



SOUTHERN CAYUGA LAKE INTERMUNICIPAL WATER COMMISSION

TOWNS OF DRYDEN • ITHACA • LANSING - VILLAGES OF CAYUGA HEIGHTS • LANSING
1402 EAST SHORE DRIVE – ITHACA, NY 14850

**Regular Meeting Agenda
November 5, 2020 at 4:00 p.m.
Bolton Point Conference Room**

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COMMISSIONERS:

JACK RUECKHEIM
Chairperson

ROY E. STALEY
Vice Chairperson

ROD HOWE
Treasurer

ANDRA BENSON

BILL GOODMAN

DON HARTILL

EDWARD LAVIGNE

JASON LEIFER

LINDA WOODARD

CONSULTANTS:

MARY RUSSELL

MANAGEMENT:

STEVE RIDDLE
General Manager

GREGG WEATHERBY
Distribution

PAMELA VANGELDER
Finance

GLENN RATAJCZAK
Production

2020
Exhibit No.

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NEXT MEETING
December 10 2020 at 4:00 p.m.
Bolton Point Conference Room

◆◆◆Excellence in water quality and customer service◆◆◆



SOUTHERN CAYUGA LAKE INTERMUNICIPAL WATER COMMISSION

Meeting Minutes
October 8, 2020

Opening:

The regular meeting of the Southern Cayuga Lake Intermunicipal Water Commission was held on Thursday, October 8, 2020 at 4:00 p.m. via Zoom and in the Bolton Point Conference Room, 1402 East Shore Drive, Ithaca, New York, 14850.

PRESENT:

Commissioner Jack Rueckheim, Chairperson, Town of Dryden
Commissioner Rod Howe, Treasurer, Town of Ithaca
Commissioner Bill Goodman, Town of Ithaca via Zoom
Commissioner Don Hartill, Village of Lansing via Zoom
Commissioner Ed LaVigne, Town of Lansing
Commissioner Linda Woodard, Village of Cayuga Heights

ALSO PRESENT:

Steve Riddle, General Manager
Gregg Weatherby, Distribution Manager
Pam VanGelder, Finance Manager
Judy Drake, Human Resources Manager, Town of Ithaca

ABSENT:

Commissioner Roy Staley, Vice Chairperson, Village of Cayuga Heights
Commissioner Andra Benson, Town of Lansing
Commissioner Jason Leifer, Town of Dryden

Commission Chairperson Jack Rueckheim called the meeting to order at 4:03 p.m.

1. Approval of Meeting Minutes September 10, 2020

Exhibit #083

Discussion: None

MOTION by LaVigne, SECOND by Woodard to approve the September 10, 2020 Commission meeting minutes.

(Ayes: Goodman, Hartill, Howe, LaVigne, Rueckheim, Woodard; Nays: None)

Carried

2. Management Staff Report

Exhibit #084

Item #1 – September Projects

Discussion: Mr. Riddle reported on this item and noted the first load of sludge was removed on September 23rd. Since we originally estimated the amount of sludge to remove and due to the actual amount to remove, a budget modification may be needed to complete the project. He also noted staff has been meeting with the City of Ithaca, Cornell University and Tompkins County Health Department (TCHD) to discuss drought conditions and current operations.

Item #2 – Annual Preventative Maintenance

Discussion: Mr. Ratajczak reported on this item and noted the annual maintenance of the Treatment Plant's HVAC systems has been completed as well as the annual inspection and maintenance of the emergency generators located at the Treatment Plant and Raw Water Pump Station.

Item #3 – Energy Curtailment Program

Discussion: Mr. Ratajczak reported on this item and noted due to a decline in the value of the incentive offered, staff has been informed by NRG that they do not recommend the Commission participate in the 2021 winter season.

Item #4 – Water Main Replacement Projects Update

Discussion: Mr. Weatherby reported on this item and noted the Tompkins County Highway Department began the Ludlowville Bridge replacement project in the Town of Lansing. He detailed the setup of a temporary water main to continue providing water to the residents until the project is complete. In the Village of Lansing, staff worked with the municipal crew to coordinate and minimize interruptions for customers while approximately 700 feet of water main was replaced on Catherwood Road.

