development of the CFA application and, if funded as a member of the Project Steering Committee; and further

RESOLVED, that the Livingston County Water and Sewer Authority hereby agrees to name the County of Livingston as the lead applicant to submit a grant application, on behalf of the County of Livingston and interested and involved agencies in the amount of \$300,000 to the New York State CFA of the Finger Lakes Regional Economic Development Council for the purpose of developing a Livingston County Water Program Grant, and it is further

RESOLVED, that the Director is hereby authorized and directed to forward a certified copy of this adopted resolution to the Livingston County Economic Development Director.

*Motion: T. Anderson moved and S. Beardsley seconded Resolution 2016 – 14 Supporting NYS Consolidated Funding Application for a Livingston County Water Program Grant. Carried unanimously.*

**Drought information** – C. VanHorne summarized the Drought info (on file with the Secretary).

### **Business Session**

**Minutes** – regular minutes dated June 22, 2016

*Motion: D. Kriewall moved and D. LeFeber seconded to approve minutes dated June 22, 2016. Carried unanimously.*

**Minutes** – special minutes dated July 20

**Motion:** *T. Anderson moved and S. Beardsley seconded to approve minutes dated July 20, 2016. Carried unanimously.*

**Bills:** R. Lewis reviewed the monthly bills.

**Motion:** *T. Anderson moved and F. Miller seconded to approve paying the bills for Operating Expenditures in an amount not to exceed \$117,156.83, Project expenses in an amount not to exceed \$23,323.85, and Grant expenses in an amount not to exceed \$725.00. Carried unanimously.*

**Motion:** *T. Anderson moved and D. Kriewall seconded to approve paying the bills for Utilities in an amount not to exceed \$20,231.81, Commodity in an amount not to exceed \$52,224.53, and for miscellaneous expense in an amount not to exceed \$148,893.89. Carried unanimously.*

**Communications:** Laker News article  
Support letter for the Gateway Road project  
Energy plan for Communities

**Adjourn:** *Motion: D. Kriewall moved and T. Anderson seconded to adjourn the board meeting. Carried unanimously.*

# OPERATIONS REPORT

<b>Water and Sewer Work Program 2016</b>	<b>June 22, 2016 - July 20, 2016</b>
Customer work orders	32 workorders completed - down 27 from last month
UFPO	97 stakeouts completed - up 23 from last month
PM Maintenance	All PM maintenance completed.
Sampling and Testing	All sampling and testing were completed.
Generator Maintenance	We received the reports on the generator maintenance - Staff will be reviewing all reports.
SCADA/Controls work	OTI fixed a problem with the alignment of the antenna at the lower tank in Groveland.
Weed control	Ted Collins came in and did the first application for weed control at the Plant and several water and sewer stations.
Restoration	Staff completed restoration on two previous dig sites.
<b>Water Work Program</b>	
Water Main and Service repair	Staff repaired 3 water services that were leaking.
New water connections	1 new water connection in Groveland.
Hydrant and valve Maintenance	Staff have been working on the hydrant and valve maintenance.
Hydrant repair or replacement	Staff repaired a hydrant and valve on South Lima Rd.
Water inspections	Staff completed 2 water inspections.
Flushing	Staff flushed this month prior to sampling.
Meter reading	Staff is reading meters.
Automatic Valve maintenance	Ross Valves came in and replaced the altitude valve at the Airport Tank. Repaired valve at the Hemlock Tank. Replaced a pressure regulator at Burger Hollow. Adjusted the altitude valve at the Lakeville Tank.
<b>Sewer Work Program</b>	
Wet wells manholes maintenance	Staff and O'Brien's Septic cleaned the wet well at Adams Rd.
Sewer Cleaning and televising	Staff is working on the scheduled cleaning and televising.
Batteries and Walchem maintenance	Staff and Cyclops Process Equipment worked on issues with the Walchem at 11W.
Motor replacement	2 motors replaced in Groveland and 1 in Mt Morris.
Station maintenance	All station maintenance was completed for the month.
<b>Lakeville Plant</b>	
Yard	Staff repaired a leak in the Plant water main.
Lakeville Dam Management	Staff met with the Army Corp and DEC for the walk-thru on the Dam and outlet - went very well - both parties were pleased.
<b>Personnel</b>	
Training	R. Lewis and M. Kosakowski attended a leasing seminar in Batavia.
Backhoe update	A handout will be given at the Board meeting.



1997 D'Angelo Drive  
PO Box 396  
Lakeville, NY 14480  
Phone: (585) 346-3523  
e-mail: mkosakowski@co.livingston.ny.us  
Fax: (585) 346-0954  
TTY NY: (800) 662-1220

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Mark Kosakowski

Director of Operations

To: LCWSA Authority Board

From: Mark Kosakowski

Re: Backhoe

Date: July 26, 2016

At the last Board meeting, I was asked to get what the 1998 Ford 555E backhoe has cost us over the last three years in repairs. We have spent \$9502.02 – this doesn't include the most recent bill from Caledonia Diesel.

The \$9502 breaks down as follows:

Briggs Tires for \$2510 for tires,  
Empire Tractor for \$6949.17 for miscellaneous parts and repair,  
Honeoye Auto Parts for \$42.85 for hydraulic hoses.

I met with Greg Newell from George & Swedes from Pavilion. We discussed the buyback program that they offer through Hyundai Construction Equipment. The quote is attached – this is a 2yr. Agreement.



**George and Swede Sales & Service**

7155 Big Tree Road

Pavilion, New York 14514525

Phone 585-584-3425

800-724-8722

Fax 585-584-8853

Web [www.georgeandswede.com](http://www.georgeandswede.com)

Greg Newell

President

Cell 585-734-3346

Email [gregn@georgeandswede.com](mailto:gregn@georgeandswede.com)

Date 7/18/2016

To: Livingston County Water & Sewer

Mark Kosakawski

Address:

Tel:

Fax

Cell:

E-mail

Hyundai R35z-9

Year 2016

\$43,000.00

Cab, heat and A/C

Serial # HMM04PF0000060

Hydraulic Thumb

two buckets

Front dozer blade

Hydraulic coupler

Warranty through 4/21/19 or 3,000 hours.

About 95 hours

0% interest for 36 months

Buy back program.

\$5,000.00 per year.

I purchase machine back from you \$5,000.00 per year less your purchase price or \$20.00 per hour which ever is more. Hours are taken at time of delivery, not order.

Two year \$5,000.00 example would be I would buy back mini for \$33,000.00 less any damages on machine plus any price increase on new machine.

Buy back is only in effect if you purchase new machine from me.

Subtotal \$ 43,000.00

Exempt, Tax 0.00% \$ -

Total \$ 43,000.00

Down Payment \$ -

Amount Due \$ 43,000.00

Owner/Principle

Date \_\_\_\_\_ Title \_\_\_\_\_

Thank You Greg Newell 585-734-3346

*Interest Rates effective only till end of month-rates can potentially change each month.*

New and used equipment-Sales-Rentals-Service and Parts FOB Pavilion, NY

**HYUNDAI LINK BELT YANMAR KAWASAKI LS TRACTORS**

All equip subject to availability

Quote effective 30 days



CALEDONIA DIESEL, LLC  
 2905 SIMPSON RD., CALEDONIA, NY 14423  
 PH.(585) 538-4395 FAX (585) 538-6408  
 INFO@CALEDONIADIESEL.COM  
 HEAVY TRUCK & EQUIP SALES & SERVICE  
 FACILITY ID# 7094743

<b>INVOICE</b>	<b>W 39538</b>
Date	07/26/16
Date Open	04/04/16

Page: 1 of 6

Sold To : 346-3523 585

Ship To :

LIVINGSTON COUNTY WSA  
 WATER & SEWER AUTHORITY  
 1997 D'ANGELO DRIVE  
 LAKEVILLE NY 14480 USA

*FAX 346-0954*

Written By JOHN R.	Terms CHGFLT	Time 14:43:36	Customer Po #	Promised	Phone	Ship Via
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Unit # BACKHOE	Plate #	Year	Make FORD	Model 555E	Mileage/Hrs 0/2988.0	VIN 031013137	Engine
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Qty	Description	Price	Amount
5.000	WEA06U-S68 1/2 FOR-SEAL FEMALE STRAIGHT	9.21	46.05
2.000	WEA06U-L68 1/2 FOR-SEAL 45 ELBOW FEMALE	14.80	29.60
3.000	WEA06U-E68 1/2 FOR-SEAL MALE RIDGE	24.90	74.70
3.000	WEA4629X8 O-RING	0.13	0.39
17.00	WEAH42506 3/8" 2-WIRE HYDRAULIC HOSE/FOOT 4,000 WORKING PRESSURE	2.89	49.13
1.000	WEA10U-E72 3/4 FOR-SEAL MALE RIDGE	25.50	25.50
1.000	WEA10U-S72 3/4 FOR-SEAL FEMALE	19.21	19.21
4.000	WEAH42510 5/8" 2-WIRE HYDRAULIC HOSE/FOOT 2,750 WORKING PRESSURE	3.73	14.92
1.000	WEA4629X12 O-RING	0.20	0.20
1.000	FLEHF6547 HYDRAULIC FILTER	102.74	102.74
1.000	FLEFS19525 FUEL/WATER SEPARATOR FILTER	24.91	24.91
1.000	FLEFF149 FUEL FILTER, 5/16 IN-LINE	3.67	3.67
2.000	FOR85803196 BUSHING	49.06	98.11

