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*Agenda*

**August 16, 2023 at 8:00 a.m.**

**Watershed Education Center (Vitale Park)  
Lakeville, NY 14480**

All attachments and reports may be found at  
[www.lcwsa.us](http://www.lcwsa.us)

- 1. Call to Order**
- 2. Approval of Agenda**
- 3. Open Public Hearing – Amended Service Unit Policy**
- 4. Approval of Minutes**
  - a. July 19, 2023 – Regular Meeting
- 5. Reports**
  - a. Financial Report - July 2023
  - b. Operation/Capital Report
  - c. Executive Director's Report
- 6. Other Business**

Resolution No.: 2023-34	RESOLUTION A BID FOR SMOKE TESTING INVESTIGATION (PROJECT NO. 121387)
Resolution No.: 2023-35	RESOLUTION REJECTING ALL BIDS FOR THE LAKEVILLE WASTEWATER TREATMENT PLANT SLUDGE TANK PAINTING
Resolution No.: 2023-36	RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OF THE LIVINGSTON COUNTY WATER AND SEWER AUTHORITY TO SIGN AN INTERMUNICIPAL COOPERATION AGREEMENT WITH THE TOWN OF SPRINGWATER FOR PROJECT MANAGEMENT AND OVERSIGHT SERVICES
- 7. Close Public Hearing**

Resolution No.: 2023-37	RESOLUTION ADOPTING THE AMENDED SERVICE UNIT POLICY
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- 8. Adjournment**

**Next Regular Meeting: Wednesday, September 20, 2023 @ 8 am**

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***Unreviewed Minutes***  
**REGULAR MEETING**  
**July 19, 2023 at 8:00 am**  
**Watershed Education Center (Vitale Park)**  
**Lakeville, NY 14480**

**Members Attending:** M. McKeown, B. Ceci, T. Saunders, M. Falk, and S. Beardsley

**Others attending:** J. Molino (Executive Director), L. Monaghan (Deputy Director), R. Lewis (Principal Accountant), M. Kosakowski (Director of Operations), S. Wright (Secretary), and J. Campbell (Attorney)

**Call to Order: 8:00 a.m.**

**Approval of Agenda:**

*Motion: T. Saunders moved, and S. Beardsley seconded to approve the agenda. Carried unanimously.*

**Approval of Minutes:**

**June 21, 2023 - Regular Meeting**

*Motion: T. Saunders moved, and B. Ceci seconded to approve the regular board meeting minutes dated June 21, 2023. Carried unanimously.*

**July 14, 2023 – Governance Committee Meeting**

*Motion: T. Saunders moved, and B. Ceci seconded to approve the Governance Committee meeting minutes dated July 14, 2023. Carried unanimously.*

**Reports:**

**Financial Report – June 2023**

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

*Motion: M. Falk moved, and S. Beardsley seconded to approve the June 2023 Financial Report. Carried unanimously.*

**Operations and Capital Report**

M. Kosakowski reviewed the Operations and Capital Reports with the Board (on file with Secretary). He discussed the cleaning of the digesters in preparation for the covers to be reinstalled the next week.

*Motion: B. Ceci moved, and M. Falk seconded to approve the June 2023 Reports. Carried unanimously.*

**Executive Director Report**

J. Molino reviewed:

- Quarterly update
- A letter has been sent to the Office of the State Comptroller to give an opinion on the Authority as a municipality. If the Authority is classified as a municipality based on the definition as part of the qualifications for the Health Consortium, the Authority may be able save substantially for health insurance coverage.
- A letter will be sent to the Village of Lima expressing the need to renegotiate the Intermunicipal Agreement for the Town's portion of Operations and Maintenance fees as well as Capital Improvement expenditures for the water line along Rochester Road. Currently, the Town is paying an inequitable amount based on the number of users in that district.

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- The Building Maintenance Mechanic position has been reviewed by the Administration and it has been determined that an additional Wastewater Operator is needed from a longevity perspective. Interviews will begin for an additional Operator.

**Other Business:**

**Resolutions:**

- 2023-26 RESOLUTION TO SET A PUBLIC HEARING FOR THE AMENDED SERVICE UNIT POLICY The Board discussed the changes to the service unit policy and how this well effect charges to the customers. *Motion: M. Falk moved, and S. Beardsley seconded to approve Resolution 2023-26 to set a public hearing for August 16<sup>th</sup> at 8:00am. Carried unanimously.*
- 2023-27 RESOLUTION ADOPTING PERSONNEL POLICIES RIGHT TO EXPRESS BREAST MILK POLICY AND WORKPLACE VIOLENCE PREVENTION POLICY *Motion: B. Ceci moved, and T. Saunders seconded to approve Resolution 2023-27. Carried unanimously.*
- 2023-28 RESOLUTION ADOPTING POST ISSUANCE COMPLIANCE POLICY FOR OBLIGATIONS SUBJECT TO RULE 15c2-12 *Motion: S. Beardsley moved, and M. Falk seconded to approve Resolution 2023-28. Carried unanimously.*
- 2023-29 RESOLUTION ADOPTING GUIDELINES OF THE LIVINGSTON COUNTY WATER & SEWER AUTHORITY FOR THE SALE AND REPORTING OF BONDS *Motion: T. Saunders moved, and B. Ceci seconded to approve Resolution 2023-29. Carried unanimously.*
- 2023-30 AMENDED AND RESTATED RESOLUTION TO APPROVE (A) THE ISSUANCE OF THE AUTHORITY'S BONDS AND NOTES; AND (B) AN AMENDED AND RESTATED THIRTEENTH SUPPLEMENTAL RESOLUTION FOR THE INSTALLATION OF A NEW UV DISINFECTION SYSTEM AT THE GROVELAND WASTEWATER TREATMENT PLANT, A NEW CHEMICAL FEED SYSTEM AT THE LAKEVILLE WASTEWATER TREATMENT PLANT, AND VARIOUS SEWER COLLECTION IMPROVEMENTS *Motion: M. Falk moved, and S. Beardsley seconded to approve Resolution 2023-30. Carried unanimously.*
- 2023-31 RESOLUTION TO TRANSFER \$50,000 FROM RESERVE TO THE OPERATING BUDGET FOR EMERGENCY REPAIRS TO THE AIRPORT WATER TANK *Motion: B. Ceci moved, and M. Falk seconded to approve Resolution 2023-31. Carried unanimously.*
- 2023-32 RESOLUTION REJECTING ALL BIDS FOR SMOKE TESTING INVESTIGATION (PROJECT NO. 121387) *Motion: S. Beardsley moved, and B. Ceci seconded to approve Resolution 2023-31. Carried unanimously.*

**Executive Session:**

*Motion: T. Saunders moved, and M. Falk seconded that the board reconvene in Executive Session at 9:23a.m. for the purpose of discussions concerning the medical, financial, credit or employment history of a particular person or corporation, or matter leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. Carried unanimously.*

*Motion: B. Ceci moved, and S. Beardsley seconded to end the Executive Session at 9:36a.m.. Carried unanimously.*

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2023-33      RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO SIGN A CONTRACT FOR INDEPENDENT AUDITING SERVICES *Motion: T. Saunders moved, and M. Falk seconded to approve Resolution 2023-32. Carried unanimously.*

**Adjournment – 9:37a.m.**

*Motion: T. Saunders moved, and M. Falk seconded to close the meeting. Carried unanimously.*

# Livingston County Water and Sewer Authority

July 2023

## Financial Report

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**July 2023  
Revenue & Expenses**

**REVENUE**

*2023 Budget Revenue -\$3,743,714*

**Year to date \$1,417,077 increase of \$94,442 over last year**

*Current Period \$ 39,047*

**-Retail Fees represents billing through 4/30/23, next billing August 2023 for 5/1/23-7/31/23**

**-Retail Fees Increases \$67,004 unit increases, sewer rate over 15,000**

**EXPENSES**

*2023 Budget Expenses -\$3,739,387*

**Year to Date Expenses \$2,000,423 (approx. 53.5%) increase of \$175,202 over last year**

*Current Period \$ 273,974*

- Wages \$ 97,338 increased staff, wages
- Retirement (\$61,882) No longer accruing
- Health Insurance \$ 32,915 increased staff, plan increases
- Legal Services \$12,339
- Engineering (\$29,442)
- Project Engineering (\$33,642)
- Other Professional Services \$31,000 Income Survey
- Purchased Water \$ 28,215
- Project Expense \$70,685 I & I
- Building & Maint. \$99,191 Sludge Hauling(increase) Customer Installs (decrease)

**Livingston County WSA**  
**Statement of Revenues and Expenditures - Unposted Transactions Included In Report**  
From 7/1/2023 Through 7/31/2023

