

**OFFICIAL MINUTES OF THE MUNICIPAL UTILITY COMMISSION
OF THE VILLAGE OF BATH
REGULAR MEETING
MAY 14, 2019**

This Regular Meeting of the Municipal Utility Commission (Commission) of the Village of Bath was held on the 14th of May, 2019, at the office of Bath Electric, Gas and Water Systems (BEGWS), located at 7 South Avenue, Bath, New York 14810. The meeting was called to order by Jeffrey Muller, Chairman of the Commission, at 4:33 p.m.

Present:

Commissioner, Chairman:	Jeffrey Muller	
Commissioner, Vice Chairman:	Mark Alger	
Commissioner:	Vernard Anderson	
Commissioner:	Keith Becken	
Board of Trustees Liaison, Mayor:	William von Hagn	
Commission Clerk / BEGWS Typist:	Samantha Voss	
BEGWS Director of Municipal Utilities:	Erin Bonacci	
BEGWS Assistant Director of Municipal Utilities:	Mitchell Alger	
BEGWS UGLM Supervisor:	Andrew Burdin	Left 4:51 p.m.
Village of Bath Wastewater Treatment Plant Chief Operator, Camden Group:	Donald Tuscano	Left 6:54 pm
CSEA Treasurer-Secretary / BEGWS Consumer Service Clerk/:	Kristina Towner	

Absent:

Commissioner: Robert Plaskov

Approval of May Regular Meeting Minutes:

Motion made by Commissioner Alger, seconded by Commissioner Anderson, to approve the minutes of the Regular Meeting held May 9, 2019. All present were in favor and the motion was carried.

Approval of March Special Meeting Minutes:

Motion made by Commissioner Becken, seconded by Commissioner Alger, to approve the minutes of the Special Meeting held March 5, 2019. All present were in favor and the motion was carried.

Approval of March Special Meeting Minutes:

Motion made by Commissioner Becken, seconded by Commissioner Alger, to approve the minutes of the Special Meeting held March 20, 2019. All present were in favor and the motion was carried.

Approval of March Special Meeting Minutes:

Motion made by Commissioner Alger, seconded by Commissioner Andersen, to approve the minutes of the Special Meeting held March 22, 2019. All present were in favor and the motion was carried.

Audit of Bills:

Motion made by Commissioner Alger, seconded by Commissioner Becken, to approve the abstract and payment of the April bills in the amount of \$1,030,922.82. All present were in favor and the motion was carried.

Supervisors' Reports:

Mark W. Hawk, BEGWS Electric Line Supervisor:
Electric Line Department Report was received.

Steven Larsen, BEGWS Utility Service Supervisor:
Utility Service Department Report was received.

Andrew Burdin, BEGWS Underground Lines and Mains Supervisor:
Underground Lines and Mains Department Report was received.

Donald Tuscano, Camden Group, Village of Bath Wastewater Treatment Plant Chief Operator:
Wastewater Treatment Plant Report was received.

Samantha Voss, BEGWS Typist (designated by Director of Municipal Utilities to prepare report):
Accounting/Consumer Services Report was received.

Appointment of Maintenance Person:

Motion made by Commissioner Andersen, seconded by Commissioner Alger, to appoint Jeffrey Rodbourn and Matthew Treat to the position of Maintenance Person, subject to successful completion of the probationary period as defined in Civil Service Law, with a starting date determined and agreed upon by Director Bonacci. All present were in favor and the motion was carried.

The following individual left the Regular Meeting at 4:51 p.m.

- **Andrew Burdin**

FEMA Rates for Mutual Aid:

Motion made by Commissioner Alger, seconded by Commissioner Becken, to accept and adopt the latest version of FEMA schedule of rates for vehicles, equipment, *etc.* for mutual aid events. All present were in favor and the motion was carried.

NYMPA Annual Meeting:

Motion made by Commissioner Becken, seconded by Commissioner Alger, approving Director Bonacci's attendance at the NYMPA Annual Meeting, held on May 22, 2019 in Syracuse, New York. All present were in favor and the motion was carried.

Voting Delegate at NYMPA Annual Meeting:

Motion made by Commissioner Alger, seconded by Commissioner Becken, to approve the NYMPA resolution designating Director Bonacci as the voting delegate for the Village of Bath at the NYMPA Annual Meeting. All present were in favor and the motion was carried.

RESOLUTION

At a regular meeting of the Municipal Utility Commission of the City/Town/Village of Bath, New York, held on May 14, 2019, the following resolution was adopted:

Moved by Commissioner, seconded by Commissioner

WHEREAS, the Municipal Utility Commission of the City/Town/Village of Bath, New York, is a municipal member of the New York Municipal Power Agency, and

WHEREAS, in accordance with the bylaws of New York Municipal Power Agency, each municipal member may cast one vote on each transaction properly brought before this meeting,

NOW THEREFORE BE IT RESOLVED, that Erin Bonacci be and is hereby designated as the accredited delegate of the City/Town/Village of Bath, New York.

On roll call: Affirmative: Negative:

I certify that this resolution was adopted by the Municipal Utility Commission of the City/Town/Village of Bath, New York on the 14th day of May, 2019.

Janet D. Voss
Signature

Municipal Utility Clerk
Title

NYMPA Board of Directors Candidacy:

Motion made by Commissioner Anderson, seconded by Commissioner Alger, approving the candidacy of Erin Bonacci, Director of Municipal Utilities for Bath Electric, Gas and Water Systems, for the NYMPA Board of Directors. All present, including the Board of Trustees Liaison, Mayor William von Hagn, were in favor and the motion was carried.

Purchase of GPS:

Motion made by Commissioner Anderson, seconded by Commissioner Becken, authorizing Director Bonacci to proceed with the purchase GPS equipment, which is to be reimbursable through IEEP, for an amount not-to-exceed \$20,000. All present were in favor and the motion was carried.

GIS Licensing and Training:

Motion made by Commissioner Becken, seconded by Commissioner Alger, authorizing Director Bonacci to proceed with obtaining the GIS license(s), which are to be eligible for recovery through the SIP mechanism, for an amount not-to-exceed \$5,000.00. All present were in favor and the motion was carried.

GIS Supplies:

Motion made by Commissioner Alger, seconded by Commissioner Becken, authorizing Director Bonacci to purchase a desktop computer and two monitors to house and support the GIS software for an amount not-to-exceed \$2,000. All present were in favor and the motion was carried.

CBDG Grant:

Motion made by Commissioner Becken, seconded by Commissioner Alger, recommending the Village of Bath Board of Trustees approve the submission of a CBDG grant application (grant amount \$50,000) for the gas utility improvements planning and asset management for all four utilities. All present were in favor and motion was carried.

The following individual left the Regular Meeting at 6:16 p.m.

- **Mitchell Alger**

CBDG Forms:

Motion made by Commissioner Anderson, seconded by Commissioner Alger, recommending the Village of Bath Board of Trustees approve the Environmental Review forms required for the CBDG community study of the Village's water system. All present were in favor and the motion was carried.

RFP Evaluation:

Motion made by Commissioner Becken, seconded by Commissioner Anderson, authorizing Director Bonacci to proceed with a Request for Proposals (RFP) for the Village's water system evaluation. All present were in favor and the motion was carried.

The following individual return to the Regular Meeting at 6:18 p.m.

- **Mitchell Alger**

Resignation of Donald Tuscano:

Motion made by Commissioner Alger, seconded by Commissioner Becken, to accept with regret the resignation of Donald Tuscano, effective May 31, 2019. All present were in favor and the motion was carried.

Wastewater Treatment Operator Certification:

Motion made by Commissioner Anderson, seconded by Commissioner Becken, to approve the coursework required for Director Bonacci to pursue her wastewater treatment operator certification (Basic Laboratory Procedures, Basic Operations of Wastewater Treatment Plants, Activated Sludge Wastewater Treatment, Grade 3 Supervision and Technical Operations). All present were in favor and the motion was carried.

PERMA Annual Meeting:

Motion made by Commissioner Anderson, seconded by Commissioner Becken, approving the attendance of the Assistant Director Alger and Samantha Voss at the PERMA Annual Conference on May 23-24, 2019 in Bolton Landing, New York. All present were in favor and the motion was carried.

Payments to Customers:

Motion made by Commissioner Alger, seconded by Commissioner Anderson, authorizing Director Bonacci to approve payments to customers for amounts not-to-exceed \$200.00, and for payments to customers up to \$500.00 with the approval of the Commission Chairman Muller and Director Bonacci. All present were in favor and the motion was carried.

Adjourn Regular Meeting/Executive Session:

Motion made by Commissioner Becken, seconded by Commissioner Alger, to enter into Executive Session at 6:45 p.m. for the purposes of: (1) discussing matters leading to the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation (Personnel); (2) Discussions regarding proposed, pending or current litigation (Litigation); (3) Collective negotiations pursuant to Article 14 of the Civil Service Law (Negotiations). All present were in favor and the motion was carried.

The following individual left the Regular Meeting at 6:45 p.m.

- Kristina Towner
- Donald Tuscano

Return to Regular Meeting:

Motion made by Commissioner Becken, seconded by Commissioner Alger, to return to the Regular Meeting at 7:50 p.m. All present were in favor and the motion was carried.

The following individual returned to the Regular Meeting at 7:50 p.m.

- Kristina Towner

Resignation of Donald Bates:

Motion made by Commissioner Alger, seconded by Commissioner Anderson, to accept with regret the retirement resignation of Donald Bates. All present were in favor and the motion was carried.

Adjournment:

Motion made by Commissioner Becken, seconded by Commissioner Alger, to adjourn the Regular Meeting at 7:51 p.m. All present were in favor and the motion was carried.

Respectfully submitted by:

Samantha Voss
Municipal Utility Commission Clerk

NEXT REGULAR MEETING SCHEDULED FOR JUNE 11, 2019 @ 4:30 P.M.