Item #5 – Administration Department Highlights

Discussion: Ms. VanGelder reported on this item and noted the number of change of ownerships remains high.

Item #6 – September 1, 2020 Billing in the Town of Ithaca

Discussion: Ms. VanGelder reported on this item and noted the majority of the increase in the Town of Ithaca can be attributed to several commercial accounts (Maplewood Apts, CU Golf Course, CU Apple Orchard Irrigation and the City of Ithaca's Oakwood Meter), as well as residential accounts.

A. Budget and Finance Committee

Discussion: Mr. Howe stated the committee met prior to this meeting and noted that the 2021 budget was adopted on September 14th.

1. August 31, 2020 Financial Report***Exhibit # 085***

Discussion: Mr. Howe reported on this item and noted the report is comparable to last year at this time.

2. Approval of the October 8, 2020 Warrants

Discussion: Mr. Howe stated that the committee reviewed the warrants and recommends approval. The warrants, abstract, and bank statements were available for Commissioner review.

MOTION by Howe, SECOND by Rueckheim to approve the October 8, 2020 Warrants in the amount of \$91,877.55.

(Ayes: Goodman, Hartill, Howe, LaVigne, Rueckheim, Woodard; Nays: None)

Carried

B. Engineering and Operations Committee

Discussion: Mr. Riddle reported that the last meeting was routine and the notes are in the packet. Mr. Riddle updated the Commission on the status of the Oakcrest Booster Pump Station Project. He noted the generator test was successful and all permits are in place. Staff has been coordinating with Village of Lansing (John Courtney and Mike Scott) on the replacement of the Pump Station roof.

1. August 26, 2020 Meeting Notes***Exhibit #086***

Discussion: None

2. September 24, 2020 Meeting Agenda***Exhibit #087***

Discussion: None

C. Personnel and Organization Committee

Discussion: Mr. LaVigne noted that the first union negotiation meeting was held on September 29th and the evaluation for the General Manager is in process. He also noted the Committee recommends the following two resolutions.

1. August 26, 2020 Meeting Notes *Exhibit#088*
Discussion: None

2. September 24, 2020 Meeting Agenda *Exhibit #089*
Discussion: None

3. Resolution for Approval of 2021 Wage Scale and 2021 Salaries for All Non-Collective Bargaining Employees *Exhibit #090*

Discussion: None

The Southern Cayuga Lake Intermunicipal Water Commission
Of the Towns of Dryden, Ithaca, and Lansing and
The Villages of Cayuga Heights and Lansing

**Resolution For
Approval of 2021 Wage Scale and 2021 Salaries
For All Non-Collective Bargaining Employees
October 8, 2020**

WHEREAS, Staff recommended an 2.0% increase to the Job Classification Wage Scale for all non-collective bargaining employees, and

WHEREAS, the Personnel and Organization Committee has reviewed staff’s recommendation of the 2% increase to the 2020 wage scale for all non-collective bargaining employees and recommends approval, and

WHEREAS, the Budget and Finance Committee acknowledged the Personnel and Organization Committee’s recommendation,

NOW, THEREFORE, BE IT

RESOLVED, that the Commission does hereby approve the 2.0% overall increase to the current 2020 wage scale for all non-collective bargaining employees,

AND BE IT FURTHER RESOLVED, the Commission approves the specific wages as detailed on the spreadsheet, with the understanding that the wages for the employees of the UAW collective bargaining unit will be determined through labor negotiations in process.

MOVED: LaVigne

SECONDED: Hartill

(Ayes: Goodman, Hartill, Howe, LaVigne, Rueckheim, Woodard; Nays: None)

Carried

4. Resolution for Permanent Appointment of Hugh Trimm Jr. to the Senior Maintenance Specialist Position

Exhibit #091

Discussion: Mr. Riddle noted Hugh Trimm passed his civil service exam.

