

WESTCHESTER JOINT WATER WORKS

Board of Trustees Meeting

Friday, September 15, 2017 at 12:30 p.m.

The meeting was called to order at 12:35 p.m. with the following members present:

Present:

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

Approval of Minutes

Trustee Seligson requested amendments to the minutes of the August 22nd and 23rd Special meetings to reflect that candidates for the WJWW Manager had been interviewed in Executive Session: Trustee Seligson made a motion to approve the minutes from the September 5, 2017 Board meeting as submitted and the minutes from the August 22, 2017 and August 23, 2017 Board meetings as amended. Trustee Rosenblum seconded the motion, all in favor,

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

Executive Session

At 12:50 p.m., Trustee Rosenblum made a motion to go into Executive Session to seek advice of legal counsel. Trustee Seligson seconded the motion, all in favor:

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

At 12:57 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	“aye”
Trustee Rosenblum	“aye”
Trustee Seligson	“aye”

Financial Reports & Approvals

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 182 claims & 169, checks in the amount of \$731,661 less 12 claims related to the Pilgrim Road water main project totaling \$59,122 for a net approval of \$672,539. Trustee Belmont seconded the motion, all in favor:

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

The Business Director/Acting Manager presented the proposed third quarter distributions to the member municipalities for approval (VOM - \$301,656.00, TOM - \$247,411.25, TOH \$587,280.00). After review, Trustee Rosenblum made a motion to approve the distributions. Trustee Belmont seconded the motion, all in favor:

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

The Business Director/Acting Manager requested permission for authorization to sign and proceed with D&B’s proposal to perform hydraulic modelling for the Senior Learning Center at Purchase College for a not-to-exceed fee of \$14,800. After review, Trustee Rosenblum made a motion to approve the distributions. Trustee Seligson seconded the motion, all in favor:

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

Operations Status Reports

The Business Director/Acting Manager presented the following operational information:

Water Production Report as of August 31st:

- 2017 YTD Total Water Production
 - YTD Aug. ‘17: 2,953.1 MG
 - YTD Aug. ‘16: 3,406.2 MG
 - 453.1 MG decrease
 - 13% less than 2016 YTD
- YTD Breakdown of Total Water Use

<u>Source</u>	<u>2016</u>	<u>2017</u>
Rye Lake	1,623.8 MG	1,180.6 MG
Shaft 22	<u>1,782.4 MG</u>	<u>1,772.5 MG</u>
Total	3,406.2 MG	2,953.1 MG

Use of: Rye Lake: YTD 2016 = 48%
 Rye Lake: YTD 2017 = 40%
 Change = -8%

- Month of August:

<u>Source</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Rye Lake	304.0 MG	298.7 MG	296.9 MG
Shaft 22	<u>325.0 MG</u>	<u>264.4 MG</u>	<u>214.3 MG</u>
Total	629.0 MG	563.1 MG	511.2 MG

% of Total			
Rye Lake	48.3%	53.1%	58.1%

Water Line Repairs:

- VOM/Rye
 - Repaired curb valve at 370 Mamaroneck Ave.
 - Replaced service connection at 605 Lorraine St.
 - Repaired service connection at 650 N. Barry Ave.
 - Installed 16" x 12" tee, two 16" control valves, 12" control valve for the new 12" water main extension at 805 Mamaroneck Ave.
 - Replaced curb valve at 214 Short St.
 - Replaced service connection at 220 Jensen Ave.
 - Repaired curb valve at 304 Stanley Ave.
 - Repaired water main break at 519 Revere Rd.
 - Replaced service connection at 312 Munro Ave.
 - Repaired water main break at 118 Travers Ave.
- TOM:
 - Replaced fire hydrant #2306 on Old White Plains Rd. and Well House Close.
 - Replaced curb valve for 14 N. Chatsworth Ave.
 - Replaced fire hydrant #2316 on Old White Plains Rd. between Championship Dr. and Gate House Ln.
 - Replaced service connection at 30 Stoneyside Dr.
- TOH:
 - Repaired water main at 184 Highland Rd.
 - Repaired water main break 3 Highland Park Pl.
 - Replaced service connection at 13 Highland Park Pl.
 - Repaired water main break at 200-250 Highland Rd.
 - Repaired service connection at 3 Polly Rd.
 - Reset valve box for Louis M Klein Middle School at 50 Union Ave.
 - Replaced curb valve at 49 Pleasant Ridge.
 - Removed and plugged 3 corps. that are no longer in service due to the new 8" water main installation on Pilgrim Rd.
 - Excavated to expose water service for 150 Polly Park Rd.
 - Blow out curb box at 22 Dante St.
 - Repaired water main break at intersection of Union Ave. & West St.
 - Removed/plugged old corps. for 43-45 Ellsworth Ave.
 - Installed 8" x 6" tee and valve cluster for the Church of Our Saviors new fire line at 2195 Westchester Ave.
 - Repaired water main break at 2 Justin Rd.
 - Repaired water main break at 68 Fenimore Dr.
 - Repaired curb valve at 62 Preston.
 - Replaced fire hydrant #3653 on Anderson Hill Rd.
 - Replaced valves at the intersection of Haviland Rd. and Pleasant Ridge.

- Repaired water main break at 110 Haviland Rd.
- Replaced fire hydrant #3195 on Haviland Rd.
- Removed/plugged old corp. at 590 Harrison Ave.

Improvements to Storage Tanks and Distribution Lines:

- WJWW evaluating options for a new tank at Kenilworth site for Spring 2019.
- WJWW staff are working with WFGC to coordinate rehab of Winged Foot tank, WFGC planned maintenance facility construction and the 2020 US Open.
- Flagler Dr.: engineering report and cost estimates by GHD have been completed.
 - WJWW authorized it as a local capital project at an estimated cost of \$3.3 million on May 24, 2017.
 - GHD has submitted plans/specs. and engineering report to WCDOH.
 - VOM Board approved local capital project (\$3.3 million) On August 14th, pending VOM attorney's review/investigation.
- BRIXMOR 805 Mamaroneck Ave. Project water main improvements:
 - New valve cluster and water main extension is completed and WCDOH has given verbal authorization to activate.
 - Rotfeld Engineering is completing as-builts for official submission for certification of completion from WCDOH.
- Meter reads for TOM (3,000 +/-) to begin September 25th.
- Status drive-by meter reads:
 - VOM: 90% Drive-by
 - TOM: 99% Drive-by
 - TOH: 98% Drive-by
 - Currently there are 127 appointments for changing meters.
- VOM meter replacement:
 - Approximately 452 old meters to be replaced by early-December in the following sections:
 1. Harbor Heights & Washingtonville
 2. Orienta & Palmer/Heathcote
 3. Rye Neck & Greenhaven
- Meter replacement: a \$100 fee will be charged for walk-on meter reads – now for TOM; end of 2017 for VOM & TOH.
- Continuing to work on solving problem reads with zero, low and estimated reads:
 - Total Accounts: 14,658
 - Potential Problem Read Count:
 - August 2017: 636 (4.3%)

- WJWW's Backflow Prevention Program:
 - Status of BPD. **See Attachment III.d.**
 - Properties that will be receiving Notices of Violation with a \$200 fee for ignoring WJWW's written order to install a backflow device:
 - 27 Medical/Industrial Properties (High Risk)
 - 197 Auto/Restaurant/Food Properties (Medium Risk)
 - 224 Total Violation Notices
 - All properties that have failed to submit BFD test results on a timely basis have been notified that they have ten days to respond or they will be assessed penalty fees.

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 submittal related to the approval to replace old/undersized Pump #1 from 3.5 MGD to 5.5 MGD to match other 4 pumps which are each 5.5 MGD.
- Emergency Back Up Mobile Chlorinator:
 - WCDOH approval has been granted; will now go to bidding for equipment.
- Larchmont-Weaver Street Plant Upgrade/Improvements:
 - D&B has finalized the BODR.
 - D&B now working on detailed design.
 - NYS IMG Water Grant application has been submitted.
- Park Lane Booster Pump:
 - WCDOH has approved H2M's updated plans related to Option A (smaller pump upgrade).
 - Site work is completed. Material is arriving on site for installation.

UV Alternative to Rye Lake Source Status

The Business Director/Acting Manager presented the following operational information:

- Kenilworth Pump Station work is substantially complete.
- New 16" transmission main bid opening occurred on September 14th and bids are being reviewed. Preliminary low qualified bidder is ELQ industries with a bid of \$5,328,118. Bid details to be provided at next meeting.
- HDR preliminary engineering on new Macy Rd Pump Station is progressing.
- Woodard & Curran is working on Stratton Road SCADA monitoring which should be operational in early October.

- HDR is meeting with WJWW staff regularly to progress its work related to a feasibility analysis and BODR for a UV plant at Rye Lake.
- Hazen & Sawyer provided a written review of the lowest qualified bidder for the Rye Lake turbidity curtain/boom project, Eastern Excavation, and recommended that they be awarded the bid at an amount of \$343,300. Following discussion, Trustee Rosenblum made a motion to approve the award of the bid to Eastern Excavation for \$343,300. Trustee Belmont seconded the motion, all in favor:

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

Executive Session

At 1:42 p.m., Trustee Rosenblum made a motion to go into Executive Session to discuss personnel history of a particular person. Trustee Seligson seconded the motion, all in favor:

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

At 1:58 p.m., Trustee Rosenblum made a motion to leave Executive Session and return to the regular meeting. Trustee Belmont seconded the motion, all in favor:

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

The Business Director/Acting Manager to follow-up with WJWW operational management to discuss temporary employee and provide proposal to Board at next meeting.

Date of Next Meeting

The next Board of Trustees meeting is scheduled for Tuesday, September 26, 2017 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 2:00 p.m.