

**OFFICIAL MINUTES OF THE MUNICIPAL UTILITY COMMISSION
FOR THE VILLAGE OF BATH
REGULAR MEETING
AUGUST 14, 2018**

This meeting of the Municipal Utility Commission of the Village of Bath was held on the 14th of August 2018, 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 4:36 p.m.

Present:

Commissioner Chairman:	Jeffrey Muller
Commissioner Vice Chairman:	Mark Alger
Commissioner:	Vern Anderson
Commissioner:	Keith Becken
Commissioner:	Robert Plaskov
Board of Trustees Liaison, Mayor:	William von Hagn
Commission Clerk:	Samantha Voss
BEGWS Director of Municipal Utilities:	Erin Bonacci
Village of Bath Wastewater Treatment Plant Chief Operator, Camden Group:	Donald Tuscano
Partner, BST & Co., BEGWS Auditor:	Bill Freitag

Approval of Minutes:

Motion made by Commissioner Alger, seconded by Commissioner Becken, to approve the minutes of the Regular Meeting held July 10, 2018. All present were in favor and the motion was carried.

Audit of Bills:

Motion made by Commissioner Alger, seconded by Commissioner Plaskov, to approve the abstract and payment of the July bills in the amount of \$575,101.12. All present were in favor and the motion was carried.

Revision of Previous Audit of Bills:

Motion made by Commissioner Alger, seconded by Commissioner Plaskov, to correct the meeting minutes from the following Regular Meetings and revise the amount of bills audited and subsequently paid to the following:

- June 13, 2017, approve the abstract and payment in the amount of \$567,786.39
- November 14, 2017, approve the abstract and payment in the amount of \$767,289.94
- February 13, 2018, approve the abstract and payment in the amount of \$1,104,841.58

All present were in favor and the motion was carried.

Supervisors' Reports:

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

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

Andrew Burdin, Under Ground Lines Mains Supervisor:
Underground Lines and Main Department Report was received.

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

Erin Bonacci, Director of Municipal Utilities:
Accounting/Consumer Services Report was received.

BST Additional Work:

Motion made by Commissioner Alger, seconded by Commissioner Plaskov, authorizing Director Bonacci to retain BST & Co. for professional services related to the Fiscal Year 2017 external audit of Bath Electric, Gas and Water Systems for a fee not-to-exceed \$2,750.00. All present were in favor and the motion was carried.

The following individuals left the Regular Meeting at 5:16 p.m.

- Donald Tuscano

Adjourn Regular Meeting/Executive Session:

Motion made by Commissioner Plaskov, seconded by Commissioner Alger, to enter into Executive Session at 5:17 p.m. for the purpose of: proposed, pending or current litigation. All present were in favor and the motion was carried.

Return to Regular Meeting:

Motion made by Commissioner Becken, seconded by Commissioner Alger, to return to the Regular Meeting at 6:00 p.m. All present were in favor and the motion was carried. All present were in favor and the motion was carried. All present were in favor and the motion was carried.

The following individuals returned to the Regular Meeting at 6:01 p.m.

- Donald Tuscano

MEUA Annual Conference:

Motion made by Commissioner Alger, seconded by Commissioner Plaskov, authorizing Director Bonacci to attend the MEUA Annual Conference held on September 11, 2018 through September 14, 2018 in Buffalo, New York. All present were in favor and the motion was carried.

Resolution Designating Erin Bonacci, Director of Municipal Utilities of Bath Electric, Gas and Water Systems, as Delegate for the Village of Bath at the Annual Conference of the Municipal Electric Utilities Association of New York State:

**RESOLUTION
VILLAGE OF BATH MUNICIPAL UTILITY COMMISSION
BATH, NEW YORK**

Date Approved: Tuesday, August 14, 2018
Introduced by: Commissioner Plaskov

Intro Date: Tuesday, August 14, 2018
Seconded by: Commissioner Alger

Vote: Commissioner Chair Muller	Aye	Nay	Abstain	Absent
Commissioner Vice-Chair Alger	Aye	Nay	Abstain	Absent
Commissioner Anderson	Aye	Nay	Abstain	Absent
Commissioner Becken	Aye	Nay	Abstain	Absent
Commissioner Plaskov	Aye	Nay	Abstain	Absent

WHEREAS, Bath Electric, Gas and Water Systems (BEGWS) of the Village of Bath, New York, is a municipal member of the Municipal Electric Utilities Association of New York State, and,

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

NOW THEREFORE BE IT RESOLVED, that Erin B. Bonacci, Director of Municipal Utilities of Bath Electric, Gas and Water Systems, be and is hereby designated as the accredited delegate of the Village of Bath, New York.

