

WESTCHESTER JOINT WATER WORKS

Pre-Meeting Packet

For

Tuesday, January 10, 2023 at 4:45 p.m.

Board Meeting

-Revised-

NOTICE OF MEETING

WESTCHESTER JOINT WATER WORKS
BOARD OF TRUSTEES
MEETING

The Westchester Joint Water Works Board of Trustees Meeting has been scheduled for:

DATE: January 10, 2023

DAY: Tuesday

TIME: 4:45 p.m.

LOCATION: Westchester Joint Water Works
1625 Mamaroneck Avenue
Mamaroneck, NY 10543

Except as may be authorized by any overriding federal, state or local order, WJWW Board meetings are conducted using a hybrid format in accordance with Open Meetings Law (NYS Public Officers Law, Article 7). WJWW Board Members may participate remotely under “extraordinary circumstances” as authorized by Open Meetings Law 103-a. Unless specifically set forth in the meeting notice or published agenda, interested parties are invited to observe any meeting either in-person or virtually through the videoconferencing service Zoom which can be accessed by: (i) typing "join.zoom.us" on your web browser and entering the Webinar ID 92913064695, Passcode: 002934; or (ii) using the direct link <https://zoom.us/j/92913064695?pwd=eVV5VGRzMFOwRGx6MnZOazVVaklJdz09>; or (iii) dialing one-tap telephone number +19292056099,92913064695#.

If you have any questions, please call (914) 698-3500, extension 610.

WESTCHESTER JOINT WATER WORKS BOARD OF TRUSTEES MEETING AGENDA

**Tuesday, January 10, 2023 at 4:45 p.m.
Conference Room
1625 Mamaroneck Avenue, Mamaroneck, NY 10543**

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I. APPROVAL OF MINUTES

- December 27, 2022 Board Meeting

II. FINANCIAL REPORTS AND APPROVALS

- Bank Balances
- Approval of Claims
- General Administration
 - o Election of Officers
 - o Adoption of Meeting Calendar
 - o Capital Projects Update

III. OLD BUSINESS

- Rye Lake Filtration Plant
- Project, System Maintenance and Operational Updates

IV. MANAGER’S REPORT

V. NEW BUSINESS

VI. CONSIDERATION OF EXECUTIVE SESSION

VII. DATE OF NEXT MEETING – TBD

WESTCHESTER JOINT WATER WORKS
Board of Trustees Meeting
Tuesday, December 27, 2022 at 4:30 p.m.

Present:

- Trustees: Thomas Murphy* (in-person), Rich Dionisio (in-person) and Jaine Elkind Eney (in-person)
- Lori Lee Dickson, General Counsel (via videoconferencing)
- Paul Kutzy, Manager (in-person)
- David Birdsall, Business Director (via videoconferencing)
- Zach Wasp, Assistant Civil Engineer (via videoconferencing)

*Trustee Murphy arrived at 4:40 p.m.

Approval of Minutes

Trustee Elkind Eney made a motion to approve the minutes of the December 13, 2022 Board Meeting. Trustee Dionisio seconded the motion, all in favor:

Trustee Murphy	Not Present
Trustee Dionisio	“aye”
Trustee Elkind Eney	“aye”

Financial Reports and Approvals

David Birdsall, Business Director, reviewed bank balances and presented claims to the Board highlighting significant items, among them: Water Purchased from NYC (Month of September) (NYC Water Board), Water System Repairs, Maintenance, Main and Infrastructure Replacement Projects (Etre), Payroll Costs (two payroll periods), Monthly Primary Electric Power (November) (New York Power Authority) and K-Crete/Concrete Various Projects (Concrete Express)

Approval of Claims: Trustee Elkind Eney made a motion to approve 185 claims totaling \$2,581,359. Trustee Dionisio seconded the motion, all in favor:

Trustee Murphy	“aye”
Trustee Dionisio	“aye”
Trustee Elkind Eney	“aye”

General Administration:

No General Administration items to discuss at this time.

Old Business

- Rye Lake Filtration Plant:
 - No new updates at this time.

- Project, System Maintenance and Operational Updates:
 - No new updates at this time.

Manager's Report

No Manager's Report was needed at this time.

New Business

No New Business to discuss at this time.

Executive Session

No Executive Session was needed at this time.

Date of Next Meeting

The next Board of Trustees meeting is scheduled for Tuesday, January 10, 2022, at 4:45 p.m.