The Southern Cayuga Lake Intermunicipal Water Commission
Of the Towns of Dryden, Ithaca, and Lansing and
The Villages of Cayuga Heights and Lansing

**Resolution for
Permanent Appointment of Hugh Trimm Jr. to
Senior Water Maintenance Specialist Position
October 8, 2020**

WHEREAS, on May 12, 2019, the Commission provisionally appointed Hugh Trimm Jr. to the position of Senior Water Maintenance Specialist pending a civil service exam for said title, and

WHEREAS, the Tompkins County Personnel has provided the certified eligible list from the Senior Water Maintenance Specialist exam, and Hugh Trimm Jr. is a reachable candidate, and

WHEREAS, the Distribution Manager and General Manager recommend the permanent appointment of Hugh Trimm Jr. to the Senior Water Maintenance Specialist position, and

WHEREAS, the Personnel and Organization Committee recommends the permanent appointment of Hugh Trimm Jr. to the Senior Water Maintenance Specialist position, retroactive to September 23, 2020,

NOW, THEREFORE, BE IT

RESOLVED, that the Commission does hereby approve the permanent appointment of Hugh Trimm Jr. to the title of Senior Water Maintenance Specialist with no change in current compensation or benefits, retroactive to September 23, 2020,

AND BE IT FURTHER RESOLVED, the minimum eight (8) week probationary period applies, with no further action by the Commission if there is successful completion of the probationary period as determined by the Distribution Manager.

MOVED: LaVigne

SECONDED: Hartill

(Ayes: Goodman, Hartill, Howe, LaVigne, Rueckheim, Woodard; Nays: None)

Carried

D. Planning and Public Affairs Committee

Discussion: No report.

4. Executive Session (If Necessary):

Discussion: Executive Session was delayed to accommodate staff's schedules.

5. Old and New Business

Discussion: Ms. VanGelder noted she has a copy of the resolution for the Commissioners to sign that she will frame and send to Commissioner Newman's family.

1. Resolution of Appreciation for Commissioner H. Michael Newman

Exhibit # 092

The Southern Cayuga Lake Intermunicipal Water Commission
Of the Towns of Dryden, Ithaca, and Lansing and
The Villages of Cayuga Heights and Lansing

**Resolution of Appreciation For
Commissioner H. Michael Newman
October 8, 2020**

WHEREAS, after filling in temporarily for another Commissioner, H. Michael Newman has served the Southern Cayuga Lake Intermunicipal Water Commission (Commission) as a Commissioner, Committee Chair and Commission Chairperson since 1992, and

WHEREAS, H. Michael Newman led the Commission with great vision and held all Commission members and staff to high standards to ensure customers were provided the highest quality of water at the lowest possible cost, and

WHEREAS, H. Michael Newman took great pride in knowing each staff member by name and knowing what position they held within the Commission. Commissioner Newman was known to often arrive at water main breaks, safety trainings, All-Hands meetings or an all-night SCADA transition, to talk with staff and assist if he could, and

WHEREAS, H. Michael Newman led the Commission through many challenges including: investigation of the City of Ithaca and Cornell University becoming members; updating the original Agreement of Municipal Cooperation; the Drought of 2016; the Treatment Plant office addition; implementation of the Automated Metering Infrastructure and two SCADA control projects; construction of three large water storage tanks, and replacement of hundreds of feet of Transmission Main,

NOW THEREFORE, BE IT

RESOLVED, that the Southern Cayuga Lake Intermunicipal Water Commission hereby recognizes H. Michael Newman for his dedication, leadership and service to the Commission for over 28 years.

AND BE IT FURTHER RESOLVED, that the Southern Cayuga Lake Intermunicipal Water Commission’s conference room will now be known as the H. Michael Newman Conference Room in Appreciation of Commissioner Newman’s dedicated service and leadership.

MOVED: Rueckheim

SECONDED: Howe

(Ayes: Goodman, Hartill, Howe, LaVigne, Rueckheim, Woodard; Nays: None)

Carried

2. Resolution Adopting Retention and Disposition Schedule for New York Local Government Records (LGS-1)

Exhibit # 093

Discussion: Ms. VanGelder noted the following resolution is required by New York State Archives.

