

**Village of Bath Municipal Utility Commission  
Regular Meeting – December 17, 2021**

**Official Meeting Minutes**

The Municipal Utility Commission of the Village of Bath (Commission) held its Regular Meeting on the 17<sup>th</sup> day of December, 2021, at the Commercial 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 10:38 a.m.

**Commissioners Present:**

Jeffrey Muller, Chairman  
Mark Alger, Vice Chairman  
Keith Becken  
Robert Plaskov  
Vernard Anderson

**Others Present:**

Erin Bonacci, BEGWS Director of Municipal Utilities  
Tom Posella, BEGWS Assistant Director of Municipal Utilities  
Samantha Voss, Municipal Utility Commission Clerk / BEGWS Typist  
Jordan Snell, CSEA BEGWS Unit Vice-President / BEGWS Accountant  
Kris New, CSEA BEGWS Unit President / BEGWS Accountant

**Approval of Minutes:**

Motion made by Commissioner Alger, seconded by Commissioner Plaskov, to approve the meeting minutes of the Regular Meeting held on November 9, 2021. All present were in favor and the motion was carried.

**Audit of Bills:**

Motion made by Commissioner Alger, seconded by Commissioner Becken, to approve payment of the November abstracts in the amount of \$1,143,727.06. All present were in favor and the motion was carried.

**USEPA Administrative Order on Consent for Risk & Resiliency Assessment, Emergency Response Plan:**

Motion made by Commissioner Alger, seconded by Commissioner Plaskov, to acknowledge the Administrative Order on Consent issued by the USEPA and authorize Director Bonacci to sign the Order. All present were in favor and the motion was carried.

**First Aid/CPR/AED Training:**

Motion made by Commissioner Becken, seconded by Commissioner Alger, to approve the First AID/CPR/AED training for an amount not-to-exceed \$5,000. All present were in favor and the motion was carried.

**Excavation and Trench Training:**

Motion made by Commissioner Plaskov, seconded by Commissioner Alger, to approve the Excavation and Trench Training for an amount not-to-exceed \$1,950. All present were in favor and the motion was carried.

**Purchase of a Trench Box:**

Motion made by Commissioner Becken, and Commissioner Alger, to approve the purchase of a Trench Box for an amount not-to-exceed \$8,500 in accordance with Village of Bath Procurement Policy. All present were in favor and the motion was carried.

**Electric Depreciation Reserve Fund Transfer:**

Motion made by Commissioner Alger, seconded by Commissioner Plaskov, to approve the transfer from the Utility Holding Fund to the Electric Depreciation Reserve Fund in the amount of \$277,699.32. All present were in favor and the motion carried.

**Equipment Purchases and Rentals:**

Motion made by Commissioner Alger, seconded by Commissioner Plaskov, approving the continuation of renting of equipment at 80% per the OGS Contract Procurement. All present were in favor and the motion was carried.

**Purchase of Materials for Gas Main, Gas Service Line and Gas Meter Systems:**

Motion made by Commissioner Plaskov, seconded by Commissioner Alger, authorizing the purchase of materials for the gas main line system, gas service line system, and gas meter systems up to \$20,000 for each in accordance with the Village of Bath's Procurement Policy and New York State General Municipal Law . All present were in favor and the motion was carried.

**Increase Purchase Price of U-4 Replacement:**

Motion made by Commissioner Anderson, seconded by Commissioner Alger, to increase the purchase price of U-4's replacement for an amount not-to-exceed \$4,000 for the 2022 chassis and upgraded service body. All present were in favor and the motion carried.

Motion made by Commissioner Alger, seconded by Commissioner Anderson, to amend the previous motion increasing the purchase price of the U-4's replacement for an amount not-to-exceed \$4,000 following receipt of proof for escalation in the Bid Documents. All present were in favor and the motion carried.

**Surplus Offers:**

Motion made by Commissioner Anderson, seconded by Commissioner Alger, to accept the surplus offers from RTI Auctions' auction results totaling \$31,419. All present were in favor and the motion carried.

**Increase Authorized Amount for Over Head Door Repairs:**

Motion made by Commissioner Plaskov, seconded by Commissioner Alger, to authorize the increase the amount of the repairs to the Shop and WWTP overhead doors to \$2,346.00. All present were in favor and the motion carried.

**HVAC Preventative Maintenance Program:**

Motion made by Commissioner Alger, seconded by Commissioner Anderson, to approve the preventative maintenance program for the Commercial Office and Shop HVAC equipment, and to authorize Director Bonacci to retain Isaac Heating & Air Conditioning for a cost to not-to-exceed \$3,075. All present were in favor and the motion carried.

**Greg Havens Retirement:**

Motion made by Commissioner Plaskov, seconded by Commissioner Alger, to accept with regret the retirement of Greg Havens effective December 18, 2021. All present were in favor and the motion carried.

**Maintenance Person Vacancy:**

Motion made by Commissioner Anderson, seconded by Commissioner Alger, to authorize Director Bonacci to hire Jeffery Laverty as a Maintenance Person. All present were in favor and the motion carried.

Motion made by Commissioner Anderson, seconded by Commissioner Becken, to Director Bonacci to hire Zachary Woodworth as a Maintenance Person. Commission Plaskov abstained; the remaining Commissioners were in favor and the motion carried.

*Samantha Voss left the Regular Meeting at 11:45 a.m. to prepare for the BEGWS Holiday Luncheon*

**Employee Assistance Program**

Motion made by Commissioner Alger, seconded by Commissioner Plaskov, to approve an Employee Assistance Program (EAP) and to authorize Director Bonacci to retain Comp Psych to provide the EAP for prorated amount of \$1,200 for January 1, 2022 to May 31, 2022 and then \$3,000 annually for the next three years. All present were in favor and the motion passed.

*Jordan Snell and Kris New left the Regular Meeting at 11:54 a.m.*

**Executive Session:**

Motion made by Commissioner Plaskov, seconded by Commissioner Becken, to leave Open Meeting and enter into Executive Session at 11:54 a.m. for matters leading to the employment a particular person(s). All present were in favor and the motion was carried.

Motion made by Commissioner Plaskov, seconded by Commissioner Alger, to leave Executive Session and return to Open Meeting at 12:05 p.m. All present were in favor and the motion was carried.

**Adjournment:**

Motion made by Commissioner Alger, seconded by Commissioner Plaskov, to adjourn the Regular Meeting at 12:05 p.m. All present were in favor and the motion was carried.

Respectfully submitted by:

Samantha Voss  
Municipal Utility Commission Clerk

Erin B. Bonacci  
Director of Municipal Utilities

**Next Regular Meeting Scheduled For:  
January 11, 2022 at 4:30 P.M.**