With no further business to discuss, Trustee Elkind Eney made a motion to adjourn the meeting. Trustee Dionisio seconded the motion:

Trustee Murphy	"aye"
Trustee Dionisio	"aye"
Trustee Elkind Eney	"aye"

The meeting adjourned at 4:44 p.m.

WESTCHESTER JOINT WATER WORKS
REPORT OF BANK ACCOUNT BALANCES WITH WEBSTER BANK
JANUARY 1, 2023 TO JANUARY 10, 2023

[illegible]

[illegible][illegible]

**WESTCHESTER JOINT WATER WORKS
GENERAL FUND ACCOUNTS
TUESDAY, JANUARY 10, 2023**

CASH BALANCE IN WEBSTER BANK:

GENERAL FUND	1/1/2023	\$ 10,076,176.00
MONEY MARKET	1/1/2023	\$ 1,218,747.53
TOTAL:		\$ 11,294,923.53

**NET ACTIVITY: FROM 1/1/2023 TO 1/10/2023
WEBSTER BANK**

\$ (900,707.76)
\$ (900,707.76)

CASH AVAILABLE TO PAY CLAIMS:

GENERAL FUND:	1/10/2023	\$ 9,175,468.24
MONEY MARKET	1/10/2023	\$ 1,218,747.53
TOTAL:		\$ 10,394,215.77

LESS: UNAPPROVED CLAIMS: \$ (237,372.02)
OUTSTANDING CHECKS PRIOR PERIODS: \$ (2,622,908.65)

CASH BALANCE AFTER PAYING CLAIMS: \$ 7,533,935.10

CLAIMS PAYABLE:

<u>DATE</u>	<u>FROM</u>	<u>TO</u>	
29-Dec-22	2212354	2212372	\$ 16,939.58
Check Nos.	66647	66665	
5-Jan-23	2301001	2301043	\$ 220,432.44
Check Nos.	66666	66708	

TOTAL CLAIMS PAYABLE: \$ 237,372.02

PAYROLL CLAIMS

(ZERO BALANCE CHECKING ACCOUNT)

<u>DATE</u>	<u>FROM</u>	<u>TO</u>	
24-Dec-22	2212346	2212353	\$ 61,601.37
Check Nos.	2350	2350	
31-Dec-22	2212351	2212353	\$ 61,063.62

