



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

Phone: 607-277-0660
Fax: 607-277-3056
www.boltonpoint.org

2023
Exhibit No.

scliwc@boltonpoint.org

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

- | | |
|---|-----|
| 1. Approval of April 6, 2023 Meeting Minutes | 034 |
| 2. Management Staff Report | 035 |
| 3. Committee Reports | |
| A. Budget and Finance Committee | |
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| 2. 2024 Budget Adoption Schedule | 037 |
| 3. Approval of the May 4, 2023 Warrants | |
| B. Engineering and Operations Committee | |
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as Lead Agency-Raw Water Pump Station Addition Project | 040 |
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| 5. Old and New Business | |
| 6. Other | |
| 7. Adjournment | |

MANAGEMENT:

STEVE RIDDLE
General Manager

GREGG WEATHERBY
Distribution

PAMELA VANGELDER
Finance

GLENN RATAJCZAK
Production

NEXT MEETING
June 8, 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
April 6, 2023

Opening:

The regular meeting of the Southern Cayuga Lake Intermunicipal Water Commission was held on Thursday, April 6, 2023 at 4:00 p.m. in the Bolton Point Conference Room.

PRESENT:

Commissioner Jack Rueckheim, Chairperson, Town of Dryden
 Commissioner Rod Howe, Treasurer, Town of Ithaca
 Commissioner Pam Bleiwas, Town of Ithaca (joined 4:03pm)
 Commissioner Ronny Hardaway, Village of Lansing
 Commissioner Don Hartill, Village of Lansing
 Commissioner Jason Leifer, Town of Dryden (joined 4:03pm)
 Commissioner Joe Wetmore, Town of Lansing
 Commissioner Linda Woodard, Village of Cayuga Heights

ALSO PRESENT:

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

ABSENT:

Commissioner Roy Staley, Vice Chairperson, Village of Cayuga Heights
 Commissioner Ed LaVigne, Town of Lansing

Commission Chairperson Jack Rueckheim called the meeting to order at 4:00pm.

1. Approval of Meeting Minutes March 9, 2023

Exhibit #027

Discussion:

MOTION by Hartill, SECOND by Hardaway, to approve the March 9, 2023 Commission meeting minutes.

(Ayes: Hardaway, Hartill, Howe, Rueckheim, Wetmore; Nays: None; Abstentions: Woodard.)

Carried

2. Management Staff Report

Exhibit #028

Item #1 – General Manager March Projects

Discussion: Mr. Riddle reported on this item and noted six staff members will be attending the NY AWWA annual conference next week. He noted that Glenn joined the NYS AWWA Regulatory committee, which reviews and discusses new regulations before they are adopted.

Item #2 – Production Department – Regulation Update

Discussion: Mr. Ratajczak reported on the regulation updates for several per- and polyfluoralkyl substances (PFAS) compounds proposed by the EPA. He shared a slideshow presentation with the Commission members that showed how these compounds can enter the water supply as well potential changes to the EPA regulations. He noted that by joining the NYS AWWA Regulatory committee , he will have the opportunity to be involved in discussions about proposed changes to testing and regulations.

Item #3 – Distribution Department Updates

Discussion: Mr. Weatherby reported on this item and noted staff will be working with the Village of Cayuga Heights on modeling their system.

Item #4 – Administration Department Highlights

Discussion: Ms. VanGelder reported on this item.

Item #5 – March 1, 2023 Billing in the Town of Ithaca

Discussion: Ms. VanGelder reported on this item and noted a slight decrease in consumption.

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. He noted that the field work for the annual external audit will begin April 17th, and that the committee plans to get started on the 2024 budget once the audit is complete.

1. February 28, 2023 Financial Report

Exhibit #029

Discussion: Mr. Howe noted the financial statements are in the packet.

2. Approval of the April 6, 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 Rueckheim, SECOND by Howe, to approve the April 6, 2023 Warrants in the amount of \$141,060.91.

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

Carried

B. Engineering and Operations Committee

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

1. February 22, 2023 Meeting Minutes

Exhibit #030

Discussion: None.

2. March 22, 2023 Meeting Agenda

Exhibit #031

Discussion: None.

C. Personnel and Organization Committee

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

1. February 22, 2023 Meeting Notes

Exhibit #032

Discussion: None

2. March 22, 2023 Meeting Agenda

Exhibit #033

Discussion: None

D. Planning and Public Affairs Committee

Discussion: None.

4. Executive Session:

Discussion: None.

5. Old and New Business

Discussion: None.

6. Other

Discussion: None.

7. Adjournment:

Meeting adjourned at 4:47pm.

Minutes submitted by: Pamela VanGelder

Approved by: Steve Riddle

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

Southern Cayuga Lake Intermunicipal Water Commission Monthly Management Report

April 28, 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 May 4, 2023 regular meeting. This report provides a summary of staff progress on the issues addressed since your regular meeting of April 6, 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 April Updates	1
2. Distribution Department Update	1
3. Administration Department Highlights	1,2
4. April 1, 2023 Billing in the Town of Dryden/Village of Lansing	2

1. General Manager April Updates

Mr. Riddle will provide updates on staff participation at the NY AWWA Conference in Saratoga Springs held April 11-12, and electrical improvement projects at the Treatment Plant and Raw Water Pump Station.

2. Distribution Department Update

Mr. Weatherby will provide an update on the Sensus pressure monitoring system currently being installed at pressure reducing stations throughout the Distribution System.

3. Administration Department Highlights

- Department Statistics Mar 2023
 - **TD/VL**
 - Non BP Water accounts 2
 - Total # of Water Bills sent 1,031
 - Total # of eBills 225

▪ **ALL**

- Work Orders prepared 35
- Final Bills calculated 13
- New Accounts 3
- Municipal payments processed 102

- Cash Disbursements \$310k
Includes:
\$20k bond pmt

- Cash Receipts \$696k

4. April 1, 2023 Billing in the Town of Dryden/Village of Lansing

April 1, 2023 Billing in the Town of Dryden/Village of Lansing				
Billing Period: 12/16/22-3/15/23				
	<u>Consumption Gals</u>		<u>Revenue</u>	
	4/1/22	4/1/23	4/1/22	4/1/23
TD	6,945,400	6,473,300	\$ 42,622.50	\$ 41,692.88
	7% Decrease		2% Decrease	
VL	31,029,900	29,367,500	\$ 184,003.96	\$ 182,512.57
	6% Decrease		1% Increase	

EXCELLENCE IN WATER QUALITY AND CUSTOMER SERVICE



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

	OPERATING FUND	DEBT SERVICE FUND	CAPITAL IMPR/REPL PROJECT FUND	TOTAL
ASSETS				
UNRESERVED CASH:				
Savings	2,219,824	255,244	1,557,599	4,032,667
Petty Cash	200	0	0	200
Total Unreserved Cash	2,220,024	255,244	1,557,599	4,032,867
RESERVED CASH:				
Fringe Benefit Reserve	105,953	0	0	105,953
Total Reserved Cash	105,953	0	0	105,953
OTHER ASSETS:				
Accounts Receivable	449,971	0	0	449,971
Prepaid Expenses	0	0	0	-
Total Other Assets	449,971	0	0	449,971
TOTAL ASSETS	2,775,948	255,244	1,557,599	4,588,791
LIABILITIES				
Accounts Payable	111,912	0	7,982	119,894
Accrued Liabilities	19,399	0	0	19,399
BAN Payable	0	0	0	0
TOTAL LIABILITIES	131,310	0	7,982	139,292
FUND BALANCE				
Reserved Fund Balance	105,940	0	0	105,940
Unexpended Fund Balance	2,538,698	255,244	1,549,617	4,343,558
TOTAL FUND BALANCE	2,644,638	255,244	1,549,617	4,449,498
TOTAL LIABILITIES and FUND BALANCE	2,775,948	255,244	1,557,599	4,588,791
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	544,516	272,487	351	817,354
LESS: YTD EXPENSES	1,203,433	19,772	677,080	1,900,285
FUND BALANCE AS OF 3/31/23	2,644,638	255,244	1,549,617	4,449,498
RECONCILIATION OF FUND BALANCE TO CASH				
FUND BALANCE AS OF 3/31/23	2,644,638	255,244	1,549,617	4,449,498
Less: Receivables & Prepays	449,971	0	0	449,971
Add: Liabilities	131,310	0	7,982	139,292
CASH BALANCE AS OF 3/31/23	2,325,977	255,244	1,557,599	4,138,820

**SOUTHERN CAYUGA LAKE INTERMUNICIPAL WATER COMMISSION
REVENUES AND EXPENSES
FOR THE THREE MONTH PERIOD ENDING MARCH 31, 2023**

	OPERATING FUND	DEBT SERVICE FUND	CAPITAL IMPR/REPL PROJECT FUND
REVENUES			
BUDGET	5,297,927	272,457	0
YTD ACTUAL	544,516	272,487	351
OVER (UNDER)	A <u>(4,753,411)</u>	<u>30</u>	<u>351</u>
% EARNED	10%	100%	
% UNEARNED	90%	0%	

EXPENSES			
BUDGET	5,297,927	272,457	0
YTD ACTUAL	1,203,433	19,772	677,080
OVER (UNDER)	B <u>(4,094,494)</u>	<u>(252,685)</u>	<u>677,080</u>
% EXPENDED	23%	7%	
% UNEXPENDED	77%	93%	

DETAILED REVENUES			
Service Charges	5,581	0	0
Cross Connection Fees	5,669	0	0
Services for Other Governments-Members	45,456	0	0
Joint Activity-Water Rents	464,088	0	0
Interest Earnings	416	30	351
Permits	16,698	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
	A <u>544,516</u>	<u>272,487</u>	<u>351</u>

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

DETAILED EXPENSES			
Water Administration	273,354	0	677,080
Source of Supply	60,240	0	0
Purification	237,379	0	0
Transmission and Distribution	172,499	0	0
Employee Benefits	187,504	0	0
Debt Service	0	19,772	0
Interfund Transfers*	272,457	0	0
	B <u>1,203,433</u>	<u>19,772</u>	<u>677,080</u>

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

2024 Budget Adoption Schedule

Date	Milestone
May 4, 2023	Commission approves proposed budget adoption schedule
May 8, 2023	Staff begins preparing department and capital project budgets
June 15, 2023	Budget and Finance Committee members receive department proposed operational and capital project budgets
June 22, 2023	Budget and Finance Committee meets with General Manager and Department Managers to discuss 2024 budget package
July 6, 2023	Budget and Finance Committee meets to discuss budget package, which is included in the July 6 Commission meeting packet, and finalizes presentation plan to the Commission
July 6, 2023	Commission is presented with report from the Budget and Finance Committee and staff on budget package and considers adoption of the Committee recommended budget
July 20, 2023	Optional —Budget and Finance Committee meets to further discuss budget package
August 3, 2023	Budget and Finance Committee meets to discuss and make any final changes to the Committee recommended budget (if not previously approved) and the 2024 water rate
August 3, 2023	Commission considers presented 2024 Committee recommended budget (if not previously approved) and the 2024 water rate.
August 7, 2023	If approved at the August 3, 2023 meeting, staff provides each member municipality with the new 2024 Bolton Point water rate. Staff delivers copies of the 2024 Tentative Budget to the Town of Ithaca
September 7, 2023	Optional —If not previously approved, Budget and Finance Committee meets to discuss and make any final changes to the proposed budget and 2024 water rate
September 7, 2023	Optional —If not previously approved, Commission considers approving the 2024 budget and water rate
September 11, 2023	Optional —If not previously approved, Staff delivers copies of the Commission’s 2024 Tentative Budget to the Town of Ithaca

New 2024 Water Rate

If a new 2024 Bolton Point water rate is approved by the Commission, the following recommended municipality deadlines allow passage of their new water rate(s) before water consumption takes place that will be billed in 2024 at the new rate.

Town of Lansing and Village of Cayuga Heights	October 16, 2023
Town of Ithaca	November 16, 2023
Town of Dryden and Village of Lansing	December 16, 2023

Engineering and Operations Committee Meeting Notes

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

Present: Roy Staley, Ed LaVigne, Steve Riddle, Glenn Rataczak, Gregg Weatherby

<u>Topic</u>	<u>Attachment</u>	<u>Item #</u>
1. February 2023 Meeting Notes		#1
The Committee found the notes to be acceptable as presented.		
2. February 2023 Monthly Operations Report		#2
Glenn provided the Production and Electrical/Mechanical portion of the report: February finished water production was slightly lower than 2021 and 2022. Staff completed cleaning and inspection of the Treatment Plant's north flocculation and sedimentation basins. The basins are cleaned and inspected on a biennial basis. Jones Specialty Services replaced the finished water flowmeter, associated piping and new actuated butterfly valve. The new valve was installed to allow quick isolation of the transmission main where it exits the facility in an emergency. The monthly Heath Department report was routine.		
Gregg provided the Distribution portion of the report: Staff assisted with the repair of five water main breaks. Staff repacked and repaired five pressure reducing valves in February. Seven customer water meters were replaced in February due to damage caused by freezing. Water usage for the Commission's 18 large users was down 2.8 percent in February.		
3. Informational Items		
a. Capital Projects		
1. Cascadilla Creek Transmission Main Project		
Project bids were opened on March 3 rd , with R.B. Robinson Construction appearing to be the low bidder. Barton and Loguidice Engineers will review all bid documents and recommend the project award in late March. 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. 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.		

- 4. 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.
- 5. 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.
- 6. 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 - April 26, 2023 @ 12:00 Noon

**Future meetings - Fourth Wednesday of the month at noon.
May 24, June 28, July 26**

**Southern Cayuga Lake Intermunicipal Water Commission
Engineering and Operations Committee Meeting Agenda
April 26, 2023 @ 12:00 noon
Bolton Point Conference Room**

Agenda

Topic	Attachment	Item #
1. March 22, 2023 Meeting Notes		#1
2. March 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		
6. Raw Water Pump Station Addition Project		
4. Committee Member Comments or Other Issues		
8. Next Meeting - Wednesday, May 24, 2023 @ 12:00 Noon		
Future meetings - Fourth Wednesday of the month at noon. June 28, July 26, August 23		

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

**Resolution Declaring the Intent Of The
Southern Cayuga Lake Intermunicipal Water Commission
To Act As Lead Agency - Bolton Point Water System - Raw Water Pump Station Addition
Project
May 4, 2023**

WHEREAS, the Southern Cayuga Lake Intermunicipal Water Commission (SCLIWC) is proposing the Bolton Point Water System Raw Water Pump Station Addition Project (Project), located in the Village of Lansing, Tompkins County, New York; and

WHEREAS, the Project has been classified as an “Unlisted Action” as defined by the State Environmental Quality Review Act (SEQRA) in 6 NYCRR Part 617.2; and

WHEREAS, it is the intent of the SCLIWC Board of Commissioners to assume the role of “Lead Agency” for purposes of conducting a SEQRA assessment of the Project; and

WHEREAS, Part I of a Short Environmental Assessment Form (SEAF) has been completed (attached), reviewed by the SCLIWC Board of Commissioners, and will be circulated to all Involved Agencies for purposes of establishing the SCLIWC Board of Commissioners as “Lead Agency” in accordance with 6 NYCRR Part 617.6(b).

NOW, THEREFORE, BE IT

RESOLVED AND DETERMINED, that the Chairperson of the SCLIWC Board of Commissioners hereby is authorized to sign Part I of the Short Environmental Assessment Form (page 3); and it is further

RESOLVED AND DETERMINED, that the SCLIWC Board of Commissioners will send said Part I of the Short Environmental Assessment Form and associated site figure to the attached list of “Interested/Involved Agencies” under cover of a “Notice of Intent to Establish Lead Agency” letter for purposes of establishing Lead Agency status under SEQRA; and it is further

RESOLVED, that the Chairperson of the SCLIWC Board of Commissioners, together with the SCLIWC Attorney and Barton and Loguidice, D.P.C., are hereby authorized to take all actions, serve all notices, and complete all documents required to give full force and effect to this determination.

Moved:

Seconded:

Vote:

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

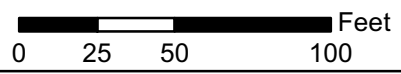
Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information			
Name of Action or Project: Bolton Point Water System Raw Water Pump Station Addition			
Project Location (describe, and attach a location map): Village of Lansing, Tompkins County, New York			
Brief Description of Proposed Action: The Southern Cayuga Lake Intermunicipal Water Commission (SCLIWC) operates the Bolton Point Water System, which is owned by the Towns of Dryden, Ithaca and Lansing, and the Villages of Cayuga Heights and Lansing. The SCLIWC is planning to upgrade the electrical control equipment in its Raw Water Pumping Station (RWPS), which is located on the shore of Cayuga Lake. There is insufficient space in the existing pump station to fit all of this equipment. To accommodate this work, the SCLIWC is planning to construct a building addition to house the new equipment on the north side of the RWPS. The SCLIWC purchased the adjacent parcel to the north to accommodate this addition. Prior to building construction, the grade elevation must be raised above the base flood elevation to ensure the resiliency of this critical infrastructure so that the RWPS remains operational during future flood events. A revetment along the shore of Cayuga Lake (approximately 100 feet along the shoreline) will be installed to support the elevated grade and protect the shoreline from erosion. See Figure 1, attached.			
Name of Applicant or Sponsor: Southern Cayuga Lake Intermunicipal Water Commission, c/o Jack Rueckheim, Chairperson		Telephone: 607-277-0660 E-Mail: scliwc@boltonpoint.org	
Address: 1402 East Shore Drive			
City/PO: Ithaca		State: NY	Zip Code: 14850
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.		NO <input type="checkbox"/>	YES <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval: <small>Tompkins County Health Dept- design approval; NYSDEC- Section 401 and Article 15 permits; USACE- Section 10 and 404 permits; Village of Lansing- local floodplain development permit; NYSOGS- State-owned Lands Underwater Permit; NYS Canal Corp-Occupancy and Work Permit</small>		NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ 0.77 acres b. Total acreage to be physically disturbed? _____ ~0.2 acres c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ 0.77 acres			
4. Check all land uses that occur on, are adjoining or near the proposed action: <input type="checkbox"/> Urban <input checked="" type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban) <input checked="" type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input checked="" type="checkbox"/> Aquatic <input checked="" type="checkbox"/> Other(Specify): Public Water Supply <input type="checkbox"/> Parkland			

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels? b. Are public transportation services available at or near the site of the proposed action? c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	NO <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____ _____	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ _____	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ The proposed project will not generate wastewater. _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places? b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	NO <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency? b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ A wetland delineation was completed in April 2022. No freshwater wetlands were identified within the project site. One stream and two stormwater drainage channels were observed outside of the proposed limits of disturbance. The site elevation and shoreline revetment will involve fill below the ordinary high water elevation (OHWE)/mean high water level (MHWL) of Cayuga Lake (383.5 feet NGVD). _____	NO <input type="checkbox"/> <input type="checkbox"/>	YES <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input checked="" type="checkbox"/> Shoreline <input checked="" type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered? <small>USWFS IPaC: Northern Long-eared Bat (<i>Myotis septentrionalis</i>- endangered), Monarch Butterfly (<i>Danaus plexippus</i>- candidate species), NYSDEC Environmental Resource Mapper: Lake Sturgeon (<i>Acipenser fulvescens</i>, threatened), NY Nature Explorer: Drummond's Rock Cress (<i>Boechera stricta</i>-threatened), Yellow Giant Hyssop (<i>Agastache nepetoides</i>-threatened)</small>	NO	YES
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
16. Is the project site located in the 100-year flood plan?		
	NO	YES
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,		
a. Will storm water discharges flow to adjacent properties?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If Yes, briefly describe: _____ _____ The new building addition will result in a small increase in impervious surface. Stormwater will be directed to Cayuga Lake. Appropriate erosion and sediment control measures will be implemented during construction to prevent turbid runoff from entering the Lake.		
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: _____ _____		
	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____		
	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____		
	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor/name: <u>Jack Rueckheim, Chairperson</u> Date: _____ Signature: _____ Title: <u>Chairperson, SCLIWC</u>		



**Bolton Point Water System
Raw Water Pump Station Addition Project
SEQRA**

List of Involved Agencies

Ronny Hardaway, Mayor
Village of Lansing
2405 N. Triphammer Road
Ithaca, NY 14850-1013
ronny.hardaway@gmail.com

Scott Freyburger, P.E.
Tompkins County Health Department
Environmental Health Division
55 Brown Road
Ithaca, NY 14850
tceh@tompkins-co.org

Elizabeth Tracy, Regional Permit Administrator
NYSDEC Region 7
615 Erie Boulevard West, Room 206
Syracuse, NY 13204-2400
dep.r7@dec.ny.gov

NYS Canals Corporation
Syracuse Division
149 Northern Concourse, Suite 400
North Syracuse, NY 13212

Ralph W. Hill, PLS
NYS Office of General Services
State Asset & Land Management
39th Floor, Corning Tower
Empire State Plaza
Albany, NY 12242
ralph.hill@ogs.ny.gov

List of Interested Agencies

NYS Office of Parks, Recreation and Historic Preservation
Division for Historic Preservation
Peebles Island
PO Box 189
Waterford, NY 12205-0189

**Bolton Point Water System
Raw Water Pump Station Addition Project
SEQRA**

Other Entities Provided Copies of SEQRA Documents

Bridget Brown
U.S. Army Corps of Engineers
Buffalo District - Auburn Field Office
7413 County House Road
Auburn, NY 13021
Bridget.Brown@usace.army.mil

Johanna Duffy
Barton & Loguidice, D.P.C.
443 Electronics Parkway
Liverpool, NY 13088
jduffy@bartonandloguidice.com

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

Commissioners: Ed LaVigne, Chair, Joe Wetmore, and Pam Bleiwas Managers: Steve Riddle, Glenn Ratajczak, Pam VanGelder, and Gregg Weatherby

Absent: Jack Rueckheim Shop Steward: Kyle Fellows

Staff Support: Judy Drake Meeting called to order at: 12:59 pm

1) Meeting Notes:

The Committee approved the February meeting notes.

2) Reports:

Shop Steward: Kyle Fellows reported that there are no grievances or issues to report.

Production Manager: Glenn reported he attended a watershed training. He explained that the EPA has proposed new regulations on Polyfluoroalkyl substances (PFAS), which staff expects to hear additional information on at the NYS AWWA conference in Saratoga in April. Glenn attended a webinar on “Communicating UCMR5 Results”. Glenn joined the NYS AWWA Regulatory committee, which reviews and discusses new regulations before they are adopted.

Glenn discussed plans for filling an operator position, as we have been given notice of that an employee is planning to retire in 2024. One year of on the job training is required before they can apply for their IIA water treatment license.

Brian Janik has been with us for 3 months and is doing well. Brian will be added to the EMT On-Call work schedule this month.

Distribution Manager: Gregg reported that department staff has attended Code Enforcement recertification trainings and webinars. The annual CPR/First Aid refresher training was held for all staff. Lew Troast, from PERMA, provided annual safety training for all staff in March. Judy will be providing Sexual Harassment Prevention training in April. Violence in the Workplace Prevention training will occur in December. Internal Confined space training has been completed.

Hugh Trimm received his recertification for Backflow prevention.

Finance Manager: Pam reported that she and Winona are keeping up, but are very busy. She has met with Steve to start working on filling one of the open positions. Auditors will be onsite in April.

Human Resources: Judy reported that the Town has converted to a new payroll system.

Volunteerism Policy- Professional Association Volunteerism Activities- Steve thought the wording of the proposed policy would meet Bolton Point’s needs. Committee seemed fine with it and will discuss further in April.

COVID-19 Pay- This program has been running for several months and Judy asking if it is time to end the benefit.

Tompkins County and City of Ithaca have ended the COVID pay program. Joe wanted to make sure that sick time would need to be used. The Committee addressed the fact that BPWS doesn’t

have follow town's policy. Judy will be looking into the status of the pay requirements for future discussion.

General Manager: Steve reported that the Cascadilla Creek Transmission Main project construction is starting up soon, as are many municipalities projects. Steve thanked Gregg for coordinating all the safety training programs.

Steve thanked Glenn for working on the additional testing regulations for PFAS. Glenn explained that under EPA the new testing requirements will be in place within 3 years.

Steve thanked Pam and Winona for their dedication and hopes to get them help soon.

Next meeting – 4th Wednesday April 26, 2023, at 1:00 pm.

Meeting adjourned at 1:20 pm

Bolton Point Personnel and Organization Committee
Wednesday, April 26, 2023
1:00 pm – 2:00 pm

AGENDA:

1. Review the draft March meeting notes.

2. Reports
 - a. Shop Steward
 - b. Finance Manager
 - c. Production Manager
 - d. Distribution Manager
 - e. Human Resources Manager
 - i. Volunteerism Policy- Professional Association Volunteerism Activities
 - ii. NYS COVID 19 Leave requirements in effect
 - 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. May 24, 2023
6/28, 7/26, 8/23, 9/27, 10/25, 11/22, 12/27