	Current Period Actual	YTD Actual	YTD Last Year Actual	Current Year Change	Total Budget	Total Budget Variance	
<b>OPERATING REVENUE</b>							
Fees							
4110	Retail Fees	1,097.04	1,159,755.20	1,092,751.50	67,003.70	3,416,888.00	(2,257,132.80)
4120	Wholesale Fees	116.00	576.00	630.00	(54.00)	0.00	576.00
4125	Wholesale Fees V Caledonia	15,367.50	120,940.11	94,806.36	26,133.75	0.00	120,940.11
	<b>Total Fees</b>	<b>16,580.54</b>	<b>1,281,271.31</b>	<b>1,188,187.86</b>	<b>93,083.45</b>	<b>3,416,888.00</b>	<b>(2,135,616.69)</b>
Permit Fees							
4200	Permits	12,900.00	60,165.00	81,792.89	(21,627.89)	45,000.00	15,165.00
	<b>Total Permit Fees</b>	<b>12,900.00</b>	<b>60,165.00</b>	<b>81,792.89</b>	<b>(21,627.89)</b>	<b>45,000.00</b>	<b>15,165.00</b>
O&M Services							
4130	O & M Service	0.00	23,000.00	15,000.00	8,000.00	23,000.00	0.00
	<b>Total O&amp;M Services</b>	<b>0.00</b>	<b>23,000.00</b>	<b>15,000.00</b>	<b>8,000.00</b>	<b>23,000.00</b>	<b>0.00</b>
Other Income							
4140	Late Fees	430.00	29,169.29	20,191.31	8,977.98	36,326.00	(7,156.71)
4160	Billing Services	0.00	8,090.65	8,250.00	(159.35)	0.00	8,090.65
4410	Miscellaneous Income	9,136.10	15,380.50	9,212.58	6,167.92	222,500.00	(207,119.50)
	<b>Total Other Income</b>	<b>9,566.10</b>	<b>52,640.44</b>	<b>37,653.89</b>	<b>14,986.55</b>	<b>258,826.00</b>	<b>(206,185.56)</b>
	<b>Total OPERATING REVENUE</b>	<b>39,046.64</b>	<b>1,417,076.75</b>	<b>1,322,634.64</b>	<b>94,442.11</b>	<b>3,743,714.00</b>	<b>(2,326,637.25)</b>
<b>OPERATING EXPENSE</b>							
Wages & Fringes							
5010	Wages & Salaries	75,466.26	572,752.86	475,414.78	97,338.08	1,196,773.00	624,020.14
5020	Overtime	4,084.83	23,558.06	27,365.19	(3,807.13)	46,782.00	23,223.94
5030	FICA	5,529.00	43,744.47	37,564.20	6,180.27	94,924.00	51,179.53
5040	Retirement	(2,128.89)	12,728.72	74,611.01	(61,882.29)	139,874.00	127,145.28
5048	Retiree Health Insurance	2,036.30	12,217.80	8,490.62	3,727.18	37,620.00	25,402.20
5050	Health Insurance	(6,746.09)	187,737.36	154,822.86	32,914.50	363,601.00	175,863.64
5060	Workman's Compensation/Disability	0.00	17,638.24	19,419.19	(1,780.95)	20,141.00	2,502.76
5070	Unemployment	574.48	8,572.96	2,809.23	5,763.73	15,000.00	6,427.04
	<b>Total Wages &amp; Fringes</b>	<b>78,815.89</b>	<b>878,950.47</b>	<b>800,497.08</b>	<b>78,453.39</b>	<b>1,914,715.00</b>	<b>1,035,764.53</b>
Professional Services							
6110	Legal Services	14,154.00	25,234.25	12,895.75	12,338.50	25,350.00	115.75
6120	Engineering Services	8,079.25	9,029.25	38,470.84	(29,441.59)	25,000.00	15,970.75
6125	Project Engineering NC	1,450.00	6,850.00	40,491.70	(33,641.70)	0.00	(6,850.00)
6130	Financial Services	387.54	25,193.31	17,011.14	8,182.17	18,300.00	(6,893.31)
6140	Computer Services	2,890.29	23,850.06	22,912.28	937.78	30,800.00	6,949.94
6150	Insurance	10,637.37	71,443.97	59,746.41	11,697.56	112,000.00	40,556.03
6190	Other Professional Services	31,000.00	31,000.00	0.00	31,000.00	0.00	(31,000.00)
	<b>Total Professional Services</b>	<b>68,598.45</b>	<b>192,600.84</b>	<b>191,528.12</b>	<b>1,072.72</b>	<b>211,450.00</b>	<b>18,849.16</b>
Utilities							
6200	Computer Utilities	0.00	0.00	67.23	(67.23)	0.00	0.00
6210	Electricity	18,545.93	132,091.92	136,223.21	(4,131.29)	287,426.00	155,334.08

**Livingston County WSA**  
**Statement of Revenues and Expenditures - Unposted Transactions Included In Report**  
From 7/1/2023 Through 7/31/2023

		Current Period Actual	YTD Actual	YTD Last Year Actual	Current Year Change	Total Budget	Total Budget Variance
6220	Gas/Heating	1,245.30	13,275.76	19,156.94	(5,881.18)	33,600.00	20,324.24
6230	Telephone	1,404.44	9,679.25	12,339.26	(2,660.01)	23,707.00	14,027.75
	Total Utilities	21,195.67	155,046.93	167,786.64	(12,739.71)	344,733.00	189,686.07
	Vehicle Expense						
6420	Vehicle Maint	(6,671.11)	(18,697.56)	12,248.99	(30,946.55)	16,000.00	34,697.56
6430	Gasoline	0.00	9,932.76	8,415.57	1,517.19	37,600.00	27,667.24
	Total Vehicle Expense	(6,671.11)	(8,764.80)	20,664.56	(29,429.36)	53,600.00	62,364.80
	Purchased Water/Sewer						
6510	Purchased Water	24,707.06	153,481.18	125,266.17	28,215.01	376,908.00	223,426.82
6515	Purchased Water MCWA	15,367.50	105,751.50	94,805.70	10,945.80	0.00	(105,751.50)
6520	Purchased Sewer Treatment	0.00	21,383.19	28,263.72	(6,880.53)	79,500.00	58,116.81
	Total Purchased Water/Sewer	40,074.56	280,615.87	248,335.59	32,280.28	456,408.00	175,792.13
	Equipment Maintenance						
6610	Equipment Repair/Supply	931.49	9,984.68	1,559.97	8,424.71	13,125.00	3,140.32
6625	Small Equipment Purchase	174.15	17,986.18	18,011.74	(25.56)	72,155.00	54,168.82
6635	Equip Lease/Rental Contracts	0.00	0.00	0.00	0.00	65,000.00	65,000.00
	Total Equipment Maintenance	1,105.64	27,970.86	19,571.71	8,399.15	150,280.00	122,309.14
	Building Maintenance						
6300	Project Expense	0.00	75,186.40	4,501.20	70,685.20	0.00	(75,186.40)
6305	Water/Sewer Installs	0.00	15,140.75	0.00	15,140.75	45,000.00	29,859.25
6310	Outside O&M Services	21,708.20	82,812.82	195,901.60	(113,088.78)	88,000.00	5,187.18
6315	Water/Sewer Repair	0.00	16,812.95	0.00	16,812.95	40,000.00	23,187.05
6320	Laboratory Services	2,129.00	15,930.80	19,594.00	(3,663.20)	46,000.00	30,069.20
6325	Sludge Hauling	20,164.51	151,345.09	0.00	151,345.09	22,500.00	(128,845.09)
6350	Refuse Collection	229.79	3,167.57	5,653.73	(2,486.16)	9,800.00	6,632.43
6360	Cleaning Service	475.00	2,050.00	1,950.00	100.00	4,000.00	1,950.00
6620	Building Repair/Supply	21,736.31	72,890.37	55,248.60	17,641.77	183,178.00	110,287.63
6640	Customer Installation Supplies	0.00	828.52	54,124.68	(53,296.16)	38,908.00	38,079.48
	Total Building Maintenance	66,442.81	436,165.27	336,973.81	99,191.46	477,386.00	41,220.73
	Other Expenses				170,125.20		
6340	Uniforms/Clothing	187.18	4,402.89	2,594.77	1,808.12	7,050.00	2,647.11
6700	Permits, Fees & Inspections	0.00	2,711.80	2,288.00	423.80	23,915.00	21,203.20
6810	Postage & Freight	82.48	9,253.22	7,518.02	1,735.20	15,100.00	5,846.78
6820	Office Supplies	322.61	3,162.22	2,266.64	895.58	4,760.00	1,597.78
6830	Advertising	3,733.56	9,937.38	13,411.06	(3,473.68)	3,990.00	(5,947.38)
6840	Travel & Training	86.41	9,730.37	11,784.73	(2,054.36)	35,000.00	25,269.63
6890	Miscellaneous Expenses	0.00	(161.93)	(0.10)	(161.83)	0.00	161.93
6899	Prior Year expense	0.00	(1,198.32)	0.00	(1,198.32)	0.00	1,198.32
	Total Other Expenses	4,412.24	37,837.63	39,863.12	(2,025.49)	89,815.00	51,977.37
	Easements & Judgements						
6870	Easements & Landtaking	0.00	0.00	0.00	0.00	40,500.00	40,500.00



**Livingston County WSA**  
**Statement of Revenues and Expenditures - Unposted Transactions Included In Report**  
From 7/1/2023 Through 7/31/2023

	Current Period Actual	YTD Actual	YTD Last Year Actual	Current Year Change	Total Budget	Total Budget Variance
6880	Judgements & Claims	0.00	0.00	0.00	500.00	500.00
	Total Easements & Judgements	0.00	0.00	0.00	41,000.00	41,000.00
	Total OPERATING EXPENSE	273,974.15	2,000,423.07	1,825,220.63	3,739,387.00	1,738,963.93
	GAIN/LOSS BEF DEPRECIATION	(234,927.51)	(583,346.32)	(502,585.99)	4,327.00	(587,673.32)
	DEPRECIATION EXPENSE					
6910	Deprec Expense-non contrib	(63,286.45)	(443,791.85)	(348,783.79)	0.00	(443,791.85)
6920	Deprec Expense-contributed	(62,192.51)	(415,006.02)	(406,869.40)	0.00	(415,006.02)
	Total DEPRECIATION EXPENSE	(125,478.96)	(858,797.87)	(755,653.19)	0.00	(858,797.87)
	OPERATING GAIN/LOSS	(360,406.47)	(1,442,144.19)	(1,258,239.18)	4,327.00	(1,446,471.19)
	NON-OPERATING REVENUE/EXPENSE					
	Non-Operating Income					
4115	Retail Fees-Debt related	203.11	181,621.57	133,665.94	47,955.63	343,447.00
4300	Restricted Revenue	30.79	174.65	11.73	162.92	0.00
7110	Interest Income	6,004.76	49,198.85	14,074.97	35,123.88	49,198.85
	Total Non-Operating Income	6,238.66	230,995.07	147,752.64	83,242.43	343,447.00
	Non-Operating Expense					
8110	Interest Expense	(9,861.02)	(21,824.39)	(27,272.82)	5,448.43	0.00
8120	G/L on sale of Assets	0.00	19,350.00	0.00	19,350.00	0.00
8140	Debt Fees	0.00	(9,375.00)	(8,436.00)	(939.00)	0.00
	Total Non-Operating Expense	(9,861.02)	(11,849.39)	(35,708.82)	23,859.43	0.00
	Total NON-OPERATING REVENUE/EXPENSE	(3,622.36)	219,145.68	112,043.82	107,101.86	343,447.00
	NET GAIN/LOSS BEF CONTRIB	(364,028.83)	(1,222,998.51)	(1,146,195.36)	(76,803.15)	347,774.00
	CAPITAL CONTRIBUTIONS					
	Grant Revenue					
9110	Grant & Donation Revenue	0.00	289,498.92	(443,295.53)	732,794.45	0.00
	Total Grant Revenue	0.00	289,498.92	(443,295.53)	732,794.45	0.00
	Contributed Capital					
9130	Contributed Funds	0.00	17,450.00	0.00	17,450.00	0.00
	Total Contributed Capital	0.00	17,450.00	0.00	17,450.00	0.00
	Total CAPITAL CONTRIBUTIONS	0.00	306,948.92	(443,295.53)	750,244.45	0.00
	CHANGE IN NET ASSETS	(364,028.83)	(916,049.59)	(1,589,490.89)	673,441.30	347,774.00

(7)

Livingston County WSA

Balance Sheet

As of 7/31/2023

(In Whole Numbers)