TOTAL PAYROLL CLAIMS: \$ 122,664.99

TOTAL ALL CLAIMS: \$ 360,037.01

Prepared by: _____ David Birdsall, Business Director

Submitted by: _____ David Birdsall, Business Director

Approved by: _____ Thomas A. Murphy, Chairperson
Board of Trustees

VB REFERENCE	VENDOR NAME.....	AMOUNT DUE	DESCRIPTION
002301001	AIRGAS, INC	110.11	2022 (2) PROPANE INDUSTRIAL
002212354	ROBERT HALF	730.31	12/16/22 OFFICE TEMP WORKER H.DAWSON 20.52 HOURS
002301002	ROBERT HALF	542.75	12/30/22 TEMP EMPL DIANE M PESCE
002301003	ROBERT HALF	1,003.28	12/23/22 TEMP EMPL HEATHER DAWSON
002301004	ROBERT HALF	567.30	12/30/22 TEMP EMPL HEATHER DAWSON
002301005	AMODIO'S GARDEN CENTER	210.00	12/8/22 (5) YD TOP SOIL / DISTRIBUTION
002301006	ASAP INC	247.45	12/30/22 FEDEX PRIORITY OVERIGHT ANALYTICAL SERV
002212355	B & A AUTOMOTIVE INC	3,372.50	10/12/22 18 FORD EXPLR/APIM,FR/REAR BRAKES,STROBE
002301007	CAPITOL SUPPLY CONSTR	59,320.99	2022 8" USP DIP CLASS & 12" USP DIP CLASS/INVENTOI
002301008	CAPITOL SUPPLY CONSTR	1,707.09	2022 (24) 2 1/2" NYC X 2" IPT/ WATER MAINS
002301009	CAPITOL SUPPLY CONSTR	55,874.67	2022 16" USP DIP CL,8"PUSHON GASK, NITR/INVENTORY
002301010	CAPITOL SUPPLY CONSTR	495.01	2022 2 1/2 NOZZLE WRNCH, 4 1/2" PUMPER WRNCH/HYDR
002301011	CARMEL WINWATER WORKS	585.00	2022 (1) AIR RELEASE VALVE/ WEAVER ST PUMP ST
002301012	CARMEL WINWATER WORKS	14,944.22	2022 PIPE, CPLG, TU BALL, TEE/ WEAVER ST PUMP ST
002212358	CON EDISON GARAGE	4,673.99	11/18/22-12/20/22 GAS HEAT GARAGE
002212356	CON EDISON -PRV DISTR	49.93	11/16/22-12/19/22 ELECTRICITY/STRATTON RD PUMP
002212357	CON EDISON -PRV DISTR	34.77	11/18/22-12/21/22 160A OSBORNE RD/ELECTRICITY
002212359	CON EDISON -PRV DISTR	282.00	11/18/22-12/21/22 ELECTRICITY ANDERSON HL RD PUMP
002212360	CON EDISON -PRV DISTR	57.51	11/18/22-12/20/22 ELECTRICITY PURITAN RD PRV
002212361	CON EDISON -PRV DISTR	138.41	11/18/22-12/20/22 ELECTRICITY PRV TIMBER TRAIL
002301013	CON EDISON -PRV DISTR	116.30	11/21/22-12/21/22 ELECTRICITY 676 PURCHASE ST P
002212362	CON EDISON	900.21	11/18/22-12/20/22 OFFICE GAS HEAT
002212363	CON EDISON	91.86	11/18/22-12/21/22 ELECTRICITY 1ST PRV
002212364	CON EDISON	151.47	11/18/22-12/21/22 ELECTRICITY 1200 MAMARONECK PRV
002301014	CORE & MAIN LP	1,472.40	2022 (2) SENSUS COMMAND LINK
002301015	DAKOTA SUPPLY CORP	3,720.01	2022 ITEM 4 FOR DISTRIBUTION
002301016	DVIRKA AND BARTILUCCI	3,900.00	2022 SR ENG SERVICES PURCHASE ST ANNUAL CBS TANK
002301017	DVIRKA AND BARTILUCCI	3,900.00	2022 ENG SERVICES/ANNUAL CBS INSPECT/WEAVER ST
002301018	SAL GARUFI III	200.00	2022 REIMBURSEMENT OF PAYING COST OF WORK BOOTS
002212365	RAYMOND JOVINE	390.00	CH#64834 STOP PAY/REISSUE FOR THE REIMBUSM WTR COI
002301019	DORIS LECHNER	5,320.00	DECEMBER 2022 ACCOUNTING CONSULTING FEES
002212366	FEDERAL EXPRESS CORP.	114.52	10/12/22 & 10/13/22 BATCHING DEPT, BANK, ATTORN
002301020	GREATAMERICA FINANCIAL	831.38	11/19/22-12/24/22 C8045 & C8035 COPIERS LEASE
002301021	HOME DEPOT	1,644.81	DECEMBER 2022 WRNCH, COTTON FIBER HEAD STRING
002301022	INDUSTRIAL FLOORWORKS	25,477.00	2022 INST CONCRETE FLOOR/GARAGE HUR IDA REPAIRE
002301023	JT ROSELLE	708.00	A1393 JOINT REMEDIATION MAINTENANCE GARAGE/2022
002301024	LANZA'S ELECTRICAL CON	450.00	A1393 JOINT REMEDIATION OF MAINTENANCE GARAGE
002301025	LANZA'S ELECTRICAL CON	230.00	A1393 JOINT REMEDIATION OF MAINTENANCE GARAGE/2022
002301026	MATRIX IMAGING SOLUTIO	2,733.55	NOVEMBER 2022 BASE, ADDITIONAL & ACS CHARGES
002301027	MATRIX IMAGING SOLUTIO	7,000.00	JANUARY 2023 POSTAGE ACCOUNT
002212367	METLIFE	4,982.22	JANUARY 2022 DENTAL, LIFE & AD&D INSURANCE
002212368	MCI COMM SERVICE	38.80	DECEMBER 2022 ALARM LINE OFFICE
002212369	MCI COMM SERVICE	38.08	DECEMBER 2022 RYE LAKE LONG DIST SERV
002212370	MCI COMM SERVICE	37.71	DECEMBER 22 WEAVER ST PLANT LONG DIST SERV
002301028	MARINE INFRASTRUCTURE	20,575.00	11/1/22-11/30/22 RYE LAKE INTAKE INSPECTION
002212371	OPTIMUM	177.94	12/23/22-01/22/23 WJWW GARAGE OPTIMUM
002301029	POLLARDWATER	151.00	2022 (2) 18 ALUM STRT PIPE WRCH 818
002301030	S & H UNIFORMS	415.86	2022 (6) MENS ZIP SWEATERS
002301031	S & H UNIFORMS	292.24	2022 CHALLENGER JCK, PANT,POLO/J.ACAMPORA
002301032	S & H UNIFORMS	160.00	2022 IND CARGO PANT / JA EMORY
002301033	SAMMARCO STONE & SUPPL	128.58	2022 (2) FINE SAND FOR DISTRIBUTION
002301034	SPRAGUE OPERATING RESO	476.24	12/28/22 (200) GALS OF GASOLINE
002301035	SPRAGUE OPERATING RESO	1,032.52	12/7/22 (400) GALS OF GASOLINE
002301036	TRI-LIFT, INC	826.10	12/9/22-1/5/23 RENTAL CAT LIFT TRUCK

