

WESTCHESTER JOINT WATER WORKS

Pre-Meeting Packet

For

Tuesday, March 28, 2023 at 4:45 p.m.

Board Meeting

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: March 28, 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, March 28, 2023 at 4:45 p.m.
Conference Room
1625 Mamaroneck Avenue, Mamaroneck, NY 10543**

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I. APPROVAL OF MINUTES

- March 14, 2023 Board Meeting

II. FINANCIAL REPORTS AND APPROVALS

- Bank Balances
- Approval of Claims
- General Administration
 - o WJWW Fee Schedule Update
 - o Bids: Water Treatment Chemicals and Water Distribution Materials
 - o Approval of Operations Technical Assistance and SCADA Service Contract, Woodard and Curran, Not-to-Exceed \$95,000

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, March 14, 2023 at 4:45 p.m.

Present:

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

Executive Session

At 4:50 p.m., Trustee Murphy made a motion to enter into Executive Session to conduct “discussions regarding a matter involving litigation related to a particular individual” and to otherwise obtain advice of counsel. Trustee Elkind Eney seconded the motion, all in favor:

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

At 5:07 p.m., Trustee Elkind Eney made a motion to return to the regular meeting. Trustee Dionisio seconded the motion, all in favor:

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

Approval of Minutes

Trustee Elkind Eney made a motion to approve the minutes of the February 28, 2023 Board Meeting minutes. Trustee Dionisio seconded the motion, all in favor:

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

Trustee Elkind Eney made a motion to approve the minutes of the March 7, 2023 Special Board Meeting minutes. Trustee Dionisio seconded the motion, all in favor:

Trustee Murphy	“aye”
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: NYS IMG Grant Partial Reimbursements to Members, Contractor Progress Payments UV Facility Project (EFI & ELQ), Water System Repairs, Maintenance, Main and Infrastructure Replacement Projects (Etre), Distribution System Materials & Supplies (Core & Main: Meters; Carmel: Components; Capitol Supply: Valves,), Payroll Costs (two payroll periods), Monthly NYSHIP Medical Insurance Premium (March) (New York State), One Replacement Vehicle Ford F150 (Hempstead Lincoln- NYS Contract Vendor)

Approval of Claims: Trustee Elkind Eney made a motion to approve 200 claims totaling \$3,825,412. Trustee Dionisio seconded the motion, all in favor:

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

General Administration:

- Joint Capital Improvement Project - Weaver Street Pump Station & Pressure Regulator Vault (Phase 2): David Birdsall, Business Director, presented the need for the establishment of a second phase project for additional construction costs (site work and pipe work) related to the Weaver Street Pump Station and PRV Upgrade in the estimated amount of \$550,000. For purposes of the five-year capital improvement plan this project was offset against the Joint Capital Project contingency included in the plan. Trustee Elkind Eney made a motion to approve the Joint Capital Project (A-1394) Weaver Street Pump Station & Pressure Regulator Vault Upgrade (Phase 2) at an estimated cost of \$550,000. Trustee Dionisio seconded the motion, all in favor:

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

- Joint Capital Improvement Project - Rye Lake Turbidity Curtain & Boom System: David Birdsall, Business Director, presented a Hazen & Sawyer proposal for the replacement of the Rye Lake Turbidity Curtain & Boom System, inclusive of all engineering and construction related costs, in the estimated amount of \$900,000. This replacement is necessary due to the overall deterioration of this fabric-like drape that hangs from the surface of the water to the floor of the lake and the system that supports it, which prevents suspended solids and extended particles from I684 run-off and storm drain discharge from entering the Rye Lake plant intake. Trustee Murphy made a motion to approve the Hazen & Sawyer proposal for the replacement of the Rye Lake Turbidity Curtain & Boom System, inclusive of all engineering and construction related costs, in the estimated amount of \$900,000. Trustee Dionisio seconded the motion, all in favor:

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

- WJWW Fee Schedule Update: The Fee Schedule update initially scheduled for today's Board meeting has been postponed until the next Board meeting.