I certify that this resolution was adopted by the Municipal Utility Commission of the Village of Bath, New York on the 14th day of August 2018.

Signature of Municipal Utility Commission Clerk

Integrated Control Systems Proposal:

Motion made by Commissioner Plaskov, seconded by Commissioner Alger, authorizing Director Bonacci to retain Integrated Control Systems for professional services related to evaluation of BEGWS's current SCADA system and the integration of its Electric utility for a fee not-to-exceed \$6,000.00. All present were in favor and the motion was carried.

Moody and Associates Authorization for Well 7:

Motion made by Commissioner Plaskov, seconded by Commissioner Becken, authorizing Director Bonacci to retain Moody & Associates for the cleaning and rehabilitation of Well 7 for a fee not-to-exceed \$19,973.00. All present were in favor and the motion was carried.

Purchasing Water Meter, HREs and ERTs:

Motion made by Commissioner Alger, seconded by Commissioner Andersen, authorizing Director Bonacci to purchase water meters, HREs and ERTs in support of BEGWS's conversion to AMR for its metered utilities for an amount not-to-exceed \$200,000.00. All present were in favor and the motion was carried.

Water Tariff Amendment:

Motion made by Commissioner Plaskov, seconded by Commissioner Alger, to amend the Water Tariff to reflect the new rates and charges that became effective in October 2017. All present were in favor and the motion was carried.

Purchase of Laptop:

Motion made by Commissioner Alger, seconded by Commissioner Becken, authorizing Director Bonacci to purchase a laptop for an amount not-to-exceed \$1,159.99. All present were in favor and the motion was carried.

Investment of BEGWS Funds:

Motion made by Commissioner Alger, seconded by Commissioner Plaskov, recommending the Village of Bath Board of Trustees and Treasurer invest funds of Bath Electric,

Gas and Water Systems in CDs through Five Star Bank. All present were in favor and the motion was carried.

HVAC Upgrade to Commercial Office:

Motion made by Commissioner Andersen, seconded by Commissioner Becken, authorizing Director Bonacci to retain Emmitt's Plumbing & Heating to upgrade the HVAC systems in the Commercial Office for an amount not-to-exceed \$25,000.00. Director Bonacci has obtained pre-approval from IEEP for reimbursement of this work. All present were in favor and the motion was carried.

Local Government Records Management Improvement Fund (LGRMIF) Authorization:

Motion made by Commissioner Alger, seconded by Commissioner Becken, authorizing Director Bonacci to retain K. Sickler-Murphy for professional services related to the LGRMIF. Authorization for the professional services includes a fee not-to-exceed \$9,900.00 for records management consulting services, and a fee not-to-exceed \$19,360.00 for inventory of existing records. All present were in favor and the motion was carried.

Resignation of Hannah Conrad:

Motion made by Commissioner Alger, seconded by Commissioner Becken, accepting the resignation of Hannah Conrad as a Consumer Services Clerk for Bath Electric, Gas and Water Systems. All present were in favor and the motion was carried.

The following individuals left the Regular Meeting at 7:27 p.m.

- Donald Tuscano

Adjourn Regular Meeting/Executive Session:

Motion made by Commissioner Alger, seconded by Commissioner Becken, to enter into Executive Session at 7:27 p.m. for the purpose 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, (2) proposed, pending or current litigation, and (3) collective negotiations pursuant to article fourteen of the civil service law. All present were in favor and the motion was carried.

Return to Regular Meeting:

Motion made by Commissioner Alger, seconded by Commissioner Becken, to return to the Regular Meeting at 8:11 p.m. All present were in favor and the motion was carried.

Regular Meeting Schedule Change:

Motion made by Commissioner Becken, seconded by Commissioner Plaskov, to reschedule the next Regular Meeting of the Municipal Utility Commission of the Village of Bath for the 10th of September 2018, at the office of Bath Electric, Gas and Water Systems (BEGWS), located at 7 South Avenue, Bath, New York 14810, at 4:30 p.m. All present were in favor and the motion was carried.

Adjournment:

Motion made by Commissioner Plaskov, seconded by Commissioner Alger, to adjourn the Regular Meeting at 8:15 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 SEPTEMBER 10, 2018 @ 4:30 P.M.