VB REFERENCE	VENDOR NAME.....	AMOUNT DUE	DESCRIPTION
002301037	VERIZON	176.99	12/28/22-1/27/23 FIOS INTERNET RYE LAKE
002301038	VERIZON	164.99	12/28/22-1/27/23 FIOS INTERNET 830 LAKE ST
002301039	VERIZON BUSINESS FIOS	144.99	12/28/22-1/27/23 FIOS INTERNET WJWW OFFICE
002301040	VERIZON WIRELESS	1,481.48	12/27/22-1/26/23 WJWW EMPLOYEE MOBILE PHONES
002212372	VISION SERVICE PLAN	677.35	DECEMBER 2022 VISION INSURANCE
002301041	VITOLITE ELECTRIC SALE	110.38	A1393 JOINT REMEDIATION OF MAINTENANCE GARAGE
002301042	WEST.WATER WORKS CONF.	385.00	JANUARY 11,2023 WTR CONFERENCE/THE BRIARCLIFF MAN
002301043	WOODARD & CURRAN INC.	599.75	DECEMBER 2, 2022 PROF SERVICE/WINGED FOOT TANK

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237,372.02

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09 002212346	STERLING NATIONAL BANK	15,101.71	#52 P/E 12/24/22 FEDERAL PAYROLL TAXES WITHHOLDIN
09 002212351	STERLING NATIONAL BANK	15,089.77	#52-2 P/E 12/31/22 FEDERAL PAYROLL TAXES WITHHOLD
09 002212347	NYS DEFERRED COMPENSAT	1,637.54	#52 P/E 12/24/22 NYS DEFERRED COMP
09 002212348	NYS INCOME TAX	3,064.63	#52 P/E 12/24/22 NYS PAYROLL TAXES WITHHOLDING
09 002212352	NYS INCOME TAX	3,160.57	#52-2 P/E 12/31/22 NYS PAYROLL TAXES WITHHOLDING
09 002212349	PAYROLL	41,304.62	#52 P/E 12/24/22 PAYROLL SUMMARY
09 002212353	PAYROLL	42,813.28	#52-2 P/E 12/31/22 PAYROLL SUMMARY
09 002212350	UTILITY WORKER UNION L	492.87	#52 P/E 12/24/22 UNION DUES

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122,664.99

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360,037.01

[405] 70 items listed out of 28730 items.