	Current Year	Prior Year	Current Year Change	Beginning Year Bal...	YTD Change
<b>CURRENT ASSETS</b>					
Operating Cash	1,272,630	382,547	890,084	1,183,052	89,578
Debt Reserve	728,358	812,142	(83,785)	852,249	(123,892)
Accounts Receivable	273,512	3,053	270,459	1,113,036	(839,524)
Capital Contributions Receivable	25,733	16,927	8,806	57,289	(31,556)
Inventory	10,557	18,631	(8,073)	9,773	784
Prepaid Expenses	25,467	(34,964)	60,431	158,996	(133,529)
Funds held for Others	37,497	29,823	7,675	42,300	(4,803)
<b>Total CURRENT ASSETS</b>	<b>2,373,755</b>	<b>1,228,159</b>	<b>1,145,596</b>	<b>3,416,696</b>	<b>(1,042,941)</b>
<b>Total Current Assets</b>	<b>2,373,755</b>	<b>1,228,159</b>	<b>1,145,596</b>	<b>3,416,696</b>	<b>(1,042,941)</b>
<b>NON-CURRENT ASSETS</b>					
Restricted Cash	375,571	667,375	(291,804)	375,370	201
Capital Contrib Receivable, net current	461,463	632,064	(170,601)	592,057	(130,594)
Property & Equipment, Net Deprec	40,204,687	23,657,129	16,547,558	40,521,557	(316,870)
Work-In-Progress	2,655,493	10,114,541	(7,459,048)	1,457,413	1,198,080
<b>Total NON-CURRENT ASSETS</b>	<b>43,697,214</b>	<b>35,071,110</b>	<b>8,626,104</b>	<b>42,946,397</b>	<b>750,816</b>
<b>Total Non-Current Assets</b>	<b>43,697,214</b>	<b>35,071,110</b>	<b>8,626,104</b>	<b>42,946,397</b>	<b>750,816</b>
<b>TOTAL ASSETS</b>	<b>46,070,969</b>	<b>36,299,269</b>	<b>9,771,700</b>	<b>46,363,093</b>	<b>(292,124)</b>
<b>CURRENT LIABILITIES</b>					
Accounts Payable	7,999	143,400	(135,401)	62,612	(54,613)
Current Portion Loans Payable	2,898,209	2,735,011	163,198	2,067,468	830,741
Other Current Liabilities	0	(1,257,411)	1,257,411	1,112,704	(1,112,704)
Funds held for others	37,112	29,419	7,693	42,300	(5,188)
<b>Total CURRENT LIABILITIES</b>	<b>2,943,319</b>	<b>1,650,419</b>	<b>1,292,900</b>	<b>3,285,084</b>	<b>(341,764)</b>
<b>Total Current Liabilities</b>	<b>(2,943,319)</b>	<b>(1,650,419)</b>	<b>(1,292,900)</b>	<b>(3,285,084)</b>	<b>341,764</b>
<b>NON-CURRENT LIABILITIES</b>					
System Revenue Notes Payable	12,912,765	3,921,225	8,991,540	11,947,075	965,689
<b>Total NON-CURRENT LIABILITIES</b>	<b>12,912,765</b>	<b>3,921,225</b>	<b>8,991,540</b>	<b>11,947,075</b>	<b>965,689</b>
<b>Retained Earnings &amp; Net Position</b>					
Retained Earnings	(31,624,212)	(32,317,116)	692,904	(31,624,212)	0
Net Income	889,910	1,581,056	(691,146)	0	889,910
<b>Total Retained Earnings &amp; Net Position</b>	<b>(30,734,303)</b>	<b>(30,736,060)</b>	<b>1,758</b>	<b>(31,624,212)</b>	<b>889,910</b>
<b>Total Net Position</b>	<b>46,590,387</b>	<b>36,307,704</b>	<b>10,282,682</b>	<b>46,856,371</b>	<b>(265,984)</b>



	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Estim	Estim
<b>Cash on hand 1st of each month</b>	\$ (29)	\$ 84	\$ 933	\$ 435	\$ 339	\$ 1,183	\$ 1,217	\$ 1,113	\$ 1,857	\$ 1,839	\$ 2,081	\$ 1,963	\$ 1,262	\$ 1,443
<b>Cash Received</b>														
Customer Billing	363.2	474.5	46.4	387.4	445.7	28	235.2	592.5	76.3	461.2	385.1	43.6	450	450
Miscellaneous	1	1	9.3	1.5	10	32	2.2	159.4	4.1	4.8	4.9	13.8		
Debt/Project Related	3	3	3	3	3	3								
Billing Services/O & M Services	16.3			13.2	4	71.5	11.6	28.7		17.1			25	
Relevy									225					
<b>Estimated Cash Receipts</b>														
Cash Receipts														
Debt/Grant/Contrib Receipts	379	443.7						17.4			100			
EFC		859.2		260	197	183.7		721.8	1106.3	120.4	150.8	123	131	
<b>Cash Balance before expenditures</b>	\$ 733	\$ 1,866	\$ 992	\$ 1,100	\$ 998	\$ 1,501	\$ 1,466	\$ 2,633	\$ 3,268	\$ 2,442	\$ 2,722	\$ 2,143	\$ 1,868	\$ 1,893
	216.7	304.5	259.7	160.6										
Operating Vouchers	269.1	40	185.9	217.5	491.6	214.7	247	396.3	330.4	331	320.2	783.7	300	250
Trasfer to Debt/Relevy											28.4			
Project Vouchers	163.4	587.8	111.4	383.4	162.7	69.1	106.2	380.2	1099.1	30	410.4	97.3	125	25
<b>Estimated Expenditures</b>														
Utilities														
Operating														
Projects														
<b>Cash Balance after expenditures</b>	\$ 84	\$ 933	\$ 435	\$ 339	\$ 344	\$ 1,217	\$ 1,113	\$ 1,857	\$ 1,839	\$ 2,081	\$ 1,963	\$ 1,262	\$ 1,443	\$ 1,618
Reserve Projects in Progress Budget Bal + Equipment to Purchase	413	397	390	387	293	293	269	255	255	342	339	338	213	188
<b>Unallocated Cash Balance</b>	\$ (329)	\$ 536	\$ 45	\$ (48)	\$ 51	\$ 924	\$ 844	\$ 1,602	\$ 1,584	\$ 1,739	\$ 1,624	\$ 924	\$ 1,230	\$ 1,430

Project Code	Project Name	Expenditures		Budget			Financing			Date Began	End Date
		Expenses	Capitalized	Budget	Balance	Funding	Grant/Contributed	Reserve	Debt		
<b>DEBT &amp; REIMBURSABLE PROJECTS</b>											
31131	County Wide WaterSystem Improvements (EFC WIIA)	1,228,762.70	3,351,506.26	8,500,000	3,919,731.04	DO 18746	\$ 3,000,000	\$ -	\$ 3,842,000	7/12/2019	12/31/2024
31142	LakevilleWWTP Plant Phase 2 (EFC WIIA)	873,351.12	4,309,052.41	5,525,016.06	342,612.53	C8-6449-05-00	\$ 2,179,750	\$ -	\$ 5,525,016.06	1/1/2022	8/31/2023
31132	Groveland Sta WWTP UV/ Disinfection (WQIP)	36,209.98		747,524	711,314.02	01584GG	\$ 367,576	\$ 66,600	\$ 313,348	1/1/2022	5/1/2024
31121	Lakeville WWTP Chemical Feed Facility (WQIP)	33,000.00		484,850	451,850.00	111711	\$ 198,055	\$ 38,000	\$ 248,795	1/1/2022	12/31/2023
31450	Leicester/York Regional Water Project	264,680.00									
31455	Conesus Lake PS Improvements (EFC WIIA)	10,360.03		5,000,000	4,989,639.97	C8-6449-06-00	\$ 1,250,000	\$ -	\$ 3,750,000		
31475	2023 Sewer Collection Improvements	25,345.30		940,000							
		<b>2,471,709.13</b>			<b>10,415,147.56</b>						

<b>GENERAL RESERVE PROJECTS</b>											
<b>Reserve Cash for Debt &amp; Reimbursable Projects</b>					\$ 104,600.00						
31148	SCADA System Wide Improvements (Phase 1)	\$ 183,783.95		\$ 370,000	\$ 186,216.05					1/1/2022	12/31/2023
<b>Total General Reserve Projects</b>		<b>183,783.95</b>			<b>290,816.05</b>						
<b>Total WIP Expense (GL 1600)</b>		<b>2,655,493.08</b>									
<b>Studies/ Non Capitalization</b>											
Operation and Admin Bldg Assessment				25,000	25,000.00			\$ 25,000		1/1/2022	12/31/2022
Phase III I & I (EPG)				-	122,500	122,500.00	121387	\$ 100,000	\$ 22,500		5/1/2023
<b>Total Studies</b>					<b>-</b>	<b>147,500.00</b>		<b>\$ 100,000</b>			
<b>Less Grants</b>						<b>100,000.00</b>					
<b>Total Project Cash Committed</b>						<b>338,316.05</b>					

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**Disbursements 7/1/23-7/31/23**

Debt Reserve disbursements	\$ 359,941.02
Operating disbursements	\$ 783,783.39
Capital Project disbursements	<u>\$ 97,324.98</u>
<b>Total Disbursement</b>	<b>\$ 1,241,049.39</b>

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**Livingston County WSA**  
Vendor Activity - Cash Disbursements-Debt Reserve  
From 7/1/2023 Through 7/31/2023

<u>Vendor Name</u>	<u>Effective D...</u>	<u>Transaction Description</u>	<u>GL Code</u>	<u>GL Short Title</u>	<u>Expenses</u>	<u>Check #</u>
NYS EFC	7/5/2023	C8-6449-05-00 Debt Payment	2022	Current Portion	255,080.00	wire0...
		C8-6449-05-00 Debt Payment	1180	Debt Res MM	0.00	wire0...
	7/17/2023	C8-6449-04-00 Principal & Interest	2020	Current Debt	95,000.00	wire0...
		C8-6449-04-00 Principal & Interest	8110	Interest Exp	8,086.04	wire0...
		C8-6449-04-00 Principal & Interest		Interest Exp	1,774.98	wire0...
		C8-6449-04-00 Principal & Interest	1180	Debt Res MM	0.00	wire0...
		Transaction Total				<u>359,941.02</u>
Total NYS EFC					<u>359,941.02</u>	
Report Opening/Current Balance					<u>                    </u>	
Report Transaction Totals					359,941.02	
Report Current Balances					<u><u>                    </u></u>	

