

**Village of Bath Municipal Utility Commission  
Regular Meeting – September 13, 2022**

**Official Meeting Minutes**

The Municipal Utility Commission of the Village of Bath (Commission) held a Regular Meeting on the 13<sup>th</sup> day of September 2022. The meeting was called to order by Mark Alger, Vice Chairman of the Commission, at 4:35 p.m.

**Commissioners Present:**

Mark Alger, Vice Chairman  
Keith Becken  
Vernard Anderson

**Commissioners Absent:**

Jeffrey Muller, Chairman  
Robert Plaskov

**Others Present:**

Erin Bonacci, BEGWS Director of Municipal Utilities  
Matthew Whedbee, BEGWS Utilities Asset Manager  
Kris New, BEGWS Accountant / CSEA BEGWS Unit President  
Jordan Snell, BEGWS Accountant/ CSEA BEGWS Unit Vice President  
Jenna Clark, BEGWS Consumer Service Clerk  
Ryan Carbone, CSEA Labor Relations Specialist

**Approval of Minutes:**

Motion made by Commissioner Becken, seconded by Commissioner Anderson, approving the meeting minutes of the Regular Meeting held on August 9, 2022. All present were in favor and the motion was carried.

**Audit of Bills:**

Motion made by Commissioner Anderson, seconded by Commissioner Becken, approving payment of the August abstracts in the amount of \$975,837.58. All present were in favor and the motion was carried.

**Authorize Bidding of Equipment, Supplies and Materials for Village Electric, Natural Gas, Water and Sanitary Sewer Utilities:**

Motion made by Anderson, seconded by Commissioner Becken, authorizing Director Bonacci to bid equipment, supplies, and materials for the Village's electric, natural gas, water, and sanitary sewer utilities for upcoming maintenance and capital improvement activities. All present were in favor and the motion was carried.

**Southern Tier New York Water Works Operators Conference Annual Outing:**

Motion made by Commissioner Becken, seconded by Commissioner Anderson, authorizing the attendance of BEGWS employees to the Southern Tier New York Water Works Operators Conference Annual Outing for the amount of \$540. All present were in favor and the motion was carried.

**Concrete and Asphalt Restoration Work:**

Motion made by Commissioner Anderson, seconded by Commissioner Becken, authorizing Director Bonacci to accept the quote for concrete restoration work for an amount not-to-exceed \$13,000 and the quote for asphalt restoration work for an amount not-to-exceed \$24,000. All present were in favor and the motion was

moved.

**New York Water Environment Association Genesee Valley Chapter Annual Steak Roast Meeting:**

Motion made by Commissioner Becken, seconded by Commissioner Anderson, authorizing the attendance of BEGWS employees to the New York Water Environment Association Genesee Valley Chapter Annual Steak Roast Meeting for an amount of \$200. All present were in favor and the motion was carried.

**Resignation of Samantha Voss, BEGWS Senior Typist:**

Motion made by Commissioner Anderson, seconded by Commissioner Becken, to accept with regret the resignation of Samantha Voss as BEGWS Senior Typist. All in present were in favor and the motion was carried.

**Retirement of Juliann Cerra, BEGWS Consumer Service Clerk:**

Motion made by Commissioner Becken, seconded by Commissioner Anderson, to accept with regret the retirement of Juliann Cerra as BEGWS Consumer Service Clerk. All present were in favor and the motion was carried.

**Resignation of Kristina Towner, BEGWS Consumer Service Clerk:**

Motion made by Commissioner Anderson, seconded by Commissioner Becken, to accept with regret the resignation of Kristina Towner as BEGWS Consumer Service Clerk. All present were in favor and the motion was carried.

**Provisional Appointment of Jenna Clark, BEGWS Consumer Service Clerk:**

Motion made by Commissioner Becken, seconded by Commissioner Anderson, authorizing the provisional appointment in accordance with NYS Civil Service Law of Jenna Clark as BEGWS Consumer Service Clerk. All present were in favor and the motion was carried.

**Job Fair Participation:**

Motion made by Commissioner Becken, seconded by Commissioner Anderson, authorizing Director Bonacci to participate in virtual and in-person job/career fairs for an amount not-to-exceed \$200. All present were in favor and the motion was carried.

**Uniform/PPE Allowance:**

Motion made by Commissioner Becken, seconded by Commissioner Anderson, authorizing the increase of Uniform/PPE allowance from \$1,000 to \$1,500 for field employees except those employees in the Underground Lines and Mains Department who currently receive a uniform service. All present were in favor and the motion was carried.

**BEGWS Website Troubleshooting:**

Motion made by Commissioner Anderson, seconded by Commissioner Becken, approving Darrell Buckley's invoice in the amount of \$300 for troubleshooting BEGWS website issues. All present were in favor and the motion was carried.

*Jordan Snell, Kris New, Jenna Clark and Ryan Carbone left the Regular Meeting at 5:18 p.m.*

**Executive Session:**

Motion made by Commissioner Becken, seconded by Commissioner Anderson, to leave Open Meeting and enter into Executive Session at 5:18p.m. for employment history of particular persons. All present were in favor and the motion was carried.

*Matthew Whedbee left Executive Session at 6:05 p.m.*

*Matthew Whedbee returned to Executive Session at 6:34 p.m.*

Motion made by Commissioner Anders, seconded by Commissioner Becken, to leave Executive Session and return to Open Meeting at 6:35 p.m. All present were in favor and the motion was carried.

**Adjournment:**

Motion made by Commissioner Becken, seconded by Commissioner Anderson, to adjourn the Regular Meeting at 6:38 p.m. All present were in favor and the motion was carried.

Respectfully submitted by:

Erin Bonacci,  
Director of Municipalities

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