All Return Item must be accompanied by the original Invoice

Parts..... 6787.45  
 Labor..... 6123.20  
 Freight..... 124.50

This invoice is due no later than NET 30 days, from time of purchase. a 2% charge will be added to Pastdue accounts

Authorized By \_\_\_\_\_

**TOTAL** Continued





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(Empty shipping address field)

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Unit # BACKHOE	Plate #	Year	Make FORD	Model 655E	Mileage/Hrs 0/2988.0	VIN 031013137	Engine
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Qty	Description	Price	Amount
2.000	FOR85803192 PIN	94.36	188.71
1.000	FOR47546621 PIN	34.53	34.53
6.000	FOR85803193 BUSHING	49.06	294.34
1.000	FOR85801026 PIN	147.78	147.78
1.000	FOR83910977 SPACER	9.98	9.98
1.000	FOR83911019 RING	6.06	6.06
1.000	FOR85801079 PIN	155.59	155.59
1.000	FOR85803198 CLIP	13.88	13.88
3.000	FOR47546631 PIN	113.33	340.00
1.000	5307116 OIL FILTER	14.63	14.63
1.000	FOR85804743 KIT	108.06	108.06
2.000	FOR100520A1 BUSHING	82.36	164.71
2.000	FOR5194157 SPRING	14.80	29.60
2.000	FOR5194159 BUSHING	96.39	192.78
3.000	FOR85805704 PLUG	18.50	55.50
1.000	FOR87313795 TIE ROD END	188.89	188.89
1.000	FOR85815536 PARKING BRAKE CABLE	127.78	127.78
2.000	FOR85803197 BUSHING	59.34	118.69

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Unit # BACKHOE	Plate #	Year	Make FORD	Model 555E	Mileage/Hrs 0/2988.0	VIN 031013137	Engine
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Qty	Description	Price	Amount
1.000	FOR9988927 E BRAKE PAD KIT	191.11	191.11
1.000	FRTFREIGHT FREIGHT	124.50	124.50
1.000	FLEAF4748K AIR FILTER	34.79	34.79
1.000	HFS59733 M18-1.50 NYLON LOCK NUT	6.53	6.53
2.000	FOR1966191C1 SEAL	18.50	37.00
2.000	FOR5194160 BUSHING	24.76	49.51
4.000	FOR87061147 SEAL	21.59	86.36
2.000	FOR83910557 BUSHING	42.48	84.96
1.000	FOR87408120 PISTON	207.78	207.78
2.000	FOR85801025 GASKET	20.66	41.31
1.000	FOR8274447 SHIM	15.42	15.42
2.000	FOR85801191 SPACER	76.00	152.00
5.000	FOR83912378 BUSHING	86.90	434.50
6.000	FOR83910601 SEAL	13.26	79.54
2.000	FOR85800303 BUSHING	58.13	116.27
4.000	FOR83931289 SEAL	20.36	81.42
4.000	FOR81875248 GASKET	30.87	123.47
4.000	FOR83910645 BUSHING	66.01	264.04

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Qty	Description	Price	Amount
1.000	FOR85803194 PIN	40.03	40.03
2.000	FOR85700728 BUSHING	94.47	188.93
4.000	FOR85808473 SLIDING PAD	106.67	426.67
4.000	FOR85808472 SLIDING	93.89	375.56
8.000	FOR85803029 INSERT	34.22	273.78
2.000	FOR83944110 SEAL	20.04	40.09
2.000	FOR83931388 EXPANDER	8.93	17.87
2.000	FOR510137 O RING	2.43	4.87
2.000	FOR83931400 EXPANDER	11.07	22.13
2.000	FOR83931399 SEAL	14.19	28.38
2.000	FOR83963263 WASHER	21.28	42.56
1.000	FOR76011644 WIPER ARM	56.62	56.62
1.000	FOR85802570 SEAL KIT	196.67	196.67
1.000	FOR82853846 RING	14.80	14.80
1.000	FOR81875256 SEAL	20.66	20.66
1.000	FOR73329275 WIPER BLADE	22.51	22.51
14.00	P/A121602 12MM-1.75 10.9/INCH ROD	1.36	19.04
12.00	P/A50003 1/8 NPT GREASE FITTING	0.83	9.96

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Qty	Description	Price	Amount
1.000	GAT9580HD V-BELT HEAVY-DUTY	18.79	18.79
4.000	P/A13871 3/8"-HOLE 3/4"-CLAMP	0.95	3.80
1.000	P/A15552 3/8"-HOLE 7/8"-CLAMP	1.10	1.10
2.000	P/A67568 12MM-1.75 PREVAIL NUT	1.29	2.58
4.000	LUBGREASE TUBE OF GREASE WOLF-HEAD RED GREASE	3.12	12.48
8.000	P/A04815 10MM-1.50 X 40MM, HEX BOLT, GRADE 10.9	0.76	6.08
8.000	P/A67553 10MM FLAT WASHER, 10.9	0.21	1.68
18.00	LUBROTELLA QT/ 15/40 ROTELLA "T" OIL	4.15	74.70
1.000	MEC380508 5/16" X 1" HEX BOLT GRADE-8	0.18	0.18
1.000	P/A53802 5/16" USS STOVER NUT	0.38	0.38
2.500	LUBAW48/BULK/GAL HYD.OIL BULK/GALLON	7.44	18.60
3.000	CAS2495 SHOP SOLVE	4.38	13.14
2.000	P/A97615 3" 36 GRIT Z/A DISCS TWIST-ON STYLE	2.25	4.52
2.000	FOR85800202 BUSHING	64.19	128.38
1.000	P/A16904 4-1/2" STEEL GRINDING WHEEL 5/8-11 HUB	5.68	5.68
2.000	P/A17823 60 GRIT 1" FLAP WHEEL	3.79	7.58
		<b>SubTotal</b>	<b>6911.95</b>
68.80	Work Requested : CHECK OVER COMPLETELY Work Completed : THIS MACHINE WAS BROUGHT IN FOR SEVERIAL REPAIRS.	89.00	6123.20

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 1997 D'ANGELO DRIVE  
 LAKEVILLE NY 14480 USA

Written By JOHN R.	Terms CHGFLT	Time 14:43:38	Customer Po #	Promised	Phone	Ship Via	
Unit # BACKHOE	Plate #	Year	Make FORD	Model 555E	Mileage/Hrs 0/2988.0	VIN 031013137	Engine

Qty	Description	Price	Amount
	WE REPAIRED THE FRONT END WITH NEW BUSHINGS, AND 1 (ONE) NEW TIE ROD END. WE REPLACED SEVERIAL HYDRAULIC HOSES. THE BUSHINGS, AND CYLINDERS WERE REPAIRED ON THE BACKHOE UNIT. THE BACKHOE BOOM WAS DIS-ASSEMBLED, AND NEW SLIDES, AND HARDWARE INSTALLED. THE EMERGANCY BRAKE CABLE WAS REPLACED, AND ADJUSTED. THE ENGINE OIL, AND FILTERS WERE REPLACED, AND A NEW FAN BELT INSTALLED. THE HYDRAULIC FILTER WAS ALSO REPLACED, AND THE OIL TOPPED OFF. THE BROKEN WINDSHEILD WIPER ARM, AND BLADE WERE REPLACED. THE MACHINE WAS TESTED, O.K.		
		SubTotal	6123.20

All Return Item must be accompanied by the original invoice

Parts.....	6787.45
Labor.....	6123.20
Freight.....	124.50

This invoice is due no later than NET 30 days, from time of purchase. a 2% charge will be added to Pastdue accounts

Authorized By \_\_\_\_\_

**TOTAL 13035.15**

<b>CAPITAL PROJECTS REPORT outline - July</b>	
<b>31085 – DOCCS WSP</b>	
7/27/2016	See Attached.
<b>31089,31090, 31040 – Contract #3 – Main pump, electrical and room improvements</b>	
7/27/2016	Project is ready to go on hold waiting for completion of reevaluation of the Avon Consolidation. Difficulty in getting a meeting with the Village.
<b>31080 Collection System - Inflow and Infiltration repairs</b>	
7/27/2016	Staff met with the Village of Livonia on the I&I repairs and the DOCCS project. Waiting on comments from the DOT for the I&I projects.
<b>31103 Alternate Water Supply projects - DOCCS</b>	
7/27/2016	Once DOCCS responds to the potential cost overruns then we can finalize the route and reintroduce the water discussions with the Farmers.
<b>31108 - Early Warning system</b>	
7/27/2016	This project will include two contracts - initially, there will be Monitoring equipment for the Village of Livonia sewer meter and Trailer mounted pump
7/27/2016	Project is complete.
<b>Solar Array</b>	
7/27/2016	SEQRA process will be ready for the August meeting. Solar City Representatives may be attending the meeting to answer any questions on the SEQRA documentation.
<b>Wastewater Treatment Plant upgrades</b>	
7/27/2016	Difficulty setting meeting with the Village.