**Livingston County WSA**  
 Vendor Activity - Cash Disbursements-board mtg-Capital Projects  
 From 7/1/2023 Through 7/31/2023

(10)

Category Code	Category Title	Check #	Vendor Name	Transaction Description	Expenses
31131	Water System Improvements (EFC WIIA)	3846	Morsch Pipeline, Inc	P31131 Pay App 2 - 02/11/23 - 05/31/23	93,585.73
				Transaction Total	<u>93,585.73</u>
Total 31131	Water System Improvements (EFC WIIA)				93,585.73
31148	SCADA Sy Wide Imp P1	3840	GHD Services Inc	P31148, Profesional Services 05/27/23 - 06/30/23	1,163.00
				Transaction Total	<u>1,163.00</u>
Total 31148	SCADA Sy Wide Imp P1				1,163.00
31450	Leicester/York Regional Water Projec	3877	Kruk & Campbell	P31450, legal services 04/01/23 - 06/30/23	686.25
				Transaction Total	<u>686.25</u>
Total 31450	Leicester/York Regional Water Projec				686.25
31455	Conesu Lake PS Improvements	3835	Clark Patterson Lee	P31455 04/01/23 - 05/26/23	870.00
				Transaction Total	<u>870.00</u>
Total 31455	Conesu Lake PS Improvements				870.00
31475	2023 Sewer Collection Improvements	3837	Core and Main LP	P31475 Manhole frames	1,020.00
				Transaction Total	<u>1,020.00</u>
Total 31475	2023 Sewer Collection Improvements				1,020.00
Report Opening/Current Balance					<u>                    </u>
Report Transaction Totals					<u>97,324.98</u>
Report Current Balances					<u>                    </u>



**Livingston County WSA**  
 Vendor Activity - Cash Disbursements-board mtg-Operatg Exp overview  
 From 7/1/2023 Through 7/31/2023

Vendor Name	Pmt Date	Transaction Description	GL Code	GL Short Title	Expenses	Check #	
A. D. Call & Sons Excavating & ...	7/5/2023	Sludge Transported 06/22/23	1001	Checking	0.00	3829	
		Sludge Transported 06/22/23	6325	Sludge Hauling	2,340.00	3829	
		Sludge Transported 06/23/23	1001	Checking	0.00	3829	
		Sludge Transported 06/23/23	6325	Sludge Hauling	2,340.00	3829	
		Sludge Transported 06/28/23	1001	Checking	0.00	3829	
		Sludge Transported 06/28/23	6325	Sludge Hauling	2,340.00	3829	
	7/19/2023	Sludge Transported	1001	Checking	0.00	3857	
		Sludge Transported	6325	Sludge Hauling	<u>2,340.00</u>	3857	
	Transaction Total					<u>9,360.00</u>	
	Total A. D. Call & Sons Excavati...					9,360.00	
ALS Group USA	7/5/2023	Samples 06/08/23	1001	Checking	0.00	3830	
		Samples 06/08/23	6320	Lab Services	466.00	3830	
		Samples 06/15/23	1001	Checking	0.00	3830	
		Samples 06/15/23	6320	Lab Services	264.00	3830	
	7/19/2023	Samples 06/23/23	1001	Checking	0.00	3858	
		Samples 06/23/23	6320	Lab Services	264.00	3858	
		Samples 06/29/23	1001	Checking	0.00	3858	
		Samples 06/29/23	6320	Lab Services	264.00	3858	
		Samples 07/06/23	1001	Checking	0.00	3858	
	Samples 07/06/23	6320	Lab Services	<u>466.00</u>	3858		
	Transaction Total					<u>1,724.00</u>	
	Total ALS Group USA					1,724.00	
	Benefactor Funding Corp	7/5/2023	Samples 06/12/23	1001	Checking	0.00	3831
Samples 06/12/23			6320	Lab Services	297.00	3831	
7/19/2023		Samples 06/26/23	1001	Checking	0.00	3859	
		Samples 06/26/23	6320	Lab Services	<u>108.00</u>	3859	
Transaction Total					<u>405.00</u>		
Total Benefactor Funding Corp					405.00		
BXI Consultants, Inc	7/19/2023	Printer cartridges	1001	Checking	0.00	3860	
		Printer cartridges	6820	Office Sup	9.50	3860	
		Printers usage charges 6/05/23-07/04/23	1001	Checking	0.00	3860	
		Printers usage charges 6/05/23-07/04/23	6820	Office Sup	135.28	3860	
		Transaction Total					<u>144.78</u>
Total BXI Consultants, Inc					144.78		
Canadice Wood Products	7/5/2023	Wood wedges 12 inches	1001	Checking	0.00	3832	
		Wood wedges 12 inches	6620	Bldg Repair	153.00	3832	
		Wood wedges 8 inch	1001	Checking	0.00	3832	
		Wood wedges 8 inch	6620	Bldg Repair	<u>99.00</u>	3832	
		Transaction Total					<u>252.00</u>
Total Canadice Wood Products					252.00		





**Livingston County WSA**  
 Vendor Activity - Cash Disbursements-board mtg-Operatg Exp overview  
 From 7/1/2023 Through 7/31/2023

Vendor Name	Pmt Date	Transaction Description	GL Code	GL Short Title	Expenses	Check #
Casella Waste Services	7/5/2023	Sludge Disposal 05/02/23 - 05/30/23	1001	Checking	0.00	3833
		Sludge Disposal 05/02/23 - 05/30/23	6325	Sludge Hauling	7,594.72	3833
	7/19/2023	07/01/23 - 07/31/23	1001	Checking	0.00	3861
		07/01/23 - 07/31/23	6350	Refuse	<u>229.79</u>	3861
	Transaction Total					<u>7,824.51</u>
Total Casella Waste Services					7,824.51	
Charter Communications	7/19/2023	07/08/23 - 08/07/23	1001	Checking	0.00	3864
		07/08/23 - 08/07/23	6140	Prof Computer	<u>188.93</u>	3864
	Transaction Total					<u>188.93</u>
Total Charter Communications					188.93	
Chase Card Services	7/19/2023	Briggs Tire - plug tire on F9923 vin 3294	1001	Checking	0.00	3863
		Briggs Tire - plug tire on F9923 vin 3294	6420	Vehicle Maint	35.00	3863
		Briggs Tire - repair tire mowing trailer	1001	Checking	0.00	3863
		Briggs Tire - repair tire mowing trailer	6610	Equip Repair	25.00	3863
		Genesee Lumber - battery for flow meter	1001	Checking	0.00	3863
		Genesee Lumber - battery for flow meter	6610	Equip Repair	29.98	3863
		Genesee Lumber - Jackhammer oil	1001	Checking	0.00	3863
		Genesee Lumber - Jackhammer oil	6610	Equip Repair	10.98	3863
		Genesee Lumber - Lab project supplies	1001	Checking	0.00	3863
		Genesee Lumber - Lab project supplies	6620	Bldg Repair	317.17	3863
		Genesee Lumber - manhols mortar mix and trailer hitch pins	1001	Checking	0.00	3863
		Genesee Lumber - manhols mortar mix and trailer hitch pins	6610	Equip Repair	5.00	3863
		Genesee Lumber - manhols mortar mix and trailer hitch pins	6620	Bldg Repair	99.00	3863
		Genesee Lumber - shop poly tubing	1001	Checking	0.00	3863
		Genesee Lumber - shop poly tubing	6620	Bldg Repair	6.25	3863
		Genesee Lumber - shop supplies	1001	Checking	0.00	3863
		Genesee Lumber - shop supplies	6620	Bldg Repair	56.99	3863
		Genesee Lumber - supplies	1001	Checking	0.00	3863
		Genesee Lumber - supplies	6620	Bldg Repair	28.77	3863
		Harbor Freight - Piston pump supplies, tool for Lab	1001	Checking	0.00	3863
		Harbor Freight - Piston pump supplies, tool for Lab	6610	Equip Repair	7.49	3863

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**Livingston County WSA**  
 Vendor Activity - Cash Disbursements-board mtg-Operatg Exp overview  
 From 7/1/2023 Through 7/31/2023

Vendor Name	Pmt Date	Transaction Description	GL Code	GL Short Title	Expenses	Check #
		Harbor Freight - Piston pump supplies, tool for Lab	6625	Small Equip	14.99	3863
		Hemlocks Farm & Garden - lawn repair mix	1001	Checking	0.00	3863
		Hemlocks Farm & Garden - lawn repair mix	6620	Bldg Repair	230.63	3863
		J & A Farm Market - Straw for restorations	1001	Checking	0.00	3863
		J & A Farm Market - Straw for restorations	6620	Bldg Repair	56.00	3863
		Livonia Supply Centre - parts for hydrant meter	1001	Checking	0.00	3863
		Livonia Supply Centre - parts for hydrant meter	6620	Bldg Repair	37.59	3863
		Lowe's - Groveland supplies	1001	Checking	0.00	3863
		Lowe's - Groveland supplies	6620	Bldg Repair	30.53	3863
		NAPA - Antifreeze	1001	Checking	0.00	3863
		NAPA - Antifreeze	6620	Bldg Repair	25.68	3863
		T & T Tools Inc - Manhole hook tool	1001	Checking	0.00	3863
		T & T Tools Inc - Manhole hook tool	6625	Small Equip	159.16	3863
		Tractor Supply - Glyphosate	1001	Checking	0.00	3863
		Tractor Supply - Glyphosate	6620	Bldg Repair	99.99	3863
		USPS - Postage	1001	Checking	0.00	3863
		USPS - Postage	6810	Postage	24.24	3863
		USPS - Postage for chemical feed machine to Ti-Sales	1001	Checking	0.00	3863
		USPS - Postage for chemical feed machine to Ti-Sales	6810	Postage	58.24	3863
		Vincenza's Pizza - training meeting	1001	Checking	0.00	3863
		Vincenza's Pizza - training meeting	6840	Travel/Traing	59.23	3863
		Walmart - water	1001	Checking	0.00	3863
		Walmart - water	6840	Travel/Traing	9.75	3863
		Wegmans - training meal	1001	Checking	0.00	3863
		Wegmans - training meal	6840	Travel/Traing	17.43	3863
		<b>Transaction Total</b>			<u>1,445.09</u>	
<b>Total Chase Card Services</b>					1,445.09	
City Treasurer, Rochester, NY	7/5/2023	04/29/23-05/29/23	1001	Checking	0.00	3834
		04/29/23-05/29/23	6510	Water Purch	23,632.36	3834
		<b>Transaction Total</b>			<u>23,632.36</u>	
<b>Total City Treasurer, Rochester, NY</b>					23,632.36	
Clark Patterson Lee	7/5/2023	P31455 04/01/23 - 05/26/23	1001	Checking	0.00	3835
		Professional Services 03/01/23 - 05/26/23		Checking	0.00	
		Professional Services 03/01/23 - 05/26/23	6120	Prof Engineer	8,079.25	3835