The Southern Cayuga Lake Intermunicipal Water Commission
Of the Towns of Dryden, Ithaca, and Lansing and
The Villages of Cayuga Heights and Lansing

Resolution Adopting Retention and Disposition Schedule for New York Local Government Records (LGS-1)

October 10, 2020

WHEREAS, the Commission has received notification that the State Archives has revised and consolidated its local government records retention and disposition schedule into a single comprehensive retention schedule, and,

WHEREAS, the Commission desires to adopt the new schedule, Retention and Disposition Schedule for New York Local Government Records (LGS-1) as required, THEREFORE, BE IT

RESOLVED, that the Commission hereby adopts the Retention and Disposition Schedule for New York Local Government records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local records, for use by all officers and employees in legally disposing of valueless records listed therein,

Further resolved, that in accordance with Article 57-A:

- (a) Only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein:
- (b) Only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established minimum periods.

MOVED: LaVigne

SECONDED: Woodard

(Ayes: Goodman, Hartill, Howe, LaVigne, Rueckheim, Woodard; Nays: None)

Carried

6. Other

Discussion: None

Note: Executive Session was discussed and voted on later to accommodate staff's schedules.

MOTION by LaVigne, SECOND by Rueckheim to move into Executive Session at 4:35 p.m.

(Ayes: Goodman, Hartill, Howe, LaVigne, Rueckheim, Woodard; Nays: None)

Carried

MOTION by LaVigne, SECOND by Rueckheim to move back into regular session at 5:10 p.m.

(Ayes: Goodman, Hartill, Howe, LaVigne, Rueckheim, Woodard; Nays: None)

Carried

7. Adjournment:

MOTION by LaVigne, SECOND by Rueckheim to adjourn the meeting at 5:10 p.m.

(Ayes: Goodman, Hartill, Howe, LaVigne, Rueckheim, Woodard; Nays: None)

Minutes submitted by: Pam VanGelder

Approved by: Steve Riddle

NEXT MEETING
November 5, 2020 at 4:00 p.m.
Bolton Point Conference Room

Southern Cayuga Lake Intermunicipal Water Commission Monthly Management Report

October 30, 2020

To: All Commissioners
From: General Manager and Department Managers
Re: Management Staff Monthly Report

This report is intended to provide each Commissioner with a status of issues that may not appear on the agenda for your November 5, 2020 regular meeting. This report provides a summary of staff progress on the issues addressed since your regular meeting of October 8, 2020. During your review of this report, please give Mr. Riddle a call or make a note of any question or comment that may come to mind.



Progress Report on This Month's Issues:

Issues This Month Include:	Page
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2. Lead and Copper Monitoring	2
3. Harmful Algal Blooms (HAB's)	2
4. Distribution System PRV and Control Valve Maintenance and Inspection	2/3
5. Administration Department Highlights	3
6. October 1, 2020 Billing in the Town of Dryden/Village of Lansing	3

1. October Projects

On October 1st, Casella Organics, a division of Casella Waste Management, began removing 40+ years of treatment sludge from Bolton Point. Staff measured the pile of sludge to estimate how much sludge was on-site and came up with figure of 400 yards of material. With two truckloads remaining, Casella has removed 417 yards of material. The last two loads of material are scheduled to be removed on Tuesday, November 3rd. A total of yards and cost for removal will be presented at the November Commission meeting.

Staff has been meeting with the City of Ithaca, Cornell University, and Tompkins County Health Department (TCHD) to discuss drought conditions and current operations. While the watershed has begun receiving rain since September 29th, additional meetings are expected to discuss system operations during emergencies and future drought conditions. Currently, staff from all three water systems and the TCHD is reviewing each facility's emergency drought plans, and the Commission and City of Ithaca's agreement to supply the City with additional water during their Treatment Plant project. The next meeting is scheduled for Thursday November 12th.

