

**WESTCHESTER JOINT WATER WORKS**  
**Board of Trustees Meeting**  
**Tuesday, July 27, 2021 at 3:30 p.m.**

The meeting was called to order at 3:40 p.m. with the following members present (in-person and via videoconferencing):

**Present:**

- Trustees: Ron Belmont (in-person), Nancy Seligson (in-person)\*, Thomas Murphy (via videoconferencing)
- Lori Lee Dickson, General Counsel (via videoconferencing)
- Paul Kutzy, Manager (via videoconferencing)
- David Birdsall, Business Director (via videoconferencing)
- Frank Arcara, General Superintendent (via videoconferencing)
- Jacqueline Briggs, Assistant Civil Engineer (via videoconferencing)

\*Trustee Seligson arrived at 3:42 p.m..

**Approval of Minutes**

Trustee Murphy made a motion to approve the minutes of the July 13, 2021 Board meeting. Trustee Belmont seconded the motion, all in favor:

Trustee Seligson*	Not Present
Trustee Belmont	“aye”
Trustee Murphy	“aye”

\*Trustee Seligson arrived at 3:42 p.m..

**Financial Reports and Approvals**

- David Birdsall, Business Director, reviewed bank balances and presented claims to the Board highlighting significant items, among them: Water Purchases from NYC, Second Quarter Sewer Rent Reimbursements to Members, Rye Lake Filter Plant (Hazen & Sawyer), Distribution System Repairs (Etre Associates), Payroll Costs, Purchase Booster Station & PRV Modifications (All Makes), Health Insurance Premium (NYSHIP), Anderson Hill Wholesale Meter/PRV Vault (Etre Associates), Electric Power (NY Power Authority), Local VOM Project - Howard Ave Water Main Replacement (Etre Associates)

Approval of Claims: Trustee Belmont made a motion to approve 120 claims totaling \$2,796,807.00. Trustee Murphy seconded the motion, all in favor:

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

## General Administration:

- Resolution to Amend the WJWW Rules & Regulations: Lori Lee Dickson, General Counsel explained that following questions from the public and a routine review of the WJWW Rules & Regulations, a need for clarification to Article 9, Section 2, regarding consumer rates, was discovered. An amendment to the WJWW Rules & Regulations, which was described as “not substantive” and “just meant to clarify”, was presented to the Board. The Trustees suggested additional edits to the amendment, as presented, and the revised resolution was offered to the Board for consideration. Trustee Murphy made a motion to approve the Resolution to Amend the WJWW Rules & Regulations. Trustee Belmont seconded the motion, all in favor:

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

- Rye Lake Filtration Plant: Lori Lee Dickson, General Counsel, reported that WJWW consultants are continuing with their work on revising the Scope. The Trustees reiterated that they are interested in hearing about any measurable results that Co-Communications has had with their efforts to educate the public about this project. Co-Communications presented a Media Plan proposal at the WJWW Board meeting on June 8<sup>th</sup> and the Trustees would like to hear about these results before proceeding to a vote on this proposal. WJWW staff has requested this data from Co-Communications and is awaiting a response.

## **Old Business**

Frank Arcara, General Superintendent, updated the Board on the following:

- Purchase Booster Station Upgrades & PRV: The three 5mgd pumps are still on schedule to ship on July 28<sup>th</sup> and the automatic and the manual transfer switches should be delivered within the next week.
- UV Facility / Rye Lake: Work to dig a trench for the underground electric conduit has begun. This work is expected to be done by the end of the week and, once completed, will allow the electrical contractor to run the wire.
- Fairway Green / VOM: A build-up of water at this location is being evaluated and water samples taken at this time seem to indicate a water line leak. A full leak investigation is currently underway. WJWW crews performed an overnight shut down of the system in this area for six hours and multiple attempts to pinpoint the leak, using leak detection equipment, have been unsuccessful at this time. Paul Kutzy, Manager, explained that PVC pipes, such as those that can be found in this area, pose a great challenge in regards to leak detection. Next steps will involve the replacement of three service lines and a more extended shutdown, if necessary. All attempts are being made to identify the source of the apparent leak, while minimizing any inconvenience to the residents at this location. Frank Arcara, General Superintendent, will keep Trustee Murphy apprised of the situation.

- Over the last two weeks, ELQ completed three valve replacements, two water main repairs and completed one service line repair. WJWW Distribution staff completed one curb box valve repair. The Operations staff took approximately 124 samples and all came back within normal ranges.

### **Manager's Report**

Paul Kutzy, Manager, offered that he would be happy to arrange a field trip for the Trustees to get an up-close look at some of the WJWW projects currently underway. This field trip would be informal and for informational purposes only and not to conduct official business.

### **New Business**

Tax Levy Transfer / TVOH: Lori Lee Dickson, General Counsel shared that at the June 22<sup>nd</sup> BOT meeting, a resolution was presented to and approved by the Board, in the amount of \$158,856.00 for the Tax Levy Transfer for a particular property to the Town/Village of Harrison. The total amount in arrears reflected on the resolution was incorrectly stated as being \$158,856.00. The correct total amount should have been \$146,856.00. As a result of this error, Lori Lee Dickson, General Counsel explained the original resolution will need to be rescinded and a corrected resolution presented for Board approval.

- Trustee Murphy made a motion to rescind the Resolution for the Tax Levy Transfer for a particular property, in the amount of \$158,856.00. Trustee Belmont seconded the motion, all in favor:

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

- Trustee Belmont made a motion to approve a Resolution for the Tax Levy Transfer for a particular property, in the amount of \$146,856.00 to the Town/Village of Harrison. 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 August 11, 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 4:12 p.m.