**Livingston County WSA**  
 Vendor Activity - Cash Disbursements-board mtg-Operatg Exp overview  
 From 7/1/2023 Through 7/31/2023

<u>Vendor Name</u>	<u>Pmt Date</u>	<u>Transaction Description</u>	<u>GL Code</u>	<u>GL Short Title</u>	<u>Expenses</u>	<u>Check #</u>
		Professional Services 04/29/23 - 05/26/23	1001	Checking	0.00	3835
		Professional Services 04/29/23 - 05/26/23	6125	Project Enginee	900.00	3835
		Professional Services 05/01/23 - 05/26/23	1001	Checking	0.00	3835
		Professional Services 05/01/23 - 05/26/23	6125	Project Enginee	550.00	3835
		<b>Transaction Total</b>			<u>9,529.25</u>	
<b>Total Clark Patterson Lee</b>					9,529.25	
Colacino Industries Inc	7/5/2023	Groveland Station Upper Tank Repair	1001	Checking	0.00	3836
		Groveland Station Upper Tank Repair	6310	Outside O&M	165.00	3836
		Network Modum Monitoring 08/01/23 - 08/31/23	1001	Checking	0.00	3836
		Network Modum Monitoring 08/01/23 - 08/31/23	6230	Telephone	580.00	3836
		Portable Generator repair	1001	Checking	0.00	3836
		Portable Generator repair	6620	Bldg Repair	716.89	3836
		SCADA Pleasant Street	1001	Checking	0.00	3836
		SCADA Pleasant Street	6310	Outside O&M	490.00	3836
	7/19/2023	Generator Maintenance	1001	Checking	0.00	3865
		Generator Maintenance	6310	Outside O&M	19,095.00	3865
		<b>Transaction Total</b>			<u>21,046.89</u>	
<b>Total Colacino Industries Inc</b>					21,046.89	
Complete Payroll	7/21/2023	PR 15 (7/2/23-7/15/23)	1001	Checking	0.00	ach
		PR 15 (7/2/23-7/15/23)	5010	Wages	41,937.53	ach
		PR 15 (7/2/23-7/15/23)	5020	Overtime	3,226.47	ach
		PR 15 (7/2/23-7/15/23)	5030	FICA	3,634.93	ach
		PR 15 (7/2/23-7/15/23)	5050	Health	1,687.97	ach
		PR 15 (7/2/23-7/15/23)	5070	Unemployment	83.00	ach
		PR 15 (7/2/23-7/15/23)	6130	Financial	112.52	ach
	7/7/2023	PR 14 (6/18/23-7/1/23)	1001	Checking	0.00	ach001
		PR 14 (6/18/23-7/1/23)	5010	Wages	40,581.31	ach001
		PR 14 (6/18/23-7/1/23)	5020	Overtime	858.36	ach001
		PR 14 (6/18/23-7/1/23)	5030	FICA	3,340.50	ach001
		PR 14 (6/18/23-7/1/23)	5070	Unemployment	84.74	ach001
		PR 14 (6/18/23-7/1/23)	6130	Financial	200.02	ach001
		<b>Transaction Total</b>			<u>95,747.35</u>	
<b>Total Complete Payroll</b>					95,747.35	
Constellation NewEnergy, Inc	7/19/2023	05/24/23-06/24/23	1001	Checking	0.00	3866
		05/24/23-06/24/23	6210	Electric	5,834.37	3866
		<b>Transaction Total</b>			<u>5,834.37</u>	
<b>Total Constellation NewEnergy, Inc</b>					5,834.37	

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Livingston County WSA  
Vendor Activity - Cash Disbursements-board mtg-Operatg Exp overview  
From 7/1/2023 Through 7/31/2023

Vendor Name	Pmt Date	Transaction Description	GL Code	GL Short Title	Expenses	Check #
Core and Main LP	7/5/2023	Megaflange Emergency part for Groveland Plant.	1001	Checking	0.00	3837
		Megaflange Emergency part for Groveland Plant.	6620	Bldg Repair	474.05	3837
	7/19/2023	P31475 Manhole frames	1001	Checking	0.00	3837
		Pine Tree MHP	1001	Checking	0.00	3867
		Pine Tree MHP	6620	Bldg Repair	295.65	3867
		Sensus Software Support 06/29/23 - 06/28/24	1001	Checking	0.00	3867
		Sensus Software Support 06/29/23 - 06/28/24	6140	Prof Computer	2,451.36	3867
Transaction Total				<u>3,221.06</u>		
Total Core and Main LP					3,221.06	
CSEA, Inc	7/19/2023	Union Dues 07/07/23, 07/21/23	1001	Checking	0.00	3868
		Union Dues 07/07/23, 07/21/23	2050	A/P Payroll	<u>575.00</u>	3868
	Transaction Total				<u>575.00</u>	
Total CSEA, Inc					575.00	
Department of Labor, Unemploy...	7/5/2023	2023 Interest Surcharge	1001	Checking	0.00	3850
		2023 Interest Surcharge	5070	Unemployment	<u>406.74</u>	3850
	Transaction Total				<u>406.74</u>	
Total Department of Labor, Unem...					406.74	
Featured Media	7/19/2023	Employment Ads Bldg Maintenance Mechanic	1001	Checking	0.00	3870
		Employment Ads Bldg Maintenance Mechanic	6830	Advertising	<u>3,733.56</u>	3870
	Transaction Total				<u>3,733.56</u>	
Total Featured Media					3,733.56	
Ferguson Enterprises LLC #3326	7/19/2023	Hydrant Meter	1001	Checking	0.00	3883
		Hydrant Meter	6620	Bldg Repair	<u>799.50</u>	3883
	Transaction Total				<u>799.50</u>	
Total Ferguson Enterprises LLC #...					799.50	
Ferrellgas Inc	7/19/2023	Propane 1476 W.Henrietta Rd	1001	Checking	0.00	3871
		Propane 1476 W.Henrietta Rd	6220	Gas	<u>196.67</u>	3871
	Transaction Total				<u>196.67</u>	
Total Ferrellgas Inc					196.67	
Frontier Telephone	7/5/2023	06/16/23 - 07/15/23	1001	Checking	0.00	3838
		06/16/23 - 07/15/23	6230	Telephone	<u>159.24</u>	3838
	Transaction Total				<u>159.24</u>	
Total Frontier Telephone					159.24	

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Livingston County WSA  
Vendor Activity - Cash Disbursements-board mtg-Operatg Exp overview  
From 7/1/2023 Through 7/31/2023

Vendor Name	Pmt Date	Transaction Description	GL Code	GL Short Title	Expenses	Check #
G&G Municipal Consulting and ...	7/5/2023	Income survey	1001	Checking	0.00	3839
		Income survey	6190	Other Prof	<u>31,000.00</u>	3839
		Transaction Total			<u>31,000.00</u>	
Total G&G Municipal Consulting...					31,000.00	
GHD Services Inc	7/5/2023	P31148, Profesional Services 05/27/23 - 06/30/23	1001	Checking	0.00	3840
		Transaction Total			<u>0.00</u>	
Total GHD Services Inc					0.00	
Heidelberg Materials	7/19/2023	Crusher Run	1001	Checking	0.00	3874
		Crusher Run	6620	Bldg Repair	<u>786.21</u>	3874
		Transaction Total			<u>786.21</u>	
Total Heidelberg Materials					786.21	
Holland Company	7/5/2023	Chemicals for Lakeville	1001	Checking	0.00	3842
		Chemicals for Lakeville	6620	Bldg Repair	12,302.13	3842
	7/19/2023	Chemical tote	1001	Checking	0.00	3875
		Chemical tote	6620	Bldg Repair	<u>3,326.39</u>	3875
	Transaction Total			<u>15,628.52</u>		
Total Holland Company					15,628.52	
Jackson Welding Supply Co Inc	7/19/2023	Cylinder rental	1001	Checking	0.00	3876
		Cylinder rental	6620	Bldg Repair	<u>42.03</u>	3876
		Transaction Total			<u>42.03</u>	
Total Jackson Welding Supply Co...					42.03	
Joe Johnson Equipment, Inc	7/5/2023	Vactor 2100I Sewer Vac Truck vin 2833	1001	Checking	0.00	3843
		Vactor 2100I Sewer Vac Truck vin 2833	1430	FA-Automotive	<u>488,197.45</u>	3843
		Transaction Total			<u>488,197.45</u>	
Total Joe Johnson Equipment, Inc					488,197.45	
Kruk & Campbell	7/19/2023	P31450, legal services 04/01/23 - 06/30/23	1001	Checking	0.00	3877
		P31450, legal services 04/01/23 - 06/30/23	6110	Prof Legal	<u>9,607.50</u>	3877
		Transaction Total			<u>9,607.50</u>	
Total Kruk & Campbell					9,607.50	
Layer 3 Technologies	7/19/2023	ABS 06/30/23 - 11/14/23	1001	Checking	0.00	3878
		ABS 06/30/23 - 11/14/23	6140	Prof Computer	<u>250.00</u>	3878
		Transaction Total			<u>250.00</u>	

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Livingston County WSA  
Vendor Activity - Cash Disbursements-board mtg-Operatg Exp overview  
From 7/1/2023 Through 7/31/2023

Vendor Name	Pmt Date	Transaction Description	GL Code	GL Short Title	Expenses	Check #
Total Layer 3 Technologies					250.00	
Lifetime Benefit Solution	7/7/2023	Lifetime Benefit Monthly ACH	1001	Checking	0.00	ach001
		Lifetime Benefit Monthly ACH	6130	Financial	75.00	ach001
	7/27/2023	July Lifetime Claim Reimbs	1001	Checking	0.00	ach002
		July Lifetime Claim Reimbs	2050	A/P Payroll	1,443.01	ach002
		Transaction Total			1,518.01	
Total Lifetime Benefit Solution					1,518.01	
Livingston Co Treasurer	7/19/2023	Retiree Health Insurance 06/01/23 - 06/30/23	1001	Checking	0.00	3879
		Retiree Health Insurance 06/01/23 - 06/30/23	5048	Retiree Health	2,036.30	3879
		Transaction Total			2,036.30	
	Total Livingston Co Treasurer					2,036.30
LMC Industrial Contractors, Inc	7/19/2023	Backflow testing Hydrant and Maple Beach	1001	Checking	0.00	3880
		Backflow testing Hydrant and Maple Beach	6310	Outside O&M	210.00	3880
		RPZ repair Lakeville Plant	1001	Checking	0.00	3880
		RPZ repair Lakeville Plant	6310	Outside O&M	442.20	3880
		Transaction Total			652.20	
Total LMC Industrial Contractors,...					652.20	
Matthew Gascon	7/19/2023	Boot allowance	1001	Checking	0.00	3872
		Boot allowance	6340	Uniforms	187.18	3872
		Transaction Total			187.18	
Total Matthew Gascon					187.18	
Molino, Jason	7/5/2023	Cell phone allowance 07/01/23 - 07/31/23	1001	Checking	0.00	3844
		Cell phone allowance 07/01/23 - 07/31/23	6230	Telephone	50.00	3844
		Transaction Total			50.00	
Total Molino, Jason					50.00	
Monaghan, Lauren	7/5/2023	Cell phone allowance 07/01/23 - 07/31/23	1001	Checking	0.00	3845
		Cell phone allowance 07/01/23 - 07/31/23	6230	Telephone	50.00	3845
		Transaction Total			50.00	
Total Monaghan, Lauren					50.00	
Monroe County DES Division of ...	7/19/2023	Sludge treatment services 06/01/23 - 06/30/23	1001	Checking	0.00	3882