Livingston County Water & Sewer Authority  
1997 D'Angelo Drive  
PO Box 396  
Lakeville, NY 14480  
Phone: (585) 346-3523  
Fax: (585) 346-0954  
TTY NY: (800) 662-1220

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Catherine VanHorne

Executive Director

To: LCWSA Board

From: C. VanHorne

Re: DOCCS WSP

Date: July 27, 2016

Land Acquisitions - Confidential : Attached please find the purchase contract with contingencies for the pump station site on Maple Beach Road. I would like approval to meet with the owners and present the contract.

Appraisals - Agreement has been executed and prepayment made for the appraisals for the tank site and pump station site as authorized by the Board.

DOCCS budget overruns - Attached is the letter sent to the DOCCS Acting Commissioner requesting the additional funding. DOCCS engineer has been in touch with CPL for follow up information. E. Wies will be at the meeting to discuss the letter. E. Wies will also present a plan for anticipated outcomes with the request for additional funding as requested at the last meeting.

Bidding/ Construction - Conesus section is ready for bidding - the Board should consider authorizing the bidding process for the Conesus section.



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 Fax: (585) 346-0954  
 TTY NY: (800) 662-1220

Catherine VanHorne  
 Executive Director

To: LCWSA Board  
 From: Catherine VanHorne  
 Re: Funding for DOCCS Project and alternative projects  
 Discussion Document  
 Date: July 27, 2016

The LCWSA current reserve on this project has \$405,000.

Description of Costs	Costs	Funding	Collection
<b>Additions DOCCS</b>	\$700,000.00 Contingency - \$300,000	DOCCS / Current Reserves or local Borrowing	Capital charges on each connections \$400/year
<b>System Wide Improvements</b>			
Upsizing Generator	\$125,000.00	Reserves- current	
Connection to Grove Station	\$147,000.00	Reserves - current	Cap. Charge on connections
Connection to Grove Station	\$247,000.00	Reserves - future	System wide reserves
<b>Upsizing system for Farms</b>			
275,000 gpd	\$534,000.00	Reserves - New or local borrowing	Agreement with Farmers
<b>Extensions currently requested</b>			
Service Area #1 - 4 units	\$65,000.00	District/Grant	District charges
Service Area #2 -13 units	\$192,000.00	District/Grant	District charges
Service Area #3 -14 units	\$687,000.00	District/Grant	District charges
Service Area #4 -10 units	\$158,000.00	District/Grant	District charges
Service Area #5 - 5 units	\$151,000.00	District/Grant	District charges
Service Area #6 - 7 units	\$220,000.00	District/Grant	District charges
Service Area not looked at yet	?	District/Grant	District charges
<b>DOCCS customers services</b>			
135 services	\$190,350.00	Permit fee	Charge on connection





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Catherine VanHorne  
Executive Director

July 15, 2016

Acting Commissioner  
Department of Corrections and Community Supervision  
The Harriman State Campus  
1220 Washington Avenue  
Albany, NY 12226

**RE: LIVINGSTON COUNTY WATER AND SEWER AUTHORITY  
DOCCS WATER SUPPLY**

Dear Sir or Madam,

As our Engineer (Clark Patterson Lee) works through the detailed design for the various Contracts of the water main project for the Groveland Correctional Facility (GCF), they determined that additional work would be required to complete the project. These additional items are a necessity to provide a fully functional water distribution system for the Groveland Correctional Facility which meets all Livingston County Water and Sewer Authority, Livingston County Health Department, and regulatory agency requirements.

In accordance with Section 5 of the agreement between DOCCS and the LCWSA, we request an amendment to the contract that increases the maximum amount of the cost of the project

The estimated the overall project total has increased from \$7,500,000 to approximately \$8,210,000 due to the inclusion of these additional items, quantity adjustments, and unit price changes. A copy of the revised cost estimate is enclosed for your review. The estimate shows the preliminary costs and the updated costs for the original items as well as the additional items.

The majority of the project modifications are described below:

1. Additional pressure reducing valve (PRV) vault

The original concept included the installation of a pressure reducing valve (PRV) vault on Latimer Road to reduce the pressure in the main to the hydraulic grade of the DOCCS water system. During design it was realized that two PRV vaults would be required to drop the pressure, as a single vault would result in pressures exceeding 260 psi. The use of two vaults would result in pressures under 140 psi, more in-line with industry standards.

The estimated cost increase for this work is \$75,000.

2. Additional meter vault

The City of Rochester has requested the installation of a meter vault on NYS Route 15 as the water leaves the Town of Livonia into the Town of Conesus as part of the agreement between the City of Rochester and the LCWSA.

The estimated cost increase for this work is \$75,000.

3. Additional pumps at Hemlock Pump Station

Initially, we expected to add a third 125 HP vertical turbine pump in the existing empty space. This was based on the proposed peak demand of the DOCCS of 700,000 gallons per day (gpd) and a peak demand of the existing system of 800,000 gpd. However, since the development of the original report for the DOCCS project the LCWSA has seen peak demands close to 1,300,000 gpd.

Therefore we are unable to meet the expected peak demands with just three vertical turbine pumps. Several options were investigated, including the replacement of the existing pumps and increasing the impeller sizes. The most cost effective approach includes the installation of one additional 75 HP surface mounted pump along with adding the new third 125 HP vertical turbine pump of the same size as the existing two.

The estimated cost increase for this work is \$68,000, including the additional pump with associated piping and electrical.

4. New Backup Generator at the Hemlock Pump Station

The existing 350 kW backup generator, located inside the building is only sized for the two existing 125 HP vertical turbine pumps. As noted above, we will require an additional 75 HP surface mounted pumps, which means the existing generator is not large enough. The existing generator will remain inside the pump station and the new generator will be installed outside. Note, we have assumed a large generator (2x) than needed for the DOCCS project. We suggest that the cost of the new generator and ATS should be shared proportionally between the LCWSA and DOCCS since only a portion (approx. 50%) of the upgrade is for the DOCCS project.

The estimated cost increase for this work is \$250,000, with \$125,000 being attributed to the DOCCS project.

5. Upsize the Conesus Lake Inlet crossing to 12" water main

The original estimate assumed connecting the existing 12" water mains on the east and west side of Conesus Lake with a new 12" water main. The size was selected based on the demands required by DOCCS. However, during design it was realized that a section of the main on the east side of the inlet was actually 8".

Due to hydraulic restrictions within the existing 8" water main located along Dacula Shores Road, we are unable to meet the peak demand for the GCF. Several options were evaluated including the replacement of the section of 8" main and the installation of a parallel crossing on the next road to the south. The most cost effective option is the installation of a new 12" water main parallel to the existing 8" water main located along Dacula Shores Road.

The estimated cost increase for this work is \$175,000, including the water main, valves, and fire hydrants.

6. Additional 12" water main on NYS Route 36 & crossing of Keshequa Creek

The original layout assumed a connection to the GCF at the southern end of the water main loop that serves the facility. However, we were recently informed that DOCCS requested the connection to be made at the location of the existing water treatment plant. This will require the installation of an additional 2,100 feet of 12" water main along NYS Route 36 and a 200 foot long 12" directional crossing of Keshequa Creek.

The estimated cost increase for this work is \$150,000, including the water main, valves, and fire hydrants.

7. Additional 12" water main to serve the new water storage tank

Originally it was anticipated the new water storage tank would be located in the vicinity of Groveland Hill Road. The preliminary selection of the site was based on USGS mapping that showed higher elevations to the west of Groveland Hill Road. However, during the detailed design the limited high points in this area were eliminated from consideration due to environmental review and property owner concerns.

We then began the process of investigating other sites in the area that would obtain a similar hydraulic grade. We have identified a few potential sites for the new tank that would meet the elevation requirements and have secured preliminary property owner's approval. Although the final site has not been determined, all alternates will require the installation of at least 5,000 feet of additional 12" water main.

The estimated cost increase for this work is \$250,000, including the water main, valves, and fire hydrants.

8. Extend height of the Railroad Water Storage Tank 10 feet

Part of the project includes the installation of a new 12" water main along NYS Route 15 that will connect the Niver Water Tank to the Railroad Water Tank. Record documentation at the time the original estimates for the project were completed showed the overflow elevations of these tanks being the same, which fit well with the game plan of operating the tanks in parallel.

During detailed design it was discovered that the Railroad Water Tank overflow was actually 10 feet lower than the overflow of the Niver Water Tank. In order to operate the system properly the height of the Railroad tank needs to be raised approximately 10 feet. Since the existing tank is a bolted glass lined steel tank it can be accomplished by adding additional rows of panels.

The estimated cost increase for this work is \$80,000.

9. SCADA System

The original estimate included an estimate of \$40,000 for the SCADA system installation. During design, after a more detailed review of the topography of the area, it was realized the SCADA infrastructure would be more extensive in order to ensure communication between sites.

The estimated cost of the telemetry system has increased from \$40,000 to \$80,000.