Old Business

- Rye Lake Filtration Plant: Lori Lee Dickson, General Counsel then presented to the Board, a proposal from Co-Communications for professional services for the Filtration Plant, in the not to exceed amount of \$25,000. Trustee Murphy made a motion for authorization to enter into a professional services contract with Co-Communications and Trustee Dionisio seconded the motion, all in favor:

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

- Project, System Maintenance and Operational Updates: Frank Arcara, General Superintendent, explained that there are no project updates at this time, but provided the following System Maintenance and Operational updates:
 - WJWW crews performed a 5 curb valve repairs and ELQ crews performed 3 service line renewals and 1 fire hydrant replacement. The Service Department responded to 175 service calls and the Operations Department took a total of 72 samples - all came back within normal range.

Manager's Report

No Manager's Report was needed at this time.

New Business

No New Business to discuss at this time.

Date of Next Meeting

The next Board of Trustees meeting is scheduled for Tuesday, March 28, 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 5:17 p.m.

WESTCHESTER JOINT WATER WORKS									
REPORT OF BANK ACCOUNT BALANCES WITH WEBSTER BANK									
JANUARY 1, 2023 TO MARCH 28, 2023									
ACCOUNT	Interest Rates	01/10/23	01/24/23	02/14/23	02/28/23	03/14/23	03/28/23		
GENERAL FUND	0.240	9,175,468	8,662,501	7,641,190	10,525,218	8,201,431	6,140,622		
MONEY MARKET	2.210	1,218,748	1,218,748	1,220,962	1,220,962	1,222,989	1,222,989		
CONSUMER DEP	0.240	779,161	767,161	779,318	785,318	813,462	813,462		
CAPITAL FUND	0.000	0	0	0	0	0	0		
TOTALS:		11,173,377	10,648,410	9,641,470	12,531,498	10,237,882	8,177,073		
ACCOUNT									
GENERAL FUND									
MONEY MARKET									
CONSUMER DEP									
CAPITAL FUND									
TOTALS:									

[illegible]

WESTCHESTER JOINT WATER WORKS
CLAIMS LISTING FOR APPROVAL BY BOARD OF TRUSTEES
TUESDAY, MARCH 28, 2023

DATE OF MEETING	01/10/23	01/24/23	02/14/23	02/28/23	03/14/23	03/28/23	TOTAL
TOTAL NUMBER OF CLAIMS:	70	182	193	107	200	120	872
TOTAL NUMBER OF CHECKS:	63	172	180	98	191	112	816
AMOUNT OF CLAIMS & CHECKS	\$360,037	\$1,007,650	\$4,470,039	\$640,194	\$3,825,412	\$2,242,268	\$12,545,600
MAJOR CATEGORIES							
PAYROLL & BENEFITS	\$123,395	\$187,530	\$220,719	\$134,717	\$142,369	\$131,326	\$940,056
CHEMICALS, MATERIALS, PARTS	\$146,071	\$210,024	\$102,850	\$115,844	\$271,623	\$6,067	\$852,479
PERMITS/INSURANCES	\$5,660	\$185,533	\$279,635	\$7,726	\$94,020	\$21,253	\$593,827
PROFESSIONAL/ENGINEERING/LEGAL	\$34,295	\$30,680	\$35,007	\$25,017	\$41,875	\$52,204	\$219,078
NYC WATER BOARD/UNITED WATER	\$0	\$14,537	\$2,045,198	\$0	\$0	\$564,353	\$2,624,088
OFFICE & COMPUTER	\$13,040	\$13,669	\$95,139	\$11,227	\$29,939	\$26,210	\$189,224
UTILITIES & TELEPHONES	\$8,758	\$65,671	\$23,845	\$37,156	\$12,010	\$50,677	\$198,117
EMPLOYEE EDUCATION/EXPENSE	\$1,843	\$478	\$6,881	\$2,485	\$4,983	\$1,805	\$18,475
MEDICARE REIMBURSEMENTS	\$0	\$0	\$0	\$0	\$18,944	\$0	\$18,944
CUSTOMER REFUNDS	\$0	\$3,903	\$3,549	\$0	\$0	\$2,021	\$9,473
BLDGSGROUNDS IMPROVEMENTS	\$25,477	\$93,304	\$2,924	\$26,349	\$10,021	\$26,186	\$184,261
TAXES	\$0	\$35,117	\$8,071	\$0	\$0	\$2,451	\$45,639
AUTHORIZATIONS	\$1,498	\$93,944	\$645,936	\$90,036	\$509,428	\$771,745	\$2,112,587
O/S CONTRACTORS	\$0	\$73,260	\$307,677	\$189,637	\$290,200	\$585,970	\$1,446,744
TOTAL CLAIMS/CHECKS:	\$360,037	\$1,007,650	\$3,777,431	\$640,194	\$1,425,412	\$2,242,268	\$9,452,992
REIMB. FOR SEWER RENTS	\$0	\$0	\$692,608	\$0	\$0	\$0	\$692,608
DISTRIBUTIONS TO MUNIS	\$0	\$0	\$0	\$0	\$2,400,000	\$0	\$2,400,000
GRAND TOTAL:	\$360,037	\$1,007,650	\$4,470,039	\$640,194	\$3,825,412	\$2,242,268	\$12,545,600

