

## **WESTCHESTER JOINT WATER WORKS**

### **Board of Trustees Meeting**

**Tuesday, August 8, 2017 at 4:00 p.m.**

The meeting was called to order at 4:30 p.m. with the following members present:

#### **Present:**

- Trustees Ron Belmont and Norman Rosenblum
- Trustee Nancy Seligson via conference call
- David Birdsall, Business Director/Acting Manager
- Guy Parisi, Esq. WJWW Counsel

#### **Approval of Minutes**

Trustee Seligson made a motion to approve the minutes from the July 19, 2017 Board meeting as amended. Trustee Rosenblum seconded the motion, all in favor,

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

The Business Director/Acting Manager reviewed with the Board the current bank balances and claims to be approved. After review, Trustee Rosenblum made a motion to approve the 184 claims & 168 checks in the amount of \$1,686,162. Trustee Belmont seconded the motion, all in favor:

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

The Business Director/Acting Manager discussed the status of the operating budget, capital projects and general administration with the Board. They also discussed the following:

- Moving rehab of Winged Foot Water Storage Tank to Spring/Summer 2018 - Under consideration
- Notification and implementation of voluntary water use restrictions - To be instituted
- Water rates and presentations to member municipalities - Scheduled
- The Business Director reviewed the accounts receivables balances over 60 days old with the Board and discussed the WJWW late fee policy – General Counsel to follow-up.

#### **Operations Status Reports**

The Business Director reported on the following WJWW operational items:

- a. The year-to-date water production as of July 2017 was 2,442.0 MG compared to 2,843.0 MG through the end of July 2016 indicating a year-to-date decrease in water use of 401.0 MG or 14% less water used than 2016. Rye Lake water totaled 883.7 MG which represented 36% of total water production year-to-date versus 47% in 2016, trend representative of the increased distribution of UV treated water in non-peak months.

b. Water Main Repairs and Facilities Improvements:

- VOM
  - ACP water main replacement at Orienta Beach Club is completed.
  - Installed new valve cluster at 532 W. Boston Post Rd. & water main extension work has begun.
  - Repaired curb valve at 403 Jefferson Ave.
  - Repaired curb valve at 110 Travers Ave.
  - Repaired curb valve at 5 Woodland Dr.
  - Replaced service connection at 443 Melbourne Ave.
  - Replaced 6" valve # 1192 at intersection of Stoneybrook Ave. and Osborn Ave.
  - Repaired curb valve at 1526 N. James St.
- TOM
  - Repaired hydrant later for fire hydrant #2135 on Homer Ave.
  - Repaired curb valve at 9 West Brookside Dr.
  - Replaced top section of valve box at intersection of Jefferson St. and Chatsworth Ave.
  - Repaired curb valve at 17 Madison St.
  - Repaired curb valve at 15 Madison St.
  - Repaired 8" Water Main break at 1179 Old White Plains Rd.
  - Repaired 8" water main break at Rockland Ave. Bridge.
  - Replaced 8" valve on Carriage House Ln.
  - Emergency replacement of 2 valve clusters at intersection of Old White Plains Rd. and Prince Willow Ln. and Carriage House Ln.
- TOH:
  - Replaced top section of valve box at 3030 Westchester Ave.
  - Repaired service connection at 27 Rigene Rd.
  - Repaired service connection at 34 Irving Pl.
  - Replaced curb valve at 87 Bradford St.
  - Repaired leaking gasket in meter pit at 4 Knightsbridge Manor.
  - Installed new valve cluster for water main extension at 590 Harrison Ave.
  - Replaced fire hydrant #3655 at 600 Lake St.
  - Installed new valve cluster on Polly Park and ACP water main replacement is substantially complete.

The Business Director/Acting Manager explained to the Board that many of the curb valves replaced were related to the meter change program.

c. Improvements to Storage Tanks and Distribution Lines:

- WJWW is reviewing H2M's preliminary evaluation related to options and costs with respect to a new tank and/or rehab of the existing 80 yr. old tank at the Kenilworth site.
- H2M has submitted a proposal for Engineering Services for the Winged Foot Water Storage Tank Rehab. Trustee Rosenblum made a motion to approve the proposal for \$183,300. Trustee Seligson seconded the motion, all in favor:

Trustee Belmont	"aye"
Trustee Seligson	"aye"
Trustee Rosenblum	"aye"
- Flagler Dr.
  - WJWW authorized this as a local capital project with an estimated cost of \$3.3 million on May 24, 2017 and notified VOM to place this project on its agenda for approval.
  - 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 submitted plans and WJWW has received WCDOH approval.

d. Meter Reading and Billing Status:

- Meter reads and billing for TOH (6,000 +/-) completed.
- Meter reads for VOM (4,000 +/-) expected to be completed mid-August.
- Monthly TOM meter reads (3,000 +/-) for August expected to be done in late-August.
- Status of drive-by meter reads:
  - VOM 89% Drive-by
  - TOM 99% Drive-by
  - TOH 98% Drive-by
  - Currently, there are 18 appointments for changing meters.
- VOM Meter Replacement Program:
  - Approximately 516 old meters remain to be replaced by mid-to-end of October in the following sections of the Village:
    1. Harbor Heights & Washingtonville
    2. Orienta & Palmer/Heathcote
    3. Rye Neck & Greenhaven
- TOM meter replacement: a \$100 fee will be charged walk-ons: end of 2017 for VOM & TOH.
- Continuing to work on resolving problems with: zero, low and estimated reads.
  - Total Accounts: 14,665
  - Potential Problem Read Count:  
July 2017: 809 (5.5%)
- WJWW Backflow Prevention Program:
  - Status of BPD.
  - Approximately 224 properties will be receiving Notices of Violation with a \$200 fee for ignoring a WJWW written order to install a backflow device.

e. Improvements to Pump Stations

- Rye Lake Pump Station:
  - New gas chlorinator – Remaining work related to chlorine cylinder actuators and installation of double walled piping for injection process is being completed.
  - Awaiting approval from WCDOH of SITES revised engineering submittal related to approval to replace old/undersized Pump #1 from 3.5 MGD to 5.5 MGD to match the other 4 pumps which are each 5.5 MGD.
- Emergency Back Up Mobile Chlorinator:
  - D&B has submitted a proposal for Bidding Services for the project. Trustee Rosenblum made a motion to approve the proposal for \$7,000. Trustee Belmont seconded the motion, all in favor:

Trustee Belmont	“aye”
Trustee Seligson	“aye”
Trustee Rosenblum	“aye”
- Larchmont-Weaver Street Plant Upgrade Improvements:
  - D&B has finalized the BODR.
  - D&B is now working on detailed design.
  - NYS Water Infrastructure Improvement Grant application has been submitted.
- Park Lane Booster Pump:
  - WCDOH has approved H2M’s updated plans related to Option A (smaller pump upgrade).
  - WJWW has begun preliminary work.

**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. Work is substantially complete.
- New 16” Water Transmission Line
  - Pre-bid meeting was held on June 28<sup>th</sup>.
  - Ten contractors have picked-up bid documents and bids are due August 31<sup>st</sup>. Seven out of ten contractors attended the pre-construction meeting.
  - Bids are due August 31<sup>st</sup>.
  - Construction is expected to begin mid-late November, 2017.
  - An updated NYS WIIA Grant application has been submitted.
- New Macy Rd-Osborne Rd. Pump Station:
  - Preliminary engineering work by HDR is progressing.
- Woodard & Curran – SCADA;
  - Has begun work on Stratton Road SCADA improvements that will allow for an increase in water supply to help in meeting peak demand.
  - Expect SCADA monitoring operational in late August/early September.

- b. WJWW-Westchester County Airport:
- WJWW is awaiting county response on its possible use of 4-5 acres of airport property for future water facilities on airport land. WJWW has received no feedback.
  - WJWW indicated continued desire to have airport land (4-5 acres) set aside for future water facilities: airport needs pump station or water tank, WJWW filter plant, if needed.
  - HDR is scheduled to meet with WJWW staff in late-August to discuss the feasibility analysis for a UV plant at WJWW's existing Purchase Booster Station site.
- c. Rye Lake Turbidity Curtain/Boom:
- Repair work on temporary turbidity curtain/boom system is done.
  - Bathymetric Survey work to support final design of a permanent boom system has been completed.
  - Hazen & Sawyer is coordinating the process for bidding and installation of permanent turbidity curtain and boom system.
  - Bids are due on August 22<sup>nd</sup>.

**Date of Next Meeting**

The next Board meeting is scheduled for:

- Tuesday, August 15<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 5:50 p.m.