2. Lead and Copper Monitoring

Staff completed the requirements of the triennial lead and copper sampling in September. The Commission is required to collect thirty samples from our most at risk service connections, due to lead service lines or lead solder in the interior plumbing of the residence. The sampling protocol requires samples be taken after six hours of stagnant water conditions, thus the samples are drawn by the customer, usually first thing in the morning. We had tremendous response from the residents in assisting in our sample collection in 2020. Residents were supplied with the results of the analysis, information on lead reduction strategies in the home, and information regarding possible health effects of lead exposure.

According to the Lead and Copper Rule (LCR) set forth by the Environmental Protection Agency, the Action Levels (AL) is 15ppb and 1.3ppm for lead and copper respectively. The 90th percentile of the results is used to determine if the AL has been exceeded. The 90th percentile will be calculated as soon as staff receives the results from Life Science Laboratory for the last two samples collected. Staff will then submit the results to the Tompkins County Department of Health.

3. Harmful Algal Blooms (HAB's)

At the close of the 2020 HAB's monitoring season, the Commission did not experience any bloom occurrences at the raw water intake. For Cayuga Lake as a whole, the majority of the blooms occurred at the northern end of the lake, with a few near Stewart Park at the southern end. In 2019, there were several large sized blooms and all blooms in general were higher in the microcystin toxin concentration. Staff continues to research the most recent technologies for detecting HAB's that may be beneficial monitoring in our facility.

As part of the Unregulated Contaminant Monitoring Rule 4 (UCMR4), samples of finished water were tested twice a month, from June through September, for cyanotoxins, such as microcystin. All samples that we have received test results from have been below the detectable limit of the testing methodology.

4. Distribution System PRV and Control Valve Maintenance and Inspection.

As the busy construction season is nearing a close, and daily schedules are not as heavily filled with water main projects and summer construction activities, staff's focus turns to maintenance in the system. The Commission's distribution system includes 51 pressure reducing valves (PRV's) and control valves spread out amongst the five member municipalities. These valves are critical to the distribution system's operation and routinely require preventative maintenance and inspection to ensure they are operating properly.

Valves are rebuilt on a predetermined schedule to replace critical wear items before they fail. All control valves that fill water storage tanks are rebuilt on an annual basis. Pressure reducing valves are rebuilt on a three or four year cycle, based on the amount of water that flows through the valve during normal operation. Staff performs this work in the off-season, as it often requires multiple people, and there is usually less demand on the system. When these valves are off-line to be rebuilt, tanks can't be filled through the SCADA system, and there may be flow restrictions.

The Commission has supported a proactive approach to maintenance on these valves. Manufacturers often recommend these valves be rebuilt every five to ten years or when they fail. Our philosophy has been to maintain these vital components of the distribution system before parts fail, avoiding major issues, and possible overtime. With the hilly topography of

the Commission’s distribution system, it is critical that these valves operate correctly and efficiently.

5. Administration Department Highlights

- Department Statistics September 2020
 - **TD/VL**
 - Non BP Water accounts 2
 - Total # of Water Bills sent 1,021
 - **ALL**
 - Work Orders prepared 37
 - Final Bills calculated 25
 - New Accounts 3
 - Municipal payments processed 79
 - Cash Disbursements \$438k
includes \$143k bond pmt
 - Cash Receipts \$663k

6. October 1, 2020 Billing in the Town of Dryden/Village of Lansing

October 1, 2020 Billing in the Town of Dryden/Village of Lansing				
Billing Period: 6/16/20-9/15/20				
	<u>Consumption Gals</u>		<u>Revenue</u>	
	10/1/19	10/1/20	10/1/19	10/1/20
TD	7,107,800	8,485,100	\$ 38,387.56	\$ 47,763.25
	16% Increase		19% Increase	
VL	39,113,600	37,615,439	\$ 206,833.01	\$ 209,284.25
	4% Decrease		1% Increase	