DATE OF MEETING	TOTAL
TOTAL NUMBER OF CLAIMS:	0
TOTAL NUMBER OF CHECKS:	0
AMOUNT OF CLAIMS & CHECKS	\$0
MAJOR CATEGORIES	
PAYROLL & BENEFITS	\$0
CHEMICALS, MATERIALS, PARTS	\$0
PERMITS/INSURANCES	\$0
PROFESSIONAL/ENGINEERING/LEGAL	\$0
NYC WATER BOARD/UNITED WATER	\$0
OFFICE & COMPUTER	\$0
UTILITIES & TELEPHONES	\$0
EMPLOYEE EDUCATION/EXPENSE	\$0
MEDICARE REIMBURSEMENTS	\$0
CUSTOMER REFUNDS	\$0
BLDGSGROUNDS IMPROVEMENTS	\$0
TAXES	\$0
AUTHORIZATIONS	\$0
O/S CONTRACTORS	\$0
TOTAL CLAIMS/CHECKS:	\$0
REIMB. FOR SEWER RENTS	\$0
DISTRIBUTIONS TO MUNIS	\$0
GRAND TOTAL:	\$0

**WESTCHESTER JOINT WATER WORKS
GENERAL FUND ACCOUNTS
TUESDAY, MARCH 28, 2023**

CASH BALANCE IN WEBSTER BANK:

GENERAL FUND	3/1/2023	\$ 10,031,904.07
MONEY MARKET	3/1/2023	\$ 1,222,989.40
TOTAL:		\$ 11,254,893.47

NET ACTIVITY: FROM 3/1/2023 TO 3/28/2023
WEBSTER BANK

\$ (3,891,282.28)
\$ (3,891,282.28)

CASH AVAILABLE TO PAY CLAIMS:

GENERAL FUND:	3/28/2023	\$ 6,140,621.79
MONEY MARKET	3/28/2023	\$ 1,222,989.40
TOTAL:		\$ 7,363,611.19

LESS: UNAPPROVED CLAIMS:

\$ (2,110,942.58)

OUTSTANDING CHECKS PRIOR PERIODS:

\$ (699,513.72)

CASH BALANCE AFTER PAYING CLAIMS:

\$ 4,553,154.89

CLAIMS PAYABLE:

DATE	FROM	TO	
21-Mar-23	2303207	2303259	\$ 798,543.87
Check Nos.	67340	67392	
23-Mar-23	2303266	2303321	\$ 1,312,398.71
Check Nos.	67393	67448	

TOTAL CLAIMS PAYABLE:

\$ 2,110,942.58

PAYROLL CLAIMS

(ZERO BALANCE CHECKING ACCOUNT)

DATE	FROM	TO	
11-Mar-23	2303202	2303206	\$ 63,062.70
Check Nos.	2360	2360	
18-Mar-23	2303261	2303265	\$ 68,263.24
Check Nos.	2361	2361	

TOTAL PAYROLL CLAIMS:

\$ 131,325.94

TOTAL ALL CLAIMS:

\$ 2,242,268.52

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
002303266	AIRGAS, INC	259.56	(13) RENT CYLINDERS ACETYLENE, NITROGEN, OXYGEN
002303207	ROBERT HALF	907.55	P/E 3/3/23 TEMP WORKER TASHANA LEWIS
002303208	ROBERT HALF	1,067.70	P/E 3/3/23 TEMP WORKER DIANE PESCE
002303209	ROBERT HALF	1,067.70	P/E 3/10/23 TEMP WORKER DIANE M PESCE
002303210	ROBERT HALF	1,174.47	P/E 3/10/23 TEMP WORKER TASHANA LEWIS
002303267	ROBERT HALF	533.85	P/E 3/17/23 TEMP OFFICE WORKER DIANE PESCE
002303268	ROBERT HALF	1,138.88	P/E 3/17/23 TEMP OFFICE WORKER TASHANA LEWIS
002303269	BEN ROMEO CO., INC.	114.00	2/3/23 SHOWELS
002303211	CABLEVISION LIGHTPATH,	1,723.98	3/1/23-3/31/23 INTERNET 1625 MAMARONECK AVE
002303212	JPMORGAN CHASE BANK NA	1,792.90	FEBRUARY 23/S/PLOW JOYSTK, KOMP DESK, VRZN B,KEYBO
002303270	CARGAS SYSTEMS, INC.	393.75	3/14/23 1.75 (H) INTACCT IMPLEMENTATION SERVICES
002303213	CARMEL WINWATER WORKS	2,010.00	(6) 8 MJ DUAL PURPOSE SLV /WATER MAINS
002303214	CARMEL WINWATER WORKS	1,008.90	(45) 1 CTSXCTS CPLG
002303215	CENTURY BUILDING SERVI	1,699.73	FEBRUARY 2022 CLEANING SERVICES
002303216	CON EDISON -PRV DISTR	133.14	2/6/23-3/8/23 DIST PRV 850 ANDERSON HL/ELECTRICITY
002303217	CON EDISON -PRV DISTR	447.48	2/6/23-3/8/23 DISTR PRV 901 LAKE ST. ELECTRICITY
002303218	CON EDISON -PRV DISTR	424.95	2/7/23-3/10/23 DISTR PRV 1000 WESTCHESTER AVE/ELEC
002303271	DE NORA WATER TECHNOLO	350.00	SENSOR RECAL-DUTY/REFERENCE
002303272	HEATHER DALLI	176.23	CUST REFUND 101156008013,AUTOPAY WAS NOT CANCELED
002303273	ALBAN DRENI	261.90	CUST REFUND 208254011919, AUTOPAY NEVER CANCELLED
002303219	ETRE ASSOCIATES LTD	8,847.49	2022 12/9/22 T/H FAIRWAY DR/CURB VLV REPAIR
002303220	ETRE ASSOCIATES LTD	22,013.28	2022 11/8/22 T/M KOLBERT & SALEM DR/WATER MAIN BR
002303221	ETRE ASSOCIATES LTD	22,177.69	2022 11/18/22 V/M 1519 RUSHMORE AVE CURB VLV REP
002303222	ETRE ASSOCIATES LTD	19,247.12	2022 11/15/22 T/M SALEM & KOLBERT/BROKEN VALVE
002303223	ETRE ASSOCIATES LTD	34,538.90	2022 11/18/22 T/M INTERS WEAVER ST & COOPER, VALVE
002303224	ETRE ASSOCIATES LTD	7,959.82	2022 11/14/22 V/M CONCORD & WAVERLY /REPL HYDRANT
002303225	ETRE ASSOCIATES LTD	9,283.24	2022 11/18/22 V/M 518 CORTLAND/SERV CONN LEAK REP
002303226	ETRE ASSOCIATES LTD	12,363.91	2022 11/17/22 T/H HARRISON AVE & FREEMONT ST/EXT
002303227	ETRE ASSOCIATES LTD	24,607.99	2022 11/17/22 T/M SALEM & KOLBERT/REPL VALVE
002303228	ETRE ASSOCIATES LTD	1,971.44	2022 11/16/22 T/M 28-30 PRYER MANOR RD/REPL BLOW O
002303229	ETRE ASSOCIATES LTD	21,352.07	2022 12/6/22 T/M WEAVER ST & MYRTLE BLVD/REPL VLV
002303230	ETRE ASSOCIATES LTD	2,403.26	2022 11/21/22 V/M 155 HEATHCOTE AVE/CURB VLV REP
002303274	ETRE ASSOCIATES LTD	536,719.04	A1378/A1394 PHASE 1&2 WEAVER ST PUMP STATION & PRV
002303275	ETRE ASSOCIATES LTD	28,512.28	2022 12/2/22 T/M WEAVER ST & MYRTLE BLVD/REPAIR VL
002303276	ETRE ASSOCIATES LTD	20,596.30	2022 12/02/2022 V/M 432 BEACH LEAD SRV CONNECTION
002303277	ETRE ASSOCIATES LTD	15,853.06	2022 11/23/22 WJWW YARD, CLEAN UP YARD
002303278	ETRE ASSOCIATES LTD	11,124.65	2022 12/02/22 RYE 14 JOHN JAY PLACE/LEAK REPAIR
002303279	ETRE ASSOCIATES LTD	11,766.45	2022 12/2/22 T/H 83 OLD WELL RD/LEAK REPAIR
002303280	ETRE ASSOCIATES LTD	282,777.71	2022 12/9/22 T/H WEST ST & AVONDALE RD/EXCAVATE
002303281	ETRE ASSOCIATES LTD	8,041.88	11/30/22 T/H 574 ANDERSON HL RD 1.5" TAP
002303282	ETRE ASSOCIATES LTD	20,531.61	2022 12/2/22 T/H 60 PARK AVE; LEAD SRV CONN LEAK
002303283	FAIRBANKS SCALES	911.00	2/16/23 MAINTENANCE SERVICES OFFICE 1625 MAMARONEC
002303284	FAIRBANKS SCALES	255.00	2/16/23 MAINTENANCE SERVICES WEAVER ST PLANT
002303231	GREATAMERICA FINANCIAL	206.22	3/1/23-3/31/23 XEROX C8045 COPIER AGREEMENT
002303232	SUSAN GUNDERSON	1,082.29	CUST REF 30309601227 RECCURING PYMT WITH FIXED AM
002303285	THE T/V OF HARRISON	6,450.00	2022 12/27/22-12/29/22 83 NORTH ST. POLICE SERVICE
002303286	THE T/V OF HARRISON	3,750.00	2022 12/19/22-12/20/22 HARRISON AVE/BROWN PL/POLIC
002303287	THE T/V OF HARRISON	4,425.00	1/3-1/5/23 LAKE ST./GRANT ST POLICE SERVICES
002303288	HAZEN AND SAWYER, P. C	16,320.04	A1386 JOINT RYE LAKE TURBIDITY CURTAIN REP& REPL
002303289	HAZEN AND SAWYER, P. C	94,607.11	A1364 JOINT RYE LAKE FILTRATION FACILITY
002303290	HAZEN AND SAWYER, P. C	14,560.95	A1386 JOINT RYE LAKE TURBIDITY CURTAIN REP&REPL
002303291	HAZEN AND SAWYER, P. C	85,766.26	A1364 JOINT RYE LAKE FILTRATION FACILITY
002303233	H2M ARCHITECTS + ENGIN	1,260.00	A1375 & A1382 JOINT WEST & EAST PURCHASE WTR TANKS
002303234	H2M ARCHITECTS + ENGIN	710.99	A1375 & A1372 JOINT WEST & EAST PURCHASE WATER TAN

VB REFERENCE	VENDOR NAME.....	AMOUNT DUE	DESCRIPTION
002303292	HUNTINGTON POWER	4,518.96	2/22/23 LEVEL 1 SERVICE KENILWORTH BOOSTER PUMP ST
002303293	HUNTINGTON POWER	1,295.00	2/16/23 PARK LANE TANK SERVICE
002303294	HUNTINGTON POWER	1,705.00	2/14/23 RYE LAKE STATION UNIT 1 SERVICE
002303235	THE JOURNAL NEWS	1,374.00	1/12/23-2/2/23 LEGAL ADVERTISING & DIGITAL RUNS
002303236	K.R.B.VAC & JANITORIAL	1,291.71	JANUARY 2023 MISC ITEMS/ALL LOCATIONS
002303295	LANZA'S ELECTRICAL CON	14,020.00	A1378 JOINT WEAVER ST PUMP STATION & PRV UPGRADE
002303296	LANZA'S ELECTRICAL CON	5,110.00	2022 12/19-12/27/22 PURCHASE BOOSTER CAMERAS
002303297	LAMB & BARNOSKY, LLP	35.00	JANUARY 2023 PROF LEGAL SERVICES
002303298	W.B. MASON CO.INC.	3,058.84	2023 OFFICE SUPPLIES, PAPER, TONER, LABEL, BATTERY
002303299	MATRIX IMAGING Solutio	2,735.77	FEBRUARY 2023 BASE & ADDITIONAL PACKAGES
002303300	MCGUIRE'S MECHANICAL C	2,595.14	2/4/23-2/6/23 RYE LAKE CHECK BOILERS
002303301	MCGUIRE'S MECHANICAL C	939.25	2/14/23-2/16/23 RYE LAKE REPL TOILT TANK
002303302	METLIFE	5,207.33	APRIL 2023 DENTAL, LIFE & AD&D INSURANCE
002303303	MCI COMM SERVICE	38.80	MARCH 2023 PHONE LINE FOR GENERATOR
002303304	MCI COMM SERVICE	38.80	MARCH 2023 INTERNET & PHONE PURCHASE ST
002303305	MCI COMM SERVICE	38.80	MARCH 23 LAKE ST PLANT PHONE
002303237	TOWN OF HARRISON	2,255.23	2023 WEST COUNTY TAX 4195 PURCHASE ST 0961 003 1
002303238	TOWN OF HARRISON	195.98	2023 WEST CNTY TAX 12 STONE RIDGE RD 0961 001
002303239	MCCARTHY FINGAR LLP	5,000.00	APRIL 2023 PROF LEGAL SERVICES
002303306	MCCARTHY FINGAR LLP	6,426.00	A1364 JOINT RYE LAKE FILTRATION FACILITY
002303307	MCCARTHY FINGAR LLP	153.00	FEBRUARY 23 PROF LEGAL SERV PENDING CLAIMS & LITIG
002303240	NELSON POPE VOORHIS	483.75	A1364 JOINT RYE LAKE FILTRATION FACILITY
002303308	NY POWER AUTHORITY	48,786.17	FEBRUARY 2023 ELECTRIC POWER / ALL LOCATIONS
002303241	NYC WATER BOARD	5,717.91	JANUARY 2023 VILLAGE OF LARCHMONT LOT 1270
002303242	NYC WATER BOARD	202,343.41	JANUARY 2023 SHAFT 22 BL 90100, LOT1270, METER9940
002303243	NYC WATER BOARD	356,291.75	JANUARY 2023 RYE LAKE BL90100, LOT 833, METER7909
002303244	POLLARDWATER	145.00	(10) 4X5 21 WIRE FLAG BLUE 100
002303309	U.S. POSTAL SERVICE	290.00	2023 FEE FOR PRIVILEGE TO MAIL AT PRESORTED PRICE
002303310	LILIANA RAE	500.00	CUST REFUND 304218004547; 2 PAYMENTS MADE
002303311	SAMMARCO STONE & SUPPL	114.40	A1378 JOINT WEAVER ST PUMP STATION
002303245	SPRAGUE OPERATING RESO	1,063.04	2/8/23 (400) GASOLINE
002303246	SPRAGUE OPERATING RESO	723.16	2/17/23 (250) GALS OF #2 B-5 BIOHEAT
002303247	SOURCEPASS TOTAL, LLC	5,295.00	DOWN PAYMENT /NEW EQ RYE LAKE PROJECT
002303312	SOURCEPASS TOTAL, LLC	3,900.00	(20) HOURS BLOCK TIME AGREEMENT HOURS REPLENISHM
002303313	SOURCEPASS TOTAL, LLC	5,612.15	ESP MANAGED DESKTOP,SERVER, DARK WEB, MICROSOFT OF
002303260	US POSTMASTER	1,000.00	3/16/23 POSTAGE REFILL
002303314	U LINE	352.16	C-FOLD TOWELS, TOILET PAPER, TISSUE/ALL LOCATIONS
002303248	UNIFORMS TODAY, LLC	714.43	(10) 1/4 ZIP FLEECE SWEATER/EMPLOYEES
002303249	UNIFORMS TODAY, LLC	41.43	(1) FLEECE JACKET BLACK
002303250	UNIFORMS TODAY, LLC	160.09	(1) EB WEATHEREDGE JKT BLACK
002303251	UNIFORMS TODAY, LLC	769.10	FLEECE SWEATER, WEATHEREDGE JKT
002303252	VERIZON	54.34	3/6/23-4/5/23 LAKE ST PLANT PHONE SERVICE
002303253	VERIZON	239.22	3/7/23-4/6/23 PURCHASE ST. INTERNET & PHONE
002303254	VERIZON	201.99	3/11/23-4/10/23 OFFICE/ ALARM LINE
002303255	VERIZON	112.11	3/13/23-4/12/23 FAX LINE OFFICE
002303256	VERIZON BUSINESS FIOS	34.54	3/6/23-4/5/23 PHONE LINE FOR GENERATOR
002303315	VERIZON BUSINESS FIOS	126.98	3/16/23-4/15/23 INTERNET RYE LAKE
002303316	VISION SERVICE PLAN	1,420.25	FEBRUARY-MARCH 2023 VISION INSURANCE
002303317	VITOLITE ELECTRIC SALE	603.90	A1378 JOINT WEAVER ST PUMP STATION & PRV
002303318	WESTERN PEST SVCES	109.00	FEBRUARY 2023 PEST CONTROL
002303319	WESTERN PEST SVCES	109.00	MARCH 2023 PEST CONTROL
002303320	WEST CTY DEPT OF LABS	5,524.00	JANUARY 2023 LAB ANALYSYS
002303257	WOODARD & CURRAN INC.	3,820.00	2/10/23 SUEZ CONNECTION CONTROL VALVE
002303258	WOODARD & CURRAN INC.	5,612.47	2/10/23 SUEZ CONNECTION CONTROL VALVE

