

WESTCHESTER JOINT WATER WORKS
Board of Trustees Meeting
Thursday, September 28, 2017 at 2:30 p.m.

The meeting was called to order at 2:35 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 Rosenblum made a motion to approve the minutes from the September 15, 2017 Board meeting as submitted. Trustee Seligson seconded the motion, all in favor,

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

Executive Session

At 2:40 p.m., Trustee Rosenblum made a motion to go into Executive Session to discuss personnel matters related to specific persons. Trustee Seligson seconded the motion, all in favor:

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

At 3:15 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”

Financial Reports & Approvals

The Business Director/Acting Manager reviewed with the Board the current bank balances and claims to be approved. After review, Trustee Seligson made a motion to approve the 78 claims and 74 checks in the amount of \$2,862,903.76 less the Pilgrim Rd. related claims of \$1,357.88 (RCA Asphalt), for a net amount of \$2,861,545.88. Trustee Rosenblum seconded the motion, all in favor:

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

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

- Local TOH capital project: a 1 ½" diameter water main failed on Cooper Lane. The pipe size does not comply with WCDOH requirements and is deteriorating. Therefore, 300' of pipe will be replaced with 6" diameter ductile iron pipe – estimated cost \$165,000 (including engineering). Trustee Rosenblum made a motion to approve the local TOH capital project. Trustee Belmont seconded the motion, all in favor:

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

- SITES submitted a proposal for engineering services for the Cooper Lane (TOH) project. Trustee Rosenblum made a motion to approve the proposal for a not-to-exceed fee of \$14,940. Trustee Seligson seconded the motion, all in favor:

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

- Woodard & Curran submitted a proposal to design and implement the SCADA interface for the WJWW chlorine system upgrades at Rye Lake. Trustee Rosenblum made a motion to approve the proposal for a lump sum fee of \$14,000. Trustee Seligson seconded the motion, all in favor:

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

- Woodard & Curran submitted a proposal to design and implement the SCADA interface for the WJWW fluoride and ortho-phosphate systems at Rye Lake. Trustee Seligson made a motion to approve the proposal for a lump sum fee of \$10,000. Trustee Rosenblum seconded the motion, all in favor:

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

- Five (5) WJWW Vehicles went up for auction, the following bids were received:

- 1994 Chevy Cheyenne Pickup	\$ 290.00
- 1998 Jeep Wrangler	\$4,650.00
- 2001 Chevy Tahoe SUV	\$ 260.00
- 2006 Dodge Caravan	\$ 410.00
- 2007 Dodge Durango	<u>\$1,475.00</u>
Total	\$7,085.00

Trustee Belmont made a motion to accept the five (5) bids received. Trustee Rosenblum seconded the motion, all in favor:

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

Trustee Rosenblum made a motion to have Paul Kutzy, the Manager of WJWW start as soon as his availability allows within the next two weeks based on the current waiver approved by Westchester County. Trustee Belmont seconded the motion, all in favor:

Trustee Belmont	“aye”
Trustee Rosenblum	“aye”
Trustee Seligson	“nay” – “Requested start to begin after expansion of

currently approved Westchester County waiver to allow the Manager of WJWW to
appear before the County Department of Health within the current year.”

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:

- TOH:
 - Replaced/relocated fire hydrant #3652 and installed a hydrant valve and two water main control valves on Anderson Hill Rd.
 - Re-tapped service connections for 194-198 Anderson Hill Rd.
 - Shut down section of leaking 1 1/2 inch water main on Cooper Pl. and installed temporary water service in anticipation of upgrading undersized water main to 6 inch pipe to conform with WCDOH standards.
 - Repaired service line leak at 56 Hyatt Ave. and installed water main control valves. Performing leak detection to determine if another leak exists in this area.
 - Replaced lead service connection at 25 Hilltop Pl.

Improvements to Storage Tanks and Distribution Lines:

- WJWW evaluating options and timing for a new tank at Kenilworth site.
- WJWW staff are working with WFGC to coordinate rehab of Winged Foot tank, WFGC planned maintenance facility construction and the 2020 US Open – Rehab alternatives and timing are being developed with H2M.
- 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 activated.
 - Rotfeld Engineering is submitting as-builts for official certification of completion from WCDOH.

Meter Readings, Billings and Replacements:

- Meter reads for TOM (3,000 +/-) began September 25th.
- Meter reads for TOH (7,000+/-) to begin October 1st.
- Status drive-by meter reads:
 - VOM: 90% Drive-by
 - TOM: 99% Drive-by
 - TOH: 98% Drive-by
 - Currently there are 100 appointments for changing meters.
- VOM meter replacement:
 - Approximately 420 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.
 - 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
 - Refining overall program.

Improvements to Pump Stations

- Rye Lake Pump Station
 - New gas chlorinator – Work is completed. Hazen & Sawyer is submitting as-builts for WCDOH completed work certification.
 - Approval from WCDOH of SITES revised submittal related to the replacement of old/undersized Pump #1 from 3.5 MGD to 5.5 MGD to match other 4 pumps which are each 5.5 MGD expected shortly.
- Emergency Back Up Mobile Chlorinator:
 - Bid documents and specifications being reviewed.
- 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:

- Pre-fab Kenilworth Pump Station is now operational and helping WJWW maximize use of UV treated water. Work is complete and the final walk-through is scheduled.
- New 16" Water Transmission Line:
 - All bids are being reviewed, the apparent low bidder is ELQ Industries.
 - 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 by HDR is progressing.

- Woodard & Curran – SCADA:
 - Work has begun on Stratton Rd. SCADA improvements that will allow for an increase in water supply to help in meeting the peak demand.
 - Construction began September 18th and all SCADA cabinets have been received.
 - SCADA monitoring is expecting to be operational in early October.
- WJWW-Westchester County Airport:
 - WJWW is awaiting a response from Westchester County on the possibility of the use of 4-5 acres of airport property for future water facilities.
 - WJWW continues to indicate the desire to have airport land set aside for future water facilities: airport need for a pump station or water tank, WJWW filter plant, if needed.
 - HDR: meeting was held with WJWW staff and HDR to progress feasibility analysis for a UV plant at WJWW's existing Purchase Booster Station.
 - HDR working on BODR.
- Rye Lake Turbidity Curtain/Boom
 - Hazen & Sawyer is coordinating installation of permanent turbidity curtain and boom system.
 - Project has been awarded to apparent low bidder, Eastern Excavation. Post bid requirement are being addressed.

Executive Session

At 3:45 p.m., Trustee Rosenblum made a motion to go into Executive Session to discuss Union negotiations. Trustee Seligson seconded the motion, all in favor:

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

At 4:00 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"

Miscellaneous

D&B submitted a proposal for hydraulic modelling proposal for 103/105 Corporate Park Drive for \$4,500. Toll Brothers signed WJWW agreement and provided a check for \$5,625 to cover WJWW expenses and D&B's proposal. Trustee Rosenblum made a motion to authorize the Business Director/Acting Manager to sign the D&B proposal. Trustee Seligson seconded the motion, all in favor:

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

Date of Next Meeting

The next Board of Trustees meeting is scheduled for Tuesday, October 10, 2017 at 4:00 p.m.

With no further business to discuss, Trustee Rosenblum made a motion to adjourn the meeting. Trustee Belmont seconded the motion, all in favor: "aye". The meeting adjourned at 4:00 p.m.