

WESTCHESTER JOINT WATER WORKS
Board of Trustees Meeting
Tuesday, July 26, 2022 at 4:45 p.m.

Present:

- Trustees: Rich Dionisio (via videoconferencing) and Jaine Elkind Eney (in-person)
- 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)

Approval of Minutes

Trustee Elkind Eney made a motion to approve the minutes of the July 12, 2022 Board meeting. Trustee Dionisio seconded the motion, all in favor:

Trustee Murphy	Not Present
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), 2021 Income Distribution (Second Installment), Sewer Rent Reimbursement for 2nd Quarter 2022, Contractor Payment Brevoort Lane Transite Water Main Replacement (Etre Associates), Contractor Progress Payment Rehab of Purchase Tanks (NUCO), UV Facility Emergency Generator (Better Power), Payroll Costs, Sensus Water Meter Read Transmitters (Core & Main) and NYSHIP Monthly Health Insurance Premium (State of NY)

Approval of Claims: Trustee Elkind Eney made a motion to approve 150 claims totaling \$3,883,252. Trustee Dionisio seconded the motion, all in favor:

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

General Administration:

- 2021 Income Distributions - Second Installment: David Birdsall, Business Director, reported that the second (of four) 2021 distribution installment payments to the member municipalities, with a total of \$764,000, are ready to be disbursed, with the Village of Mamaroneck receiving \$309,000, the Town of Mamaroneck receiving \$230,000 and the Town/Village of Harrison receiving \$225,000.

- 2022 Emergency/Priority Services Contract (EPSC): WJWW received bids from 4 contractors for the Emergency/Priority Services Contract as the current contract is due to expire on August 6, 2022. Initial analysis of the bid tabulation revealed a low qualified bidder, but upon a full review of the bids it was discovered that there were errors in the low bid number submitted. In correcting the error in the low bid number submitted, Etre Associates/ELQ Industries then emerged as the lowest, qualified, responsible bidder. The scenario presented in the bid package was based on an average water main repair, with the bid tabulation resulting in the following bid numbers: Etre Associates \$9,077.46, Montesano \$10,945.22, Bilotta \$12,377.10 and Inter Contracting \$14,350.53. After a thorough review of the bid submissions, it is recommended that Etre Associates/ELQ Industries be awarded the one-year the Emergency/Priority Services Contract, with a one-year extension option that includes the same terms. The one-year extension would require agreement by both WJWW and Etre Associates/ELQ Industries. Trustee Elkind Eney made a motion to award ELQ Industries/Etre Associates the one-year, 2022 Emergency/Priority Services contract, effective August 7, 2022. Trustee Dionisio seconded the motion, all in favor:

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

Old Business

- Rye Lake Filtration Plant:
 - SEQR Update: Lori Lee Dickson, General Counsel, shared that there are no substantive updates at this time and that WJWW consultants are still working diligently and collaboratively on the FEIS which is expected to be presented to the Board in the fall. She reminded everyone that, as required by statute, all comments and questions on the DEIS comments will be addressed in the draft FEIS, which is still on track to be presented for Board consideration in the fall.
- Project, System Maintenance and Operational Updates: Frank Arcara, General Superintendent, provided the following updates:
 - The WJWW crews performed one curb valve repair and one hydrant replacement. ELQ crews performed 8 service line renewals all for pre-paving in the Village of Mamaroneck. The Operations Department took a total of 123 samples - all came back within normal ranges.

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, August 9, 2022, at 4:45 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	Not Present
Trustee Dionisio	“aye”
Trustee Elkind Eney	“aye”

The meeting adjourned at 5:12 p.m.