
Agenda

April 17, 2024 at 8:00 a.m.
Watershed Education Center (Vitale Park)
Lakeville, NY 14480

All attachments and reports may be found at
www.lcwsa.us

1. **Call to Order**
2. **Approval of Agenda**
3. **Approval of Minutes**
 - a. March 20, 2024 – Regular Meeting
4. **Reports**
 - a. Financial Report – March 2024
 - b. Operations Report
 - c. Capital Report
 - d. Executive Director’s Report

5. **Other Business**

Resolution No.: 2024-16 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ANY AND ALL CONTRACTS, DOCUMENTS, AND INSTRUMENTS NECESSARY FOR THE CAMP RUN SEWER OVERFLOW IMPROVEMENTS PROJECT STUDY AND TO APPROPRIATE A MINIMUM LOCAL MATCH OF 20% FOR THE ENGINEERING PLANNING GRANT #131501

Resolution No.: 2024-17 RESOLUTION APPROVING ADJUSTMENTS TO THE 2024 BUDGET

6. **Executive Session**
7. **Adjournment**

Next Regular Meeting: Wednesday, May 15, 2024 @ 8:00 am

Unreviewed Minutes
REGULAR MEETING
March 20, 2024 at 8:00 a.m.
Watershed Education Center (Vitale Park)
Lakeville, NY 14480

Members Attending: B. Ceci (acting Chair), D. Fanaro, M. Falk, and S. Beardsley

Others attending: J. Molino (Executive Director), R. Lewis (Principal Accountant), M. Kosakowski (Director of Operations), S. Wright (Secretary), J. Campell (Attorney), and Thomas Zuber (Accountant)

Call to Order: 8:04 a.m.

Approval of Agenda:

Motion: D. Fanaro moved, and S. Beardsley seconded to approve the agenda. Carried unanimously.

Approval of Minutes:

February 21, 2024 - Regular Meeting

Motion: M. Falk moved, and D. Fanaro seconded to approve the regular meeting minutes dated February 21, 2024. Carried unanimously.

Reports:

Financial Report – February 2024

R. Lewis reviewed the February financial report.

Motion: S. Beardsley moved, and D. Fanaro seconded to approve the February 2024 Financial Report. Carried unanimously.

Operations & Capital Report

M. Kosakowski reviewed the Operations Report. Leak detection was completed in Lima with no significant leaks found. LCWSA will be initiating leak detection in South Avon, Conesus, and Leicester as well this year. The two seasonal laborers will return from last year and interviews for hydrant painting has started.

J. Molino reviewed the Capital Report.

Executive Director Report

J. Molino reviewed the 2023 Internal Self-Assessment as recommended by the Authority Budget Office. The Authority updated 32 policies in 2023 and will continue to review existing outdated policies.

Other Business:

Resolutions:

2024-11 RESOLUTION ACCEPTING THE 2023 ANNUAL AUDIT Thomas Zuber from MMB+CO reviewed the 2023 Annual Audit, Communication Letter, Internal Controls, and Executive Summary. The auditors found no material weaknesses and reviewed the increase in equity due to the active capital program.

Motion: M. Falk moved, and S. Beardsley seconded to approve Resolution 2024-11. Carried unanimously.

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- 2024-12 RESOLUTION APPROVING AJUSTMENTS TO THE 2024 BUDGET
Motion: M. Falk moved, and S. Beardsley seconded to approve Resolution 2024-12. Carried unanimously.
- 2024-13 RESOLUTION TO STANDARDIZE VARIOUS EQUIPMENT FOR THE LIVINGSTON COUNTY WATER AND SEWER AUTHORITY
Motion: M. Falk moved, and D. Fanaro seconded to approve Resolution 2024-13. Carried unanimously.
- 2024-14 RESOLUTION TO APPROVE A FOURTEENTH SUPPLEMENTAL RESOLUTION TO ALLOW AN INCREASE IN BORROWING TO FINANCE CERTAIN WATER IMPROVEMENTS IN CONNECTION WITH E.F.C. STATE DRINKING WATER REVOLVING FUND PROJECT NO.: 18746
Motion: M. Falk moved, and S. Beardsley seconded to approve Resolution 2024-14 with the amendment on page 4, paragraph 1 to read "This Fourteenth Supplemental Resolution Authorizing a \$6,250,000 E.F.C. Drinking Water Facility Note – 2024". Carried unanimously.
- 2024-15 SEQRA NOTICE OF INTENT TO SERVE AS LEAD AGENCY FOR THE LEICESTER/YORK REGIONAL WATER SUPPLY EXPANSION J. Molino reviewed the current project and the areas where the project has expanded, including the NYS Parks (Letchworth State Park) connection and the Murray Hill Livingston County Campus/Nursing and Rehabilitation Center connection.
Motion: S. Bearsley moved, and M. Falk seconded to approve Resolution 2024-15. Carried unanimously.

Adjournment: 9:37 a.m.

Motion: D. Fanaro moved, and S. Beardsley seconded to close the meeting. Carried unanimously.

LCWSA OPERATIONS REPORT

April 17, 2024

Water and Sewer Work Program

Customer Work Orders	Staff completed 49 workorders up 2 from last month
UFPO	Staff completed 115 stakeouts up 29 from last month
PM Maintenance	All PM maintenance was completed.
Sampling & Testing	All sampling and testing was completed.

Water Work Program

Hydrant Operations	Staff completed the hydrant operations in the Village of Livonia and the South Livonia Districts
Meter Reading	Staff completed meter reading
Water Service Investigation	Staff exposed 1 service to get pipe material to do a new tap and install meter pit.

Sewer Work Program

Sewer Repairs	Staff repaired a sewer lateral on East Lake Rd
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Sewer Laterals

Staff replced approx 50 cleanout caps and adapters.

