

WESTCHESTER JOINT WATER WORKS
Board of Trustees Meeting
Tuesday, January 11, 2022 at 3:30 p.m.

Present:

- Trustees: Thomas Murphy (in-person), Richard Dionisio (via videoconferencing), Jaine Elkind Eney (via videoconferencing),
- Lori Lee Dickson, General Counsel (in-person)
- 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

WJWW Board members and WJWW staff introduced themselves by sharing their names and titles. Trustee Murphy also took a moment to welcome Trustee Elkind Eney and Trustee Dionisio to the Board.

Approval of Minutes

Trustee Dionisio made a motion to approve the minutes of the December 28, 2021 Board meeting. Trustee Elkind Eney seconded the motion, all in favor:

Trustee Murphy	“aye”
Trustee Dionisio	“aye”
Trustee Elkind Eney	“aye”

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 (NYC Water Board), Payroll Costs, SCADA System Maintenance & Upgrades (Woodard & Curran), and the Infrastructure Tax (City of New Rochelle).

Approval of Claims: Trustee Elkind Eney made a motion to approve 95 claims totaling \$869,822. Trustee Dionisio seconded the motion, all in favor:

Trustee Murphy	“aye”
Trustee Dionisio	“aye”
Trustee Elkind Eney	“aye”

General Administration:

- Election of Officers: The Trustees were approved, by unanimous elections, to the following Board positions:

Trustee Elkind Eney made a motion to appoint Trustee Murphy to the position of Chairperson, WJWW Board of Trustees. Trustee Dionisio seconded the motion, all in favor:

Trustee Murphy	"aye"
Trustee Dionisio	"aye"
Trustee Elkind Eney	"aye"

Trustee Murphy made a motion to appoint Trustee Dionisio to the position of Vice Chairperson, WJWW Board of Trustees. Trustee Elkind Eney seconded the motion, all in favor:

Trustee Murphy	"aye"
Trustee Dionisio	"aye"
Trustee Elkind Eney	"aye"

Trustee Murphy made a motion to appoint Trustee Elkind Eney to the position of Clerk/Treasurer, WJWW Board of Trustees. Trustee Dionisio seconded the motion, all in favor:

Trustee Murphy	"aye"
Trustee Dionisio	"aye"
Trustee Elkind Eney	"aye"

- Approval of 2022 Board of Trustees Meeting Calendar: Trustee Elkind Eney made a motion to approve the WJWW Board of Trustees Meeting Calendar for 2022 with meetings scheduled to take place on the 2nd and 4th Tuesdays of each month. Any changes to the calendar will be noticed in advance of the affected meetings and the calendar as adopted, in its entirety, will be provided to the Reporter Dispatch for publication. Trustee Dionisio seconded the motion, all in favor:

Trustee Murphy	"aye"
Trustee Dionisio	"aye"
Trustee Elkind Eney	"aye"

- Tax Levy Transfer / TOM: Trustee Elkind Eney made a motion to approve a resolution for the Tax Levy Transfer to the Town of Mamaroneck in the total amount of \$46,300 (including transfer fees of \$8,800) representing Town of Mamaroneck water customer accounts over 30 or more days in arrears. David Birdsall, the Business Director, described the level of the Tax Levy Transfer as consistent with prior years. Trustee Dionisio seconded the motion, all in favor:

Trustee Murphy	"aye"
Trustee Dionisio	"aye"
Trustee Elkind Eney	"aye"

- WJWW Garage / Hurricane Ida: David Birdsall, the Business Director, provided a status report on the damage that was sustained to a WJWW vehicle, some equipment and the WJWW garage as a result of the remnants of Hurricane Ida. Insurance claims have been filed for the vehicle which was destroyed and for leak detection equipment and other items that were damaged as a result of the flood waters. Cracks have appeared in the floor of the WJWW maintenance garage and engineering assessments will be required by both the insurance company and by an engineer on behalf of WJWW. In advance of these assessments, debris must be cleared out of the garage and issues related to the building's basement need to be addressed. David Birdsall, the Business Director,

explained that this work is proceeding and will be covered under the Emergency/Priority Services Contract. FEMA has been notified about the issues related to the garage, but a claim has not yet been filed because the insurance company must do their assessment first and because a FEMA representative has not been assigned to the case yet.