10. Miscellaneous Items

- a. **Land Acquisition:** In order to secure the property for the new water storage tank and pump station, the LCWSA must purchase land from the respective property owners. The LCWSA will be purchasing the property based on the appraised value. We have estimated the purchase of land to be \$25,000.
- b. **Maintenance & Protection of Traffic/Bonds/Insurance:** The total for these items has increased by \$26,000 as a residual effect of increasing the total construction amount.
- c. **Railroad Inspection Fees:** The project requires the crossing of the Genesee & Wyoming Railroad, who has informed us that they will require a representative from the railroad to be onsite to observe and inspect the crossing. We have estimated these costs to be \$5,000.
- d. The original estimate assumed the crossing of Interstate 390 would be completed by conventional excavation under the overpass within the right-of-way of Pioneer Road. During design the NYSDOT indicated they would not approve this method and that directional drilling would be required at a cost increase of \$80,000

We have also identified several cost saving measures to date, including reduction in the rock quantity resulting in a savings of \$82,500 and the consideration of using PVC water main in the design. The most significant savings is related to the legal, engineering, and administrative costs, originally estimated to be \$1,201,155. During the process to obtain competitive pricing on the professional services this was lowered to approximately \$900,000, as savings of \$300,000.

As our Engineer progresses further through the detailed design, it may be possible to include alternate bid items and/or 'value engineered' items to help reduce project costs.

Upon your review of this request and the revised estimate, let us know how you would like us to proceed. If you have any questions or need additional information, please contact me.

Very truly yours,



Catherine VanHorne, Executive Director LCWSA

Enclosures

cc (by email only):

Keith Rupert, DOCCS (w/ Enc.)

Jason A. Foote, P.E. (w/ Enc.)

LIVINGSTON COUNTY WATER AND SEWER AUTHORITY  
DOCCS WATER SUPPLY

7/14/2018

DOCCS Water			PRELIMINARY ESTIMATE			CURRENT ESTIMATE		
ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL	ESTIMATED QUANTITY	UNIT PRICE	TOTAL
1	Maintenance and Protection of Traffic Including Signs and Flagmen Meeting NYS DOT Requirements (2%)	LS	1	\$ 89,000	\$ 89,000	1	\$ 95,000	\$ 95,000
2	Mobilization & Bonds (2%)	LS	1	\$ 116,000	\$ 116,000	1	\$ 136,000	\$ 136,000
3	Furnish and Install 16" Diameter Water Main	LF						
	-NYS Route 20A Water Main (PVC)	LF	5,200	\$ 65	\$ 338,000	5,200	\$ 60	\$ 312,000
4	Furnish and Install 16" In-Line Gate Valves Complete	EA	5	\$ 8,000	\$ 40,000	5	\$ 8,000	\$ 40,000
	Furnish and Install 12" Diameter Water Main	LF						
	-NYS Route 15 Water Main (PVC)	LF				10,500	\$ 40	\$ 420,000
	-Maple Beach Road Water Main (DIP)	LF				3,300	\$ 50	\$ 165,000
5	-Groveland Water Main (PVC)	LF	63,900	\$ 45	\$ 2,875,500	49,890	\$ 40	\$ 1,995,600
	-NYS Route 83 at Groveland CF WTP	LF				2,100	\$ 40	\$ 84,000
	-DeCole Shores WM	LF				2,350	\$ 70	\$ 164,500
	-Groveland Water Storage Tank Water Main (PVC)	LF				5,000	\$ 40	\$ 200,000
6	Furnish and Install 12" In-Line Gate Valves Complete	EA	68	\$ 2,500	\$ 170,000	70	\$ 2,500	\$ 175,000
7	Furnish and Install Hydrant Assemblies	EA	82	\$ 4,200	\$ 344,400	100	\$ 4,200	\$ 420,000
8	Connection to Existing Main	EA	7	\$ 5,000	\$ 35,000	10	\$ 5,000	\$ 50,000
	Directional Drilling with 12-inch HDPE	LF						
	-Canaseraga Creek Crossing	LF				300	\$ 200	\$ 60,000
9	-Keshquea Creek at Groveland CF	LF	790	\$ 200	\$ 158,000	200	\$ 200	\$ 40,000
	-DeCole Shores Conesus Lake Inlet Crossing	LF				660	\$ 200	\$ 132,000
	-Miscellaneous Creek Crossing	LF				250	\$ 200	\$ 50,000
	Directional Drill with 18" Casing and 12" Carrier Pipe	LF						
	-Interstate 390 Crossing	LF				400	\$ 250	\$ 100,000
	-Miscellaneous NYS DOT Crossing	LF				250	\$ 200	\$ 50,000
11	Boring with 24" Casing and 12" Carrier Pipe	LF	265	\$ 600	\$ 159,000	150	\$ 600	\$ 90,000
12	Railroad Crossing Inspection	LS	1			1	\$ 8,000	\$ 8,000
13	Road Crossing with 12-inch PVC Open Cut	LF	790	\$ 100	\$ 79,000	500	\$ 100	\$ 50,000
14	Rock Excavation	CY	2,800	\$ 75	\$ 195,000	1,500	\$ 75	\$ 112,500
15	Compaction Testing	LS	1	\$ 10,000	\$ 10,000	1	\$ 10,000	\$ 10,000
	Hemlock Pump Station Improvements	LS						
	-Vertical Turbine Pump (925 gpm)	EA				1	\$ 63,000	\$ 63,000
	-Surface Mounted Vertical Turbine Pump (500 gpm)	EA				1	\$ 25,000	\$ 25,000
16	-Piping Improvements	LS	1	\$ 160,000	\$ 160,000	1	\$ 40,000	\$ 40,000
	-Pump Installation	LS				1	\$ 75,000	\$ 75,000
	Hemlock Pump Station Generator & ATS					1	\$ 125,000	\$ 125,000
	-Electrical Modifications	LS				1	\$ 25,000	\$ 25,000
	New Shelly Road Pump Station	LS						
	-Prefabricated Pump Station Installation	LS	1	\$ 220,000	\$ 220,000	1	\$ 225,000	\$ 225,000
	-New Electrical Work	LS				1	\$ 25,000	\$ 25,000
	-Site Work	LS				1	\$ 45,000	\$ 45,000
18	Railroad WST Modifications (+10 feet)	LS				1	\$ 80,000	\$ 80,000
	Maple Beach Booster Station	LS						
	-Prefabricated Pump Station Installation	LS	1	\$ 220,000	\$ 220,000	1	\$ 375,000	\$ 375,000
	-New Electrical Work	LS				1	\$ 25,000	\$ 25,000
	-Site Work (driveway, grading, fence, etc.)	LS				1	\$ 45,000	\$ 45,000
	New Groveland WST	EA						
	-Water Storage Tank (300,000 gal)	EA	1	\$ 650,000	\$ 650,000	1	\$ 300,000	\$ 300,000
	-New Electrical Work	LS				1	\$ 25,000	\$ 25,000
	-Site Work (driveway, grading, fence, etc.)	LS				1	\$ 100,000	\$ 100,000
21	New Siker Hill Pressure Reducing Valve & Piping Modifications within Existing Building	LS	1	\$ 50,000	\$ 50,000	1	\$ 50,000	\$ 50,000
22	Latimer Rd Pressure Reducing Valve Vault #1	LS				1	\$ 75,000	\$ 75,000
23	Latimer Rd Pressure Reducing Valve Vault #2	LS				1	\$ 75,000	\$ 75,000
24	DOCCS Control Valve & Meter Vault	LS	1	\$ 75,000	\$ 75,000	1	\$ 75,000	\$ 75,000
25	NYS Route 15 Metering Vault	LS	1	\$ 75,000	\$ 75,000	1	\$ 75,000	\$ 75,000
26	SCADA	LS	1	\$ 40,000	\$ 40,000	1	\$ 80,000	\$ 80,000
CONSTRUCTION SUB-TOTAL					\$ 5,998,900			\$ 6,984,600
CONSTRUCTION CONTINGENCY (5%)					\$ 299,945			\$ 299,945
LAND ACQUISITION					\$ -			\$ 25,000
CONSTRUCTION TOTAL					\$ 6,298,845			\$ 7,309,545
LEGAL, ENGINEERING, & ADMINISTRATION					\$ 1,201,155			\$ 800,000
PROJECT TOTAL					\$ 7,500,000			\$ 8,209,545

Shaded boxes and amounts are for additional work not contained in the original estimate.



**Board Financial Report**  
**June 2016**

Balance Sheet

Assets

Operating Cash (Operating Checking Account, General Reserve MM & DOCCS)  
 (Full Year Report Attached)

	May-16	Jun-16
	Actual	Actual
Cash on hand 1st of each month	\$ 3,949	\$ 4,207
<u>Cash Received</u>		
Customer Billing	382	188
Miscellaneous	17	12
Debt/Project Related		
Grant/Contributions	13	
Billing Services/O & M Services	44	7
Relevy		
DOCCS		
Cash Balance before expenditures	\$ 4,405	\$ 4,414
Utility Vouchers	71	60
Operating Vouchers	117	112
Grant Vouchers		
Project Vouchers	10	50
Cash Balance after expenditures	\$ 4,207	\$ 4,192
Reserve Projects in Progress Budget Bal + Retainage	8758	8705
DOCCS Receivable	5625	5625
Unallocated Cash Balance	\$ 1,074	\$ 1,112

Interest, Debt Reserve transfer

Compact of Towns, T of Geneseo & Conesus

See Work In Progress *p. 5a*

Minimum balance \$445,000 to cover 2 months budgeted expenses, or emergency expenses *p. 7b*

Debt Reserve Cash

Beginning Balance	\$ 689,115
Admin Fees	
Debt Bond Payments	\$ -
Interest	\$ 17
Billing Activity	\$ 24,146
Transfer to Reserve	\$ (11,400)
Ending Balance	\$ 701,878

*p. 4c*

Cash balances remain very healthy, our Operating Cash balance is up about \$148,000 from same time last year, Debt Fund Cash is up over \$37,000 from same time last year and Restricted Cash is up over \$1.6 million due to DOCCS first payment.

