

DUTCHESS COUNTY



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DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY
WEDNESDAY, FEBRUARY 18, 2015
3:30 P.M.

PROPOSED AGENDA

Authority Board Members

Thomas LeGrand
Chairperson

Vincent DiMaso
Vice-Chairperson

Rudy Vavra
Treasurer

Lawrence R. Knapp
Secretary

Amanda Baxter-Dingee

Ex officio Members

Brian Scoralick
Acting Executive Director
Soil and Water Conservation District

Eoin Wrafter
Acting Commissioner
D.C. Dept. of Planning & Development

Staff

Bridget Barclay
Executive Director

Mary C. Morris
Deputy Director

1. Meeting Open – