

WESTCHESTER JOINT WATER WORKS

Board of Trustees Meeting

Tuesday, October 10, 2017 at 4:00 p.m.

The meeting was called to order at 4:06 p.m. with the following members present:

Present:

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

Approval of Minutes

Trustee Rosenblum made a motion to approve the minutes from the September 28, 2017 Board meeting as per Trustee Seligson's clarification. Trustee Seligson seconded the motion, all in favor,

Trustee Belmont "aye"

Trustee Rosenblum "aye"

Trustee Seligson "aye"

Financial Reports & Approvals

The Manager and Business Director reviewed with the Board the current bank balances and claims to be approved. After review, Trustee Rosenblum made a motion to approve the 147 claims and 134 checks in the amount of \$559,909.47 less the Pilgrim Rd. related claims of \$28,484.36, for a net amount of \$531,425.11. Trustee Belmont seconded the motion, all in favor:

Trustee Belmont "aye"

Trustee Rosenblum "aye"

Trustee Seligson "aye"

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

- H2M submitted a proposal for Engineering Services to update the Water Supply Emergency Plan (ERP) and Vulnerability Assessments (VA) Updates - \$8,500. The Business Director reported that staff training is also included in this proposal. Trustee Rosenblum made a motion to approve the proposal for \$8,500. Trustee Seligson seconded the motion, all in favor:
 - Trustee Belmont "aye"
 - Trustee Rosenblum "aye"
 - Trustee Seligson "aye"
- Trustee Belmont made a motion to authorize the Manager to sign the D&B proposal for Hydraulic Modeling for 106/108/110 Corporate Park Dr. Trustee Rosenblum seconded the motion, all in favor:
 - Trustee Belmont "aye"
 - Trustee Rosenblum "aye"
 - Trustee Seligson "aye"
- Town of Mamaroneck has adopted a 3.5% water rate increase.
- The Fall hydrant flushing expected to begin the last week of October.

- The Business Director discussed the accounts past due over 60 days.
- The preliminary Town of Harrison Tax Levy was distributed to the Board. Calls and emails will go out to customers with outstanding balances. The Tax Levy will need to be approved at the next Board meeting.
- North Barry/Macy Rd 16" Transmission Main:
 - Bids are currently being reviewed.
 - NYS just advised projects that were awarded grants – WJWW is not on the list.
 - May need a Special Board meeting to discuss further.

Operations Status Reports

The Business Director 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%
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Water Line Repairs:

- VOM/Rye
 - Removed and plugged old corp. at 414 Union Ave.
 - Replaced service connection at 25 Hilltop Pl.
 - Repaired curb valve at 1325 Stoneybrook Ave.
 - Repaired 6" water main at 1 Walden Ln.
 - Repaired curb valve at 12 Breevort Ln.
 - Repaired curb valve at 1422 Sunnyside Ave.
 - Repaired curb valve at 1604 Mamaroneck Ave.
 - Repaired service connection at 538 Third St.
 - Repaired curb valve at 606 Third St.
- TOM
 - Repaired water main break, lead service connection replacement and retap to 1" at 30 Greystone Rd.
 - Repaired water main break, replaced lead service connection and retap 1" corp. at 86 Valley Rd.
 - Repaired service connection and curb valve at 288 Murray Ave.
 - Repaired curb valve at 4 Cabot Rd.
- TOH
 - Installed service connections for 194-198 Anderson Hill Rd. Relocated fire hydrant #3652 which was a comingled fire and domestic water line off hydrant #3652.
 - Repaired 6" water main break on 62 Hyatt Ave.
 - Repaired service connection at 56 Hyatt Ave.
 - Service connection replacement at 45 Rigene Rd.
 - Repaired massive 24" water main break on North St. and Kenilworth Rd – rerouting of water without significant consequences. The was a major break and the Plant Operator and Distribution isolated the leak within hour with little disruption to water service.
 - Installing a 1 1/2 tap and running service lines and installing curb box valve at new subdivision at 590 Harrison Ave.

Improvements to Storage Tanks and Distribution Lines:

- WJWW and H2M are evaluating options and timing for a new tank at Kenilworth site that will allow WJWW to store more water.
- WJWW staff are working with H2M to determine the scope and timing of the Winged Foot tank rehab – WJWW has asked for H2M to prepare a proposal for subtasks to evaluate rehab options.
- 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, contingent upon VOM attorney's review and determination.

- 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 +/-) to begin October 25th.
- Meter reads for TOH (7,000+/-) almost done.
- Status drive-by meter reads:
 - VOM: 92% Drive-by
 - TOM: 99% Drive-by
 - TOH: 99% Drive-by
 - Currently there are 120 appointments for changing meters.
- VOM meter replacement:
 - Approximately 358 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:
September 2017: 643 (4.4%)
- 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. The Manager explained that WJWW needs to focus on commercial/industrial/institutional properties.
 - The Manager will also be reviewing WJWW's Rules and Regulations to see if they need to be revised.

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 and bid advertisement is expected late October.
- 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.
- WJWW Maintenance Garage:
 - Repair and upgrade of electrical service and removal of old transformers in progress.

UV Alternative to Rye Lake Source Status

The Manager and Business Director 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.
 - 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.
 - Kickoff meeting was held on October 10, 2017 with H&S, contractor and NYCDEP

Date of Next Meeting

The next Board of Trustees meeting is scheduled for Tuesday, October 24, 2017 at 4:00 p.m.

With no further business to discuss, Trustee Belmont made a motion to adjourn the meeting. Trustee Rosenblum seconded the motion, all in favor: "aye". The meeting adjourned at 5:02 p.m.