

WESTCHESTER JOINT WATER WORKS
Board of Trustees Meeting
Tuesday, December 15, 2020 at 3:30 p.m.

The meeting was called to order at 3:33 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
- Frank Arcara, Chief Water Treatment Plant Operator 1-B
- Jacqueline Briggs, Assistant Civil Engineer
- Zach Wasp, Junior Civil Engineer

Approval of Minutes

Trustee Belmont made a motion to approve the minutes of the November 24, 2020 Board meeting. Trustee Murphy 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: NYC Water Purchases, Final Installment of 2019 Distributions to Member Municipalities, NYS Retirement Annual Funding, Payroll & Related Items, Property, Liability and Other Insurance Premiums, Workers’ Compensation Premium, Distribution System Repairs and NYSHIP Monthly Health Insurance Premium.

Approval of Claims: Trustee Murphy made a motion to approve 180 claims totaling \$2,994,534.00. Trustee Belmont seconded the motion, all in favor:

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

General Administration:

- The Business Director reported that the fourth and final installment of distributions of 2019 WJWW income to the member municipalities have been dispersed.
- Tax Levy Transfer / TOM: Trustee Seligson made a motion to approve a resolution for the Tax Levy Transfer in the amount of \$49,971.92 to the Town of Mamaroneck. Trustee Belmont seconded the motion, all in favor:

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

- The Business Director reviewed 2021 Water Treatment Chemicals Bid results:

Bid Item: 3” Calcium Hypochlorite Tablets (Accutabs)

Rank	Bidder	Bid
1	Coyne Chemical	\$2.8780 per pound

Trustee Belmont made a motion to approve the 3” Calcium Hypochlorite Tablets (Accutabs) Bid result as presented. Trustee Murphy seconded the motion, all in favor:

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

Bid Item: Liquid Chlorine

Rank	Bidder	Bid
1	JCI Jones Chemical	\$1.2333 per pound

Trustee Murphy made a motion to approve the Liquid Chlorine Bid result as presented, awarding the bid to the lowest bidder. Trustee Belmont seconded the motion, all in favor:

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

Bid Item: 50% Caustic Solution (Sodium Hydroxide)

Rank	Bidder	Bid
1	JCI Jones Chemical	\$1.75 per gallon
2	Kuehne Chemical Co., Inc.	\$2.2364 per gallon

Trustee Belmont made a motion to approve the 50% Caustic Solution (Sodium Hydroxide) Bid results as presented, awarding the bid to the lowest bidder (Rank 1) for each bid item. Trustee Murphy seconded the motion, all in favor:

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

Bid Item: Blended Orthophosphate

Rank	Bidder	Bid
1	Shannon Chemical	\$1.184 per pound
2	Coyne Chemical	\$1.2449 per pound
3	Carus Corp.	\$1.26 per pound

Trustee Belmont made a motion to approve the Blended Orthophosphate Bid results as presented, awarding the bid to the lowest bidder (Rank 1) for each bid item. Trustee Murphy seconded the motion, all in favor:

Trustee Seligson	“aye”
Trustee Belmont	not present
Trustee Murphy	“aye”

- NY State Records Retention and Disposition Schedule LGS-1 Resolution: The Business Director and General Counsel explained to the Board that NY State has established comprehensive and updated guidelines with respect to record retention and disposal. Trustee Belmont made a motion to adopt the updated NY State Records Retention and Disposition Schedule. Trustee Murphy seconded the motion, all in favor:

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

- Dudley Lane / TOM: A local capital project to replace a 350 linear foot section of transite water main is being proposed on Dudley Lane in the Town of Mamaroneck, with an estimated cost of \$400,000 (exclusive of engineering services). This work is being expedited due to the nature of the work and a result of expected inclement weather. Additional costs have been factored in to the total, due to the rocky conditions that exist at the site and for the nighttime work that will be necessary. Trustee Murphy made a motion to approve the local capital project with an estimated cost of \$400,000 for the replacement of 350 feet of transite water main at this location. Trustee Belmont seconded the motion, all in favor:

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

Approval of Wasp Engineering proposal for engineering and construction services related to local capital project to replace 350 linear feet of water main along Dudley Lane, in the Town of Mamaroneck, with an estimated cost of \$32,320, is requested. Trustee Seligson made a motion to approve the Wasp Engineering proposal for engineering and construction services for the local capital project with an estimated cost of \$32,320 at this location. Trustee Murphy seconded the motion, all in favor:

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

- Barry Avenue & Macy Road / TVOH: The Business Director explained to the Board that a final resolution to pavement issues along Avondale Road, potentially related to work done as part of Capital project (A-1310) Barry Ave/Macy Rd transmission main, is still being assessed. A payment to ELQ for the remaining balance of \$152,000, related to the retainage fee, is being held until a determination is made.
- Rye Lake Filtration Plant: General Counsel reported that WJWW has been served with an untimely challenge to the lead agency designation for this project from Special Counsel for the TVOH Planning Board. She explained that when two entities claim lead agency, both parties make

submissions to the Commissioner of the NYSDEC, who will make the final determination. General Counsel and Special Co-Counsel Karmel have been busy preparing a very comprehensive package for the WJWW submission, which will meet all required deadlines and will be based on factual evidence. Several qualified and expert consultants have been providing the factual evidence to back up the WJWW submission. General Counsel explained that all appropriate parties will be served. The Trustees inquired who pays for the Special Counsels retained by both the TVOH Planning Board and WJWW. General Counsel replied that it is the taxpayers of the TVOH who will pay for the services of both the Special Counsel retained by the TVOH Planning Board (as taxpayers) and the WJWW Special Counsel (as water ratepayers).

On a parallel track, anticipating a positive determination under SEQRA, a draft scope for the EIS is getting closer to finalization. Once WJWW determines internally that it is appropriate and final, the scope of the environmental impact statement will be presented to the Board for consideration. This presentation is tentatively planned for the January BOT's meeting, again, if it's appropriate under the circumstances of the challenge. Consultants will be on hand to make a presentation to the Board on potentially significant areas of impact. General Counsel also explained that following the presentation, if the draft scope meets with the Board's approval, the Board could take action by moving to accept the scope, approve a resolution to declare a positive declaration and set a public hearing on the scope.

WJWW continues to work closely with Co-Communications to develop a microsite to keep the public informed with factual information about this project. The Business Director shared that there is a notification on the WJWW website informing the public that the microsite will be launched soon. The team is working very closely and very carefully – holding weekly meetings to ensure that the microsite will be factual, accurate and comprehensive.

WJWW is also continuing to move forward with qualified and expert professionals who are conducting environmental reviews, investigations and site work. Regardless of who is determined to be lead agency for this project, this work is a necessary part of the process. WJWW had hoped to have a cooperative and collaborative partnership by accepting TVOH Planning Board's offer to be co-lead agencies for this project, but cannot wait any longer and is moving forward. General Counsel reminded the Board that WJWW continues to be under tight deadlines with court orders and fines, accruing daily, while the Planning Board has stalled the process by deeming that the UV Treatment facility - a separate project - be tied to the Filtration Plant. The UV Facility, a prefabricated building, to be located on a separate parcel of land, is necessary to address an immediate public health issue related to the presence of *Cryptosporidium* in WJWW's source of drinking water at Rye Lake. Again, the Planning Board has stalled this application.

Old Business

The Chief Water Treatment Plant Operator explained that WJWW Distribution staff has replaced 3 fire hydrants, responded to two water main breaks, installed a temporary water main, installed 16" Tees and valves ahead of work anticipated at Dudley Lane (TOM), responded to 137 service calls and made nine backlog (backflow?) inspections. He also shared with the Trustees that the Operations staff has been busy, taking 158 water samples, which test for various water parameters, and that all have come back within normal ranges. Operations staff has also been making good progress in preparation for the work anticipated at Dudley Lane (TOM) and hope to have the water main back in service as quickly as possible. Residents have been notified ahead of time and should not experience any disruption to their service.

Manager's Report

No Manager's Report needed at this time.

Executive Session

No Executive Session 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 January 12, 2021 at 3:30 p.m.

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

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

The meeting adjourned at 4:09 p.m.