

**OFFICIAL MEETING MINUTES
OF THE MUNICIPAL UTILITY COMMISSION
OF THE VILLAGE OF BATH
REGULAR MEETING
October 8, 2019**

This Regular Meeting of the Municipal Utility Commission (Commission) of the Village of Bath was held on the 8th of October 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 4:30 p.m.

Present:

Utility Commissioner, Chairman:	Jeffery Muller
Utility Commissioner Vice Chairman:	Mark Alger
Utility Commissioner:	Keith Becken
Utility Commissioner:	Robert Plaskov
Utility Commissioner:	Vernard Anderson
Board of Trustees Liaison, Mayor:	William von Hagn
Utility Commission Clerk / BEGWS Typist:	Samantha Voss
BEGWS Director of Municipal Utilities:	Erin Bonacci BEGWS
BEGWS Assistant Director of Municipal Utilities:	Mitchell Alger
BEGWS Utilities Asset Manager:	Matthew Whedbee

left 4:39 p.m.

Approval of Minutes:

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

Audit of Bills:

Motion made by Commissioner Plaskov, seconded by Commissioner Alger, to approve payment of the September abstracts in the amount of \$856,745.39. All present were in favor and the motion was carried.

Supervisor/Department Reports:

Mark Hawk, BEGWS Electric Line Supervisor:

Electric Line Department Report was received.

Steven Larsen, BEGWS Utility Service Department Supervisor: Utility

Service Department Report was received.

Andrew Burdin, Underground Lines and Mains Supervisor:

Underground Lines and Main Department Report was received.

Erin Bonacci, Director of Municipal Utilities (collaboration effort with James Hoad):

Waste Water Treatment Plant Report was received.

Samantha Voss, BEGWS Typist (collaboration and team effort):

Accounting/Consumer Services Report was received.

Matthew Whedbee left the Regular Meeting at 4:39 p.m.

AutoCAD Subscription:

Motion made by Commissioner Plaskov, seconded by Commissioner Alger, contingent on NYSDPS Staff approval to include in the System Improvement Plan (SIP) surcharge for the Gas utility, to authorize Director Bonacci to purchase a single user Architecture Engineering and Construction Collection subscription for an amount not-to-exceed \$2,700.00. All present were in favor and the motion was carried.

NYSDOT Sidewalk Agreement:

Motion made by Commissioner Plaskov, seconded by Commissioner Anderson, to authorize Director Bonacci to sign the agreement for NYSDOT Sidewalk Project. All present were in favor and the motion was carried.

NYMPA Semi-Annual Meeting:

Motion made by Commissioner Alger, seconded by Commissioner Becken, authorizing the attendance of Director Bonacci and Assistant Director Alger to attend the NYMPA Semi-Annual Meeting held on October 30, 2019 in Syracuse, New York. All present were in favor and the motion was carried.

NYMPA Semi-Annual Meeting Delegate:

RESOLUTION

V. Bath MUC

At a regular meeting of the _____ of the City/Town/Village of Bath, New York, held on Oct. 8, 2019, the following resolution was adopted:

Moved by Commissioner Plaskov, seconded by Commissioner Alger

WHEREAS, the MUC 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: 4 Negative: 0

I certify that this resolution was adopted by the MUC of the City/Town/Village of Bath, New York on the 8th day of October, 2019

[Signature]
Signature

Utility Commission Clerk
Title

MEUA Accounting & Finance Workshop:

Motion made by Commissioner Alger, seconded by Commissioner Plaskov, approving the attendance of Assistant Director Alger and Accountant Kris New to attend the MEUA Accounting & Finance Workshop held on October 16-17, 2019 in Syracuse, New York. All present were in favor and the motion was carried.

Club View Drive Water Main Replacement and Gas Main Installation:

Motion made by Commissioner Becken, seconded by Commissioner Alger, approving Pay Application No. 1 for John F & John P. Wenzel Contractors, Inc. for the amount of \$43,241.15. All present were in favor and the motion was carried.

Club View Drive Gas Main Installation:

Motion made by Commissioner Alger, seconded by Commissioner Plaskov, to amend the motion carried on September 9, 2019 to read, "Authorizing Director Bonacci to contract out, in accordance with General Municipal Law and Village of Bath Procurement Policy, the directional drilling and hot tapping of the high pressure steel gas main on May Street for an amount not-to-exceed \$8,000." All present were in favor and the motion was carried.

Water Main Replacement and Gas Main Installation:

Motion made by Commissioner Andersen, seconded by Commissioner Alger, authorizing Director Bonacci to retain Hunt Engineers for professional services related to the engineering design of the water main replacement and gas main installation for Muck Circle, Park Place, Perkins Place, and East Washington Street Extension for a fee not-to-exceed \$35,000.00. Commissioner Plaskov opposed, all remaining were in favor and the motion was carried.

Water Tank Inspections:

Motion made by Commissioner Plaskov, seconded by Commissioner Becken, to increase the authorized fee for Larson Design Group from \$50,000 to \$70,000 to accommodate the inspection of the water tanks to be performed by Tank Industry Consultants. All present were in favor and the motion was carried.

Soliciting Proposals for Rehabilitation of Well Nos. 4, 6 & 7 Discharge Piping:

Motion made by Commissioner Plaskov, seconded by Commissioner Becken, authorizing Director Bonacci to solicit proposals for professional services related to the engineering design for rehabilitating the discharge piping at Well Nos. 4, 6, and 7. All present were in favor and the motion was carried.

Retaining Metzger Engineering Services:

Motion made by Commissioner Becken, seconded by Commissioner Alger, authorizing Director Bonacci to retain Metzger Engineering Services for professional services related to the emergency response, the emergency preparedness, vulnerability assessment, and cybersecurity assessment for a fee not to exceed \$5,000. All present were in favor and the motion was carried.

Five Star Investments:

Motion made by Commissioner Plaskov, seconded by Commissioner Alger, authorizing Director Bonacci and the Accounting and Finance Committee, which consists of Commissioner Alger and Commissioner Plaskov to meet with Five Star Bank and the Village Treasurer regarding investment(s) of the Utility Holding Account funds. All involved will uphold our fiduciary responsibilities, the need to pay our bills along with the need to earn a reasonable return on our investments. All present were in favor and the motion was carried.

Declaration of Surplus Office Furniture:

Motion made by Commissioner Plaskov, and seconded by Commissioner Alger, to declare the unused office furniture as surplus and to be disposed of as determined by Director Bonacci. All present were in favor and the motion was carried.

AutoCAD Training for Matt Whedbee:

Motion made by Commissioner Plaskov, and seconded by Commissioner Alger, approving Utilities Asset Manager Matthew Whedbee to attend the AutoCAD training offered by Steuben County for Matt Whedbee for an amount not-to-exceed \$900. All present were in favor and the motion was carried.

Adjourn Regular Meeting/Executive Session:

Motion made by Commissioner Alger, seconded by Commissioner Andersen, to enter into Executive Session at 7:10 p.m. for the purposes of: (1) matters leading to the appointment of particular person(s); (2) proposed acquisition, sale or lease of real property; (3) discussions regarding proposed litigation. All present were in favor and the motion was carried.

Return to Regular Meeting:

Motion made by Commissioner Alger, seconded by Commissioner Plaskov, to return to the Regular Meeting at 8:22 p.m. All present were in favor and the motion was carried.

Retaining Duncan, Weinberg, Genzer and Pembroke:

Motion made by Commissioner Plaskov, seconded by Commissioner Alger, authorizing Director Bonacci to retain Duncan, Weinberg, Genzer and Pembroke for professional services related to general counsel on all utility matters for a fee not-to-exceed \$10,000 for services related to all utilities. All present were in favor and the motion was carried.

Retaining Keuka Appraisals:

Motion made by Commissioner Plaskov, seconded by Commissioner Alger, authorizing Director Bonacci to retain Keuka Appraisals for professional services related to the appraisal of select properties in the Village of Bath for a fee not-to-exceed \$5,000. All present were in favor and the motion carried.

Adjournment:

Motion made by Commissioner Alger, seconded by Commissioner Plaskov, to adjourn the Regular Meeting at 8:23 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
December 10, 2019, 4:30 P.M.**