**Work-In-Progress (WIP Report Attached)**

Current Budget \$9,268,886  
 Expenditures to Date \$ 563,725 *No projects closed in June 2016*  
 Balance \$8,705,161 *p. 5a*

(2)

**Accounts Receivable**

	Service Fees	Debt	Relevy	Other	Total
Beginning Balance June	\$ 373,556	\$ 50,485	\$ 297	\$ 22,464	\$ 446,802
June Billing	\$ 18,999	\$ 836			\$ 19,835
Collected Billing	\$ 183,619	\$ 23,509	\$ 297	\$ -	\$ 207,425
Ending Balance June	\$ 208,936	\$ 27,812	\$ -	\$ 22,464	\$ 259,212

*p. 2d*

*Receivables are at consistent levels as last year*

**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) –**

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 8 years, then 8 years after that the pipelines & other major infrastructure will also be fully depreciated.

**LIABILITIES**

*Liabilities* are up over \$1.6 million from last year, this is due to how we are handling DOCSS un-earned revenue.

Increased Accrued Retirement -\$11,065.00

Reduced Unearned Revenue- \$50,000 –June DOCCS expenses

*Payables* are consistent with last year.

**Statement of Revenues & Expenditures** *p. 6*

**Revenues** (June is a non billing month)

*Retail Fees* are up \$10,000 from same time last year.

*Wholesale fees* are up over \$8,800 from last year-mainly due to Village of Caledonia Usage

*Permit fees* down about \$42,000 from last year-last was very busy for new installs, we are not seeing that activity so far this year.

*O & M fees* comparable to last year

(3)

**Expenses:**

Expenses are up from last year, but still on track to meet budgeted amounts.

*Professional Services* up over \$29,000 from last year-due to adding Plant Operations.

**Other:**



**Livingston County WSA**  
**Balance Sheet**  
**As of 6/30/2016**  
**(In Whole Numbers)**

	<u>Current Year</u>	<u>Prior Year</u>	<u>Current Year Change</u>	<u>Beginning Year Ba...</u>	<u>YTD Change</u>
<b>CURRENT ASSETS</b>					
Operating Cash	2,523,711	2,375,473	148,238	2,064,785	458,926
Debt Reserve	701,877 <sup>c</sup>	664,785	37,092	593,626	108,251
Accounts Receivable	259,212 <sup>d</sup>	246,153	13,059	818,290	(559,078)
Capital Contributions Receivable	16,462	15,742	720	31,135	(14,673)
Inventory	6,969	5,603	1,365	9,591	(2,622)
Prepaid Expenses	12,999	10,632	2,367	61,091	(48,092)
Funds held for Others	<u>29,039</u>	<u>28,488</u>	<u>551</u>	<u>30,121</u>	<u>(1,082)</u>
<b>Total CURRENT ASSETS</b>	<b>3,550,268</b>	<b>3,346,876</b>	<b>203,392</b>	<b>3,608,640</b>	<b>(58,372)</b>
<b>Total Current Assets</b>	<u><b>3,550,268</b></u>	<u><b>3,346,876</b></u>	<u><b>203,392</b></u>	<u><b>3,608,640</b></u>	<u><b>(58,372)</b></u>
<b>NON-CURRENT ASSETS</b>					
Restricted Cash	1,855,238	257,726	1,597,513	257,725	1,597,513
Capital Contrib Receivable, net current	429,316	461,876	(32,560)	461,876	(32,560)
Property & Equipment, Net Deprac	23,588,356	23,648,641	(60,285)	24,060,346	(471,990)
Work-In-Progress	<u>563,725</u>	<u>839,772</u>	<u>(276,047)</u>	<u>864,488</u>	<u>(300,763)</u>
<b>Total NON-CURRENT ASSETS</b>	<b>26,436,636</b>	<b>25,208,015</b>	<b>1,228,621</b>	<b>25,644,436</b>	<b>792,200</b>
<b>Total Non-Current Assets</b>	<u><b>26,436,636</b></u>	<u><b>25,208,015</b></u>	<u><b>1,228,621</b></u>	<u><b>25,644,436</b></u>	<u><b>792,200</b></u>
<b>TOTAL ASSETS</b>	<u><u><b>29,986,904</b></u></u>	<u><u><b>28,554,891</b></u></u>	<u><u><b>1,432,013</b></u></u>	<u><u><b>29,253,075</b></u></u>	<u><u><b>733,829</b></u></u>
<b>CURRENT LIABILITIES</b>					
Accounts Payable	99,584	95,458	4,127	162,682	(63,098)
Current Portion Loans Payable	146,725	144,417	2,308	144,417	2,308
Other Current Liabilities	1,680,360	3,175	1,677,185	172,199	1,508,161
Funds held for others	<u>29,041</u>	<u>28,490</u>	<u>552</u>	<u>30,123</u>	<u>(1,082)</u>
<b>Total CURRENT LIABILITIES</b>	<b>1,955,711</b>	<b>271,540</b>	<b>1,684,171</b>	<b>509,422</b>	<b>1,446,290</b>
<b>Total Current Liabilities</b>	<u><b>(1,955,711)</b></u>	<u><b>(271,540)</b></u>	<u><b>(1,684,171)</b></u>	<u><b>(509,422)</b></u>	<u><b>(1,446,290)</b></u>
<b>NON-CURRENT LIABILITIES</b>					
System Revenue Notes Payable	<u>4,301,400</u>	<u>4,450,433</u>	<u>(149,033)</u>	<u>4,485,433</u>	<u>(184,033)</u>
<b>Total NON-CURRENT LIABILITIES</b>	<b>4,301,400</b>	<b>4,450,433</b>	<b>(149,033)</b>	<b>4,485,433</b>	<b>(184,033)</b>
<b>Retained Earnings &amp; Net Position</b>					
Retained Earnings	(24,258,652)	(24,701,410)	442,758	(24,258,221)	(431)
Net Income	<u>528,859</u>	<u>868,491</u>	<u>(339,632)</u>	<u>0</u>	<u>528,859</u>
<b>Total Retained Earnings &amp; Net Position</b>	<b>(23,729,793)</b>	<b>(23,832,918)</b>	<b>103,125</b>	<b>(24,258,221)</b>	<b>528,428</b>
<b>TOTAL NET POSITION</b>	<u><u><b>29,986,904</b></u></u>	<u><u><b>28,554,891</b></u></u>	<u><u><b>1,432,013</b></u></u>	<u><u><b>29,253,075</b></u></u>	<u><u><b>733,829</b></u></u>

(4)

## Capital Projects In Progress Report

6/30/2016

Project Code	Project Name	Expenditures To Date	Budget	Budget Balance	Service Area	Funding	Financing	Date Began
<b>DEBT &amp; REIMBURSABLE PROJECTS</b>								
31085	DOCCS Water Supply Project	197,815.09	7,500,000.00	7,302,184.91	33-WR	Prison Project w/b paying for this!		10/26/2011
<b>Total Debt &amp; Reimbursable Projects</b>		<b>197,815.09</b>	<b>7,500,000.00</b>	<b>7,302,184.91</b>				
<b>GENERAL RESERVE PROJECTS</b>								
31040	Main Pump: motor, electrical, ventilation	100,082.89	389,160.82	289,077.93	32-SLV	Reserve		1/1/2012
B1043-5	Scada System Upgrade	83,206.30	86,700.00	3,493.70	33-WR	Reserve		1/1/2015
B1080-3	Collection System-Inflow & Infiltration repairs	38,160.00	282,325.00	244,165.00	33-SL	Reserve		1/1/2014
31103	Alternate Water Supply Project-DOCCS	540.00	405,400.00	404,860.00	33-WR	Reserve		1/1/2014
31104	Lake Forest Water Main	3,039.60	102,000.00	98,960.40	33WR	Reserve		1/1/2014
31105	Slagel Park Water System Upgrade (Pine Tree)	3,033.35	120,400.00	117,366.65	33WR	Reserve		1/1/2014
31106	Niver Road-Overcoat Tank	41,438.15	58,000.00	16,561.85	33WR	Reserve		1/1/2015
	Crossroads Commerce Park Sewer			-		IDA matching Grant		10/28/2014
31108	Early Warning System/Pump	51,929.61	130,000.00	78,070.39	33SL	Reserve		8/28/2015
31110	Energy Conservation Program	22,663.14	24,400.00	1,736.86	32SLV	Reserve		9/23/2015
31111	Technology Upgrades	21,816.71	30,000.00	8,183.29	31WS	Reserve		9/23/2015
31112	Adams/Clay St-PS Upgrades	-	90,000.00	90,000.00	33SL	Reserve		1/1/2016
<b>Total Reserve Projects</b>		<b>563,724.84</b>	<b>9,218,385.82</b>	<b>8,654,660.98</b>				
<b>Equipment(Fixed Assets)</b>								
	2015 Budget-New Truck		24,500.00	24,500.00	33WS	Reserve	ordered April 2016	
	2016 Budget-New Truck		26,000.00	26,000.00	33WS	Reserve	ordered April 2016	
<b>Total Equipment (Fixed Assets)</b>			<b>50,500.00</b>	<b>50,500.00</b>				
<b>TOTAL OF ALL PROJECTS (a/c.#1600) &amp;</b>		<b>563,724.84</b>	<b>9,268,885.82</b>	<b>8,705,160.98</b>				
<b>2016 Completed Projects/Purchased Equipment</b>								
31095	Clarifier I-Beam Re-Coat	87,058.36	93,100.00	6,041.64	32SLV	Reserve		1/16/2013
31109	Boiler Replacement-Plant & Admin Bldg	22,172.00	25,000.00	2,828.00	32SLV	Reserve		10/28/2015
	2015 Budget-Sewer Camera	71,205.00	80,000.00	8,795.00	33S	Reserve		4/30/2016
<b>2015 Completed Projects/Purchased Equipment</b>								
31097	20A Vault PRV	19,136.68	19,750.00	613.32	33WR	Reserve		1/16/2013
31102	GS Plant Improvements-Sludge Bldg Bagger	44,107.26	48,800.00	4,692.74	32SD	Reserve		1/1/2013
31060	South Lima-Void-Expensed 239.42	-	15,000.00	14,760.58				8/13/2015
31099	Buildings & Grounds Lakeville	12,726.00	20,000.00	7,274.00	32SLV	Reserve		1/16/2013

