

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

Excused Absent: none

Others attending: J. Campbell, E. Wies, M. Kosakowski, R. Lewis, M. Baines

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

Motion: F. Miller moved and T. Anderson seconded to approve the Financial Report as presented. Carried unanimously.

Operations Report – M. Kosakowski reviewed the Operations Report (on file with the Secretary). The following items were further discussed by the Board:

1. Water Sampling and Testing – M. Kosakowski indicated that there were testing issues associated with water samples that were recently taken, that resulted in (false) positive E.Coli results. Repeat samples confirmed that there were no issues. LCWSA currently utilizes Pace Analytical to perform both the water and wastewater testing, but will now be evaluating alternate labs to perform the water testing.
2. Sliker Hill Road Water Main – M. Kosakowski stated that LCWSA staff repaired another leak in a segment of 8” ductile iron water main (< 10 years old); this now totals 6 repairs in the same segment of pipe in less than 2 years. Issues with the pipe were previously discussed with the Board, and it is believed that there are defects in this segment of ductile iron pipe. Replacement of this segment (approx. 2,500 linear feet) will be required, and there is increased priority to complete as this pipe is part of the existing piping network that will be supplying water to the Groveland Correctional Facility.
3. Route 20A (Lakeville) Water Main Repair – An emergency repair was performed by Morsch Pipeline to address a water main leak located in close proximity to the bridge at the Conesus Lake outlet. The water main was cut and capped on both sides of the bridge. A connection will need to be restored, but alternate alignments are being evaluated to avoid conflicts with the bridge structure.

D.Kriewall requested that for future board meetings, overall water and sewer system mapping be provided, that will facilitate discussions regarding proposed water and sewer improvements.

Motion: F. Miller moved and T. Anderson seconded to approve the Operations Report as presented. Carried unanimously.

Capital Report – M. Kosakowski reviewed the Capital Report Outline (on file with the Secretary). The following items were further discussed by the Board:

DOCCS Water Supply Project

- M. Kosakowski informed the Board that a meeting was held at the Groveland Correctional Facility on June 16, 2017, and attended by representatives from: DOCCS (local Groveland Correctional Facility staff), Livingston County Department of Health, City of Rochester Water Bureau, LCWSA, and Clark Patterson Lee. The primary purpose of the meeting was to discuss the proposed connection at the correctional facility, and the switch in water sources upon the completion of the project from groundwater (Groveland Correctional Facility wells) to surface water (Hemlock Lake). Certain improvements may be required at the Groveland Correctional Facility Water Treatment Plant, that are not included in the current scope of the DOCCS project. The Board expressed concerns related to timing and water quality, if DOCCS is not ready to accept water from LCWSA once the project is complete. M. Baines will reach out to Eric Greppo (DOCCS Engineer) to discuss further.
- M. Baines noted some minor revisions to the bidding schedule for the remainder of the project. This was due to the publication schedule of LCWSA's official newspapers. See below:

Project Advertisement – Wednesday, May 17, 2017 (*revised date*)

Bid Opening – Thursday, June 15, 2017 (*revised date*)

Recommendation of Award (by Engineer) – Wednesday, June 28, 2017
(LCWSA Board Mtg)

- “Project Add-Ons” Farms – The consensus of the Board was to wait until bids are opened, to revisit discussions with the farms on the cost of those infrastructure upgrades needed to accommodate their water needs.

Other Business:

Lakeville WWTP Upgrades (NYSEFC Project No C8-6449-05-00)

- M.Baines noted that in order for LCWSA to close on short-term financing for the above referenced project by end of September 2017, NYSEFC is requiring an updated Engineering Report and an Engineering Agreement.

Motion: S. Beardsley moved and F. Miller seconded to approve authorizing Clark Patterson Lee to update the 2015 Engineering Report for the upgrades to the Lakeville Wastewater Treatment Plant in an amount not to exceed \$10,000. Carried unanimously.

Motion: T. Anderson moved and D. Kriewall seconded to approve M. Baines and staff to prepare and issue a Request for Proposal (RFP) for Engineering Services to complete the design of the upgrades to the Lakeville Wastewater Treatment Plant. Carried unanimously.