**Livingston County WSA**  
 Vendor Activity - Cash Disbursements-board mtg-Operatg Exp overview  
 From 7/1/2023 Through 7/31/2023

<u>Vendor Name</u>	<u>Pmt Date</u>	<u>Transaction Description</u>	<u>GL Code</u>	<u>GL Short Title</u>	<u>Expenses</u>	<u>Check #</u>
		Sludge treatment services 06/01/23 - 06/30/23	6325	Sludge Hauling	3,209.79	3882
		Transaction Total			<u>3,209.79</u>	
Total Monroe County DES Divisi...					3,209.79	
Monroe County Water Authority	7/19/2023	05/31/23 - 06/30/23	1001	Checking	0.00	3881
		05/31/23 - 06/30/23	6515	Purchased Water	<u>15,367.50</u>	3881
		Transaction Total			<u>15,367.50</u>	
Total Monroe County Water Auth...					15,367.50	
Morsch Pipeline, Inc	7/5/2023	P31131 Pay App 2 - 02/11/23 - 05/31/23	1001	Checking	0.00	3846
		Transaction Total			<u>0.00</u>	
Total Morsch Pipeline, Inc					0.00	
MW Controls, Inc	7/5/2023	Pleasant Street Lift Station repair	1001	Checking	0.00	3847
		Pleasant Street Lift Station repair	6310	Outside O&M	<u>1,135.00</u>	3847
		Transaction Total			<u>1,135.00</u>	
Total MW Controls, Inc					1,135.00	
National Grid	7/5/2023	05/24/23 - 06/24/23	1001	Checking	0.00	3848
		05/24/23 - 06/24/23	6210	Electric	<u>12,288.62</u>	3848
		Transaction Total			<u>12,288.62</u>	
Total National Grid					12,288.62	
NYS Employees Retirement Syst...	7/20/2023	July NYS Employee Retirement	1001	Checking	0.00	ach
		July NYS Employee Retirement	2050	A/P Payroll	<u>1,604.14</u>	ach
		Transaction Total			<u>1,604.14</u>	
Total NYS Employees Retiremen...					1,604.14	
NYS Deferred Compensation Plan	7/21/2023	PR 15 (7/2/23-7/15/23)	1001	Checking	0.00	ach001
		PR 15 (7/2/23-7/15/23)	2050	A/P Payroll	1,232.52	ach001
	7/7/2023	PR 14 (6/18/23-7/1/23)	1001	Checking	0.00	ach002
		PR 14 (6/18/23-7/1/23)	2050	A/P Payroll	<u>1,166.97</u>	ach002
		Transaction Total			<u>2,399.49</u>	
Total NYS Deferred Compensatio...					2,399.49	
NYSEG	7/5/2023	05/27/23 - 06/26/23	1001	Checking	0.00	3849
		05/27/23 - 06/26/23	6210	Electric	285.40	3849
		05/27/23 - 06/26/23	6220	Gas	<u>520.01</u>	3849
		Transaction Total			<u>805.41</u>	
Total NYSEG					805.41	

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Livingston County WSA  
Vendor Activity - Cash Disbursements-board mtg-Operatg Exp overview  
From 7/1/2023 Through 7/31/2023

Vendor Name	Pmt Date	Transaction Description	GL Code	GL Short Title	Expenses	Check #
Rochester Gas & Electric	7/5/2023	05/12/23 - 06/14/23	1001	Checking	0.00	3851
		05/12/23 - 06/14/23	6210	Electric	137.54	3851
		05/12/23 - 06/14/23	6220	Gas	<u>528.62</u>	3851
		Transaction Total			<u>666.16</u>	
Total Rochester Gas & Electric					666.16	
Safe Driver Solutions	7/5/2023	Random Drug Testing	1001	Checking	0.00	3852
		Random Drug Testing	6310	Outside O&M	<u>68.00</u>	3852
		Transaction Total			<u>68.00</u>	
Total Safe Driver Solutions					68.00	
ServiceMaster	7/5/2023	06/01/23 - 06/30/23	1001	Checking	0.00	3853
		06/01/23 - 06/30/23	6360	Cleaning	<u>475.00</u>	3853
		Transaction Total			<u>475.00</u>	
Total ServiceMaster					475.00	
Staples Contract & Commercial	7/19/2023	office supplies	1001	Checking	0.00	3884
		office supplies	6820	Office Sup	<u>177.83</u>	3884
		Transaction Total			<u>177.83</u>	
Total Staples Contract & Commer...					177.83	
The Diesel Shop	7/19/2023	2019 PJ trailer repair	1001	Checking	0.00	3869
		2019 PJ trailer repair	6420	Vehicle Maint	76.74	3869
		2021 Peterbuilt Dump, oil change, inspect brakes	1001	Checking	0.00	3869
		2021 Peterbuilt Dump, oil change, inspect brakes	6420	Vehicle Maint	382.71	3869
			Transaction Total			<u>459.45</u>
Total The Diesel Shop					459.45	
Udig-NY	7/5/2023	06/01/23 - 06/30/23	1001	Checking	0.00	3854
		06/01/23 - 06/30/23	6310	Outside O&M	<u>103.00</u>	3854
		Transaction Total			<u>103.00</u>	
Total Udig-NY					103.00	
Underberg & Kessler	7/19/2023	Professional Services 04/01/23 - 04/30/23	1001	Checking	0.00	3885
		Professional Services 04/01/23 - 04/30/23	6110	Prof Legal	715.00	3885
		Professional Services 2012 EFC Refund 04/01/23 - 06/30/23	1001	Checking	0.00	3885
		Professional Services 2012 EFC Refund 04/01/23 - 06/30/23	6110	Prof Legal	2,264.00	3885
		Professional Services General Matters 06/01/23 - 06/30/23	1001	Checking	0.00	3885





**Livingston County WSA**  
 Vendor Activity - Cash Disbursements-board mtg-Operatg Exp overview  
 From 7/1/2023 Through 7/31/2023

<u>Vendor Name</u>	<u>Pmt Date</u>	<u>Transaction Description</u>	<u>GL Code</u>	<u>GL Short Title</u>	<u>Expenses</u>	<u>Check #</u>
		Professional Services General Matters 06/01/23 - 06/30/23	6110	Prof Legal	1,017.50	3885
		Transaction Total			<u>3,996.50</u>	
Total Underberg & Kessler					3,996.50	
Upson Maybach	7/5/2023	Vac Truck tubing	1001	Checking	0.00	3855
		Vac Truck tubing	6610	Equip Repair	<u>830.57</u>	3855
		Transaction Total			<u>830.57</u>	
Total Upson Maybach					830.57	
USA Blue Book	7/5/2023	Curb Box repair lids	1001	Checking	0.00	3856
		Curb Box repair lids	6620	Bldg Repair	193.74	3856
		Curb Box repair parts	1001	Checking	0.00	3856
		Curb Box repair parts	6620	Bldg Repair	161.70	3856
		Hydrant repair - 4114 East Lake Road	1001	Checking	0.00	3856
		Hydrant repair - 4114 East Lake Road	6620	Bldg Repair	275.78	3856
		marking posts	1001	Checking	0.00	3856
		marking posts	6620	Bldg Repair	<u>256.79</u>	3856
		Transaction Total			<u>888.01</u>	
Total USA Blue Book					888.01	
Verizon Wireless	7/19/2023	06/02/23 - 07/01/23	1001	Checking	0.00	3886
		06/02/23 - 07/01/23	6230	Telephone	<u>565.20</u>	3886
		Transaction Total			<u>565.20</u>	
Total Verizon Wireless					565.20	
Village of Caledonia	7/19/2023	Middle Road 03/06/23 - 06/08/23	1001	Checking	0.00	3887
		Middle Road 03/06/23 - 06/08/23	6510	Water Purch	988.70	3887
		State Street - 03/06/23 - 06/08/23	1001	Checking	0.00	3887
		State Street - 03/06/23 - 06/08/23	6510	Water Purch	<u>86.00</u>	3887
		Transaction Total			<u>1,074.70</u>	
Total Village of Caledonia					1,074.70	
Webster Szanyi LLP	7/19/2023	Legal Service 06/01/23 - 06/30/23	1001	Checking	0.00	3888
		Legal Service 06/01/23 - 06/30/23	6110	Prof Legal	550.00	3888
		Transaction Total			<u>550.00</u>	
Total Webster Szanyi LLP					550.00	
WW Grainger	7/5/2023	Air compressor parts	1001	Checking	0.00	3841
		Air compressor parts	6610	Equip Repair	22.47	3841

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**Livingston County WSA**  
Vendor Activity - Cash Disbursements-board mtg-Operatg Exp overview  
From 7/1/2023 Through 7/31/2023

<u>Vendor Name</u>	<u>Pmt Date</u>	<u>Transaction Description</u>	<u>GL Code</u>	<u>GL Short Title</u>	<u>Expenses</u>	<u>Check #</u>
		Gloves and charts	1001	Checking	0.00	3841
		Gloves and charts	6620	Bldg Repair	469.92	3841
		Hydrant valve	1001	Checking	0.00	3841
		Hydrant valve	6620	Bldg Repair	331.53	3841
	7/19/2023	Winch Cable	1001	Checking	0.00	3873
		Winch Cable	6620	Bldg Repair	63.40	3873
		<b>Transaction Total</b>			<u>887.32</u>	
Total WW Grainger					<u>887.32</u>	
Report Opening/Current Balance						
Report Transaction Totals					<u>783,783.39</u>	
Report Current Balances						



**RESOLUTION NO. 2023-34**

**RESOLUTION AWARDING A BID FOR SMOKE TESTING INVESTIGATION (PROJECT NO. 121387)**

WHEREAS, after proper legal advertisement for bids for Smoke Testing Investigation (Project NO. 121387), three (3) bids were received and then publicly opened and read aloud on August 9, 2023

	Base Bid A	Base Bid B
National Water Main Cleaning Co.	\$67,287.50	\$62,147.50
Arold Construction Co., Inc.	\$115,000.00	\$100,000.00
JM Davidson Engineering, D.P.C.	\$73,300.00	\$62,200.00

WHEREAS, Livingston County Water & Sewer Authority (Authority) has completed a review of the bids; and

WHEREAS, National Water Main Cleaning Co., having an address of 25 Marshall Street, Canton, MA 02021 has been identified as the lowest, responsible, responsive bidder and, now therefore be it,

RESOLVED, that the Authority Board hereby awards National Water Main Cleaning Co. the Base A Bid contract for the Smoke Testing Investigation in the amount of \$67,287.50 subject to review by the Authority Attorney and, furthermore be it,

RESOLVED, that the Authority Board hereby awards National Water Main Cleaning Co. the Base B Bid contract for the Smoke Testing Investigation in the amount of \$62,147.50 subject to review by the Authority Attorney.