15

**Livingston County WSA**  
**Statement of Revenues and Expenditures - Unposted Transactions Included In Report**  
From 6/1/2016 Through 6/30/2016  
(In Whole Numbers)

	<u>YTD Actual</u>	<u>YTD Last Year Actual</u>	<u>Current Year Change</u>	<u>Current Year % Change</u>	<u>Total Budget</u>	<u>Total Budget Variance</u>	<u>Percent Total Budget Remaining - Original</u>
<b>OPERATING REVENUE</b>							
Retail Fees	783,567	773,882	9,685	1.25	2,500,453	(1,716,886)	(69)%
Wholesale Fees	88,847	80,273	8,574	10.68	189,500	(100,653)	(53)%
Permit Fees	6,791	48,737	(41,946)	(86.07)	39,000	(32,209)	(83)%
O&M Services	82,714	77,422	5,292	6.84	150,229	(67,515)	(45)%
Other Income	<u>29,206</u>	<u>38,511</u>	<u>(9,304)</u>	<u>(24.16)</u>	<u>64,193</u>	<u>(34,987)</u>	<u>(55)%</u>
<b>Total OPERATING REVENUE</b>	<b>991,125</b>	<b>1,018,824</b>	<b>(27,699)</b>	<b>(2.72)</b>	<b>2,943,375</b>	<b>(1,952,250)</b>	<b>(66)%</b>
<b>OPERATING EXPENSE</b>							
Wages	233,942	253,676	(19,734)	(7.78)	586,269	352,327	60%
Overtime	12,176	13,904	(1,727)	(12.42)	28,408	16,232	57%
Fringes	198,574	183,597	14,977	8.16	407,690	209,117	51%
Professional Services	113,045	83,352	29,693	35.62	300,690	187,645	62%
Utilities	135,855	131,192	4,664	3.55	298,541	162,686	54%
Vehicle Expense	7,428	11,600	(4,173)	(35.97)	36,200	28,772	79%
Equipment Expense	(3,872)	7,274	(11,146)	(153.22)	67,441	71,313	106%
Building Expense	138,278	94,658	43,620	46.08	346,847	208,569	60%
Purchased Water/Sewer	188,829	236,560	(47,731)	(20.18)	528,900	340,071	64%
Customer Installations	10,675	7,687	2,987	38.86	24,320	13,645	56%
Permits, Inspections	3,294	3,998	(704)	(17.61)	16,755	13,461	80%
Other Expenses	<u>11,275</u>	<u>15,180</u>	<u>(3,904)</u>	<u>(25.72)</u>	<u>28,333</u>	<u>17,058</u>	<u>60%</u>
<b>Total OPERATING EXPENSE</b>	<b>1,049,500</b>	<b>1,042,679</b>	<b>6,821</b>	<b>0.65</b>	<b>2,670,394</b>	<b>1,620,894</b>	<b>61%</b>
<b>GAIN/LOSS BEF DEPRECIATION</b>	<b>(58,375)</b>	<b>(23,855)</b>	<b>(34,520)</b>	<b>144.71</b>	<b>272,981</b>	<b>(331,356)</b>	<b>(121)%</b>
<b>DEPRECIATION EXPENSE</b>							
	<u>(487,811)</u>	<u>(477,249)</u>	<u>(10,562)</u>	<u>2.21</u>	<u>0</u>	<u>(487,811)</u>	<u>0%</u>
<b>NON-OPERATING REVENUE/EXPENSE</b>							
Non-Operating Income	111,686	103,629	8,057	7.77	284,440	(172,754)	(61)%
Non-Operating Expense	608	(15,676)	16,284	(103.88)	(78,455)	79,063	(101)%
Grant Expense	<u>(4,350)</u>	<u>(36,472)</u>	<u>32,122</u>	<u>(88.07)</u>	<u>0</u>	<u>(4,350)</u>	<u>0%</u>
<b>Total NON-OPERATING REVENUE/EXPEN.</b>	<b>107,944</b>	<b>51,482</b>	<b>56,462</b>	<b>109.67</b>	<b>205,985</b>	<b>(98,041)</b>	<b>(48)%</b>
<b>NET GAIN/LOSS BEF CONTRIB</b>	<b>(438,242)</b>	<b>(449,623)</b>	<b>11,380</b>	<b>(2.53)</b>	<b>478,966</b>	<b>(917,208)</b>	<b>(191)%</b>
<b>CAPITAL CONTRIBUTIONS</b>							
Grant & Donation Revenue	15,000	22,020	(7,020)	(31.88)	0	15,000	0%
Capital Contributions	<u>156,510</u>	<u>2,300</u>	<u>154,210</u>	<u>6,704.79</u>	<u>0</u>	<u>156,510</u>	<u>0%</u>
<b>Total CAPITAL CONTRIBUTIONS</b>	<b>171,510</b>	<b>24,320</b>	<b>147,190</b>	<b>605.22</b>	<b>0</b>	<b>171,510</b>	<b>0%</b>
<b>CHANGE IN NET ASSETS</b>	<b>(266,732)</b>	<b>(425,302)</b>	<b>158,570</b>	<b>(37.28)</b>	<b>478,966</b>	<b>(745,698)</b>	<b>(156)%</b>

5

Jun-16

	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	16-Mar	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Estim	Estim	Estim
Cash on hand 1st of each month	\$ 2,257	\$ 2,377	\$ 2,161	\$ 2,263	\$ 2,134	\$ 1,913	\$ 4,079	\$ 4,081	\$ 3,950	\$ 3,961	\$ 3,944	\$ 3,949	\$ 4,207	\$ 4,192	\$ 3,842	\$ 3,842
<b>Cash Received</b>																
Customer Billing	320	36	333	275	40	353	229	23	322	246	30	382	188			
Miscellaneous	3				9	5	2					17	12			
Debt/Project Related						61		19								
Grant/Contributions			13					15	13			13				
Billing Services/O & M Services	13		33			46			27			44	7			
Relevy											248					
DOCCS						1875										
<b>Estimated Cash Receipts</b>																
Cash Receipts														35	325	300
Debt/Grant/Contrib Receipts														0	60	0
Cash Balance before expenditures	\$ 2,593	\$ 2,413	\$ 2,540	\$ 2,538	\$ 2,183	\$ 4,253	\$ 4,310	\$ 4,138	\$ 4,312	\$ 4,207	\$ 4,222	\$ 4,405	\$ 4,414	\$ 4,227	\$ 4,227	\$ 4,142
Utility Vouchers	108	70	80	64	55	72	54	66	74	81	67	71	60			
Operating Vouchers	108	145	197	212	163	92	134	83	143	125	204	117	112			
Grant Vouchers				7					4							
Project Vouchers		37		121	52	10	41	39	130	57	2	10	50			
<b>Estimated Expenditures</b>																
Utilities														70	70	75
Operating														175	180	175
Projects														100	100	100
Cash Balance after expenditures	\$ 2,377	\$ 2,161	\$ 2,263	\$ 2,134	\$ 1,913	\$ 4,079	\$ 4,081	\$ 3,950	\$ 3,961	\$ 3,944	\$ 3,949	\$ 4,207	\$ 4,192	\$ 3,882	\$ 3,877	\$ 3,792
Reserve Projects in Progress Budget Bal + Equipment to Purchase	1323	1271	1283	1207	8702	9099	9061	9023	8767	8725	8723	8758	8705	8605	8505	8405
DOCCS Receivable					7500	5625	5625	5625	5625	5625	5625	5625	5625	5625	5625	5625
Unallocated Cash Balance	\$ 1,054	\$ 890	\$ 980	\$ 927	\$ 711	\$ 605	\$ 645	\$ 552	\$ 819	\$ 844	\$ 851	\$ 1,074	\$ 1,112	\$ 902	\$ 997	\$ 1,012

6

5

## **Work Program Assumptions – 2017 ( all numbers are estimates)**

### **5010 Wages and Salaries and Benefits - \$1,125,000**

Wages, salaries and benefits are established from the County for the most part. Increases are estimated at 2% for union staff - the union contract has not been renewed at this time. Non Union staff (M. Kosakowski and C. VanHorne) are currently calculated at 2%. Retirement costs are approximately 20% of total payroll costs. Medical insurance is expected to increase 10% and Workers Compensation costs are expected to increase 5%. Budgeted again this year is an additional staff member for operations –Assistant Director of Operations, budget salary of \$55,000 + Fringe Benefits. Budgeted also will a salary of \$110,000 and Fringe benefits for the new Interim Executive Director. On-call pay is included in wages in salaries. Two staff members are on-call each day. A weekday is \$25, a weekend day is \$45, standard holiday is \$60, and special Holiday is \$100 per day. Staff also will be paid for time spent on the phone when on-call. Also included in these costs are retiree health care, which will be about \$71,000, in 2017. The Board should discuss whether this cost should be an Authority cost as the Lease does not outline this cost.