Commodity Resource Corporation/JCI Jones Chemicals – Proposed Easements to LCWSA

- M.Baines indicated that CRC was undertaking additional site and utility improvements, as part of a larger project at their site in Caledonia. This includes installation of

approximately 400 linear feet of additional water main. This infrastructure will be turned over to LCWSA for ownership, and requires the conveyance of easements to LCWSA.

Motion: P. Brooks moved and S. Beardsley seconded to authorize the Chairman of the Board to sign the easements as presented. Carried unanimously.

Report of Personnel Change

- M.Baines stated that the Personnel Department (Tish Lynn, Personnel Officer) has requested the completion of this report, as part of the process of seeking approval to have the "Executive Director" position classified as "Exempt".

Motion: P. Brooks moved and F. Miller seconded to authorize the Chairman of the Board to sign the Report of Personnel Change. Carried unanimously.

2016 LCWSA Annual Report – Operations

- The "Operations" section of the Annual Report was circulated to Board Members for informational purposes. S.Beardsley requested that moving forward, the "Water Loss" summary represent the prior year's data, versus two years prior.

Motion: P. Brooks moved and F. Miller seconded to approve the Operations section of the 2016 LCWSA Annual Report as presented. Carried unanimously.

Business Session:

Minutes – Special meeting minutes dated April 21, 2017 and regular minutes dated April 24, 2017

Motion: F. Miller moved and S. Beardsley seconded to approve special Board meeting minutes dated April 21, 2017 and regular minutes dated April 24, 2017. 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 \$164,959.65, DOCCS expenditures in an amount not to exceed \$39,074.26, and Projects in an amount not to exceed \$2,460.00. Carried unanimously.

Motion: T. Anderson moved and D. LeFeber seconded to approve paying the bills for Utilities in an amount not to exceed \$21,143.57, Commodity in an amount not to exceed \$24,447.42, and for miscellaneous expense in an amount not to exceed \$6,862.60. Carried unanimously.

Communications:

- NYSDOH Water Supply Vulnerability Assessment – Cybersecurity Requirement (April 25, 2017)
- M.Baines noted that NYSDOH is requiring all community water systems serving 3,301 people or more, to perform a cybersecurity vulnerability assessment. This assessment is due to the NYSDOH by January 1, 2018. The NYSDOH provides certain options to

complete the assessment. The Board consensus was to utilize the self-assessment tools as a starting point, and then evaluate whether it was necessary to hire an independent third-party contractor in order to complete the assessment.

- NYSDEC Asset Management Pilot Program Declination Letter (May 8, 2017)
 - Circulated to Board Members for informational purposes – no action taken.
- SolarCity Corporation Letter: Termination of Solar Power Purchase Agreement (May 17, 2017)
 - M.Baines indicated that Dan Leary (SolarCity/Tesla) had requested that LCWSA sign the termination letter, if the Board did not intend to pursue the proposed project at this time.

Motion: S. Beardsley moved and T. Anderson seconded to approve the Chairman of the Board to sign the SolarCity Corporation Termination letter. Carried unanimously.

Executive Session:

Motion: D. LeFeber moved and S. Beardsley seconded that the Board adjourn and reconvene in Executive Session for the purpose of discussing: the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation; and that H. Stewart act as Chairman and M. Baines act as Secretary. Carried unanimously,

The Board reconvened in regular session.

The following report was presented.

REPORT OF EXECUTIVE SESSION

The Board of the Livingston County Water & Sewer Authority having met in Executive Session for the purpose of discussing:
the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

hereby reports as follows:

No action taken.

Dated May 24, 2017

W. Harold Stewart
M. Baines, Secretary

**Adjourn: Motion: S. Beardsley moved and P. Brooks seconded to adjourn the board meeting.
Carried unanimously.**



**Board Financial Report
 April 2017**

Balance Sheet

Assets

**Operating Cash (Operating Checking Account, General Reserve MM) page 3
 (Full Year Report Attached)**

	Mar-17	Apr-17
	Actual	Actual
Cash on hand 1st of each month	\$ 2,375	\$ 2,554
Cash Received		
Customer Billing	325	43
Miscellaneous	4	3
Debt/Project Related		
Grant/Contributions	13	
Billing Services/O & M Services	11	4
Relevy		241
DOCCS		
Cash Balance before expenditures	\$ 2,728	\$ 2,845
Utility Vouchers	55	70
Operating Vouchers	119	122
Grant Vouchers		
Project Vouchers		1
Cash Balance after expenditures	\$ 2,554	\$ 2,652
Reserve Projects in Progress Budget Bal + Retainage	1914	1914
DOCCS Receivable		
Unallocated Cash Balance	\$ 640	\$ 738

