

WESTCHESTER JOINT WATER WORKS

Board of Trustees Meeting Tuesday, July 14, 2020 at 3:30 p.m.

The meeting was called to order at 3:40 p.m. with the following members present (via video conference):

Present:

- Trustees: Ron Belmont, Tom Murphy, Nancy Seligson,
- Lori Lee Dickson, General Counsel
- 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 June 23, 2020 Board Meeting. Trustee Seligson 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: Water Purchases, Distribution System Repairs, Rye Lake Distribution System Modifications Project, Payroll, Kenilworth Storage Tank Project, Rye Lake Filtration Plant Engineering Services, NYSHIP Premium, Vehicle Purchase, Electric Power, and PRV Valve Maintenance.

Approval of Claims: Trustee Belmont made a motion to approve 173 claims totaling \$2,082,453. Trustee Seligson seconded the motion, all in favor:

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

General Administration:

- Fee Schedule: The Business Director discussed various fees:
 - Fire Hydrant Fees – This fee category has not been increased for more than five years and the efforts related to maintaining fire hydrants have increased significantly. The current average hydrant fee is \$17.60 per month and we are proposing to increase the fee to \$20 per month;
 - Due to the increase in material costs, we are increasing our tap and service connection fees for 1" (from \$950 to \$1,000), 1.5" (from \$1,550 to \$1,650) and 2" services (from \$2,150 to \$2,350). We are also increasing the fee for 2" meter pits from \$2,375 to \$2,550;
 - Service connections (greater than 2 inches) including installation of a tee fitting to active water mains is a sensitive procedure, we are changing our policy and are requiring that the

work be done by the WJWW priority contractor and/or WJWW staff and are adding two fees, one for work done during regular hours (\$7,000) and one for work done outside of regular hours (\$11,000) to cover the cost of the work to be performed. The customer would pay for any materials involved separately;

- The early seasonal turn-on fee is proposed to increase from \$35 to \$50;
- The charge for fire services has not been changed for more than five years and varies by the size of service – WJWW proposes a 10% increase in these fees.
- Following a review of the late payment charge and average balances outstanding in light of the change from quarterly to monthly billing, WJWW is proposing to decrease the late payment fee from \$50 to \$25. Interest penalties would remain unchanged for any outstanding balances that are carried forward.

Trustee Murphy made a motion to approve the Fee changes as presented by the Business Director. Trustee Belmont seconded the motion, all in favor:

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

- Capital Project discussion will be deferred to a future meeting.
- Rye Lake Filtration Facility: General Counsel commented on the status of SEQR process and draft letter regarding joint lead on project and status of various related items.

Old Business

The General Superintendent reviewed several items including the Toll Brothers and Wegmans projects. The Chief Water Treatment Plant Operator discussed water usage with the Board. He explained that there have been heavy use days due to hotter and dryer conditions, but that recent rains have lowered volumes being used somewhat.

Manager’s Report

No Manager’s Report at this time.

New Business

The Chief Water Treatment Plant Operator reviewed the following engineering proposals:

- H2M proposal for additional engineering services for Kenilworth Tank (\$13,400) due to delays and additional work related to coordination and easement issues at the site, Covid-19 protocols and electrical work. Trustee Belmont made a motion to approve the proposal from H2M. Trustee Murphy seconded the motion, all in favor:

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

- H2M proposal for Rye Lake UV Facility engineering services - \$140,400 in additional cost driven by design issues, additional meetings, coordination, etc (total estimated engineering costs for

project are now \$454,200). Trustee Seligson made a motion to approve the proposal from H2M. Trustee Belmont seconded the motion, all in favor:

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

- Woodard & Curran proposal for Engineering Services for Weaver Street Plant Modifications (\$37,500) involving Variable Frequency Drives for pumps which will provide better control/efficiency particularly in light of high volumes and aid in managing pressures so as to avoid 30” transmission main going air-bound. Trustee Belmont made a motion to approve the proposal from Woodard & Curran. Trustee Murphy seconded the motion, all in favor:

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

Executive Session

No Executive Session needed at this time.

Date of Next Meeting

The next Board of Trustees meeting is scheduled for July 28th, 2020 at 3:30 p.m.

With no further business to discuss, Trustee Seligson 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 5:25 p.m.