Westchester Joint Water Works

For Billings As Of: 1/5/2023
For Cash Received As Of: 1/5/2023

Date	Percentage of Receivable Balance Over 60 Days	Total # of Accts Over 60 Days	Total Balances Over 60 Days	Village of Mamaroneck		Town of Mamaroneck		Town/Village of Harrison		City of Rye		City of New Rochelle	
				# of Accts	Overdue Balance	# of Accts	Overdue Balance	# of Accts	Overdue Balance	# of Accts	Overdue Balance	# of Accts	Overdue Balance
08/04/21	18%	873	\$ 379,617	232	\$ 24,668	168	\$ 35,815	450	\$ 304,571	17	\$ 13,770	6	\$ 792
08/19/21	12%	942	\$ 379,340	341	\$ 37,746	106	\$ 21,974	455	\$ 301,319	35	\$ 18,245	5	\$ 57
09/16/21	13%	1,082	\$ 444,281	308	\$ 34,122	180	\$ 33,537	575	\$ 362,444	14	\$ 13,302	5	\$ 876
10/20/21	18%	1,188	\$ 473,260	490	\$ 107,046	190	\$ 38,180	462	\$ 307,179	43	\$ 20,262	3	\$ 592
11/08/21	19%	1,109	\$ 488,166	356	\$ 76,731	307	\$ 64,545	409	\$ 328,157	27	\$ 17,644	10	\$ 1,088
11/19/21	20%	1,173	\$ 444,223	552	\$ 116,837	190	\$ 40,559	410	\$ 270,487	17	\$ 15,361	4	\$ 979
12/10/21	29%	1,174	\$ 418,847	407	\$ 75,512	232	\$ 50,199	509	\$ 277,500	19	\$ 14,182	7	\$ 1,453
12/22/21	31%	1,143	\$ 415,871	514	\$ 111,628	138	\$ 36,704	434	\$ 246,812	50	\$ 19,302	7	\$ 1,425
12/31/21	39%	1,088	\$ 383,458	432	\$ 88,946	237	\$ 50,086	374	\$ 224,314	38	\$ 18,235	7	\$ 1,877
01/20/22	13%	1,244	\$ 195,777	468	\$ 116,531	139	\$ (33,858)	594	\$ 101,537	38	\$ 10,879	5	\$ 688
02/03/22	23%	1,293	\$ 88,568	389	\$ 97,418	357	\$ (11,599)	503	\$ 331,629	34	\$ 9,197	10	\$ 1,356
02/18/22	19%	1,504	\$ 423,658	602	\$ 105,939	253	\$ 25,494	503	\$ 331,629	49	\$ 10,175	7	\$ 1,410
05/05/22	4%	655	\$ 61,378	157	\$ 14,189	129	\$ (6,157)	348	\$ 41,298	17	\$ 10,217	4	\$ 1,831
05/19/22	4%	871	\$ 57,899	193	\$ 22,734	66	\$ (11,559)	585	\$ 34,736	23	\$ 10,209	4	\$ 1,780
06/09/22	5%	642	\$ 80,856	131	\$ 19,537	112	\$ 6,959	378	\$ 42,972	16	\$ 9,164	4	\$ 2,224
07/06/22	7%	477	\$ 95,436	154	\$ 26,479	81	\$ 8,554	229	\$ 49,494	10	\$ 10,436	3	\$ 472
07/22/22	3%	477	\$ 86,815	1305	\$ 43,709	95	\$ 3,586	329	\$ 27,126	24	\$ 11,922	4	\$ 472
08/05/22	6%	655	\$ 164,519	193	\$ 44,921	118	\$ 38,867	320	\$ 73,040	20	\$ 7,518	4	\$ 173
08/18/22	8%	743	\$ 237,560	291	\$ 77,012	90	\$ 31,280	339	\$ 118,485	20	\$ 10,889	3	\$ (106)
09/09/22	6%	750	\$ 314,746	213	\$ 69,136	113	\$ 48,586	405	\$ 188,323	15	\$ 8,384	4	\$ 316
09/23/22	8%	678	\$ 310,542	271	\$ 107,759	58	\$ 40,930	325	\$ 149,496	22	\$ 12,133	2	\$ 225
10/06/22	8%	763	\$ 252,730	237	\$ 74,952	149	\$ 60,909	354	\$ 107,649	18	\$ 8,252	5	\$ 967
10/20/22	10%	738	\$ 357,893	278	\$ 145,774	100	\$ 50,122	347	\$ 152,592	9	\$ 8,927	4	\$ 479
11/03/22	13%	622	\$ 257,503	246	\$ 143,994	159	\$ 86,172	199	\$ 10,420	13	\$ 15,720	5	\$ 1,197
11/17/22	12%	579	\$ 309,196	290	\$ 129,283	98	\$ 63,320	177	\$ 100,904	11	\$ 14,564	3	\$ 1,125
12/08/22	21%	782	\$ 421,807	253	\$ 142,011	141	\$ 79,976	374	\$ 184,549	10	\$ 13,288	4	\$ 1,983
12/22/22	22%	823	\$ 372,947	325	\$ 158,975	104	\$ 58,723	371	\$ 138,975	19	\$ 14,593	4	\$ 1,681
01/05/22	30%	969	\$ 448,503	285	\$ 145,169	140	\$ 54,134	523	\$ 241,051	17	\$ 6,093	4	\$ 2,055