VB REFERENCE	VENDOR NAME.....	AMOUNT DUE	DESCRIPTION
002303321	WOODARD & CURRAN INC.	30,838.50	DECEMBER 22-FEBRUARY 23 WINGED FOOT WATER TOWER
002303259	WESTCHESTER WATER WORK	120.00	WJWW CONFERENCE 3/23/23 CASA RINA LUNCHEON
**		2,110,942.58	
*			
09 002303202	STERLING NATIONAL BANK	16,606.98	#11 P/E 3/11/23 FEDERAL PAYROLL TAXES WITHHOLDING
09 002303261	STERLING NATIONAL BANK	18,307.06	#12 P/E 3/18/23 PAYROLL SUMMARY
09 002303203	NYS DEFERRED COMPENSAT	3,118.01	#11 P/E 3/11/23 NYS DEFERRED COMP
09 002303262	NYS DEFERRED COMPENSAT	3,442.09	#12 P/E 3/18/23 NYS DEFERRED COMP
09 002303204	NYS INCOME TAX	2,931.32	#11 P/E 3/11/23 NYS PAYROLL TAXES WITHHOLDINGS
09 002303263	NYS INCOME TAX	3,249.26	#12 P/E 3/18/23 NYS PAYROLL TAXES WITHHOLDING
09 002303205	PAYROLL	39,900.71	#11 P/E 3/11/23 PAYROLL SUMMARY
09 002303264	PAYROLL	42,759.15	#12 P/E 3/18/23 PAYROLL SUMMARY
09 002303206	UTILITY WORKER UNION L	505.68	#11 P/E 3/11/23 UNION DUES
09 002303265	UTILITY WORKER UNION L	505.68	#12 P/E 3/18/23 UNION DUES
**		131,325.94	
*			
		2,242,268.52	

[405] 120 items listed out of 29532 items.

Westchester Joint Water Works

For Billings As Of: 3/24/2023
For Cash Received As Of: 3/24/2023

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
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
01/05/23	30%	969	\$ 448,503	285	\$ 145,169	140	\$ 54,134	523	\$ 241,051	17	\$ 6,093	4	\$ 2,055
01/20/23	20%	823	\$ 353,110	291	\$ 150,725	90	\$ 23,848	419	\$ 169,779	19	\$ 7,003	4	\$ 1,755
02/10/23	18%	813	\$ 279,583	219	\$ 118,037	141	\$ 22,471	438	\$ 139,580	11	\$ (1,445)	4	\$ 940
02/24/23	19%	745	\$ 240,085	263	\$ 139,254	101	\$ 9,884	357	\$ 88,509	20	\$ 1,798	3	\$ 640
03/08/23	11%	693	\$ 198,486	230	\$ 123,431	142	\$ 19,193	300	\$ 53,426	15	\$ 1,261	6	\$ 1,175
03/23/23	17%	803	\$ 256,523	314	\$ 145,118	101	\$ 8,786	365	\$ 100,387	19	\$ 1,514	4	\$ 719



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February 24, 2023

Paul Kutzy, P.E., Manager
Westchester Joint Water Works
1625 Mamaroneck Ave
Mamaroneck, NY 10543

RE: Operations Technical Assistance and SCADA Service Contract

Dear Mr. Kutzy:

Woodard & Curran Engineering and Geological Services P.A. P.C. is pleased to provide the Westchester Joint Water Works (WJWW) with this proposal to continue to assist WJWW with ongoing Operations Technical Assistance, including SCADA service and optimization for 2023.

The existing contract is for \$150,000 (includes \$92,500 for Operational Technical Assistance, \$7,500 for Hydraulic Modeling for Suez Interconnections, and \$50,000 for Redundant Communication), of which \$87,000 has been spent. Of the remaining \$63,000, there is \$50,000 reserved for the redundant communication project which, due to supply chain issues, has not been worked on, but is anticipated to be in the fourth quarter of 2023. Therefore, there is \$13,000 remaining for future work.

As stated, the previously approved \$150,000 budget includes an allocation of \$7,500, of which \$5,000 remains for Hydraulic Modeling for the Suez interconnections, therefore the \$5,000 would come out of the remaining \$13,000. The \$8,000 balance remains available for Operations Technical Assistance moving forward.

Given that the Operations Technical Assistance budget of \$92,500 has approximately \$8,000 remaining, and we are anticipating that the budget will be depleted soon, we are requesting additional funds for a similar amount of ongoing services. The proposed amount is the same as in the 2022 contract for this task. Please find our Scope of Services and Project Budget below.

SCOPE OF SERVICES

Under this Contract, Woodard & Curran proposes to perform the following as-needed tasks:

- Coordination with WJWW contractors on new equipment installation and SCADA integration;
- SCADA antenna and startup services (TCS Communications Corp.);
- SCADA equipment purchases;
- SCADA Software & Remote Access yearly software fees of approximately \$12,000/yr and planned when the software expires in July each year;
- SCADA reporting changes;
- SCADA trend adjustments and data display optimization;
- SCADA trending modifications for operational efficiency and accuracy;
- Assistance with SCADA components and operational support for capital upgrade projects;



- Implementation of recommended reporting and SCADA use optimization practices;
- Miscellaneous hardware updates, adjustments, replacements, consultation, and servicing;
- System hydraulics investigation and analyses;
- Sampling plan and mapping updates;
- Research and advice on regulatory, system operations, and engineering issues;
- Engineering design and permitting for system upgrades;
- Miscellaneous additional as-needed services as requested by WJWW; and
- SCADA System Improvement Plan Development, including:
 - Updated assessment of software, network, and PLCs
 - Development of recommended future improvements and system modernizations.
 - Block diagrams for existing and proposed conditions
 - Implementation schedule and budgetary estimates

The nature and timing of requests for as-needed assistance varies and is typically in response to new or changing system conditions. While requests for as-needed assistance will proceed within the authorization of this proposal. To provide WJWW with a level of budget awareness for requested activities, we will respond to those requests for as-needed assistance for activities over approximately \$2,500 in effort via email with an acknowledgement of the request, estimated schedule, and level of effort. Minor activities where the level of effort is below this will proceed as requested by WJWW. When requests for assistance are more significant than can be handled through this contract, we will inform you and seek separate budget authorization.

EXCLUSIONS / ASSUMPTIONS

All electrical and networking installations are to be completed by others.

PROJECT BUDGET

Woodard & Curran proposes to perform the tasks in the aforementioned Scope of Services in accordance with the July 17, 2020 Terms and Conditions between WJWW and Woodard & Curran. Billing will be prepared on a Time & Materials (T&M) basis in accordance with the Woodard & Curran standard rate table in effect at the time of service. The total budget is a not to exceed amount of **\$95,000**. Woodard & Curran will provide WJWW a written update on the budget status and ongoing requests on a monthly basis.

TERMS AND CONDITIONS

The Scope of Services will be completed in accordance with the terms of the Consultant/Professional Services Agreement between Woodard & Curran Engineering and Geological Services P.A. P.C. and Westchester Joint Water Works.