August 16, 2023  
Livingston County Water & Sewer Authority  
Moved By:  
Seconded By:  
AYES:  
NAYS:



**RESOLUTION NO. 2023 - 35**

**RESOLUTION REJECTING ALL BIDS FOR THE LAKEVILLE WASTEWATER  
TREATMENT PLANT SLUDGE TANK PAINTING**


WHEREAS, Livingston County Water & Sewer Authority has solicited bids for the Lakeville Wastewater Treatment Plant Sludge Tank Painting, two bids were received on July 13, 2023, and was opened and read aloud and

WHEREAS, Livingston County Water & Sewer Authority (Authority) has completed a review of the bid and has determined to reject all bids, and now therefore be it,

RESOLVED, that the Authority Board hereby rejects all bids for the Lakeville Wastewater Treatment Plant Sludge Tank Painting.

August 16, 2023  
Livingston County Water & Sewer Authority  
Moved By:  
Seconded By:  
AYES:  
NAYS:

To: Livingston County Water and Sewer Authority Board

From: Jason Molino, Executive Director 

Date: August 10, 2023

Subject: Town of Springwater Intermunicipal Cooperation Agreement

**1. Action Requested:**

Board action approving the execution of an Intermunicipal Cooperation Agreement with the Town of Springwater for the Authority to assist the Town with the compliance issues pending with the New York State Department of Environmental Conservation (DEC) for the Town's wastewater treatment plant.

**2. Background:**

The Town owns and operates a wastewater collection system and a wastewater treatment facility that have compliance violations in meeting their SPDES permit requirements.

On May 22, 2015, the Town entered a Consent Order with the DEC due to the Town not meeting their regulatory permit requirements, specifically the effluent limits. The Town subsequently designed, bid, and constructed improvements to the Town collection system and constructed a new wastewater treatment facility. Completion of the facility was in 2021.

However, despite the Town's best efforts, they continue to remain out of compliance with their effluent limits. Next steps for the Town include an engineering performance review of the wastewater treatment facilities to outline additional improvements to the collection system and/or treatment facility that will be needed to achieve and maintain their SPDES permit effluent limits.

I have met several times with Town staff and the Town Supervisor to review their current situation and discussion options for moving forward. Currently the Town has limited resources to undertake and manage coordination with their engineer (HUNT Engineering) for the development of performance review report of the wastewater treatment facility as well as maintain daily operations. The performance review report is a requirement per the DEC Consent Order and SPDES permit.

The Authority is uniquely positioned to lend limited support to the Town in terms of facilitating the performance review process with the Town engineer and staff as well as open dialogue with the DEC regarding the current compliance schedule in the Consent Order and SPDES permit. While this support would be mostly limited to the Executive Director's time, the Director of Operations can also provide sound operational and technical advice to the Town wastewater operator as they navigate their regulatory challenges.

The proposed Intermunicipal Cooperation Agreement would allow the Authority, at its discretion, to provide limited support to the Town to gain compliance with the DEC Consent Order Compliance Actions and schedule.

### **3. Financial Implications:**

The Authority's project management support to the Town is initially being proposed at no cost to the Town. While this would take Authority staff time, no material expenditure is expected.

If approved, it is recommended that the Executive Director review this initiative with the Authority Board on a monthly basis to monitor and discuss Authority resources being dedicated to the Town.

## INTERMUNICIPAL COOPERATION AGREEMENT

THIS AGREEMENT is entered into the \_\_\_\_ day of \_\_\_\_\_, 2023, by and between the **Livingston County Water and Sewer Authority**, a public benefit corporation (the "Authority"), having an office at 1997 D'Angelo Drive, Lakeville, New York and the Trustees of the Town of Springwater, a municipal corporation on its own behalf (the "Town"), having an office at 8022 South Main Street, Springwater, NY 14560.

**WHEREAS**, The Town owns and operates a wastewater collection system (the "Collection System") and a wastewater treatment facility, commonly known as the Town of Springwater Wastewater Treatment Facility (the "Facility"), located in the Town of Springwater, Livingston County; and

**WHEREAS**, the Authority was created by state legislation (See NYS Public Authorities Law §1199-CCCC) for the express purpose of providing water and sewer services within Livingston County, New York, and has expertise in the operation of water distribution systems and sewer treatment and distribution systems; and

**WHEREAS**, on May 22, 2015, a Consent Order (Case No. R8-20150120-45) (the "Consent Order") was entered into by and among the State of New York Department of Environmental Conservation ("DEC") and the Town for purposes of addressing the pollutants that were discharged to the water of the State from an outlet or point source, as defined by the New York State Environmental Conservation Law; and

**WHEREAS**, since 2015 the Town has designed, bid, and constructed improvements to the Town Collection System and Facility consistent with the Compliance Actions identified in the Consent Order and the Town's State Pollutant Discharge Elimination System ("SPDES") Discharge Permit (#NY0246450); and

**WHEREAS**, the Town has additional Compliance Actions identified in the Consent Order and SPDES permit and has indicated that project management and assistance is needed to meet the required Compliance Actions schedule (the "Project"). Pursuant to discussions with the Authority's Executive Director, the Town became aware of the Authority's strong qualifications and staff capacity to provide the needed project management and oversight assistance. Furthermore, the Project was found to correspond nicely with the Authority's mission to provide high quality, environmentally sound, efficient, reliable, and affordable water and sewer services to the people who live, work and visit Livingston County; and

**WHEREAS**, the Town of Springwater Resolution No. \_\_\_\_\_ authorized the Town Supervisor to sign any and all necessary Intermunicipal Agreement documents with the Authority, subject to review and approval by the Town Attorney; and

**NOW, THEREFORE**, in consideration of the mutual promises contained herein, the parties hereby agree as follows:

The Authority, at its reasonable discretion, agrees to assist the Town with project management in achieving the Compliance Actions in the Consent Order and SPDES permit. Specifically, the Authority will be responsible for assisting the Town in coordinating and communicating actions between Town wastewater staff, the Town's engineer's/consultants, and the NYS DEC for the Project. The Authority further agrees to provide the Town Supervisor and Town Attorney with regular updates and the Town Board with monthly updates on the progress of the Project. The Authority will not be compensated by the Town for the services anticipated under this Agreement.

**IN WITNESS WHEREOF**, the Town and the Authority have executed this Agreement as of the date first written above.

**TOWN OF SPRINGWATER**

By: \_\_\_\_\_  
Deborah Babbit-Henry  
Town Supervisor

**LIVINGSTON COUNTY WATER AND SEWER AUTHORITY**

By: \_\_\_\_\_  
Jason Molino  
Executive Director





**RESOLUTION NO. 2023-36**

**RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OF THE LIVINGSTON COUNTY WATER AND SEWER AUTHORITY TO SIGN AN INTERMUNICIPAL COOPERATION AGREEMENT WITH THE TOWN OF SPRINGWATER FOR PROJECT MANAGEMENT AND OVERSIGHT SERVICES**

WHEREAS, The Town owns and operates a wastewater collection system (the "Collection System") and a wastewater treatment facility, commonly known as the Town of Springwater Wastewater Treatment Facility (the "Facility"), located in the Town of Springwater, Livingston County; and

WHEREAS, the Authority was created by state legislation (See NYS Public Authorities Law §1199-CCCC) for the express purpose of providing water and sewer services within Livingston County, New York, and has expertise in the operation of water distribution systems and sewer treatment and distribution systems; and

WHEREAS, on May 22, 2015, a Consent Order (Case No. R8-20150120-45) (the "Consent Order") was entered into by and among the State of New York Department of Environmental Conservation ("DEC") and the Town for purposes of addressing the pollutants that were discharged to the water of the State from an outlet or point source, as defined by the New York State Environmental Conservation Law; and

WHEREAS, since 2015 the Town has designed, bid, and constructed improvements to the Town Collection System and Facility consistent with the Compliance Actions identified in the Consent Order and the Town's State Pollutant Discharge Elimination System ("SPDES") Discharge Permit (#NY0246450); and

WHEREAS, the Town has additional Compliance Actions identified in the Consent Order and SPDES permit and has indicated that project management and assistance is needed to meet the required Compliance Actions schedule (the "Project"). Pursuant to discussions with the Authority's Executive Director, the Town became aware of the Authority's strong qualifications and staff capacity to provide the needed project management and oversight assistance. Furthermore, the Project was found to correspond nicely with the Authority's mission to provide high quality, environmentally sound, efficient, reliable, and affordable water and sewer services to the people who live, work, and visit Livingston County; now, therefore, be it,

RESOLVED, that the Livingston County Water and Sewer Authority Board hereby authorizes the Executive Director to sign any and all necessary Intermunicipal Cooperation Agreement documents with the Town of Springwater, subject to review and approval by the LCWSA Attorney.

August 16, 2023  
Livingston County Water & Sewer Authority  
Moved By:  
Seconded By:  
AYES:  
NAYS:

## PURPOSE

The following Service Unit Policy, along with the LCWSA's Water and Sewer Use Rules & Regulations are considered the contract between the Livingston County Water and Sewer Authority Board, doing business as the Livingston County Water and Sewer Authority (LCWSA), and every person, business, owner, occupant, or customer who uses water, sewer or services (hereafter "Consumer") provided by the LCWSA.

