

WESTCHESTER JOINT WATER WORKS
Board of Trustees Meeting
Wednesday, October 13, 2021 at 3:30 p.m.

Present:

- Trustees: Ron Belmont (in-person), Nancy Seligson (in-person), Thomas Murphy (in-person)
- 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)
- Zach Wasp, Assistant Civil Engineer (via videoconferencing)

Introductions

For the benefit of the public, WJWW Board members, WJWW staff and members of the Public shared their names and titles.

Approval of Minutes

Trustee Murphy made a motion to approve the minutes of the September 21, 2021 Board meeting. Trustee Belmont seconded the motion, all in favor:

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

Financial Reports and Approvals

David Birdsall, Business Director, reviewed bank balances and presented claims to the Board highlighting significant items, among them: NYC Water Bills for July (NYC Water Board), Water Distribution System Repairs and Water Main Projects (Etre Associates), Payroll Costs, Rye Lake UV Facility Project (ELQ & H2M), Water Meters, Electric Bill for Month of August (NY Power Authority) and Water Treatment Chemicals (Jones & Shannon).

Approval of Claims: Trustee Belmont made a motion to approve 161 claims totaling \$2,127,708. Trustee Murphy seconded the motion, all in favor:

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

General Administration:

- PKF O’Connor Davies Audit/Financial Services Agreement: Approval to renew a one-year contract with PKF O’Connor Davies Accountants and Advisors for Audit/Financial services for 2021, in the amount of \$25,100, is requested. This proposed extension of the current contract, with a \$600, 2% increase over 2020, provides for the full audit services review, as well as interim and

year-end financial statements. Trustee Murphy made a motion to approve contract. Trustee Belmont seconded the motion, all in favor:

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

- Developer Fees: David Birdsall, Business Director reported that a payment in the amount of \$220 thousand was received related to the 3 Westchester Avenue development project. These payments, are designed to offset project impacts - incremental to significant - to WJWW infrastructure.

Old Business

- Rye Lake Filtration Plant:
 - SEQR Update: Lori Lee Dickson, General Counsel, reported that it is expected that the draft of the Final Scope will be presented to the Board at the next BOT meeting. It has been significantly revised based on comments from the public and various entities. In addition to the draft of the Final Scope, a document that includes all the comments that were submitted will also be circulated and it will include responses to these comments. These documents will be uploaded to the WJWW Filtration Plant microsite when adopted. WJWW team meetings continue and a discussion is currently underway to determine which consultants will be in attendance at the next Board meeting, in order to answer any questions that the Board may have.
 - Consideration of Resolution Authorizing Execution of a Non-Binding Memorandum of Understanding with Westchester County: A non-binding Memorandum of Understanding (MOU) with Westchester County, related to the Rye Lake Filtration Plant project, has been finalized. This MOU between WJWW and Westchester County, drafted by WJWW General Counsel and Westchester County attorney, David Vutera, is being presented for consideration of Board approval. It was explained that the MOU is necessary in order to lay out the roles and responsibilities of both parties and to finalize any agreements including deeds, exchange parcels and actions, which are part of the SEQR process. Lori Lee Dickson, General Counsel, reminded the Board that WJWW cannot enter into any formalized, obligatory agreements until the SEQR process is complete and reiterated that this MOU is non-binding for either party. The unexecuted version of the MOU has been uploaded to the WJWW website as part of this meeting’s agenda document and will be uploaded to the Filtration Plant microsite, when it has been fully executed, in order to provide transparency and to educate the public. The resolution authorizing the execution of the non-binding Memorandum of Understanding with Westchester County was then presented to the Board for consideration. Trustee Murphy made a motion to approve the resolution to authorize the execution of the non-binding Memorandum of Understanding with Westchester County. Trustee Belmont seconded the motion, all in favor:

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

- Project Updates:
 - UV Facility / Rye Lake: The piping to the UV building has been installed and pressure testing has been completed. The grade beams have been poured and are curing and the drainage system has also been completed. The building will be delivered on Wednesday, October 20, 2021 and will be set in place on Thursday, October 21, 2021.

Manager's Report

Paul Kutzy, Manager, announced that the American Water Works Association (AWWA), New York Section, awarded the "Operator's Meritorious Service Award" for 2021, to Frank Arcara, WJWW General Superintendent, at the Edwin C. Tiff Jr. Water Supply Symposium, which was held in Syracuse, NY, on September 22, 2021. This award was given in honor of Frank's exemplary service over the years as a Water Supply Operator. The entire Board congratulated Frank on a job well-done.

New Business

- Approval of H2M Engineering Services Proposal for Rehabilitation of Purchase Street Tanks: Approval of a proposal from H2M for engineering services for the rehabilitation of the Purchase Street Tanks, in the amount of \$337,500, is requested. It was noted that this joint capital project was previously approved at the BOT meeting on September 21, 2021, with a total estimated project cost of \$3,300,000 (\$1,650,000 per tank). The engineering services proposal being presented is included in this total project cost. Trustee Murphy made a motion to approve the H2M Engineering services proposal for the rehabilitation of the Purchase Street Tanks at a cost of \$337,500. Trustee Belmont seconded the motion, all in favor:

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

- Approval of West Street & Avondale Water Main Replacement Project (TVOH): A local capital project (A-1383) to replace 537 linear feet of water main at this location, with an estimated total cost of \$400,000, is being proposed. The existing 6" cast iron water main has had repeated breaks over several years due to the age of the pipe, the deteriorated condition and the depth of the pipe, resulting in multiple, costly repairs. It was noted that the WASP engineering services proposal for this project was previously approved at the BOT meeting on April 28, 2020, in the amount of \$31,625 and is included in the total estimated project cost of \$400,000. Because WJWW is looking to share road repair costs with ConEd, who is also expected to do work in this area, the WASP engineering proposal has already secured WJWW Board and WCDOH approval. Trustee Belmont made a motion to approve the TVOH local capital project (A-1383) at an estimated total cost of \$400,000 for the replacement of 537 linear feet of water main at this location. Trustee Murphy seconded the motion, all in favor:

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

- Approval of WASP Engineering Services Proposal for Structural Assessment of Floor System & Foundation Supports at WJWW Garage: The WJWW garage sustained damage as a result of the remnants of Hurricane Ida, as over a foot of water flooded the building. Cracks in the floor have appeared and there is damage to the supporting structure in the sub-basement, as well. Approval of an engineering services proposal for the structural assessment of the floor system and foundation supports by WASP Engineering, with cost of \$7,500, is requested. Trustee Belmont made a motion to approve the WASP Engineering proposal for engineering services related to the structural assessment of the floor system and foundation supports, with cost of \$7,500. Trustee Murphy seconded the motion, all in favor:

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

Executive Session

At 4:05 p.m., Trustee Murphy made a motion to go into Executive Session to discuss a personnel matter related to particular person and a report that WJWW has received from an independent hearing officer which requires an independent review. Trustee Belmont seconded the motion, all in favor:

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

At 4:40 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”

There was an action taken by the Board during Executive Session to pass a resolution related to a personnel issue. Trustee Belmont made a motion to pass the resolution related to employee #0126. Trustee Murphy seconded the motion, all in favor:

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

Date of Next Meeting

The next Board of Trustees meeting is scheduled for October 26, 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 4:42 p.m.