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*Minutes*  
**REGULAR MEETING**  
**January 17, 2024 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), S. Wright (Secretary), E. Wies (Engineer), and J. Campell (Attorney)

**Approval of Agenda:**

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

**Approval of Minutes:**

**December 15, 2023 - Regular Meeting**

*Motion: S. Beardsley moved, and B. Ceci seconded to approve the regular board meeting minutes dated December 15, 2023. Carried unanimously.*

**Reports:**

**Financial Report – December 2023**

R. Lewis reviewed the Financial Report with the Board (on file with Secretary). R. Lewis reported the clerks are using the new accounting software and are feeling very positive about the new system. The 2023 Audit and Finance Committee meeting will be March 15<sup>th</sup> at 8:00am.

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

**Operations & Capital Report – December 2023**

M. Kosakowski reviewed the Operations Report and L. Monaghan reviewed the Capital Report with the Board (on file with Secretary).

**Executive Director Report**

J. Molino reviewed:

- ADM will have a large surcharge for the second consecutive quarter. The Authority has required weekly sampling for ADM. While the Authority is sampling daily at ADM's expense. ADM has done smoke and dye testing to map out the piping in the plant and will provide a copy to the Authority as part of the conditions of the Industrial User Permit. The Authority will continue to work with ADM to reduce the levels of CBOD coming into the plant.
- The process of crafting an agreement with Livingston County for the Leicester/York Water Supply Project regarding use of Akzo funds will begin and will be complex. The Authority would like to address the bidding process, debt, cash flow during the construction phase, audit costs, etc. The supply agreement with the Village of Geneseo has been provided to the Village and the Akzo Committee.
- Discussions are moving forward with interest in transferring the Groveland Correctional Wastewater Treatment Facility to the Authority. DOCCS will most likely transfer operations of the facility to the Authority prior to title transfer.

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**Other Business:**

**Resolutions:**

- 2024-02 RESOLUTION TO APPROVE THE CLARK, PATTERSON & LEE RATES FOR GENERAL PROFESSIONAL ENGINEERING SERVICES TO THE LIVINGSTON COUNTY WATER AND SEWER AUTHORITY  
*Motion: M. Falk moved, and S. Beardsley seconded to approve Resolution 2024-02. Carried unanimously.*
- 2024-03 RESOLUTION TO USE FUNDS IN THE AMOUNT OF \$30,000 FROM THE DEBT RESERVE: CONSOLIDATED WATER CAPITAL RESERVE FOR A REPLACEMENT GENERATOR FOR THE SLIKER HILL BOOSTER PUMP STATION  
*Motion: M. Falk moved, and T. Saunders seconded to approve Resolution 2024-03. Carried unanimously.*
- 2024-04 RESOLUTION AUTHORIZING THE CREATION OF FOUR (4) NEW LABORER POSITIONS  
*Motion: S. Beardsley moved, and B. Ceci seconded to approve Resolution 2024-04. Carried unanimously.*
- 2024-05 RESOLUTION TO ACCEPT A PROPOSAL FROM WENDEL FOR CONSULTING ENGINEERING AND ARCHITECTURAL SERVICES FOR A COMPREHENSIVE FACILITIES AND SPACE NEEDS ASSESSMENT AND ADJUST THE OPERATING BUDGET  
*Motion: M. Falk moved, and T. Saunders seconded to approve Resolution 2024-05. Carried unanimously.*

**Discussion:**

**Wastewater Treatment Opportunities and Operator Requirements:**

J. Molino discussed the current operations, certification requirements, the financial implications, and the prospective opportunities for the Wastewater Operator position at the Authority. The outlook for the Authority includes the addition of at least one wastewater facility. With the lengthy process of acquiring and training an operator, the Board favored the idea of starting the process now. J. Molino's suggested increasing the 2024 Budget to include a fourth Wastewater Operator/Trainee. A portion of the expense for the next three years would be included in the budget with a portion from fund balance. A resolution approving a budget amendment for a fourth operator/trainee will be presented at the February meeting.

**County Wide Water Improvement Project**

J. Molino discussed the status of the County Wide Water Improvement Project. The project included new transmission mains, water meter replacements, chlorine booster pumps and THM removal systems, SCADA upgrades, and a new water storage tank. The Authority also made improvements to the services on Stone Hill Road. The new tank design discussion is underway with several areas of concern. While the new tank will add additional water supply, there are pressure deficiencies in portions of the Village of Livonia that can be addressed with the design and location of the tank. An evaluation of options and costs will be made available for consideration at the February Board meeting.

**Adjournment: 10:13 a.m.**

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