## SCOPE

This policy applies to any Consumer utilizing water and sewer service from the LCWSA shall be bound by the provisions of the Service Unit Policy and Water and Sewer Rules and Regulations, as from time to time amended by the LCWSA Board.

## POLICY

### I. Definitions

**Multiple-Family Residential Parcel** – A multiple-family residential parcel is any parcel within the Service Area (as defined below) which is connected to the Water System and/or Sewer System (both as defined below) which contains more than one dwelling unit which have separate living quarters with separate plumbing, kitchen, and toilet facilities, capable of housing more than one person living separately in each dwelling unit. Examples of a multiple-family residential parcel shall include but are not limited to a home with an apartment, apartment house or complex, a mobile/manufactured home park, whether occupied on a seasonal, part time or yearly basis.

**Non-Residential Parcel** – A non-residential parcel is any parcel within the Service Area which is connected to the Water System and/or Sewer System which does not meet the definition of a Residential Parcel (as defined below) or Multiple-Family Residential Parcel which may or may not have plumbing facilities and shall include any use not otherwise defined herein. Examples of a Non-Residential Parcel shall include, but not be limited to an institution, commercial business, industrial business, agricultural business, or a vacant tax parcel with service (such as a vacant lot with a yard hydrant).

**Residential Parcel** – A residential parcel is any parcel within the Service Area which is connected to the Water System and/or Sewer System which is a dwelling unit containing a single living quarter with plumbing, kitchen, and toilet facilities, capable of housing one or more persons. Examples of a residential parcel shall include but are not limited to a home, mobile/manufactured home, apartment, whether occupied on a seasonal, part time or yearly basis.

**Service Area** – That area within Livingston County, New York that the LCWSA owns or operates water and/or sewer distribution, collection or treatment facilities and provides potable drinking water and/or sewer treatment services to Consumers.

**Service Unit** – A billing designation assigned to each Consumer that is connected to a Water System and/or Sewer System operated by the LCWSA. Such designation will be used to determine the amount each consumer pays for Water Service and/or Sewer Service provided to it by the LCWSA. Such Service Units will be

independently assigned for both Water Service and Sewer Service and the number of Service Units may not be the same for Water Service as it is for Sewer Service.

**Sewage** – A combination of the water-carried wastes from residences, business buildings, institutions, and industrial establishments, and such ground, surface, and storm water as may be inadvertently present. The admixture of sewage, as defined above, with industrial wastes and other wastes shall also be considered "sewage", within the meaning of this definition.

**Sewer Service** - A connection from a single dwelling unit in a Residential Parcel or Multiple-Family Residential Parcel or a single connection from a Non-Residential Parcel or Seasonal or Recreational Parcel to a Sewer System for purposes the collection, treatment or disposal of sewer, industrial waste, and other wastes generated by such Residential Parcel, Multiple-Family Residential Parcel, Non-Residential Parcel or Seasonal or Recreational Parcel.

**Sewer System** – All sewer pipes and other appurtenances which are used or useful in whole or in part in connection with the collection, treatment or disposal of sewer, industrial waste, and other wastes and which are maintained, owned or operated by the Livingston County Water and Sewer Authority, including sewage pumping stations and sewage treatment and disposal works.

**Water Connection** – Any piping system, which can extract water from a water main.

**Water/Sewer Main** – Any piping system through which publicly supplied water is transported or sewage is conveyed.

**Water Service** – A connection from a single dwelling unit in a Residential Parcel or Multiple-Family Residential Parcel or a single connection from a Non-Residential Parcel or Seasonal or Recreational Parcel to a Water Main or other component of the Water System that is intended to and does provide potable drinking water to such Residential Parcel, Multiple-Family Residential Parcel, Non-Residential Parcel or Seasonal or Recreational Parcel.

**Water System** – All water pipes, water mains and other appurtenances which are used or useful in whole or in part in connection with the collection, storage, treatment or distribution of potable drinking water and which are maintained, owned or operated by the Livingston County Water and Sewer Authority.

## II. Service Unit Assignment

1. **Service Unit assignment:** Service units for each Consumer shall be determined by the size and type of Water Service and/or Sewer Service connections each parcel has to the Water System and/or Sewer System.
2. **Residential Parcel:** One Service Unit shall be assigned for each Water Service and/or Sewer Service connected, plus one additional Service Unit shall be assigned for each Water Service and/or Sewer Service connection in excess of one.
  - a. Each single-family residential dwelling unit shall be considered to be one Service Unit and will be provided with a 5/8" x 3/4" service and water meter. When a single-family residential dwelling has a meter larger than 5/8" x 3/4" the unit assignment for the larger meter will be applied based on the Table in section 3.5. Included in this category will be single-family homes, individual apartments and manufactured homes or mobile homes that are not located within an apartment building, multi-family home or manufactured home community/park or mobile home community/park.

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- b. Multiple single-family dwelling units on the same parcel of land will each be considered as an individual Service Unit and may be required to have an individual water meter, provided they each have frontage to the public right-of-way and public water main.
  3. **Multiple-family Residential Parcel:** One Service Unit shall be assigned for each Water Service provided for each dwelling unit or separate living quarter, plus one Service Unit for each sewer connection per separate dwelling unit or separate living quarters.
    - a. Multiple dwelling units within a single building located on the same parcel of land, including apartment buildings with multiple apartments and manufactured homes or mobile homes located within a community or park of manufactured or mobile homes, will be served by one appropriately sized master meter serving all dwelling units on such parcel. Each dwelling unit on such parcel will be considered as an individual Service Unit and the parcel upon which such multiple dwelling units exist will be charged based on the cumulative number of Service Units located on such parcel.
  4. **Non-residential Parcel:** The number of Service Units assigned for Water Service to a Non-Residential Parcels will be based on water meter size. The methods described in the American Water Works Association (AWWA) Manual of Water Supply Practices (M22) will be the standard for determining meter sizes with non-residential parcels.
    - a. Any Non-Residential Customer shall submit for review by LCWSA or its designee, an analysis prepared by a professional engineer licensed in New York State, which supports the meter size requested by the customer. The analysis shall describe the bases of design and state that the method used is consistent with AWWA M22. Non-residential uses, which may include but are not limited to, recreational, educational, commercial, and agricultural uses and/or facilities will be assigned a number of service units based on the size of the water meter provided for by an M22 analysis.
    - b. LCWSA reserves the right to determine the appropriate number of Service Units assigned to each parcel.
    - c. The number of Service Units assigned for Sewer Service to Non-Residential Parcels may be based on water meter size. However, the LCWSA reserves the right to assign additional Service Units to Non-Residential Parcels based upon the specific strength, characteristics and flow of Sewage produced by a Non-Residential Parcel and its introduction into the Sewer System. At the request of the LCWSA, any Non-Residential Customer shall submit for review by LCWSA or its designee, an analysis prepared by a professional engineer licensed in New York State, which discloses the anticipated chemical makeup, quantity and frequency of its discharge into the LCWSA Sewer System. Should the LCWSA require review or analysis of such information by its own engineers, the cost of such review shall be borne by the Non-Residential Parcel owner and may be required to be paid prior to such review being completed.
  5. **Recreational and/or Campground Parcel:** Service Unit assignments for Water Service and/or Sewer Service shall be based on meter size when only one service connection is utilized for the entire parcel.

6. **Unit Charges:** Service Units for Water Service and Sewer Service charges shall be billed quarterly based on the following water meter sizes:

<b>Table 3.5</b>	
<b><u>Meter Size</u></b>	<b><u>Number of Service Units</u></b>
3/4"	1.0 unit
1"	1.5 units
1 ½"	3.0 units
2"	5.0 units
3"	11.0 units
4"	20.0 units
6"	40.0 units
8"	80.0 units

- a. Seasonal or non-continuous occupancy of a dwelling unit, other than parcel identified as seasonal and recreational parcels, will not be taken into consideration when determining what constitutes a service unit.
- b. Any metered facility will be considered as a minimum of one Service Unit.
7. **Capital and Debt Charges:** Capital and debt charges assigned by LCWSA shall be based upon the determination of the number of Service Units assigned to various parcels in the Service Area that are or may be connected to the Water System and/or Sewer System.
8. **Sewage From Nonmetered Source :** In the event that the owner of a lot, parcel of land, building or other premises discharging Sewage, water or other liquids into a Sewer System, either directly or indirectly, uses metered LCWSA water and water other than metered LCWSA water, or uses water other than metered LCWSA water exclusively, LCWSA shall determine a method of measuring the Sewage, water or other liquids entering the Sewer System consistent with this policy. In such cases, the sewer Unit Charge shall be based on this determination. All expenses in connection with metering shall be charged to the owner of the land.
9. **Fire Service Units**
- a. **Water Units:** Customers with fire service to their property may incur additional fees as follows:
- i. Single-Family Residential and Places of Worship with a combined domestic and fire water service connection will not be charged additional fees for fire service and the Service Units shall be based on the water service meter size.
  - ii. Un-metered Fire Service lines shall be inspected annually and shall be assigned additional units based on the size of the fire service as follows:
    1. 4" or less: 5 additional units
    2. 6" – 10 additional units
    3. 8" – 20 additional units
  - iii. Metered Fire Service Lines will be charged based on the meter size as listed in section 3.5 above.

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- b. **Sewer Units:** Total sewer units for any parcel shall match the total water units assigned. However, Sewer Units may be reduced for buildings and/or properties that contain a fire suppression system. The owner shall provide an accurate fixture count indicating all domestic water fixtures which may be used to determine the equivalent domestic water meter size consistent with AWWA M22 calculations. Upon review and inspection by LCWSA staff, the total sewer units may be reduced to match the equivalent domestic water meter size rather than the actual installed water meter size.



**RESOLUTION NO. 2023-37**

**RESOLUTION ADOPTING THE AMENDED SERVICE UNIT POLICY**

WHEREAS, The Livingston County Water and Sewer Authority (the “Authority”) currently has a Service Unit Policy; and

WHEREAS, Authority staff have analyzed and reviewed the current and past practices of unit assignments for water and sewer customers and recommend that the amended Service Unit Policy be adopted for implementation across Authority customers; and

WHEREAS, the Service Unit Policy, attached hereto, is recommended to be utilized as the official policy for customers of the Authority, and now therefore be it,

RESOLVED, the Livingston County Water and Sewer Authority Board hereby adopts the Service Unit Policy, attached hereto, as the official policy for Authority customers, unless otherwise determined by resolution by the Authority Board, and be it further,

RESOLVED, that effective immediately, the amended Service Unit Policy shall replace the existing Service Unit Policy and is hereby null and void, and no longer in use by the Authority.

August 16, 2023

Livingston County Water & Sewer Authority

Moved By:

Seconded By:

AYES:

NAYS: