

WESTCHESTER JOINT WATER WORKS
Board of Trustees Meeting
Tuesday, April 14, 2020 at 3:30 p.m.

The meeting was called to order at 3:35 p.m. with the following members present (via video conference):

Present:

- Trustees: Tom Murphy, Nancy Seligson, Fred Sciliano (Harrison Deputy Mayor Acting for Trustee Ron Belmont)
- Lori Lee Dickson, General Counsel
- Paul Kutzy, Manager
- David Birdsall, Business Director
- Terrence O'Neill, General Superintendent
- Frank Arcara, Chief Water Treatment Plant Operator 1-B

Approval of Minutes

Trustee Murphy made a motion to approve the minutes of the March 31, 2020 Board Meeting. Trustee Seligson seconded the motion, all in favor:

Trustee Seligson	"aye"
Trustee Murphy	"aye"
Acting Trustee Sciliano	"aye"

Financial Reports and Approvals

The Business Director reviewed bank balances and presented claims to the Board highlighting significant items, among them: Various transite water main replacements, payroll costs, infrastructure tax payments to the City of New Rochelle and filtration plant engineering fees.

Approval of Claims: Trustee Murphy made a motion to approve 60 claims totaling \$759,521. Trustee Seligson seconded the motion, all in favor:

Trustee Seligson	"aye"
Trustee Murphy	"aye"
Acting Trustee Sciliano	"aye"

General Administration:

- Winged Foot Tank Rehabilitation Project Bid: A single bid was submitted by JPI painting in a total alternate bid amount of \$2,986,500. As scheduling constraints related to the project have changed somewhat with the US Open being postponed to September due to Covid-19, H2M Engineers were instructed to have follow-up discussions with JPI Painting regarding potential modifications to the bid. The Business Director explained that, after multiple discussions with H2M engineers and JPI Painting, a revised total alternate bid of \$2,756,700 (\$229,800) less than the submitted bid) has been submitted for consideration. The Business Director noted that this bid plus estimated engineering costs would fall within the engineer's total project cost estimate of \$3 million. Trustee Murphy made a motion to award JPI Painting the Winged Foot Elevated Storage

Tank Project construction contract in the amount of \$2,756,700.00. Acting Trustee Sciliano seconded the motion, all in favor:

Trustee Seligson	“aye”
Trustee Murphy	“aye”
Acting Trustee Sciliano	“aye”

- Rye Lake Filtration Plant: General Counsel reported that WJWW is continuing to work through timing with regard to the SEQRA process and has notified the Town of Harrison of the need to further extend the period for lead agency status consideration, a result of the need to gather additional information. Notice of Intent will be sent out by the end of the week informing all Involved agencies of the need to extend the deadline, which will now be May 23rd. General Counsel explained that WJWW wants to be clear about what is required and does not want to duplicate efforts, as this process moves forward. The extension will ensure that there is a clear understanding of the big picture and the steps necessary to get there. The Manager also shared that a Draft Basis of Design Report was submitted by Hazen and Sawyer and is under review by WJWW staff.

A proposal to recirculate the Notice of Intent to extend the deadline to establish Lead Agency status was discussed. Trustee Murphy made a motion to approve the recirculation of the Notice of Intent to all Involved agencies to extend the deadline to establish Lead Agency status for the Rye Lake Filtration Plant project. Trustee Seligson seconded the motion, all in favor:

Trustee Seligson	“aye”
Trustee Murphy	“aye”
Acting Trustee Sciliano	“aye”

Old Business

- Rushmore Avenue / OBC Easement (VOM): The General Superintendent reported that this project is 90% complete and it is expected to wrap up in the next week or two.
- Hommocks Road (VOM): The General Superintendent explained that there is a 300' stretch of previously untouched transite water main at this location which is currently being evaluated for possible replacement.

Manager's Report

- Coronavirus COVID-19: The Manager reported that coronavirus meetings continue to be held every Monday, Wednesday and Friday. As previously reported, the Distribution department continues to rotate two crews in and out, in order to maintain the functionality of WJWW. One crew reports to work at WJWW and the other crew stays home on standby. He explained that should one crew be exposed to the virus, the other crew is there to provide backup. This schedule now functions on a three-week-on, three-week-off rotation. The Office staff also continues to alternate working remotely versus working in the office with the exception of the Business Director who is in the office at all times. The Operations staff also works remotely, when possible; the only exception is for those staff members who are required to replenish chemicals at the different facilities or perform water sampling.

- Some staff members have had potential coronavirus symptoms or have been potentially exposed to a person who has tested positive for the virus, in these instances the staff member has been instructed to stay at home and presumed to be infectious. In these cases, strict protocols are followed before these individuals are allowed to return to work. To date, there have been no positive cases of coronavirus among staff members at WJWW who have been tested.

New Business

No New Business needed 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 April 28, 2020 at 3:30 p.m.

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

Trustee Seligson	“aye”
Trustee Murphy	“aye”
Acting Trustee Sciliano	“aye”

The meeting adjourned at 4:03 p.m.