

WESTCHESTER JOINT WATER WORKS
Board of Trustees Meeting
Tuesday, June 14, 2022 at 4:45 p.m.

Present:

- Trustees: Thomas Murphy (in-person) and Jaine Elkind Eney (in-person)
- Lori Lee Dickson, General Counsel (in-person)
- 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)

Trustee Elkind Eney made a motion to approve the minutes of the May 24, 2022 Board meeting. Trustee Murphy seconded the motion, all in favor:

Trustee Murphy	“aye”
Trustee Dionisio	Not Present
Trustee Elkind Eney	“aye”

Trustee Elkind Eney made a motion to approve the minutes of the May 25, 2022 Rye Lake Filtration Plant Public Hearing. Trustee Murphy seconded the motion, all in favor:

Trustee Murphy	“aye”
Trustee Dionisio	Not Present
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 Infrastructure Repair/Maintenance (Etre Associates), Payroll Costs (Three Weekly Pay Periods), NYSHIP Health Insurance Monthly Premium (State of New York), Licensing and Consulting Related to Financial System Upgrade (Sage Intacct and Cargas), AMI Meter Read Transmitters (Core & Main), Purchase Booster Station Project (Xylem, Vitolite, Electronic Drives, All Makes, Etre and Nask).

Approval of Claims: Trustee Elkind Eney made a motion to approve 197 claims totaling \$1,043,321. Trustee Murphy seconded the motion, all in favor:

Trustee Murphy	“aye”
Trustee Dionisio	Not Present
Trustee Elkind Eney	“aye”

General Administration:

- PKF O'Connor Davies Audit/Financial Review: The 2021 Audit and financial review initially scheduled for today's Board meeting has been postponed until the next Board meeting.
- The David Birdsall, Business Director, reviewed 2021 Paving and Fill Materials Bid results:

WJWW 2022 Subbase Course Material			
Bids Opened: June 8, 2022			
Bid Item - Virgin Item 4 (Bluestone) Delivered to WJWW:			
<u>Rank</u>	<u>Bidder</u>	<u>Bid Amount</u>	<u>Non-Collusive Bid Cert</u>
1	Dakota Supply	\$ 36.85 per ton	Yes
Bid Item - Trap Rock (Various Sizes) Delivered:			
<u>Rank</u>	<u>Bidder</u>	<u>Bid Amount</u>	<u>Non-Collusive Bid Cert</u>
1	Dakota Supply	\$ 50 per ton of 1 1/2"	Yes
1	Dakota Supply	\$50 per ton of 1 1/4"	Yes
1	Dakota Supply	\$50 per ton of 3/4"	Yes
1	Dakota Supply	\$53 per ton of 1/4"	Yes
1	Dakota Supply	\$53 per ton of 3/8"	Yes

Trustee Murphy made a motion to approve the Paving and Fill Materials Bid results as presented above for Dakota Supply, the sole bidder for each bid item. Trustee Elkind Eney seconded the motion, all in favor:

Trustee Murphy	"aye"
Trustee Dionisio	Not Present
Trustee Elkind Eney	"aye"

2022 Controlled Density Fill Material Bid Award (Effective Date July 1, 2022)

Submitted Bids				Weighted Average Cost Per Cubic Yard			
Cost Per Cubic Yard							
Load Size	Dakota Supply	Concrete Express	Atlantic Mobile	Load Size	Dakota Supply	Concrete Express	Atlantic Mobile
1	\$ 460.00	\$ 305.00	\$ 470.00	1	\$ 460.00	\$ 305.00	\$ 470.00
2	\$ 278.00	\$ 178.00	\$ 295.00	2	\$ 556.00	\$ 356.00	\$ 590.00
3	\$ 209.00	\$ 145.00	\$ 220.00	3	\$ 627.00	\$ 435.00	\$ 660.00
4	\$ 190.00	\$ 137.00	\$ 170.00	4	\$ 760.00	\$ 548.00	\$ 680.00
5	\$ 166.00	\$ 124.00	\$ 156.00	5	\$ 830.00	\$ 620.00	\$ 780.00
6	\$ 151.00	\$ 122.00	\$ 136.67	6	\$ 906.00	\$ 732.00	\$ 820.02
7	\$ 135.00	\$ 118.00	\$ 120.00	7	\$ 945.00	\$ 826.00	\$ 840.00
8	\$ 135.00	\$ 115.00	\$ 120.00	8	\$ 1,080.00	\$ 920.00	\$ 960.00
9	\$ 135.00	\$ 113.00	\$ 120.00	9	\$ 1,215.00	\$ 1,017.00	\$ 1,080.00
10	\$ 135.00	\$ 110.00	\$ 120.00	10	\$ 1,350.00	\$ 1,100.00	\$ 1,200.00
11	\$ 135.00	\$ 110.00	\$ 120.00	11	\$ 1,485.00	\$ 1,210.00	\$ 1,320.00
Totals ----->				66	\$ 10,214.00	\$ 8,069.00	\$ 9,400.02
Weighted Average Cost Per Cubic Yard----->					\$ 154.76	\$ 122.26	\$ 142.42