- The Business Director reviewed 2022 Water Treatment Chemicals Bid results:

Bid Item: 3" Calcium Hypochlorite Tablets (Accutabs)

Rank	Bidder	Bid
1	Coyne Chemical	\$3.187 per pound

Trustee Dionisio made a motion to approve the 3" Calcium Hypochlorite Tablets (Accutabs) Bid result as presented. Trustee Elkind Eney seconded the motion, all in favor:

Trustee Murphy	"aye"
Trustee Dionisio	"aye"
Trustee Elkind Eney	"aye"

Bid Item: Liquid Chlorine

Rank	Bidder	Bid
1	JCI Jones Chemical	\$2.1666 per pound

Trustee Elkind Eney made a motion to approve the Liquid Chlorine Bid result as presented. Trustee Dionisio seconded the motion, all in favor:

Trustee Murphy	"aye"
Trustee Dionisio	"aye"
Trustee Elkind Eney	"aye"

Bid Item: 50% Caustic Solution (Sodium Hydroxide)

Rank	Bidder	Bid
1	JCI Jones Chemical	\$3.48 per gallon
2	Kuehne Chemical Co., Inc.	\$4.973 per gallon

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

Trustee Murphy	"aye"
Trustee Dionisio	"aye"
Trustee Elkind Eney	"aye"

Bid Item: Blended Orthophosphate

Rank	Bidder	Bid
1	Carus Corp.	\$1.99 per pound
2	Coyne Chemical	\$2.0476 per pound
3	Shannon Chemical	\$2.3316 per pound

Trustee Dionisio made a motion to approve the Blended Orthophosphate Bid results as presented, awarding the bid to the lowest bidder (Rank 1). Trustee Elkind Eney seconded the motion, all in favor:

Trustee Murphy	“aye”
Trustee Dionisio	“aye”
Trustee Elkind Eney	“aye”

Old Business

- Rye Lake Filtration Plant:
 - SEQR Update: Lori Lee Dickson, General Counsel, explained that there are no substantive updates at this time. The consultants are continuing their work, collecting data and performing analyses. The DEIS is expected to be ready for the Board’s review in the first quarter of this year.
- Project Updates: Frank Arcara, General Superintendent, explained that in addition to discussing project updates, he will also be presenting system maintenance and operational updates. He shared the following updates:
 - UV Facility / Rye Lake: Calgon, the manufacturer of the UV treatment units, installed the UV light bulbs in the treatment units and the facility is now running and treating for cryptosporidium. However, final approvals are needed from the NYS Department of Health and the Westchester County Department of Health.
 - ELQ, our Emergency/Priority Services Contractor, performed 4 service line repairs, 3 water main repairs and one hydrant replacement.
 - The Service Department had 128 service calls.
 - The Operations Department took 63 samples, all coming back in normal range.

Manager’s Report

Paul Kutzy, Manager, welcomed Trustee Dionisio and Trustee Elkind Eney to the Board and shared that he looks forward to working with them both going forward.

New Business

No New Business to discuss at this time.

Executive Session

No Executive Session was needed at this time.

Date of Next Meeting

The next Board of Trustees meeting is scheduled for Tuesday, January 25, 2022 at 3:30 p.m.

With no further business to discuss, Trustee Elkind Eney made a motion to adjourn the meeting. Trustee Dionisio seconded the motion:

Trustee Murphy	“aye”
Trustee Dionisio	“aye”
Trustee Elkind Eney	“aye”

The meeting adjourned at 4:08 p.m.