See Work In Progress

Minimum balance \$472,000 to cover
 2months budgeted expenses, or
 emergency expenses

Debt Reserve Bank Balance \$734,929 page 4a

DOCCS Bank Balance \$516,218 page 5

Work-In-Progress (WIP Report Attached)

Current Budget \$2,312,663
 Expenditures to Date \$ 399,103

Balance \$1,913,560 page 6

Accounts Receivable Page 4c

(2)

	Service Fees	Debt	Relevy	Other	Total
Beginning Balance					
April	\$ 140,351	\$ 19,386	\$ 273,575	\$ 7,464	\$ 440,776
April Billing	\$ 20,457		\$ (62)		\$ 20,395
Collected	\$ 29,030	\$ 1,247	\$ 273,513		\$ 303,790
Billing				\$ -	\$ -
April Balance	\$ 131,778	\$ 18,139	\$ 0	\$ 7,464	\$ 157,382

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 7 years, then 7 years after that the pipelines & other major infrastructure will also be fully depreciated.

LIABILITIES

page 4b

Payables are consistent with last year.

Statement of Revenues & Expenditures

page 7

Revenues (April is a non billing month)

April Revenue is up over \$57,000 from same time last year. Retail Fees-\$13,170, Permits-\$31,464 & O & M Services-\$18,334

Expenses: page 7

March expenses are on on track to meet budgeted amounts.

Apr-17

	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Estim	Estim
Cash on hand 1st of each month	\$ 3,944	\$ 3,949	\$ 4,207	\$ 4,192	\$ 2,375	\$ 2,628	\$ 2,437	\$ 2,319	\$ 2,321	\$ 2,447	\$ 2,282	\$ 2,375	\$ 2,554	\$ 2,652	\$ 2,817
Cash Received															
Customer Billing	30	382	188	47	436	189	51	390	280	29	280	325	43		
Miscellaneous		17	12			0.5	33		2			4	3		
Debt/Project Related															
Grant/Contributions		13		15	13			13				13			
Billing Services/O & M Services		44	7			35		35			31	111	4		
Relevy	248												241		
DOCCS															
Estimated Cash Receipts															
Cash Receipts														380	255
Debt/Grant/Contrib Receipts				0											
Cash Balance before expenditures	\$ 4,222	\$ 4,405	\$ 4,414	\$ 4,254	\$ 2,824	\$ 2,853	\$ 2,521	\$ 2,757	\$ 2,603	\$ 2,476	\$ 2,593	\$ 2,728	\$ 2,845	\$ 3,032	\$ 3,072
Utility Vouchers	67	71	60	72	81	51	62	84	52	37	108	55	70		
Operating Vouchers	204	117	112	118	115	362	124	145	104	130	108	119	122		
Grant Vouchers															
Project Vouchers	2	10	50	23		3	16	207		27	2		1		
Estimated Expenditures															
Utilities														70	75
Operating														120	115
Projects														25	25
Cash Balance after expenditures	\$ 3,949	\$ 4,207	\$ 4,192	\$ 4,041	\$ 2,628	\$ 2,437	\$ 2,319	\$ 2,321	\$ 2,447	\$ 2,282	\$ 2,375	\$ 2,554	\$ 2,652	\$ 2,817	\$ 2,857
Reserve Projects in Progress Budget Bal + Equipment to Purchase	8723	8758	8705	8678	1365	1321	1305	1040	1042	1916	1914	1914	1914	1889	1864
DOCCS Receivable	5625	5625	5625	5625											
Unallocated Cash Balance	\$ 851	\$ 1,074	\$ 1,112	\$ 988	\$ 1,263	\$ 1,116	\$ 1,014	\$ 1,281	\$ 1,405	\$ 366	\$ 461	\$ 640	\$ 738	\$ 928	\$ 993

10% of 2017 Budget Expenditures 2 months budgeted expenditures = \$472,000

(6)