LCWSA CAPITAL PROJECTS REPORT	
April 17, 2024	
31131 Countywide Water System Improvements	
Contract 2A - Chlorine System improvements	CPL is working on the close out documents.
Contract 2B - THM Removal	Electrical work is complete, equipment to be installed and start-up on 4/27 by manufacturer.
Shelly Tank	CPL has started preliminary design on a new water tank; Working with Village on transfer of property/easements, going with a prestressed concrete tank style with options of 2-3 MG.
Meter Replacements	All customer meters have been replaced with the exception of some that need additional plumbing work; and some larger meters that will be completed this spring
Big Tree Water Improvements	Additional scope of work added to the project to transfer 44 service lines from the 10" AC main over to the newer 16" & 20" main; work to be completed in the Spring.
SCADA	Reviewing water assets in need of upgrades.
31138 Comprehensive SCADA System Evaluation	
	11W implementation should be completed by 5/1. WWTP getting online with SCADA software. Developing bid specification for 25 lake stations.
31142 Lakeville WWTP Upgrades - Phase 2 + UV	
	Working on final punch list items/issues.
31121 Lakeville WWTP - Chemical Feed Facility	
	All construction work is complete, pumps were started up and training provided. The tank was filled with water to test for leaks and found a leaking flange. Currently waiting on contractor to coordinate with tank manufacturer on a solution.
31450 Leicester-York Regional Water Supply Project	
	Working on project management agreement with the County as well as water supply agreements with the Village and Town of Geneseo and Town of York. LCWSA Board will receive SEQRA and bond resolution update at the May meeting
31455 Conesus Lake Pump Station Improvements	
	CPL working on initial station inspections and survey work; We will be creating a website for the project to keep the public informed of the schedule, we will also keep the CLA informed as well
31475 2023 Sewer Collection Improvements	
Sewer Main Lining	Lining completed for approximately 6,000 LF of sewer main.
Sewer Manhole Lining	Completed lining of 60 manholes - Photos were provided to show pre-post lining work.
Manhole Covers	In addition to the non-standard MH covers in the Village in need of replacement, additional manholes have been identified through smoke testing and inspections that will be targeted for replacement in 2024.
Space Needs Assessment	
	Wendel is scheduled to come on-site 4/18 for initial inspections for their engineers and architects to review existing conditions. A meeting set for 4/26 at Vitale Park to review conceptual design options; board members will receive an invite to attend in the afternoon if interested



RESOLUTION NO. 2024 - 16

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ANY AND ALL CONTRACTS, DOCUMENTS, AND INSTRUMENTS NECESSARY FOR THE CAMP RUN SEWER OVERFLOW IMPROVEMENTS PROJECT STUDY AND TO APPROPRIATE A MINIMUM LOCAL MATCH OF 20% FOR THE ENGINEERING PLANNING GRANT #131501

WHEREAS, the Livingston County Water and Sewer Authority (the “Authority”) has proposed to complete the Camp Run Sewer Overflow Improvements Project Study; and

WHEREAS, the cost of completing the Camp Run Sewer Overflow Improvements Project Study is estimated at \$120,000.00; and

WHEREAS, the LCWSA has received an Engineering Planning Grant (EPG) Award commitment in the amount of \$100,000 to pay for a portion of the cost of completing the Camp Run Sewer Overflow Improvements Project Study, now therefore be it

RESOLVED, that the Executive Director is authorized to execute a Grant Agreement with the NYS Environmental Facilities Corporation and any and all other contracts, documents, and instruments necessary to bring about the project and to fulfill the Authority’s obligations under the Grant Agreement, and further be it

RESOLVED, that the Authority authorizes and appropriates a minimum 20% local match as required by the Engineering Planning Grant Program for the Camp Run Sewer Overflow Improvements Project Study under the EPG program, this local match must be at least 20% of the EPG grant award of \$100,000. The local cash match shall be a \$20,000 cash match from the Operating Reserve based upon a total estimated maximum project cost of \$120,000. The Executive Director may increase this local match using in-kind services without further approval from the Authority Board.

April 17, 2024
Livingston County Water & Sewer Authority
Moved By:
Seconded By:
AYES:
NAYS:



RESOLUTION NO. 2024 - 17

RESOLUTION APPROVING ADJUSTMENTS TO THE 2024 BUDGET

WHEREAS, the Livingston County Water and Sewer Authority (“Authority”) has budget adjustments to the 2024 Budget; and

WHEREAS, the Authority proposed to complete the Camp Run Sewer Overflow Improvements Project Study; and

WHEREAS, the cost of completing the Camp Run Sewer Overflow Improvements Project Study is estimated at \$120,000.00; and

WHEREAS, the LCWSA has received an Engineering Planning Grant (EPG) Award commitment in the amount of \$100,000 to pay for a portion of the cost of completing the Camp Run Sewer Overflow Improvements Project Study, and

WHEREAS, the Authority has authorized a 20% local match as required by the Engineering Planning Grant Program for the Camp Run Sewer Overflow Improvements Project Study under the EPG program, this local match must be at least 20% of the EPG grant award of \$100,000. The local cash match shall be a \$20,000 cash match from the Operating Reserve based upon a total estimated maximum project cost of \$120,000. and now therefore, be it,

RESOLVED, on the recommendation of the Executive Director, the Authority Board hereby directs the Executive Director to make the following budget adjustments for the fiscal year 2024:

BUDGET ADJUSTMENT

	<u>GL Code</u>	<u>Description</u>	<u>Increase/Adjust Budget</u>
Expenditure	6120	Engineering	\$20,000

April 17, 2024
Livingston County Water & Sewer Authority
Moved By:
Seconded By:
AYES:
NAYS: