



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
April 6, 2023 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

PAM BLEIWAS

RONNY HARDAWAY

DON HARTILL

EDWARD LAVIGNE

JASON LEIFER

JOE WETMORE

LINDA WOODARD

MANAGEMENT:

STEVE RIDDLE
General Manager

GREGG WEATHERBY
Distribution

PAMELA VANGELDER
Finance

GLENN RATAJCZAK
Production

	<u>2023</u>
	<u>Exhibit No.</u>
1. Approval of March 9, 2023 Meeting Minutes	027
2. Management Staff Report	028
3. Committee Reports	
A. Budget and Finance Committee	
1. February 28, 2023 Financial Report	029
2. Approval of the April 6, 2023 Warrants	
B. Engineering and Operations Committee	
1. February 22, 2023 Meeting Notes	030
2. March 22, 2023 Meeting Agenda	031
C. Personnel and Organization Committee	
1. February 22, 2023 Meeting Notes	032
2. March 22, 2023 Meeting Agenda	033
D. Planning and Public Affairs Committee	
4. Executive Session (If Necessary)	
5. Old and New Business	
6. Other	
7. Adjournment	

NEXT MEETING
May 4, 2023 at 4:00 p.m.
Bolton Point Conference Room

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



SOUTHERN CAYUGA LAKE INTERMUNICIPAL WATER COMMISSION

Meeting Minutes

March 9, 2023

Opening:

The regular meeting of the Southern Cayuga Lake Intermunicipal Water Commission was held on Thursday, March 9, 2023 at 4:00pm in the Bolton Point Conference Room.

PRESENT:

Commissioner Jack Rueckheim, Chairperson, Town of Dryden
 Commissioner Roy Staley, Vice Chairperson, Village of Cayuga Heights
 Commissioner Rod Howe, Treasurer, Town of Ithaca
 Commissioner Pam Bleiwas, Town of Ithaca
 Commissioner Ronny Hardaway, Village of Lansing
 Commissioner Don Hartill, Village of Lansing
 Commissioner Ed LaVigne, Town of Lansing
 Commissioner Jason Leifer, Town of Dryden (arrived 4:03pm)
 Commissioner Joe Wetmore, Town of Lansing

ALSO PRESENT:

Steve Riddle, General Manager
 Glenn Ratajczak, Production Manager
 Gregg Weatherby, Distribution Manager
 Pam VanGelder, Finance Manager
 Judy Drake, Town of Ithaca

ABSENT:

Commissioner Linda Woodard, Village of Cayuga Heights

Commission Chairperson Jack Rueckheim called the meeting to order at 4:02 pm.

1. Approval of Meeting Minutes February 9, 2023

Exhibit #018

Discussion: None.

MOTION by Hartill, SECOND by LaVigne, to approve the February 9, 2023 Commission meeting minutes.

(Ayes: Bleiwas, Hardaway, Hartill, Howe, LaVigne, Rueckheim, Staley, Wetmore; Nays: None.)

Carried

2. Management Staff Report

Exhibit #019

Item #1 – General Manager Update

Discussion: Mr. Riddle reported on this item and noted the percent of non-revenue water has decreased over the past few years and is now under 10% which is the goal set in the AWWA guidelines.

Item #2 – Production Department Update

Discussion: Mr. Ratajczak reported on this item and noted 2023 Chemical bids have been received and were higher than last year as expected. The anticipated increased costs were accounted for in the 2023 budget.

Installation of the Finished Water Flowmeter was completed on February 20th. Replacement of this flowmeter will result in more accurate readings. He also noted that our engineers, Barton and Loguidice, continue to work on the design for the Electrical Upgrade project.

Item #3 –Distribution Department Update

Discussion: Mr. Weatherby reported on this item and noted the he has changed staff assignments in specific work zones so staff may maintain familiarity with the entire system.

Item #4 – Administration Department Highlights

Discussion: Ms. VanGelder reported on this item and noted that cash disbursements in January include the amount for the purchase of the land at the Raw Water Pump Station.

Item #5 – February 1, 2023 Billing in the Town of Lansing/Village of Cayuga Heights

Discussion: Ms. VanGelder reported on this item and noted there was a decrease in consumption in the Village of Cayuga Heights.

3. Committee Reports

A. Budget and Finance Committee

Discussion: Mr. Howe reported on this item and stated that the committee met prior to this meeting.

1. End of Year Budget Transfer Resolution

Exhibit #020

Discussion: Mr. Howe reported the committee reviewed the following resolution and recommends approval.

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 Approval of Budget Transfers, Amendments, and Modifications for the Year Ending
 December 31, 2022

March 9, 2023

WHEREAS, in preparation of closing the budgetary and accounting records of the Southern Cayuga Lake Intermunicipal Water Commission, the Commission’s Finance Manager has reviewed all budgetary revenue and appropriation accounts for the year ending December 31, 2022, and

WHEREAS, this review disclosed certain budgetary revenues and expenditures requiring transfers, amendments, or modifications needed to close the budgetary and accounting records of the Southern Cayuga Lake Intermunicipal Water Commission for the year ending December 31, 2022, and

WHEREAS, these findings are summarized below showing the net impact on Fund Balance in each fund,

Operating Fund

Beginning Fund Balance as of 1/1/22	\$	2,973,986
ADD: Total Revenues		5,010,662
LESS: Total Expenditures		<u>4,681,093</u>
Ending Fund Balance as of 12/31/22	\$	3,303,555
Net increase of Fund Balance from 2022 Operations:		329,569

Capital Project Fund-Improvement/Replacement

Beginning Fund Balance as of 1/1/22	\$	1,709,224
ADD: Total Revenues		1,121,141
LESS: Total Expenditures		<u>604,019</u>
Ending Fund Balance as of 12/31/22	\$	2,226,346
Net increase to Fund Balance from 2022 Activity:		517,122

Debt Service Fund

Beginning Fund Balance as of 1/1/22	\$	2,450
ADD: Total Revenues		267,366
LESS: Total Expenditures		267,288
Ending Fund Balance as of 12/31/22	\$	2,529
Net increase of Fund Balance from 2022 Activity:		78

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the Southern Cayuga Lake Intermunicipal Water Commission authorize and direct the Finance Manager to record all year end budget transfers, amendments and modifications, including any and all other changes deemed appropriate and necessary to close the financial records of the Southern Cayuga Lake Intermunicipal Water Commission for the year ending December 31, 2022.

MOVED: Howe

SECONDED: Rueckheim

(Ayes: Bleiwas, Hardaway, Hartill, Howe, LaVigne, Leifer, Rueckheim, Staley, Wetmore; Nays: None.)

Carried

2. December 31, 2022 Financial Report (Final)

Exhibit #021

Discussion: Mr. Howe reported on this item and noted the financial statements are in the packet and the Commission ended the year adding approximately \$330k to the Operating Fund Balance for 2022 activity as noted in the previous resolution.

3. January 31, 2023 Financial Report

Exhibit #022

Discussion: None.

4. Approval of the March 9, 2023 Warrants

Discussion: Mr. Howe stated that he reviewed the warrants, and the committee recommends approval.

The warrants, abstract, and bank statements were available for Commissioner review.

MOTION by Howe, SECOND by Hartill, to approve the March 9, 2023 Warrants in the amount of \$139,770.37.

(Ayes: Bleiwas, Hardaway, Hartill, Howe, LaVigne, Leifer, Rueckheim, Staley, Wetmore; Nays: None.)

Carried

B. Engineering and Operations Committee

Discussion: Mr. Staley reported on this item and noted that the meeting notes are in the packet. Mr. Riddle noted that bids for the Cascadilla Creek T-Main Crossing Project were opened on March 3rd and the apparent low bidder was R. B. Robinson Contracting, Inc. Mr. Riddle noted the following resolution is to award the contract to R. B. Robinson Contracting, Inc.

1. January 25, 2023 Meeting Minutes *Exhibit #023*

Discussion: None.

2. February 22, 2023 Meeting Agenda *Exhibit #024*

Discussion: None

3. Resolution Awarding Six Mile Creek Transmission Contract to R.B. Robinson *Exhibit #handout*

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 to Approve Awarding Second Cascadilla Creek Transmission Main Crossing Contract to R.B. Robinson Contracting, Inc.

March 9, 2023

WHEREAS, the Southern Cayuga Lake Intermunicipal Water Commission (Commission) capital improvement/replacement plan allows for the addition of a second Cascadilla Creek Transmission Main Crossing, and

WHEREAS, the Commission’s budget includes monies for a second Cascadilla Creek Transmission Main Crossing project, and

WHEREAS, Barton and Loguidice, D.P.C. prepared a construction cost estimate of \$550,000 (excluding engineering, legal, administrative, and other ancillary costs) for the second Cascadilla Creek Transmission Main Crossing project, and

WHEREAS, the Commission received two bids for the second Cascadilla Creek Transmission Main Crossing project, and

WHEREAS, R.B. Robinson Contracting, Inc. is the apparent low bidder at \$387,150.00 and

WHEREAS, Barton and Loguidice, D.P.C. has deemed the R.B. Robinson Contracting, Inc. bid to be acceptable and recommends acceptance of the bid, and

WHEREAS, the Tompkins County Health Department has approved the construction plans for the second Cascadilla Creek Transmission Main Crossing project,

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the Southern Cayuga Lake Intermunicipal Water Commission hereby approve awarding the second Cascadilla Creek Transmission Main Crossing project, in the amount of \$387,150.00, to R.B. Robinson Contracting, Inc., pending favorable review of the Commission Attorney; and be it further

RESOLVED, that the General Manager is authorized to approve change orders to such contract upon receipt of appropriate justification provided that the maximum amount of such change orders shall not in the aggregate exceed \$50,000 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: Hartill

SECONDED: Rueckheim

(Ayes: Bleiwas, Hardaway, Hartill, Howe, LaVigne, Leifer, Rueckheim, Staley, Wetmore; Nays: None.)

Carried

C. Personnel and Organization Committee

Discussion: Mr. LaVigne reported on this item and noted that the meeting notes are in the packet.

1. January 25, 2023 Meeting Notes

Exhibit #025

Discussion: None

2. February 22, 2023 Meeting Agenda

Exhibit #026

Discussion: None

D. Planning and Public Affairs Committee

Discussion: Mr. Rueckheim reported on this item and stated that the committee met on 2/28/2023 to address a customer request regarding adding fluoride to our water. Discussion ensued.

There was consensus from the Committee and Commission members to not take any action on this matter.

4. Executive Session:

Discussion: None.

5. Old and New Business

Discussion: Mr. Riddle discussed working with representatives from Mirabito on continuing our contract to lock in our electric rate. Commissioners were in favor of extending the contract with Mirabito through 2026.

6. Other

Discussion: None.

7. Adjournment:

Meeting adjourned at 4:47 pm.

Minutes submitted by: Pamela VanGelder

Approved by: Steve Riddle

NEXT MEETING
April 6, 2023 at 4:00pm
Bolton Point Conference Room

Southern Cayuga Lake Intermunicipal Water Commission Monthly Management Report

March 31, 2023

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 April 6, 2023 regular meeting. This report provides a summary of staff progress on the issues addressed since your regular meeting of March 9, 2023. 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
1. General Manager March Updates	1
2. Production Department- Regulation Update on PFAS	1
3. Distribution Department Updates	1
4. Administration Department Highlights	2
5. March 1, 2023 Billing in the Town of Ithaca	2

1. General Manager March Updates

Mr. Riddle will provide updates on the Commission's Drinking Source Water Protection Plan (DSWP2), staff participation at the NY AWWA Conference in Saratoga Springs on April 11-12, and NYWARN membership for municipalities.

2. Production Department- Regulation Update on per- and polyfluoroalkyl substances (PFAS).

Mr. Ratajczak will provide a presentation on the regulations for several PFAS compounds proposed by the EPA and their future implications at Bolton Point.

3. Distribution Department Updates

Mr. Weatherby will provide an update on fire hydrant flow testing for modeling in the Village of Cayuga Heights, and on the 5-year inspection of Commission owned water storage tanks as well as the Treatment Plant's clearwell.

4. Administration Department Highlights

- Department Statistics Feb 2023
 - **TI**
 - Non BP Water accounts 156
 - Total # of Water Bills sent 3,369
 - # eBills sent 568
 - **ALL**
 - Work Orders prepared 31
 - Final Bills calculated 8
 - New Accounts 3
 - Municipal payments processed 82
 - Cash Disbursements \$332k
 - Cash Receipts \$34k

5. March 1, 2023 Billing in the Town of Ithaca

March 1, 2023 Billing in the Town of Ithaca				
Billing Period: 11/16/22-2/15/23				
	<u>Consumption Gals</u>		<u>Revenue</u>	
	3/1/22	3/1/23	3/1/22	3/1/23
TI	93,696,664	92,327,712	\$ 521,057.17	\$ 574,320.78
	1% Decrease		9% Increase	

EXCELLENCE IN WATER QUALITY AND CUSTOMER SERVICE



**SOUTHERN CAYUGA LAKE INTERMUNICIPAL WATER COMMISSION
FINANCIAL STATEMENTS
FEBRUARY 2023**

**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
FEBRUARY 2023**

	OPERATING FUND	DEBT SERVICE FUND	CAPITAL IMPR/REPL PROJECT FUND	TOTAL
ASSETS				
UNRESERVED CASH:				
Savings	1,752,656	275,005	1,619,641	3,647,303
Petty Cash	200	0	0	200
Total Unreserved Cash	1,752,856	275,005	1,619,641	3,647,503
RESERVED CASH:				
Fringe Benefit Reserve	105,949	0	0	105,949
Total Reserved Cash	105,949	0	0	105,949
OTHER ASSETS:				
Accounts Receivable	941,728	0	0	941,728
Prepaid Expenses	0	0	0	-
Total Other Assets	941,728	0	0	941,728
TOTAL ASSETS	2,800,533	275,005	1,619,641	4,695,179
LIABILITIES				
Accounts Payable	60,372	0	62,150	122,523
Accrued Liabilities	19,416	0	0	19,416
BAN Payable	0	0	0	0
TOTAL LIABILITIES	79,788	0	62,150	141,938
FUND BALANCE				
Reserved Fund Balance	105,940	0	0	105,940
Unexpended Fund Balance	2,614,805	275,005	1,557,491	4,447,301
TOTAL FUND BALANCE	2,720,745	275,005	1,557,491	4,553,241
TOTAL LIABILITIES and FUND BALANCE	2,800,533	275,005	1,619,641	4,695,179
ANALYSIS OF FUND BALANCE				
FUND BALANCE AS OF 1/1/23	3,303,555	2,529	2,226,346	5,532,430
ADD: YTD REVENUES	340,721	272,476	243	613,440
LESS: YTD EXPENSES	923,530	0	669,098	1,592,629
FUND BALANCE AS OF 2/28/23	2,720,745	275,005	1,557,491	4,553,241
RECONCILIATION OF FUND BALANCE TO CASH				
FUND BALANCE AS OF 2/28/23	2,720,745	275,005	1,557,491	4,553,241
Less: Receivables & Prepaids	941,728	0	0	941,728
Add: Liabilities	79,788	0	62,150	141,938
CASH BALANCE AS OF 2/28/23	1,858,805	275,005	1,619,641	3,753,451

**SOUTHERN CAYUGA LAKE INTERMUNICIPAL WATER COMMISSION
REVENUES AND EXPENSES
FOR THE TWO MONTH PERIOD ENDING FEBRUARY 28, 2023**

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

BUDGET	5,297,927	272,457	0
YTD ACTUAL	340,721	272,476	243
OVER (UNDER)	(4,957,206)	19	243
% EARNED	6%	100%	
% UNEARNED	94%	0%	

