

## **WESTCHESTER JOINT WATER WORKS**

### **Board of Trustees Meeting**

**Wednesday, May 24, 2017 at 4:00 p.m.**

The meeting was called to order at 4:07 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 May 9, 2017 Board meeting. 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 172 claims & 162 checks in the amount of \$1,719,260. 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. They also discussed the following:

- The status of the New York City rate increase – a proposed rate increase has not yet been proposed.
- Flagler Dr. Water Main Repair/Improvement Project – based on additional work and analysis, there is a need to modify the increase the estimate from \$2.7 million to \$3.3 million. Trustee Rosenblum made a motion to increase the project costs. Trustee Seligson seconded the motion, all in favor:

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

- 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 1,147.4 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.

In April 2017, WJWW entered the statewide water tasting contest in Saratoga Springs at the New York Section American Water Works Association and received the 2<sup>nd</sup> Place Award.

- b. Water Main Repairs and Facilities Improvements:

- VOM
  - Removed and plugged corp. at 625 Waverly Ave.
  - Repaired water main break at 643 Lorraine St.
- TOM
  - Installed a 6" valve at the intersection of Myrtle Blvd. & Preston St.
  - Replaced hydrant #2295 on Carriage House La.
  - Repaired water main on or near the service to 1 Well House La.
  - Repaired water main break near 90 Valley Rd.
  - Repaired water main break at 17 Overlook Terrace.
- TOH
  - Replaced the blow off at the end of Francis Ave. near Oak St.
  - Replaced 6" valve at intersection of Ramapo Tr. and Woodlands Rd.
  - Replaced Hydrant #3423 on Century Tr.

- c. Improvements to Storage Tanks and Distribution Lines:

- WJWW received three (3) proposals to power wash the exterior of the two Purchase tanks as identified in the 2016 tank inspection report. Trustee Rosenblum made a motion to approve the proposal submitted by Hydro Wash Inc. in the amount of \$6,000. Trustee Seligson seconded the motion, all in favor:

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

- H2M is evaluating options and costs with respect to a new tank and/or rehab the existing 80 yr. old tank at the Kenilworth site.
- Flagler Dr. engineering report and construction cost estimate has been completed by GHD.
  - Project has been approved as a local capital project.
  - Awaiting VOM approval as a local capital project for \$3.3 million.
  - GHD has submitted plans/specs. and engineering report to WCDOH for approvals.
- BRIXMOR, 805 Mamaroneck Ave. – Rotfeld Engineering has begun engineering work for WCDOH approvals.

d. Meter Reading and Billing Status:

- Meter reading for VOM (4,000 +/-) is completed.
- 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 80% Drive-by
  - TOM 99% Drive-by
  - TOH 98% Drive-byTOTAL
- VOM Meter Replacement Program: approximately 1,003 old meters 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
- 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.
- Continuing to work on resolving problems with: zero, low and estimated reads.
- Resolving/Troubleshooting Problem Reads:
  - Total Accounts: 14,661
  - Potential Problem Read Count:
    - April 2017: 677 (4.6%)
    - April 2016: 1,054 (7.1%)
- Status of Backflow Prevention Program indicates good progress being made with nearly 70% compliance with the higher level properties.

e. Improvements to Pump Stations

- Rye Lake Pump Station:
  - New gas chlorinator equipment has been approved by WCDOH and is in use. WJWW attended a hearing on May 9<sup>th</sup> regarding issues/citation related to start-up and WCDOH's inspection.
  - SITES is preparing an engineering submittal for WCDOH approval to replace old/undersized Pump #1 from 3.5 MGD to 5.5 MGD to match the other 4 pumps which are 5.5 MGD.
- Emergency Back Up Mobile Chlorinator:
  - Received WCDOH approval. WJWW will move forward to the bidding process.

- Larchmont-Weaver Street Plant Upgrade Improvements:
  - D&B has completed Task 1 (Modelling) and Task 2 (Draft Basis of Design Report).
  - WJWW to apply for NYS Water Infrastructure Improvement Grant by June 20, 2017 deadline.
  - D&B submitted a proposal for Task 3: Design and Permitting for the Upgrade/Improvements to the pump station. Trustee Seligson made a motion to approve the proposal for \$148,700. Trustee Rosenblum seconded the motion, all in favor:

Trustee Belmont	“aye”
Trustee Rosenblum	“aye”
Trustee Seligson	“aye”
- Park Lane Booster Pump:
  - H2M has submitted responses and updated plans to WCDOH and still awaiting approval.
  - H2M has requested a meeting with WCDOH but they declined indicating that the review is almost complete.

### **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 work is completed and roof installation is almost completed.
- New 16” Water Transmission Line
  - Plans and specs. are completed by Gannett Fleming.
  - Bidding package is completed and 1<sup>st</sup> advertisement in The Journal News was on Wednesday, May 17<sup>th</sup>.
  - Pre-bid meeting is scheduled for June 28<sup>th</sup> and Bids are due August 31<sup>st</sup>.
  - Construction is expected to begin mid-late November, 2017.
- New Macy Rd-Osborne Rd. Pump Station:
  - Limited preliminary engineering started by HDR.
  - Visual/photo renderings have been prepared for locations near TOH Town Hall and the vicinity of Macy Rd. – Sunnyside Ave. The preferred location will be in the lower parking lot next to Town Hall.
- 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. SCADA monitoring should be operational late August/early September.

#### **b. WJWW-Westchester County Airport:**

- WJWW has provided the County with confirmation of a space need for 4-5 acres of airport property for a possible disinfection/treatment plant on airport land and requested feedback.
- Latest meeting with County representatives was held May 15<sup>th</sup>.
- WJWW indicated continued desire to have the airport land set aside for future water facilities such as a need for an airport pump station/water tank, WJWW filter plant.
- WJWW indicated that to facilitate County’s set aside a feasibility study to be down by WJWW’s consultant to evaluate UV treatment of Rye Lake water at the Purchase Booster Station site.

- WJWW has requested that HDR submit an engineering proposal to conduct a feasibility analysis for a UV plant at the Purchase Booster Station site. The Board agreed to discuss at the next meeting.

c. Rye Lake Turbidity Curtain/Boom

- Bathymetric Survey to be done to support final design of a permanent boom system.
- Need to use an outside contractor.
- WJWW received two quotes, however, the quotes need to be revised and will be discussed at the next meeting.
- Emergency Repairs-Maintenance Work Required on Existing Temporary Curtains. After discussion, Trustee Rosenblum made a motion to conditionally approve the proposal from Transit Construction Corp. in the amount of \$46,650. Trustee Seligson seconded the motion, all in favor:

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

**Executive Session**

At 5:03 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"

At 5:34 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"

Following Executive Session the Board unanimously agreed to:

- Accept Anthony Conetta's retirement effective June 30, 2017.
- Give management personnel a 1.75% salary increase effective January 1, 2017.
- Appoint Frank Arcara permanent in the title of Water Treatment Plant Operator I-B.
- Appoint Liliya Balkova permanent in the title of Senior Account Clerk.

**Date of Next Meeting**

The Board meeting is scheduled for Tuesday, June 13<sup>th</sup> 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 5:35 p.m.