

WESTCHESTER JOINT WATER WORKS

Board of Trustees Meeting

Tuesday, May 9, 2017 at 4:00 p.m.

The meeting was called to order at 4:04 p.m. with the following members present:

Present:

- Trustees Ron Belmont, Nancy Seligson and Norman Rosenblum
- Anthony Conetta, P.E. Manager
- David Birdsall, Business Director
- Guy Parisi, Esq. WJWW Counsel

Approval of Minutes

Trustee Seligson made a motion to approve the minutes from the April 21, 2017 Special Board meeting. Trustee Rosenblum seconded the motion, all in favor:

Trustee Belmont	“aye”
Trustee Rosenblum	“aye”
Trustee Seligson	“aye”

Trustee Seligson made a motion to approve the minutes from the April 25, 2017 Board meeting as amended. Trustee Rosenblum seconded the motion, all in favor,

Trustee Belmont	“aye”
Trustee Rosenblum	“aye”
Trustee Seligson	“aye”

The Manager reviewed with the Board the current bank balances and claims to be approved. After review, Trustee Rosenblum made a motion to approve the 97 claims & 88 checks in the amount of \$549,306. Trustee Seligson seconded the motion, all in favor:

Trustee Belmont	“aye”
Trustee Rosenblum	“aye”
Trustee Seligson	“aye”

The Manager and Business Director discussed the status of the operating budget, capital projects and general administration with the Board.

- The Manager reviewed the accounts receivables balances over 60 days with the Board.

Operations Status Reports

The Manager reported on the following WJWW operational items:

- a. The year-to-date water production as of April 2017 was 1,174.4 MG compared to 1,276.5 MG through the end of April, 2016 indicating a year-to-date decrease in water use of 129.1 MG or 10% less water used than 2016. Rye Lake water totaled 290.9 MG which represented 25% of total water production year-to-date versus 38% in 2016, trend representative of the increased distribution of UV treated water in non-peak months.
- b. Water Main Repairs and Facilities Improvements:
 - VOM
 - Replaced Hydrant #1173 on Taylors La.
 - TOM
 - Replaced Hydrant #2283 on Kolbert Dr.
 - Replaced Hydrant #2161 on Old White Plains Rd.
 - Repaired service connection at 2 Poplar Rd.
 - Replaced 6" valve at intersection Myrtle Blvd. & Preston St.
 - TOH
 - Replaced lead service connections for new 1" taps and 1" copper service connections at 57, 66 and 91 Francis Ave.
 - Replaced water main valve at intersection of Pleasant Ridge Rd. & North St.
 - Replaced service connection at 1 Landolfe Pl.
- c. Improvements to Storage Tanks and Distribution Lines:
 - WJWW is evaluating price quotes for needed power washing of the exterior of the two Purchase tanks as identified in the 2016 tank inspection report.
 - H2M is evaluating options and costs with respect to a new tank and/or rehab the existing 80 yr. old tank at Kenilworth.
 - Aviation warning lights were replaced on the top of Park Lane #1 and Park Lane #2.
 - Flagler Dr. engineering report and construction cost estimate is \$2.7 million. This will be a VOM Local Capital Project. After discussion, Trustee Rosenblum made a motion to approve the VOM Local Capital Project. Trustee Seligson seconded the motion, all in favor:

Trustee Belmont	"aye"
Trustee Rosenblum	"aye"
Trustee Seligson	"aye"

- BRIXMOR, 805 Mamaroneck Ave. Project water main improvements - Rotfeld Engineering submitted a proposal for engineering/construction services and assistance with WCDOH approvals related to the project (50% of the costs to be covered by the developer). Trustee Rosenblum made a motion to approve the proposal. Trustee Seligson seconded the motion, all in favor:

Trustee Belmont	“aye”
Trustee Rosenblum	“aye”
Trustee Seligson	“aye”

d. Meter Reading and Billing Status:

- Meter reads/billing for VOM (4,000 +/-) is in progress.
- Monthly meter reads for the TOM (3,000 +/-) have been completed.
- Meters replaced since late Feb '16 to allow for drive-by meter reads
 - VOM 218 (Total 76% Drive-by)
 - TOM 712 (Total 99% Drive-by)
 - TOH 1,183 (Total 95% Drive-by)
 - TOTAL 2,113
- TOM meter replacement: a \$100 fee will be charged walk-ons - 8 meters are left to be replaced. This is due to lack of customer response.
- VOM Meter Replacement Program: approximately 1,003 old meters requiring walk-on reads are expected to be replaced by mid-to-end of October in the following sections of the Village:
 - Harbor Heights & Washingtonville
 - Orienta & Palmer/Heathcote
 - Rye Neck & Greenhaven
- Continuing to work on resolving problems with: zero, low and estimated reads.
- Resolving/Troubleshooting Problem Reads:
 - Total Accounts: 14,661
 - Potential Problem Read Count: May 2017 – 1,004 (7%)
- The Manager updated the Board members on WJWW's Backflow Prevention Program.
- WJWW has completed the turn-on of seasonal irrigation systems that have backflow prevention devices.