EXPENSES

BUDGET	5,297,927	272,457	0
YTD ACTUAL	923,530	0	669,098
OVER (UNDER)	(4,374,397)	(272,457)	669,098
% EXPENDED	17%	0%	
% UNEXPENDED	83%	100%	

DETAILED REVENUES

Service Charges	4,015	0	0
Cross Connection Fees	5,669	0	0
Services for Other Governments-Members	29,495	0	0
Joint Activity-Water Rents	280,857	0	0
Interest Earnings	276	19	243
Permits	13,800	0	0
Sales of Equipment	0	0	0
Refunds of Prior Years Expense	53	0	0
Other Revenues	6,557	0	0
Interfund Transfers*	0	272,457	0
	340,721	272,476	243

* includes transfer to Debt Service Fund to cover 2023 Principal & Interest Payments

DETAILED EXPENSES

Water Administration	173,235	0	669,098
Source of Supply	38,124	0	0
Purification	179,022	0	0
Transmission and Distribution	111,690	0	0
Employee Benefits	149,002	0	0
Debt Service	0	0	0
Interfund Transfers*	272,457	0	0
	923,530	0	669,098

* includes transfer to Debt Service Fund to cover 2023 Principal & Interest Payments

Engineering and Operations Committee Meeting Notes

**Wednesday, February 22, 2023 @ 12:00 Noon
Bolton Point Conference Room**

Present: Roy Staley, Jack Rueckheim, Ed LaVigne, Steve Riddle, Glenn Rataczak, Jeff Hall, Travis Mills
- Town of Ithaca

<u>Topic</u>	<u>Attachment</u>	<u>Item #</u>
<p>1. January 2023 Meeting Notes</p> <p>The Committee found the notes to be acceptable as presented.</p>		#1
<p>2. January 2023 Monthly Operations Report</p> <p>Glenn provided the Production and Electrical/Mechanical portion of the report: January finished water production was slightly lower than 2021 and 2022. On January 13th, staff investigated a SCADA alarm at the Pine Tree Control Valve station. A large main break had occurred and abnormal system pressures did not allow to control valve to immediately open. The second valve in the station opened shortly after the alarm was sent. Staff received a customer concern for cloudy water at 201 Cypress Court, Apt. #7. Upon sampling, the turbidity was normal and no cloudiness was observed. The customer was satisfied with staff's sampling results. On January 30th, staff discovered the boiler at the Treatment Plant was not operating. ISAAC Heating staff replaced a malfunctioning air supply fan and the boiler was returned to normal operation. Staff completed the installation of SCADA telemetry equipment at the new Elbridge Circle PRV Station. Staff will now be able to monitor the status of the valve. The monthly Heath Department report was routine.</p> <p>Jeff provided the Distribution portion of the report: Staff assisted with two water main breaks in January. Staff issued 13 plumbing permits and 8 plumbing permits were completed in January. New water meters were installed at the Ithaca College pump station. The existing meters were tested and found to be reading low. The Cross-Connection Control Activity Report will show "Tests Completed" instead of "Annual Reminders Sent" in future reports. The change is being made due to staff no longer sending reminder letters to customers since adopting the VEPO Backflow system.</p>		#2
<p>3. Informational Items</p> <p>a. Capital Projects</p>		
<p>1. Cascadilla Creek Transmission Main Project</p> <p>The project went out to bid on January 25th, and pre-bid meeting was held on February 17th.</p>		

Project bids will be opened on March 3rd. Construction is expected to begin Spring 2023.

2. Fall Creek Transmission Main Project

Staff has paused the review of the project to focus on the Cascadilla Creek project.

3. Raw Water Pump Station Land Acquisition

Closing on the property was completed on January 30th. This item will be removed from future meeting packets.

4. Treatment Plant - Floc/Sed Room Upgrade Project

Staff continues to investigate pricing and availability of new aluminum railings to replace the original steel railings around the basins. This work is the final phase of the project.