Livingston County WSA
Balance Sheet
As of 4/30/2017
(In Whole Numbers)

	Current Year	Prior Year	Current Year Change	Beginning Year Ba...	YTD Change
CURRENT ASSETS					
Operating Cash	2,652,041	1,826,711	825,330	2,447,740	204,301
Debt Reserve	734,929 <i>a</i>	575,710	159,219	674,358	60,570
Accounts Receivable	157,380 <i>c</i>	155,507	1,874	839,904	(682,523)
Capital Contributions Receivable	25,680	21,769	3,911	34,050	(8,370)
Inventory	9,661	18,256	(8,595)	7,503	2,158
Prepaid Expenses	29,658	32,440	(2,782)	51,855	(22,197)
Funds held for Others	31,018	27,865	3,153	32,547	(1,529)
Total CURRENT ASSETS	3,640,366	2,658,257	982,109	4,087,956	(447,590)
Total Current Assets	3,640,366	2,658,257	982,109	4,087,956	(447,590)
NON-CURRENT ASSETS					
Restricted Cash	682,937	136,177	546,761	1,593,511	(910,573)
Capital Contrib Receivable, net current	395,266	493,011	(97,745)	395,266	0
Property & Equipment, Net Deprec	23,251,224	24,645,718	(1,394,494)	23,488,381	(237,157)
Work-In-Progress	1,758,560	979,123	779,437	829,050	929,510
Total NON-CURRENT ASSETS	26,087,988	26,254,029	(166,041)	26,306,208	(218,220)
Total Non-Current Assets	26,087,988	26,254,029	(166,041)	26,306,208	(218,220)
TOTAL ASSETS	29,728,354	28,912,286	816,068	30,394,164	(665,810)
CURRENT LIABILITIES					
Accounts Payable	94,313	96,499	(2,185)	100,996	(6,683)
Current Portion Loans Payable	135,716	144,417	(8,701)	146,725	(11,009)
Other Current Liabilities	532,591	(102,286)	634,877 *	1,566,133	(1,033,543)
Funds held for others	31,018	27,868	3,150	32,547	(1,529)
Total CURRENT LIABILITIES	793,638	166,497	627,141	1,846,401	(1,052,763)
Total Current Liabilities	(793,638)	(166,497)	(627,141)	(1,846,401)	1,052,763
NON-CURRENT LIABILITIES					
System Revenue Notes Payable	4,189,675	4,594,850	(405,175)	4,189,675	0
Total NON-CURRENT LIABILITIES	4,189,675	4,594,850	(405,175)	4,189,675	0
Retained Earnings & Net Position					
Retained Earnings	(24,358,088)	(24,701,410)	343,322	(24,358,088)	0
Net Income	(386,953)	550,471	(937,424)	0	(386,953)
Total Retained Earnings & Net Position	(24,745,041)	(24,150,939)	(594,102)	(24,358,088)	(386,953)
TOTAL NET POSITION	29,728,354	28,912,286	816,068	30,394,164	(665,810)

* Un earned revenue - DOLLS

(7)

5-1

DOCCS Bank Account

Date	Description	Deposit	Transfer to Reserve	Interest	Balance
11/19/2015	deposit Ck #04073239	\$1,875,000.00			\$ 1,875,000.00
11/30/2015	interest			\$ 15.41	\$ 1,875,015.41
12/16/2015	Vouchers Paid Expensed Previousy pd before receivng DOCCS money-need to		\$ 5,080.00		\$ 1,869,935.41
12/31/2015	transfer to reserve		\$ 36,225.09		\$ 1,833,710.32
12/30/2015	interest			\$ 47.71	\$ 1,833,758.03
1/31/2016	interest			\$ 43.70	\$ 1,833,801.73
2/23/2016	Vouchers Paid				\$ 1,833,801.73
	Clark Paterson		\$ 77,640.00		\$ 1,756,161.73
2/29/2016	bank interest			\$ 46.34	\$ 1,756,208.07
3/23/2016	Vouchers Paid				\$ 1,756,208.07
	Clark Paterson		\$ 26,230.00		\$ 1,729,978.07
	Tom Wamp		\$ 200.00		\$ 1,729,778.07
3/31/2016	bank interest			\$ 44.58	\$ 1,729,822.65
4/24/2016	Vouchers Paid				\$ 1,729,822.65
	Tom Wamp		\$ 200.00		\$ 1,729,622.65
4/30/2016	bank interest			\$ 41.23	\$ 1,729,663.88
5/25/2016	Vouchers Paid	\$ -	\$ -	\$ -	\$ 1,729,663.88
	Gregory De Le Fleur		\$ 100.00		\$ 1,729,563.88
	Kruck & Campbell		\$ 2,240.00		\$ 1,727,323.88
5/31/2016	bank interest			\$ 45.47	\$ 1,727,369.35
6/22/2016	Vouchers Paid				\$ 1,727,369.35
	Clark Paterson		\$ 49,900.00		\$ 1,677,469.35
6/30/2016	bank interest			\$ 42.27	\$ 1,677,511.62
7/14/2015	Voucher Paid				\$ 1,677,511.62
	CNY Pomeroy Appraisers		\$ 3,300.00		\$ 1,674,211.62
7/27/2016	Voucher Paid				\$ 1,674,211.62
	Kruck & Campbell		\$ 1,560.00		\$ 1,672,651.62
7/31/2016	bank interest			\$ 39.94	\$ 1,672,691.56
8/31/2016	bank interest			\$ 45.37	\$ 1,672,736.93
9/28/2016	Vouchers Paid				\$ 1,672,736.93
	CNY Pomeroy Appraisers		\$ 3,300.00		\$ 1,669,436.93
	Genesee Country Express		\$ 99.71		\$ 1,669,337.22
	Johnson Newspaper		\$ 107.11		\$ 1,669,230.11
9/30/2016	Vouchers Paid				\$ 1,669,230.11
	Genesee & Wyoming Railroad		\$ 3,000.00		\$ 1,666,230.11
9/30/2016	bank interest			\$ 41.24	\$ 1,666,271.35
10/26/2016	Vouchers Paid				\$ 1,666,271.35
	Clark Paterson Lee		\$ 105,365.00		\$ 1,560,906.35
	Kruck & Campbell		\$ 1,300.00		\$ 1,559,606.35
10/31/2016	bank interest			\$ 42.01	\$ 1,559,648.36
11/8/2016	Voucher Paid				\$ 1,559,648.36
	Genesee & Wyoming Railroad		\$ 1,000.00		\$ 1,558,648.36
11/30/2016	Vouchers Paid				\$ 1,558,648.36
	NYS DEC		\$ 110.00		\$ 1,558,538.36
11/30/2016	bank interest			\$ 38.44	\$ 1,558,576.80

5.2

12/13/2016 Voucher Paid				\$	1,558,576.80
	Philip Livingston (deposit)	\$	2,000.00	\$	1,556,576.80
12/21/2016 Voucher Paid				\$	1,556,576.80
	Blue Heron	\$	136,710.94	\$	1,419,865.86
	Kruck & Campbell	\$	4,120.00	\$	1,415,745.86
12/31/2016	bank interest			\$	37.36
1/25/2017 Voucher Paid				\$	1,415,783.22
	Blue Herron	\$	137,477.23	\$	1,278,305.99
1/31/2017	bank interest			\$	36.56
2/22/2017 Vouchers Paid				\$	1,278,342.55
	Blue Heron	\$	217,850.75	\$	1,060,491.80
	Clark Patterson Lee	\$	54,650.00	\$	1,005,841.80
	Tompkins Insurance	\$	999.90	\$	1,004,841.90
2/28/2017 Voucher Paid				\$	1,004,841.90
	Genesee & Wyoming Railroad	\$	740.00	\$	1,004,101.90
2/28/2017	bank interest			\$	28.07
3/22/2017 Vouchers Paid				\$	1,004,129.97
	Blue Heron	\$	283,871.63	\$	720,258.34
3/31/2017	bank interest			\$	23.49
4/24/2017 Vouchers Paid				\$	720,281.83
	Blue Heron	\$	131,889.41	\$	588,392.42
	Clark Patterson Lee	\$	69,490.00	\$	518,902.42
	Kruck & Campbell	\$	2,700.00	\$	516,202.42
4/30/2017	bank interest			\$	15.90
				\$	516,218.32

\$ 1,359,456.77 \$ 675.09

Capital Projects In Progress Report

4/30/2017

Project Code	Project Name	Expenditures To Date	Budget	Budget Balance	Service Area	Funding	Financing	Date Began
DEBT & REIMBURSABLE PROJECTS								
31085	DOCCS Water Supply Project	1,359,456.77	7,500,000.00	6,140,543.23	33-WR	Prison Project w/b paying for this!		10/26/2011
Total DOCCS Project		1,359,456.77	7,500,000.00	6,140,543.23				
GENERAL RESERVE PROJECTS								
31040	Main Pump: motor, electrical, ventilation	-	282,112.93	282,112.93	32-SLV	Reserve		1/1/2012
31043-5	Scada System Upgrade	83,206.30	86,700.00	3,493.70	33-WR	Reserve		1/1/2015
31080-3	Collection System-Inflow & Infiltration repairs	287,467.28	375,325.00	87,857.72	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
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
31113	Inline Gate Valve Install	-	30,400.00	30,400.00	33WR	Reserve		1/1/2017
31114	Automatic Flusher	-	12,400.00	12,400.00	33WB	Reserve		1/1/2017
31115	Roof Replacement Lakeville Plant	-	57,700.00	57,700.00	32SLV	Reserve		1/1/2017
31116	Digester cover Inspection & Rehab	-	49,900.00	49,900.00	32SLV	Reserve		1/1/2017
31117	Upsize Farms-DOCCS	-	605,325.00	605,325.00	33WR	Reserve		1/1/2017
31118	Jet Mixer	-	65,000.00	65,000.00	32SLV	Reserve		1/1/2017
Total Reserve Projects		399,103.24	2,312,662.93	1,913,559.69				
Equipment(Fixed Assets)								
Total Equipment (Fixed Assets)								
TOTAL OF ALL PROJECTS (w/ #1600) &		399,103.24	2,312,662.93	1,913,559.69				

⑤

Livingston County WSA
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
From 4/1/2017 Through 4/30/2017
(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	203,439	190,270	13,170	6.92	2,516,616	(2,313,177)	(92)%
Wholesale Fees	48,548	54,220	(5,672)	(10.46)	199,000	(150,452)	(76)%
Permit Fees	35,790	4,326	31,464	727.30	57,150	(21,360)	(37)%
O&M Services	52,241	33,907	18,334	54.07	163,562	(111,321)	(68)%
Other Income	15,888	15,412	476	3.09	59,459	(43,571)	(73)%
Total OPERATING REVENUE	355,906	298,135	57,771	19.38	2,995,787	(2,639,881)	(88)%
OPERATING EXPENSE							
Wages	126,169	153,278	(27,109)	(17.69)	687,238	561,069	82 %
Overtime	5,172	6,708	(1,536)	(22.90)	22,485	17,313	78 %
Fringes	147,163	134,866	12,297	9.12	496,132	348,969	70 %
Professional Services	85,155	77,656	7,499	9.66	323,690	238,535	74 %
Utilities	73,558	90,232	(16,674)	(18.48)	298,541	224,983	75 %
Vehicle Expense	3,960	3,203	758	23.66	24,200	20,240	84 %
Equipment Expense	2,324	(5,214)	7,538	(144.57)	50,581	48,257	95 %
Building Expense	78,295	69,654	8,641	12.41	315,422	237,127	75 %
Purchased Water/Sewer	100,621	115,445	(14,824)	(12.84)	535,400	434,779	81 %
Customer Installations	12,125	4,365	7,760	177.77	35,130	23,005	65 %
Permits, Inspections	8,469	1,392	7,077	508.37	18,820	10,351	56 %
Other Expenses	10,856	6,828	4,028	58.99	28,049	17,193	61 %
Total OPERATING EXPENSE	653,866	658,412	(4,546)	(0.69)	2,835,688	2,181,822	77 %
GAIN/LOSS BEF DEPRECIATION	(297,960)	(360,276)	62,317	(17.30)	160,099	(458,059)	(286)%
DEPRECIATION EXPENSE							
	(237,157)	(323,586)	86,429	(26.71)	0	(237,157)	0 %
NON-OPERATING REVENUE/EXPENSE							
Non-Operating Income	37,810	33,951	3,859	11.37	295,242	(257,432)	(87)%
Non-Operating Expense	(15,314)	(15,480)	166	(1.07)	(78,455)	63,141	(80)%
Grant Expense	0	(4,350)	4,350	(100.00)	0	0	0 %
Total NON-OPERATING REVENUE/EXPEN...	22,496	14,121	8,375	59.31	216,787	(194,291)	(90)%
NET GAIN/LOSS BEF CONTRIB	(512,620)	(669,741)	157,121	(23.46)	376,886	(889,506)	(236)%
CAPITAL CONTRIBUTIONS							
Grant & Donation Revenue	(96)	15,000	(15,096)	(100.64)	0	(96)	0 %
Capital Contributions	899,669	104,270	795,399	762.83	0	899,669	0 %
Total CAPITAL CONTRIBUTIONS	899,573	119,270	780,303	654.23	0	899,573	0 %

