

WESTCHESTER JOINT WATER WORKS
Board of Trustees Meeting
Tuesday, February 11, 2020 at 3:30 p.m.

The meeting was called to order at 3:37 p.m. with the following members present:

Present:

- Trustees: Ron Belmont, Nancy Seligson, Tom Murphy
- Paul Kutzy, Manager
- David Birdsall, Business Director
- Terrence O'Neill, General Superintendent
- Lori Lee Dickson, General Counsel

Approval of Minutes

Trustee Murphy made a motion to approve the minutes of the January 28, 2020 Board Meeting. Trustee Belmont seconded the motion, all in favor:

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

Financial Reports and Approvals

The Business Director reviewed bank balances and presented claims to the Board highlighting significant items, among them: Distribution system repairs and materials, valve cluster installation, payroll costs, and Kenilworth booster station project electrical contract payment.

Approval of Claims: Trustee Belmont made a motion to approve 150 claims totaling \$1,191,195.00. Trustee Murphy seconded the motion, all in favor:

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

General Administration:

- The Business Director provided a review of the 2020 Budget and discussed the various details and assumptions underlying both revenues and expenses (Budget documents attached). The Base Budget projections are predicated on “normal” year water usage and related weather conditions (water production, water sales and water purchases), this is in contrast to 2019 and the two prior years which were generally characterized by cooler/wetter weather conditions. A mid-year NYC water rate increase of 3.5% has also been assumed based on prior projections done by the NYC water board. The “normal” year assumption combined with the NYC rate increase results in an increase of approximately 19% in budgeted water costs versus the prior year. Other operating costs are budgeted to increase 2% per year.

Taking into consideration WJWW water purchase costs, other WJWW operating costs as well as targeted income distribution levels necessary to cover existing debt service of the member municipalities and additional debt service expected to be added under the initial phases of the five-year capital plan, the Revised 2020 Budget assumes a weighted average member water rate increase of 7.1% as well as wholesale water rates based on a unified system approach.

Chairperson Seligson requested that data related to the revenue projection be monitored throughout the year and expressed that she is in favor of a more conservative revenue projection.

Approval of the 2020 Budget was requested. Trustee Belmont made a motion to approve the Draft 2020 Budget. Trustee Murphy seconded the motion, all in favor:

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

- Approval of a proposal from H2M for engineering services related to the annual inspection of water storage facilities at Purchase, Woodside and Park Lane was requested. Trustee Belmont made a motion to approve the proposal in the estimated amount of \$6,500.00 which includes an assessment of the general conditions of the structures including coatings systems, anticipated dates for rehabilitation or repainting of the tanks and any other items needing attention. Trustee Murphy seconded the motion, all in favor:

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

- Silver Lake: An existing well located at Silver Lake will be evaluated for decommissioning since it is no longer in use.

Old Business

- Rye Lake: Work is continuing at this site, with the valves being installed.
- Leaks and water main breaks, including those along Mamaroneck Avenue and Century Trail have been remediated. The two leaks along Century Trail were detected sonically. The upkeep of WJWW’s infrastructure has minimized the down time for disruption of service to customers.
- Avondale and West Street/Harrison: Trustee Belmont inquired about numerous sink holes along these avenues. The condition of these roads is a result of multiple water main breaks which will be investigated and filled on a temporary basis, as Con Ed is expected to be repaving curb to curb in the Spring.

Manager’s Report

- Proposed Filtration Plant: The Manager explained that Nelson, Pope & Voorhis, LLC, an environmental planning firm experienced in the SEQRA process, has been secured to oversee the completion of the Environmental Assessment Form (EAF), Part 1, with Hazen and Sawyer. This is

the first step in WJWW's declaring Lead Agency status for this project and is expected to be sent out by the end of the week to all Involved and Interested agencies. A full proposal from Nelson, Pope & Voorhis is forthcoming and will be submitted to the Board for approval.

Additionally, the Manager and Business Director are meeting tomorrow, February 12th with representatives from Nelson, Pope & Voorhis, Hazen and Sawyer and Nexus Creative Design, an architecture firm being considered for their services related to the filtration plant.

Chairperson Seligson, the Manager, the Business Director and a representative from Hazen and Sawyer met with the Friends at the Purchase Quaker Meeting on Tuesday, February 4, 2020 to discuss this project. Chairperson Seligson commented that the members were very interested in the details of the project, asked many questions and indicated that they understood both the importance and need for the filtration facility.

- Chairperson Seligson thanked the Manager and the Business Director for their presentation to the Town Board of Mamaroneck on February 5th to discuss WJWW's 5-Year Capital Plan and the proposed filtration plant. A representative from Hazen and Sawyer was also in attendance.
- Crisfield Pumping Station / City of Yonkers: The Manager reported that a meeting is scheduled for Thursday, February 13th to discuss the installation of a Tablet Chlorination System at this site. Representatives from the City of Yonkers, staff from D&B Engineers & Architects, and WJWW's Counsel and staff members are expected to be in attendance.

New Business

No New Business at this time.

Executive Session

No Executive Session needed at this time.

Date of Next Meeting

The next Board of Trustees meeting is scheduled for February 27, 2020 at 3:30 p.m.

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

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

The meeting adjourned at 4:37 p.m.