EXCELLENCE IN WATER QUALITY AND CUSTOMER SERVICE



**SOUTHERN CAYUGA LAKE INTERMUNICIPAL WATER COMMISSION
FINANCIAL STATEMENTS
SEPTEMBER 2020**

**BALANCE SHEET PAGE ONE
REVENUES AND EXPENSES PAGE TWO**

**OPERATING FUND
DEBT SERVICE FUND
CAPITAL PROJECT FUND**

**SOUTHERN CAYUGA LAKE INTERMUNICIPAL WATER COMMISSION
BALANCE SHEET
SEPTEMBER 2020**

	OPERATING FUND	DEBT SERVICE FUND	CAPITAL IMPR/REPL PROJECT FUND	TOTAL	
<u>ASSETS</u>					
UNRESERVED CASH:					
Savings	2,978,351	18,952	281,396	3,278,699	
Petty Cash	200	0	0	200	
Total Unreserved Cash	2,978,551	18,952	281,396	3,278,899	B
RESERVED CASH:					
Fringe Benefit Reserve	105,794	0	0	105,794	
Total Reserved Cash	105,794	0	0	105,794	B
OTHER ASSETS:					
Accounts Receivable	264,621	0	0	264,621	
Prepaid Expenses	0	0	0	-	
Total Other Assets	264,621	0	0	264,621	C
TOTAL ASSETS	3,348,966	18,952	281,396	3,649,314	
<u>LIABILITIES</u>					
Accounts Payable	74,409	0	16,217	90,626	
Accrued Liabilities	171,499	0	3,000	174,499	
BAN Payable	0	0	0	0	
TOTAL LIABILITIES	245,908	0	19,217	265,125	D
<u>FUND BALANCE</u>					
Reserved Fund Balance	105,703	0	0	105,703	
Unexpended Fund Balance	2,997,355	18,952	262,179	3,278,486	
TOTAL FUND BALANCE	3,103,059	18,952	262,179	3,384,189	A
TOTAL LIABILITIES and FUND BALANCE	3,348,966	18,952	281,396	3,649,314	
<u>ANALYSIS OF FUND BALANCE</u>					
FUND BALANCE AS OF 1/1/20	2,808,581	2,138	536,378	3,347,097	
ADD: YTD REVENUES	2,707,529	271,482	582	2,979,593	
LESS: YTD EXPENDITURES	2,413,052	254,669	274,780	2,942,501	
FUND BALANCE AS OF 9/30/20	3,103,059	18,952	262,179	3,384,189	A
<u>RECONCILIATION OF FUND BALANCE TO CASH</u>					
FUND BALANCE AS OF 9/30/20	3,103,059	18,952	262,179	3,384,189	A
Less: Receivables & Prepaids	264,621	0	0	264,621	C
Add: Liabilities	245,908	0	19,217	265,125	D
CASH BALANCE AS OF 9/30/20	3,084,345	18,952	281,396	3,384,693	B

**SOUTHERN CAYUGA LAKE INTERMUNICIPAL WATER COMMISSION
REVENUES AND EXPENDITURES
FOR THE NINE MONTH PERIOD ENDING SEPTEMBER 30, 2020**

	OPERATING FUND	DEBT SERVICE FUND	CAPITAL IMPR/REPL PROJECT FUND
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REVENUES

BUDGET	4,825,488	271,288	1,120,000
YTD ACTUAL	2,707,529	271,482	582
OVER (UNDER)	(2,117,959)	194	(1,119,418)
% EARNED	56%	100%	0%
% UNEARNED	44%	0%	100%

EXPENDITURES

BUDGET	4,825,488	271,288	530,000
YTD ACTUAL	2,413,052	254,669	274,780
OVER (UNDER)	(2,412,436)	(16,619)	(255,220)
% EXPENDED	50%	94%	52%
% UNEXPENDED	50%	6%	48%

DETAILED REVENUES

Service Charges	13,678	0	0
Cross Connection Fees	9,520	0	0
Services for Other Governments-Members	69,754	0	0
Joint Activity-Water Rents	2,559,510	0	0
Interest Earnings	3,498	194	582
Permits	32,557	0	0
Sales of Equipment	16,500	0	0
Refunds of Prior Years Expense	1,605	0	0
Other Revenues	908	0	0
Interfund Transfers*	0	271,288	0
	2,707,529	271,482	582