Submitted Bid Fees				Bid Evaluation Scenario Assumptions			
	Dakota Supply	Concrete Express	Atlantic Mobile		Dakota Supply	Concrete Express	Atlantic Mobile
Standby/Overtime (Per HR)	\$ 180.00	\$ 225.00	\$ 150.00	10 Cubic Yard Load at WAC	\$ 1,547.60	\$ 1,222.60	\$ 1,424.20
Fuel/Environmental (Per Truck)	\$ 95.00	\$ 40.00	\$ 50.00	Fee for two hours	\$ 360.00	\$ 450.00	\$ 300.00
Winterizing (Per CY)	\$ 10.00	\$ 8.00	\$ -	Fee for one Truckload	\$ 95.00	\$ 40.00	\$ 50.00
Off Hours Operation (Per HR)	\$ 185.00	\$ 225.00	\$ -	Fee for 10 cubic yards	\$ 100.00	\$ 80.00	\$ -
Other Overtime (Per HR)	\$ -	\$ -	\$ 150.00	Fee for two hours	\$ 370.00	\$ 450.00	\$ -
Off Hours Plant Fee (Flat Fee)	\$ -	\$ 500.00	\$ -	Fee for two hours	\$ -	\$ -	\$ 300.00
				One-time flat fee	\$ -	\$ 500.00	\$ -
				Totals	\$ 2,472.60	\$ 2,742.60	\$ 2,074.20
				Notes:			
				- Atlantic Mobile is qualified lowest bidder based on bid evaluation			
				- Concrete Express is next qualified lowest bidder			
				- Dakota is unable to meet same day order and on-site mixing requirements			
				- WJWW reserves the right to use multiple or alternate suppliers if job conditions and/or material availability require, or if primary supplier is unavailable			

Note: Based on the re-bid results, Dakota Supply will be the primary K-Crete supplier for WJWW based upon it being the lowest qualified bidder. In the event that Dakota Supply is unable to satisfy the requirements of any particular WJWW job and it is in the best interests of WJWW to do so as per the determination of the WJWW Distribution Superintendent, WJWW will utilize the next low bidder, Concrete Express, to provide K-Crete per the terms of its bid.

Trustee Elkind Eney made a motion to approve the Paving and Fill Materials Bid results as presented, awarding the bid to the lowest bidder, considering additional weighted average costs per cubic yards related to fuel charges, winterizing fees and standby overtime charges. The recommendation for awarding this bid also factors in the ability of the bidder to meet the time delivery requirement for same day orders. Trustee Murphy seconded the motion, all in favor:

Trustee Murphy	“aye”
Trustee Dionisio	Not Present
Trustee Elkind Eney	“aye”

- Local Capital Projects - Water Infrastructure Projects and Planned Paving: David Birdsall, Business Director, explained that WJWW strives to coordinate water infrastructure replacement projects with planned paving projects that each municipality may have related to sewer main installations or utility work to be done by Con Ed, for example. WJWW tries to stay ahead of this issue to prevent the need for recently paved roads by the municipalities to be ripped up for the replacement of either defective or vulnerable WJWW infrastructure.

This local capital projects and planned paving item is considered annually, with costs varying from year to year, as well as from municipality to municipality. Trustee Elkind Eney made a motion to approve the local capital projects for water infrastructure replacements related to planned paving within member municipalities in the amounts of \$500,000 for the Village of Mamaroneck and \$250,000 each for Town of Mamaroneck and the Town/Village of Harrison. Trustee Murphy seconded the motion, all in favor:

Trustee Murphy	“aye”
Trustee Dionisio	Not Present
Trustee Elkind Eney	“aye”

- Purchase Booster Station Upgrades & PRV - Phase 2 (A-1387): Upgrade modifications related to this Joint Capital Project, which will result in significant improvements to the entire WJWW system, are continuing. David Birdsall, Business Director, reminded the Board that the initial phase of the project (A-1373) was approved for \$1.7 million, but due to costs related to the longer duration of the project and a broader scope, a Purchase Booster Station Upgrades & PRV (Phase 2) is being proposed. Some of the costs for Phase 2, in the amount of \$900,000, include having to have the temporary pumps for a longer time, reconfiguring of pipe work, electrical systems upgrades, pump and control modifications, and painting of the interior pipe work to help identify various components, as well as to provide a safe and resilient surface. This work will complete this project. By municipality the split would be Village of Mamaroneck \$259,200, Town of Mamaroneck \$165,600, and Town/Village of Harrison \$475,200. Trustee Elkind Eney made a motion to approve the Purchase Booster Station Upgrades & PRV (Phase 2) in the amount of \$900,000. Trustee Murphy seconded the motion, all in favor:

Trustee Murphy	“aye”
Trustee Dionisio	Not Present
Trustee Elkind Eney	“aye”

- Osborn Road Wholesale Meter / Pressure Regulator Vault: This Joint Capital Project (A-1374) to improve WJWW’s ability to monitor & control both water flow and water pressure with an adjacent water system managed by Suez Water Westchester, is one of 3 similar projects (also at the Anderson Hill Rd interconnection and the Westchester Ave interconnection). Each project location has presented specific conditions that have caused costs to vary. The Osborn Road site has more extensive and complex issues than expected which has resulted in a larger excavation area, longer project duration, extensive traffic control and increased costs related to materials. The original estimate was \$250,000, but an additional \$175,000 is being requested to bring this project to completion. By municipality the split of the additional costs would be Village of Mamaroneck \$117,300, Town of Mamaroneck \$79,050, and Town/Village of Harrison \$228,650. Trustee Murphy made a motion to approve the request for an additional \$175,00 for the Osborn Road Wholesale Meter / Pressure Regulator Vault, bringing the total project amount to \$425,000. Trustee Elkind Eney seconded the motion, all in favor:

Trustee Murphy	“aye”
Trustee Dionisio	Not Present
Trustee Elkind Eney	“aye”

- Lori Lee Dickson, WJWW General Counsel, explained that there is a requirement that WJWW hold a public hearing to accept comments for a proposed revision to the Open Meetings Law Section 103-A, which allows for the additional option for Trustees to participate remotely by videoconferencing in the event of “extraordinary circumstances”, beyond the recent health emergency related to the pandemic. The resolution, being presented for Board consideration, will set the public hearing to accept comments on this proposed change to the Open Meetings Law. Public notification will be circulated to inform the public of the hearing, as required. Trustee Murphy made a motion to approve the resolution to set a public hearing for consideration of Section 103-A to the Open Meetings Law, on June 28, 2022, at 4:45 p.m., as part of the regularly scheduled Board meeting. Trustee Elkind Eney seconded the motion, all in favor:

Trustee Murphy	“aye”
Trustee Dionisio	Not Present
Trustee Elkind Eney	“aye”

Old Business

- Rye Lake Filtration Plant:

SEQR Update: Lori Lee Dickson, General Counsel, shared that WJWW hosted a public comment on May 25th to accept comments on the DEIS. The comment period was open through June 6th but is now closed. The consultants are busy compiling all the comments, which will be addressed in the FEIS, expected to be presented to the Board in September.

- Project, System Maintenance and Operational Updates: Frank Arcara, General Superintendent, provided the following updates:
 - Chemical Bulk Storage Tank Annual Inspection and Spill Prevention Report Update Proposals: Frank Arcara, General Superintendent, reviewed two proposals submitted by D&B Engineering and Architects, concerning the annual 2022 Chemical Bulk Storage Tank Inspection and Spill Prevention Report Update for and the Purchase Street Booster Station and the Weaver Street Station.

Following review and discussion, Trustee Murphy made a motion to approve the 2022 Chemical Bulk Storage Tank Annual Inspection and Spill Prevention Report proposal for the Purchase Street Booster Station in the amount of \$3,900. Trustee Elkind Eney seconded the motion, all in favor:

Trustee Murphy	“aye”
Trustee Dionisio	Not Present
Trustee Elkind Eney	“aye”

Following review and discussion, Trustee Murphy made a motion to approve the 2022 Chemical Bulk Storage Tank Annual Inspection and Spill Prevention Report

proposal for the Weaver Street Station in the amount of \$3,900. Trustee Elkind Eney seconded the motion, all in favor:

Trustee Murphy	“aye”
Trustee Dionisio	Not Present
Trustee Elkind Eney	“aye”

- The WJWW crews performed 5 service line renewals and one curb valve repair. ELQ crews performed 2 water main repairs, 3 valve replacements and one service line renewal. The Service Department responded to 132 service calls and the Operations Department took a total of 106 samples - all came back within normal range. It was clarified that service line renewals refer to the connection between the water main and the curb box.

Manager’s Report

No Manager’s Report was needed at this time.

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, June 28, 2022, at 4:45 p.m.

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

Trustee Murphy	“aye”
Trustee Dionisio	Not Present
Trustee Elkind Eney	“aye”

The meeting adjourned at 5:18 p.m.