

WESTCHESTER JOINT WATER WORKS
Board of Trustees Meeting
Wednesday, October 28, 2020 at 3:30 p.m.

The meeting was called to order at 3:34 p.m. with the following members present (via video conference):

Present:

- Trustees: Ron Belmont, Tom Murphy, Nancy Seligson,
- Lori Lee Dickson, General Counsel
- Paul Kutzy, Manager
- David Birdsall, Business Director
- Frank Arcara, Chief Water Treatment Plant Operator 1-B

Proposal for Consideration

The Business Director introduced Phil Karmel, of Bryan Cave Leighton Paisner, LLC, and presented his proposal to provide special counsel to the Board related to the Rye Lake Filtration Facility and the UV Facility, two separate WJWW's projects. A retainer agreement was circulated to the Board members prior to the Board meeting for consideration. Trustee Murphy made a motion to approve the proposal and Trustee Belmont seconded the motion, all in favor:

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

Executive Session

At 3:38 p.m., Trustee Murphy made a motion to go into Executive Session for advice of counsel and to discuss personnel issues regarding a certain individual. Trustee Belmont seconded the motion, all in favor:

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

At 4:33 p.m., Trustee Murphy made a motion to leave Executive Session and return to the regular Board meeting. Trustee Belmont seconded the motion, all in favor:

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

Approval of Minutes

Trustee Murphy made a motion to approve the minutes of the October 13, 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: Contractor Payment - Winged Foot Tank Rehabilitation Project A1362, Payroll Related Items, Rye Lake UV Facility Engineering Fees, Fire Hydrants and Hydrant Parts, Monthly Electricity Billing, SCADA & Operations Assistance, Park Lane Tank Light System, Debt Service Payment to County Pipeline and Connection Chamber, and Configuring Ford Transit Vehicle for Field Work.

Approval of Claims: Trustee Belmont made a motion to approve 126 claims totaling \$2,772,957.00. Trustee Murphy seconded the motion, all in favor:

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

- Final Payment ELQ (Barry Avenue/Macy Road TVOH): The final claim payment to ELQ in the amount of \$358,745.32 was re-submitted to the Board for consideration. This payment is being held, pending resolution of pavement issues along Avondale Road, potentially related to work done as part of Capital project A-1310 Barry Ave/Macy Rd Transmission Main.. Representatives from WJWW and the Town/Village of Harrison visited the site to investigate and have arranged for test pits to be dug next week. The Board deferred this payment until test pit results are received and a final determination can be established.

General Administration:

- The Business Director presented to the Board a listing of delinquent customer accounts in the Town of Harrison for review. Approval for the transfer of the tax levy for water arrears to the Town of Harrison at in the amount of \$194,459.83 (including transfer fees) is requested. Trustee Belmont made a motion to approve \$194,459.83 for the transfer of the tax levy for water arrears to the Town of Harrison. Trustee Murphy seconded the motion, all in favor:

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

- Insurance renewal quotes have been received for WJWW’s property and liability insurance program which are showing an approximate 9% increase after adjusting for changes in coverages/exposures, a favorable result given current market conditions. Trustee Belmont made a motion to approve the renewal of WJWW’s insurance program coverages in the amount of \$222,986.00. Trustee Murphy seconded the motion, all in favor:

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

- UV Facility Bid: The discussion for this issue has been deferred to the next WJWW Board of Trustees meeting.
- Rye Lake Filtration Facility: General Counsel reported that no substantive updates are needed at this time as WJWW is still awaiting a response from TVOH Planning Board to formalize an offer to share Co-lead agency status for this project.
- Purchase Booster Pump Station Project and PRV Upgrade: The Manager requested that the Board approve construction of upgrades at the Purchase Booster Pump Station, and installation of a Pressure Reducing Valve at Lake Street relative to construction of the station upgrades, at a total estimated cost of \$1,722,000. He explained that, basically, the Purchase Booster Pump Station upgrades will consist of the addition of 3 – 5MGD pumps each with a Variable Frequency Drive Control, replacement of the existing 230kW emergency power generator with 2 – 500kw emergency power generators, electrical and instrumentation upgrades, replacement and upgrade of the station's interior piping, and other related work.

The Manager reminded the Board that on August 5, 2020, he had informed them of emergency measures he had taken in response to a critical water system vulnerability affecting the WJWW's Upper High Service (UHS) area, that he, along with WJWW staff, identified on July 31, 2020, at the Purchase Booster Pump Station. On July 31, 2020, it was found that the pumps at the Purchase Booster Pump Station were not operating at their rated capacities, which created a critical water system vulnerability. He explained that at the core of this critical water system vulnerability, was the inability of the Purchase Booster Pump Station to meet potential fire protection needs in the section of the UHS east of I-684, which includes Westchester County Airport. This critical water system vulnerability was compounded by the hydraulics of the UHS which limits the effectiveness of the Park Lane Water Storage Tanks to quickly compensate for a dramatic pressure loss in the same section of the UHS east of I-684, which includes Westchester County Airport. In addition, given that the pumps at the Purchase Booster Pump Station were not operating at their rated capacities, a lack of standby pumping capacity resulted. WJWW's concerns regarding its inability to meet potential fire protection needs in the section of the UHS east of I-684, which includes Westchester County Airport, were heightened due to an increase in seasonal water demands and unusually dry conditions during this past summer.

The Manager explained that the UHS is made up of the northwest area of Harrison, and the area of Purchase from Rye Lake to Country Club Drive, which includes Westchester County Airport. The UHS is entirely served by the Purchase Booster Pump Station.

In immediate response to this critical water system vulnerability, arrangements were made for an emergency diesel fueled 6 MGD pump to be rented from Godwin Pumps (approx 18K per month rental cost) which was delivered to the Purchase Booster Station on August 6, 2020. There were a total of 6 pumps at the Purchase Booster Pump Station, and the emergency pump replaced the existing 4 smaller pumps which had to be removed to make room for connection of the emergency pump. The emergency pump remains in place to date.

The Manager also reported that immediately following the findings on July 31, 2020, emergency response protocols were implemented by WJWW, which included the ability to divert water 24/7 from the northwest area of Harrison and the area of Purchase west of I-684, to compensate should there be a fire protection need in the area of Purchase east of I-684 from Rye Lake to Country Club Drive, which includes Westchester County Airport.

Trustee Belmont made a motion to approve a joint capital project (A-1373) for construction of upgrades at the Purchase Booster Pump Station, and installation of a Pressure Reducing Valve at Lake Street relative to construction of the station upgrades, at a total estimated cost of \$1,722,000. This work will include the addition of 3 – 5MGD pumps each with a Variable Frequency Drive Control, replacement of the existing 230kW emergency power generator with 2 – 500kw emergency power generators, electrical and instrumentation upgrades, replacement and upgrade of the station’s interior piping, and other related work. Trustee Murphy seconded the motion, all in favor:

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

Old Business

No Old Business to discuss at this time.

Manager’s Report

No Manager’s Report needed at this time.

New Business

No New Business to discuss at this time.

Date of Next Meeting

The next Board of Trustees meeting is scheduled for November 10, 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 4:53 p.m.