* includes transfer to Debt Service Fund to cover 2020 Principal & Interest Payments

DETAILED EXPENDITURES

Water Administration	532,360	0	274,780
Source of Supply	174,118	0	0
Purification	502,981	0	0
Transmission and Distribution	468,681	0	0
Employee Benefits	463,624	0	0
Debt Service	271,288	254,669	0
Interfund Transfers*	0	0	0
	2,413,052	254,669	274,780

* includes transfer to Debt Service Fund to cover 2020 Principal & Interest Payments

Engineering and Operations Committee Meeting Notes

Wednesday, September 23, 2020 @ 12:00 Noon
Bolton Point Conference Room

<u>Agenda</u> <u>Item #</u>	<u>Topic</u>	<u>Attachment</u>
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Present: Jack Rueckheim, Roy Staley, Bill Goodman (by Zoom), Don Hartill (by Zoom), Steve Riddle, Glenn Rataczak, Gregg Weatherby, Pam VanGelder, Jessica Sherwood, and Winona Fisher

1. August 2020 Meeting Notes

#1

The Committee found the notes to be acceptable as they appeared in the September meeting packet.

2. August 2020 Monthly Operations Report

#2

Glenn discussed the following highlights of the Production and Electrical/Mechanical portion of the report:

Finished water produced in August was higher than last year, meeting the 5 year average. Raw water temperatures were slightly higher and fluctuating, but turbidities were typical for August.

Monthly testing included 12 Lead and Copper Monitoring samples, 2 Cyanotoxins (HAB's) and 5 Fluridone samples due to Hydrilla treatments in the Cayuga Lake Inlet.

On August 5th, the Treatment Plant's Filter #3 flow meter stopped reporting flow to the SCADA system. A new magnetic flow meter has been ordered and will be installed this Fall.

On August 28th, the power lines to the Raw Water Pump Station were knocked off the utility pole by a large tree branch that fell during a high wind event. NYSEG responded and had power restored within 12 hours. This event occurred while the plant was not in operation so there was no impact on production.

Staff continues to monitor the lake for HAB's near the Commission's raw water intake. The majority of HAB's have occurred at the north end of the lake in 2020.

Glenn reported the monthly Health Department report was routine.

Gregg discussed the following highlights of the Distribution portion of the report:

Plumbing permits issued and completed continue to be less than 2019, due to the COVID-19 pandemic. Total chargeable work for the department is slightly higher in 2020, largely due to an increase in valve and hydrant maintenance repairs.

Operators assisted with the repair of 3 water main breaks in the Town of Lansing. Staff will be recommending, in the Department's 2021 Annual Work Report, that the Buck Road and Brickyard Road water mains be replaced.

Staff assisted with service line leak repairs at the Lansing West and Sevana Park Apartment complexes. Annual Water Main Flushing was completed in the Village of Lansing.

Total consumption of the 18 large users was up 3.5% from 2019. Water usage to the majority of the 18 Large Users has returned to normal levels. Apartment complexes continue to have higher demand than normal.

Billing fees for the Cross Connection Control Program changed from a fee when testing is performed to an annual fee.

As-built drawings have been received for several of the Town of Ithaca's water main replacement projects. Seven projects have been removed from the list this month.

3. Informational Items

a. Capital Projects

1. Oakcrest Booster Pump Station Upgrade Project

Staff has scheduled an emergency generator test with Kinsley Power for September 30th. This test will ensure all required connections are in place and the emergency generator is sized correctly to power the pump station. The new third pump and motor is expected to ship the middle of November. Staff is working on plans for the removal and surplus of the existing VFD's and natural gas engine. SDM has been awarded the contract to replace the pump station roof. This portion of the project is expected to be completed in October.

2. Six Mile Creek Transmission Main Project

The Commission, R.B. Robinson and Barton and Loguidice staff have agreed that a delay in starting the project until Spring 2021 is the best course of action due to the long material lead times. Gregg noted engineering and design for the second Cascadilla Creek crossing has begun and surveying is scheduled for this week. This project is scheduled to be completed in 2021.