### **5020 Overtime– \$22,000**

Overtime is made up of three components:

1. Call-out overtime - overtime is when staff is called out through the emergency number either by customers, the police, or SCADA, to respond to a sewer or water emergency. Two staff members are on-call every day, with one being primary and one being the secondary team member. Primary staff receive the call and determine if action is needed, and if they need the secondary team member to come in as well. Call-out by union contract is a minimum of 4 hours of Overtime.
2. Scheduled overtime is covering the plant operations during the weekends when a plant operator requests time off during the weekend. Since Operations was taken over in March 2015 by YAWS, there is no longer scheduled overtime - YAWS covers the operations at the plant.
3. Working longer – When operations require more time to complete a job, this creates overtime.

2011 - (464 hours - Call out overtime) and (263 hours – Scheduled or other overtime).

2012 - (472 hours – Call out overtime) and (292 hours – Scheduled or other overtime).

2013 – (298 hours – Call out overtime) and (296.5 hours – Scheduled or other overtime).

2014 – (397 hours – Call out overtime) and (378.2 hours– Scheduled or other overtime.)

2015 – (472 hours – Call out overtime) and (203 hours – Scheduled or other overtime.) - \$23,321.70

2016 – (358 hours – Call out overtime and (7 hours – other overtime) (June payroll)

*Budgeted overtime is based on a total of 600 hours, which is about 150 hours per person per year distributed evenly to staff members.*

### **6110 Legal Services - \$10,000**

1. General Legal services
2. Special Services- remains in the budget to cover any permit issues.
3. Audit letter
4. Labor Attorney – Currently not included.

### **6120 Engineering Services – \$21,500**

1. General Engineering Services
  - a. Professional assistance for Operations - Cost estimates, non capital project proposals, assistance in development of Request for Proposals for various projects.
  - b. Engineer attending meetings
2. Special Engineering Services

- a. CPL and Ecologies - Discharge Permit – The water quality evaluation of the Conesus Creek will be completed and submitted to the NYSDEC by December 31, 2015. I anticipate that we will be negotiating with them with the help of our Engineers and Scientists.
  - b. Mapping of Lakeville Water system. – We currently do not have a good map of the Lakeville water system.
3. Strategic Plan - \$24,000 currently not budgeted.

**6130 Financial Services \$26,050** - This line item covers the cost of the audit - \$13,000 and administrative fees for the loans \$12,050. In 2017 budget, \$1000 is added for professional services to assist the Principal Account Clerk.

**6140 Computer Services - \$22,140** – This pays for the County IT department costs and maintenance fees on commercial software and internet access.

**6150 Insurance \$75,000** - This line item covers the insurance costs. Including the following type of policies:

1. Property Liability
2. Auto
3. Inland marine
4. Cyber Crime
5. Municipal Crime
6. Pollution – Underground storage tank
7. Public Officials Liability
8. Dam Liability
9. Flood Insurance

**6160- Professional Plant Operations - \$120,000** This area is for the contract professional operations of the two treatment plants. This contract is still in the first year of a two year contract.

**6230 Telephone (communications) \$15,800**

- a. Cell phones – Service has not changed, includes Field Force manager, which is the staff locator.
- b. Laptops – Five laptops have air cards in them and are included in this line item. Air cards allow staff to access the assist management system and the work order system from computers in their trucks. One laptop allows the Director to gain access to the office computer remotely.
- c. SCADA communications – 7 cellular sites have been established due to not being able to receive radio communications.
- d. Land lines (3) and fax.
- e. Two emergency sewer pump station dialers.
- f. One emergency dialer in the plant.

**6310 – Outside services - \$256,000**

1. Generator Maintenance/repair – Preventative Maintenance is scheduled every other year for 43 standby generators and 3 portable generators. Preventative maintenance is done by a qualified generator maintenance technician – We then utilize the company that does the maintenance to do any repairs necessary for a two-year period. Preventative maintenance was completed in 2016 by Colacino Industries. We budget \$10,000 for repairs in 2017.
2. Boiler and gas system maintenance and repair – Contracted services for the maintenance and repair of the boiler and methane gas system for the digesters

3. Automatic Valves – We have a total of 20 automatic valves - of them, there are four different styles of valves. They are Altitude Valves, Pressure Reducing Valves, Back Pressure Sustaining valves and Pressure relief valves. These valves work automatically either on hydraulic pressure or by solenoid connected to the Telemetry system. Every other year, a qualified technician conducts preventative maintenance on all the automatic valves. In 2017, a vendor will be selected for the preventative maintenance, and their agreement covers work through 2018. 2017 budget is \$10,000.
4. Electrical maintenance/repair – is on a three-year rotation, in 2014, lake stations and in 2015, the outbound station and plant, 2016 the water stations and in 2017 the lake stations will be inspected and maintained. A qualified electrician inspects and conducts preventative maintenance on all the electrical components in the area assigned. The electrician that conducts the preventative maintenance also will repair any deficiencies in the systems that occur throughout the year. 2017 budget is \$6,000.
5. Drive units maintenance/repair – one per year – We assume that there will be repair on at least one drive unit per year. 2017 budget is \$10,000.
6. Telemetry maintenance and repair – This work includes work on radios, controllers, sensing devices, level controls, and the SCADA system and cellular connections. 2017 budget is \$12,000.
7. Install/repair water or sewer mains, laterals and services including thawing main lines. Due to many circumstances, the staff cannot install/repair water and sewer mains, laterals and services. In 2016, three contractors were selected to do selected work that could not be accomplished by the staff. In 2017, budget is \$35,000 plus \$39,000 for new installations offset by revenue. The new installations costs represent 50% of the anticipated permits, and are estimated as the expensive difficult permit installations.
8. Laboratory services – Water and Sewer sampling requires certified Laboratory services. \$21,000
9. Bridge/pipe inspections – Once every seven to ten years. Last inspected 2011.
10. Lawn mowing services – annually \$26,000.
11. Licensed applicator – Weed control annually \$5300.
12. Leak Detection services – Though staff utilizes its' own equipment and conducts leak detection in a five - year rotation, sometimes a professional group is needed to assist with finding leaks. 2017 budget figure is \$8500.00.
13. Calibration/maintenance and repair of sewer and water flow meters – annually. There are three sewer flow meters at the Lakeville plant, one flow meter at the Groveland plant, and one flow meter at the Village of Avon and the Village of Livonia line. There are 4 water meters – Hemlock PS, Witte vault, Niver, and Rt 256 Geneseo meter. Each meter needs to be calibrated and repaired by qualified technician annually. \$3000
14. Calibration/maintenance/repair of Chlorine Analyzers –twice per year, a qualified technician calibrates and conducts preventative maintenance on the Chlorine Analyzers. Technicians come from HACH, the company that our analyzers are from. 2017 budget is \$9,000.
15. Calibrations/maintenance and repair of gas meters – annually – A qualified technician provides calibration and preventative maintenance for gas monitoring meters in the entrance chamber. 2017 budget is \$1,000
16. Wet Wells/ Manholes Maintenance and repair - This includes the use of contracted cleaning with a honey dipper truck and hauling of material for disposal. We assume 3 days/qtr, 8 hours per day @ \$100/hour.
17. Sludge hauling and disposal - With the installation of the new sludge bagger in Groveland Station sewer plant, bags are brought back in the pickup truck and will be loaded with the sludge from Lakeville plant. It is assumed that both plants will have about 25T/quarter at \$45/Ton and a \$250/quarter container fee.
18. Pest removal – Each year, we hire a qualified and licensed pest control contractor to deal with voles, bees, and woodchucks and other pests. 2017 budget is \$1300.
19. Driveway maintenance – Stone drives – every three years, stone and oil every 6 years, and Sealing Asphalt every other year. \$3200  
 2017 Program – Driveway sealing:
  - a. Lakeville Plant- sidewalks only
  - b. Groveland Station Plant
  - c. Three Conesus Sewer Pump stations and 1 Groveland station sewer station
  - d. Four Water Tanks

e. ARS Water pump station

Driveway – Stone and Oil - \$17-20,000:

a. Niver Road Tank

b. 10W and 2W

20. Pump station and Pump Maintenance – using Siewert and others to do investigations on issues that staff cannot solve. \$5000
21. Furnace preventative maintenance and repair (Admin and Shop) – twice per year. \$1,800
22. DOT permit application - once per year.
23. Sewer cleaning and televising – All cleaning and televising will be done by staff in 2017.
24. Uniforms – Jeans and t-shirts, boots, and coats are provided to staff with a cleaning service. 2017 budget \$8200

**6380 Payment to other governments - \$24,000** – This is the payment to the County for indirect Costs – Direct costs are all employee payroll and benefits and computer maintenance services.