5. Treatment Plant - Electrical Upgrade Project

Staff continues investigating upgrades to all major electrical components at the Treatment Plant, including the substation, transformers, motor controls and a new emergency generator capable of running two finished water pumps. Staff has met with Barton and Loguidice Engineers to develop the scope and coordination of the project. Staff anticipates putting this out to bid late summer.

6. Interconnection Pump Station - City of Ithaca – Staff continues investigating the possibility of adding a high lift pump at the City of Ithaca Water Treatment Plant.

7. Interconnection Pump Station - Cornell University - Staff continues investigating the possibility of adding a pump between the Commission and Cornell's East Hill Storage Tanks.

4. Committee Member Comments or Other Issues - None

5. Next Meeting – March 22, 2023 @ 12:00 Noon

Future meetings - Fourth Wednesday of the month at noon.

April 26, May 24, June 28

**Southern Cayuga Lake Intermunicipal Water Commission
Engineering and Operations Committee Meeting Agenda
March 22, 2023 @ 12:00 noon
Bolton Point Conference Room**

Agenda

Topic	Attachment	Item #
1. February 22, 2023 Meeting Notes		#1
2. February 2023 Monthly Operations Report		#2
3. Informational Items		
a. Capital Projects		
1. Cascadilla Creek Transmission Main Project		
2. Treatment Plant - Flocc/Sed Room Upgrade Project		
3. Treatment Plant - Electrical Upgrade Project		
4. Interconnection Pump Station - City of Ithaca		
5. Interconnection Pump Station - Cornell		
4. Committee Member Comments or Other Issues		
8. Next Meeting - Wednesday, April 26, 2023 @ 12:00 Noon		
Future meetings - Fourth Wednesday of the month at noon.		
May 24, June 28, July 26		

Bolton Point Personnel and Organization Committee
Wednesday, February 22, 2023

Commissioners:, Ed LaVigne, Chaired, Jack Rueckheim

Managers: Steve Riddle, Glenn Ratajczak

Absent:, Pam Bleiwas, Joe Wetmore, Pam VanGelder, Gregg Weatherby and Hugh Trimm, Shop Steward

Staff Support: Judy Drake

Meeting called to order at: 12:54 pm

1) Meeting Notes:

The Committee approved the January meeting notes.

2) Reports:

Shop Steward: Hugh Trimm reported via email that there are no grievances or issues to report.

Production Manager: Glenn reported that Brian Janik is doing well in the EMT position. Glenn thanked staff for working on President's Day for the installation of the replacement finished water flowmeter. Glenn will be attending a webinar on "Communicating UCMR5 Results." Glenn joined the NYS AWWA Regulatory committee, which reviews and discusses new regulations before they are adopted.

Finance Manager: Steve reported Pam and Winona they are keeping up, but are very busy. They were appreciative of the temporary stipend authorized by the Commission.

Distribution Manager: Steve reported Gregg and department staff are attending Code certification training in person and on-line. The annual CPR/First Aid refresher will be held in March for all staff.

Human Resources: Judy reported she has been reviewing the NYS Sexual Harassment Prevention model plan, and editing the Volunteerism policy to add a section on Professional Association volunteering.

General Manager: Steve reported seven staff members will be attending the NYAWWA conference in April. He is working with the New York Rural Water Association to host trainings in 2024 at Bolton Point.

Next meeting – 4th Wednesday March 22, 2023, at 1:00 pm.

Meeting adjourned at 1:14 pm

Bolton Point Personnel and Organization Committee
Wednesday, March 22, 2023
1:00 pm – 2:00 pm

AGENDA:

1. Review the draft February meeting notes.

2. Reports
 - a. Shop Steward
 - b. Production Manager
 - c. Distribution Manager
 - d. Finance Manager
 - e. Human Resources Manager
 - i. Volunteerism Policy- Professional Association Volunteerism Activities
 - f. General Manager

3. (if needed) Consider Executive Session to discuss the personnel history of a particular person or contract negotiations.

Next meeting- 4th Wednesday. April 26, 2023
5/24, 6/28, 7/26, 8/23, 9/27, 10/25, 11/22, 12/27