(7)

OPERATIONS REPORT

Water and Sewer Work Program 2017	
Customer work orders	Staff completed 73 customer workorders - up 40 from last month.
UFPO	Staff completed 76 UFPO's - up 29 from last month.
PM Maintenance	All PM maintenance was completed
Generator Maintenance	Colacino Industries were in to repair the block heater on the generator at the Hemlock water pump station. A temporary block heater was installed until the new heater arrives.
Sampling and testing	All samples and testing completed. Staff took 16 water samples. Nine (9) of the 16 came back with coliform and 2 came back with E-coli. Twenty one (21) repeat samples were taken and all 21 came back fine. I'm looking at taking the samples to another lab for analysis.
Regulatory Inspections	NYS DEC did their inspection at the Groveland plant. Waiting on the inspection report.
Water Work Program	
Water Main and Service repair	see attached
Water tap	Staff did a water tap in South Livonia. Fineline Pipeline did a tap in the Village of Livonia and one in Conesus.
Hydrant and valve Maintenance	Staff repaired two hydrant valves on East Lake Rd.
Water inspections	Staff completed 5 water inspections.
Flushing	Staff flushed numerous water districts for the TTHM and HAA testing.
Annual Water Quality Report	I have been working with the other towns on the AWQR. They will all be completed and on our web site by May 31st.
Sewer Work Program	
New sewer connection	Fineline Pipeline did a new sewer tap in Conesus.
Sewer Inspection	Staff completed three sewer inspections.
Sewer Cleaning and televising	Staff is working on televising and cleaning sewers in Hemlock. At this time, the sewer camera generator is down, and we are waiting for the part so staff can repair it.
Lakeville Plant	
Permit	The March DMR was in violation for the monthly flow, due to the wet weather, and most likely May will also be there.
Personnel	
New Personnel	Assistant Director of Operations (discussion)



Livingston County Water & Sewer Authority
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

Mark Kosakowski

Director of Operations

TO: LCWSA Board
FROM: Mark Kosakowski
RE: Water Main and Service Repair
DATE: May 16, 2017

Staff repaired a water main leak on Sliker Hill Rd. This is an area that we have repaired 6 leaks in approximately the last year to year and a half. I'm working with Clark Patterson Lee on replacing the 2500' of 8in pipe where these leaks have occurred.

We also had a leak on Rt 20A at the bridge by the Conesus Lake dam structure. Morsch Pipeline was called in to do the repair. When exposed, the leak was close to the actual bridge and a decision was made to discontinue the water main under the bridge structure. The main was cut and capped on both sides of the bridge. I'm working with CPL to come up with an alternate way to have a new main installed, and to stay away from the bridge structure.

CAPITAL PROJECTS REPORT - May Outline

31085 – DOCCS WSP	
5/24/2017	Construction meeting was held on Phase 1 on 5/16/17. All main that was installed is in operation. All taps have been installed that were paid for. Restoration is underway. A meeting was held on 5/16/17 at the Groveland Correctional Facility. representatives from LCWSA (M. Kosakowski and M. Baines), Liv Co Dep. of Health, City of Rochester Water Bureau, & local DOCCs staff were in attendance (see sign in sheet). The primary purpose of the meeting was to discuss the proposed connection at the correctional facility, and the switch in water sources upon completion of the project from groundwater (Groveland Correctional Facility wells) to surface water (Hemlock Lake).