**6610 Equipment repair and supply and 6620 Building Maintenance and Supply**

1. Rolling equipment –
  - a. Backhoe – \$8,500 has been budgeted for the backhoe to be totally rehabilitated and put on a strict parts replacement program so that it is more useful. This was very successful in 2015 and 2016.
  - b. Sewer cleaner - The cleaner was replaced in 2014 – \$1,500
  - c. Sewer Camera – For repairs for a new camera - \$2500
  - d. Tractor - Budgeted for general maintenance. - \$1000
2. Changing oil in pumps, changing batteries in Walchem PLC's and lubricate the computer strips in the Walchem PLC's. This project covers the following operational areas – West Lake, Groveland Station, Conesus, and Leicester. These tasks are undertaken every other year for the sewer pump stations.
  - a. Budget for this project – oil, batteries and lubricant.
3. Gauging stations and shimming pumps - Each sewer pump station has its pumps gauged and adjusted (shimming) every other year. This information in combination with pump run time information, leads us to pump rebuilding as necessary. The project covers the following operational areas: Conesus, West Lake, Leicester, Groveland Station. These tasks are undertaken every other year for the sewer pump stations.
  - a. Budget for these projects – rotating units and pump parts and motors
4. Locating and adjusting Manholes, Sewer Cleaning, Televising and Smoke Testing - The entire sewer collection system is broken into areas that are in a 5-year rotation, with the 2017 areas being Village of Livonia (North side), Hemlock and Leicester service area. This area will also be smoke tested.
  - a. Budget for this project – Manhole rings, and smoke.
5. Hydrant and Valve Exercising and repair, and flushing the water system – The water system is divided in halves, and is maintained each year. The following areas will have the hydrants and valves exercised and repaired and the areas will be flushed: Hemlock, ARS, Caledonia 3, Groveland Station, Middle Road, Scottsburg, South Avon, Village of Livonia, \$15,000 is budgeted for Hydrant replacement in 2017.
  - a. Budget is the purchase of hydrants and valves parts, hydrant tags etc.
6. Curb box location and repair and Leak Detection- The water areas are divided into a five-year rotation. In 2017, the following areas will be completed:
  - a. Village of Livonia and Scottsburg will have their curb boxes located and repaired, and leak detection undertaken.
  - b. Budget for this project will be –
    - i. Curb-box replacements as part of the investigation billed from 6620 - \$2500
    - ii. Water appurtenances that are found to be leaking are repaired by staff or contractor out of 6310.
    - iii. Leak detection in outside services.
7. Motor Belts - Belts have been changed on the motors on the pump stations every 7 years for above ground stations, and 10 years for below ground stations. This practice has been called into question by Motor representative. We are therefore replacing motor belts in 2016 in 14 stations, which will be 5 years and in



the 10 year stations, belts will be changed in 5 years as well. In addition, training will be given to staff so that when they are checking the motor belts monthly preventative maintenance, they can determine if the belts require changing sooner than predicted. In 2017, no belts are scheduled changed.

8. Generator Batteries and block heaters – This preventative maintenance program has staff replacing generator batteries every 5 years. The following stations are scheduled for 2017: 13 batteries and 13 block heaters.
9. Generator repairs and antifreeze - This budget includes funds for antifreeze. 12 stations will be completed in 2015 and 13 will be completed in 2016. 6 stations are budgeted for 2017.
10. Air pump replacement – Air pumps are replaced every five years. In 2016, one air pump will be replaced in each of the Hemlock/Livonia Center stations (6), Leicester (2), Mt. Morris (2), and Groveland (2). Total 12 air pumps. No Air pumps are scheduled for replacement in 2017.
11. Install, repair or replace water and sewer service laterals – As needed
12. Preventative maintenance and bldg. repair on all sewer \$38,500 and water \$31,500 stations and sites.
13. Preventative maintenance and bldg. repair at both plants. \$20,000

#### **6625 Small equipment Purchase -**

1. This line items pays for dehumidifiers, small tools, metal detectors etc. Some items on the staff wish list are not included but under consideration.
  1. Plate Tamper - \$2500
  2. Lateral camera -\$8500

#### **6635 Equipment lease/rental – \$14,340**

1. Mini Excavator – Additional rental hours are budgeted for 2016. 6 rentals total.
2. Vac Truck – for one week per year. \$12,000
3. Xerox Copier lease is \$4000

#### **6640 Customer installation and supplies –\$32,100**

1. Meter replacement: 100 meters were budgeted for replacement thru out the system each year.
2. Basic supplies for customer installation, such as curb-boxes and appurtenances.

#### **6700 Permits, Fees and Inspections - \$17,820**

1. Fire Extinguishers inspected – once per year, all fire extinguishers are inspected.
2. Fire suppression system inspected on fuel tanks – once per year.
3. Underground Fuel Tank Corrosion system checked - once per year.
4. Water Tanks – Inspect insides every 7 years – The results of an inspection may either be inspected again in seven years or some corrections. Corrections normally are a capital project. – The Scottsburg tank will be inspected in 2016 - \$2500
5. Backflow prevention inspected and repair – once per year. \$900
6. SPDES Permit - \$8000

#### **6840 Travel and Training - \$2900**

1. This line item covers expense for training of the Water Operators for maintenance of their licenses. All operators are now fully licensed, so it is just maintenance.
2. Also this line covers professional memberships.

# NEWS YOU CAN USE!

## AVOID UNPAID WATER & SEWER CHARGES ON YOUR TAX BILLS!

**VILLAGE OF LIVONIA WATER CUSTOMERS** - Balances that were not received by 4pm on April 22, 2016 were levied to your June 2016 Village Property Tax Bill.

**\*\*\*WATER & SEWER CUSTOMERS** - Balances not paid by 4pm on October 21, 2016 will be levied to your January 2017 Town and County Property Tax Bill\*\*\*

**\*\*\*INDIVIDUAL REMINDER POST CARDS ARE NO LONGER MAILED OUT\*\*\***

## NYSDEC Issues Drought Watch!!

A watch is the first of four levels of state drought advisories ("watch," "warning," "emergency," "disaster"). There are no statewide or local mandatory water use restrictions in place under a drought watch.

### Start conserving now!

Following are some tips:

- Avoid watering lawns and washing cars.
- Check faucets and pipes for leaks.
- Check your toilet for leaks.
- Use your automatic dishwasher only for full loads.
- Do not leave water running while rinsing dishes by hand.
- Take shorter showers.
- Don't leave water running while brushing your teeth.
- Install water-saving showerheads or flow restrictors.
- Keep bottles of drinking water in your refrigerator to keep them cool instead of running tap water.
- Clean vegetables in a pan of water rather than under running water, then reuse that water to give your plants a drink.

Conserving water is important all year long, but particularly during extended dry periods. By voluntarily reducing water usage, and being extra careful with fire and outdoor flames, we all can help conserve our natural resources during these dry days of summer.

**BE AWARE** - Customer service calls outside of our regular hours posted below may result in charges to your account.

**REMINDER!** This is the last bill before the Relevy in October - see above\*\*\*

## HYDRANT FLUSHING

Hydrant flushing is necessary to preserve water quality in the system, even in dry years. LCWSA will be flushing hydrants in the areas below starting the week of August 15, 2016. The work involves little or no interruption of service, although a slight discoloration of the water and drop in water pressure may occur in areas where flushing is underway.

\*\*\*\*Lakeville\*\*Hamlet of Conesus\*\*West Lake Rd in Groveland\*\*South Livonia\*\*East Lake Rd\*\*and Livonia Center\*\*\*\*

## \$100 NONWORKING METER FEE

***IF YOU RECEIVE A LETTER ABOUT A NONWORKING METER AND DO NOT CALL TO MAKE AN APPOINTMENT, YOUR ACCOUNT WILL BE CHARGED A \$100 NONWORKING METER FEE EACH QUARTER UNTIL THE APPOINTMENT IS MADE.***

Please call 585-346-3523 to respond to the letter during regular business hours.

**THANK YOU FOR YOUR COOPERATION!**

## FREE AMNESTY INSPECTIONS

The LCWSA is requesting that all customers look over their plumbing and remove any illegal connections to the sanitary sewer to avoid penalties and a SIGNIFICANT rate increase. LCWSA staff is offering FREE inspections by appointment only. NO FINES will be levied for connections found in these inspections.

*Remember - 24 hour notice is required for appointments*

Office Business Hours: Monday thru Friday  
8am - 12noon 1pm - 4pm  
Closed Holidays