

WESTCHESTER JOINT WATER WORKS
Board of Trustees Meeting
Wednesday, May 15, 2019 at 4:00 p.m.

The meeting was called to order at 4:05 p.m. with the following members present:

Present:

- Trustees: Nancy Seligson (arrived 4:10 p.m.), Ron Belmont, Tom Murphy
- Paul Kutzy, Manager
- Lori Lee Dickson, General Counsel
- David Birdsall, Business Director
- Terry O'Neill, General Superintendent
- Doris Lechner, Accountant
- Alan Kassay (Partner PKFOD)
- Larry Feldman (Senior Manager PKFOD)

Approval of Minutes

Trustee Murphy made a motion to approve the minutes of the April 16, 2019 Board Meeting. Trustee Belmont seconded the motion, all in favor:

Trustee Belmont	“aye”
Trustee Murphy	“aye”

Trustee Murphy made a motion to approve the minutes of the May 8, 2019 Special Board Meeting. Trustee Belmont seconded the motion, all in favor:

Trustee Belmont	“aye”
Trustee Murphy	“aye”

Financial Reports and Approvals

The Business Director reviewed bank balances and presented the claims to the Board highlighting significant items:

- Approval of Claims: Trustee Belmont made a motion to approve the 159 claims in the amount of \$1,816,451. Trustee Murphy seconded the motion, all in favor:

Trustee Seligson	“aye”
Trustee Belmont	“aye”
Trustee Murphy	“aye”

- The Business Director distributed copies of the final audited WJWW 2018 financial statements to the Board of Trustees for reference during the overview to be given by PKF O'Connor Davies. Alan Kassay (PKFOD Partner) and Larry Feldman (PKFOD Senior Manager) reviewed the audit and financial statements with the Board noting that all was satisfactory and in order.

Old Business

The General Superintendent reviewed the status of various projects:

- Kenilworth Tank (Joint Capital Project) – Foundation for tank has been poured and is curing, expected to begin tank construction early next week.
- Barrymore Lane Transite Water Main Replacement (VOM Local Capital Project) – Awaiting final approvals from WCDOH;
- Work on replacing/repairing non-functional/vulnerable water infrastructure in advance of planned road paving by member municipalities is in progress;
- Notice of award has been provided to construction contractor for Woodside Avenue Water Main Replacement (TOH Local Capital Project).

New Business

- The Manager reviewed the proposal submitted by Woodard & Curran Engineering related to Water System Modeling to update the WJWW water distribution system hydraulic model. Following review and discussion, Trustee Belmont made a motion to approve the proposal for a lump sum fee in the amount of \$31,900. Trustee Murphy seconded the motion, all in favor:

Trustee Seligson	“aye”
Trustee Belmont	“aye”
Trustee Murphy	“aye”

- The Manager reviewed the proposal submitted by Woodard & Curran Engineering related to annual Operational Technical Assistance and SCADA Services. Following review and discussion, Trustee Murphy made a motion to approve the proposal for a not-to-exceed fee in the amount of \$95,000. Trustee Belmont seconded the motion, all in favor:

Trustee Seligson	“aye”
Trustee Belmont	“aye”
Trustee Murphy	“aye”

Executive Session

At 4:50 p.m., Trustee Belmont made a motion to go into Executive Session to discuss personnel issues related to particular persons. Trustee Murphy seconded the motion, all in favor:

Trustee Seligson	“aye”
Trustee Belmont	“aye”
Trustee Murphy	“aye”

At 4:55 p.m., Trustee Belmont made a motion to leave Executive Session and return to the Regular Board meeting. Trustee Murphy seconded the motion, all in favor:

Trustee Seligson	“aye”
Trustee Belmont	“aye”
Trustee Murphy	“aye”

Following Executive Session, the Board took the following actions:

Trustee Seligson made a motion to approve Paul Kutzy's Civil Service status as permanent in the position of Manager now that his minimum probationary period has passed. Trustee Murphy seconded the motion, all in favor:

Trustee Seligson	"aye"
Trustee Belmont	"aye"
Trustee Murphy	"aye"

Trustee Belmont made a motion for the Manager to proceed with pending management employee salary increases that were due 1/1/2018 and 1/1/2019 with retroactivity. Trustee Murphy seconded the motion, all in favor:

Trustee Seligson	"aye"
Trustee Belmont	"aye"
Trustee Murphy	"aye"

Date of Next Meeting

The next Board of Trustees meeting is scheduled for Thursday, May 30, 2019 at 4:00 p.m.

With no further business to discuss, Trustee Murphy made a motion to adjourn the meeting. Trustee Seligson seconded the motion:

Trustee Seligson	"aye"
Trustee Belmont	"aye"
Trustee Murphy	"aye"

The meeting adjourned at 4:57 p.m.