e. Improvements to Pump Stations

- D&B submitted a Technical Scope of Work and Cost Proposal for the updating and renewal of the Chemical Bulk Storage 1 Year and 5 Year Plan for the Larchmont-Weaver St. Plant. Trustee Seligson made a motion to accept the proposal for a not-to-exceed fee of \$3,900. Trustee Rosenblum seconded the motion, all in favor:

Trustee Belmont	“aye”
Trustee Rosenblum	“aye”
Trustee Seligson	“aye”
- Rye Lake Pump Station:
 - New gas chlorinator equipment has been approved for use by WCDOH.
- Emergency Back Up Mobile Chlorinator:
 - Received WCDOH approval. WJWW will proceed to the bidding process.

- Park Lane Booster Pump:
 - H2M has submitted responses and updated plans to WCDOH for approval.
 - H2M has requested a meeting with WCDOH.

UV Alternative Status to Rye Lake Source

a. Maximize Use of Shaft 22 UV Treated Water:

- Kenilworth Pump Station Upgrade:
 - Pre-fab Kenilworth Pump Station is operational and helping WJWW maximize use of UV treated water. The brick exterior is nearing completion and roof has been installed.
- New 16" Water Transmission Line
 - Plans and specs. are completed
 - Gannett Fleming has finalized bid documents, advertising, bid reviews and other related activities. **See Attachment IV.a.**
- New Macy Rd-Osborne Rd. Pump Station:
 - Limited preliminary engineering work has begun.
 - Visual/photo renderings have been prepared for locations near TOH Town Hall and the vicinity of Macy Rd. – Sunnyside Ave.
 - TOH Board is in favor of using base of building.
 - Woodard & Curran is preparing design criteria for installation of a SCADA pressure monitor at Stratton Rd. high spot on the Shaft 22-30 inch line pump station to increase maximum day supply to meet demand.

b. WJWW has provided the County with confirmation of space that is needed and has requested feedback on 4-5 acres of airport property for disinfection/treatment plant on airport land – WJWW is awaiting a response.

c. Concern/Problems with Requests for Additional Water:

- Actual 2016 Max Flow Condition:

	<u>Peak Day</u>	<u>Peak Hour</u>
- Rye Lake	12.2 MG	20 MG
- Shaft 22	9.7 MG	16 MG
Total	21.9 MG	36 MG
- Option to Meet Additional Demands/Requests
 - Larger Pump(s) at Rye Lake w/UV Disinfection (+2 MGD)
 - SITES Remediation has submitted a proposal for engineering services related to the preparation of plans and specs., construction services and WCDOH approvals. The project calls for 3.5 MGD pump upgrade to 5.5 MGD. Trustee Rosenblum made a motion to approve the proposal for a not-to-exceed- fee of \$9,950. Trustee Seligson seconded the motion, all in favor:

Trustee Belmont	"aye"
Trustee Rosenblum	"aye"
Trustee Seligson	"aye"

- Booster Pump Station on 30 inch transmission main by Stratton Rd/Cemetery Ln. (+4MGD) and postpone consideration for the Macy Rd. Pump Station.

Executive Session

At 4:45 p.m., Trustee Rosenblum made a motion to go into Executive Session to discuss a personnel matter. Trustee Seligson seconded the motion, all in favor:

Trustee Belmont	"aye"
Trustee Rosenblum	"aye"
Trustee Seligson	"aye"

Trustee Rosenblum left the meeting.

At 5:30 p.m., Trustee Rosenblum made a motion to leave Executive Session and return to the regular meeting. Trustee Seligson seconded the motion, all in favor:

Trustee Belmont	"not present"
Trustee Rosenblum	"aye"
Trustee Seligson	"aye"

Date of Next Meeting

The Board meeting is scheduled for Wednesday, May 24th at 4:00 p.m.

With no further business to discuss, Trustee Rosenblum made a motion to adjourn the meeting. Trustee Seligson seconded the motion, all in favor: "aye". The meeting adjourned at 5:30 p.m.