4. Committee Member Comments or Other Issues

Steve reported Drought meetings have begun with the City of Ithaca, Cornell University and the Tompkins County Health Department. At this time, the City and Cornell are not requesting assistance from Bolton Point, but they have issued voluntary water use restrictions to their customers. If assistance is needed, systems will need to give at least 3 days' notice to Bolton Point to increase production and the requesting system will need to purchase the amount requested, whether or not it is needed.

Steve reported during the Filter #1 rehabilitation project, a leak was found between Filter #2 and #3. This leak is now making regular maintenance difficult when a filter needs to be drained. He proposed that we contract with Vacri Construction for the emergency repair. Since the scope of work the same as the two previous filter rehabilitations, we can be assured all four filters will operate the same, which will help with future maintenance. The Committee was in favor of moving forward with the emergency repair and to award the project to Vacri Construction. The Committee will recommend approval of the project to the Commission at the November 5th meeting.

5. Next Meeting - Wednesday, October 28, 2020 @ 12:00 Noon

**Future meetings - Fourth Wednesday of the month at noon.
November 25, December 23, January 27**

**Southern Cayuga Lake Intermunicipal Water Commission
Engineering and Operations Committee Meeting Agenda
Wednesday, October 28, 2020 @ 12:00 Noon
Bolton Point Conference Room**

<u>Agenda Item #</u>	<u>Topic</u>	<u>Attachment</u>
1.	September 2020 Meeting Notes	#1
2.	September 2020 Monthly Operations Report	#2
3.	Informational Items	
	a. Capital Projects	
	1. Oakcrest Booster Pump Station Upgrade Project	
	2. Treatment Plant Filter #2 and #3 Emergency Repair	
	3. Six Mile Creek Transmission Main Project	
	4. Cascadilla Creek Transmission Main Project	
4.	Committee Member Comments or Other Issues	
5.	Next Meeting - Wednesday, November 25, 2020 @ 12:00 Noon	

**Future meetings - Fourth Wednesday of the month at noon.
December 23, January 27, February 24**

The Southern Cayuga Lake Intermunicipal Water Commission
Of the Towns of Dryden, Ithaca, and Lansing and
The Villages of Cayuga Heights and Lansing

**Resolution to Approve Awarding Emergency Rehabilitation of Treatment Plant Filter #2 and #3
Project to Vacri Construction Corporation**
November 5, 2020

WHEREAS, the Southern Cayuga Lake Intermunicipal Water Commission (Commission) has determined that, due to a leak in the wall between Filter #2 and Filter #3, an emergency rehabilitation is needed, and

WHEREAS, the Commission's 2020 budget includes monies for a Treatment Plant Filter rehabilitation project, and

WHEREAS, Barton and Loguidice, D.P.C. prepared a construction cost estimate of \$180,000 (excluding engineering, legal, administrative, and other ancillary costs) for a Treatment Plant Filter rehabilitation project, and

WHEREAS, Vacri Construction Corporation provided a proposal for emergency rehabilitation of Filter #2 and #3 in the amount of \$140,000 per filter, and

WHEREAS, the Commission has deemed the Vacri Construction Corporation's proposal to be acceptable and recommends acceptance of the proposal, and

WHEREAS, the New York State Health Department has approved the construction plans for the Emergency Rehabilitation of Treatment Plant Filter #2 and #3 project,

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the Southern Cayuga Lake Intermunicipal Water Commission hereby approves Vacri Construction Corporation's proposal in the amount of \$280,000 for the Emergency Rehabilitation of Treatment Plant Filter #2 and #3 project; and be it further

RESOLVED, that the General Manager is authorized to approve change orders to the proposal upon receipt of appropriate justification provided that the maximum amount of such change orders shall not in the aggregate exceed \$20,000 without prior authorization of this Board, and provided further that the total project cost, including the contract, engineering, legal and other expenses does not exceed the maximum authorized cost of the project.

MOVED:

SECONDED:

VOTE: (Ayes: ; Nays:)

Carried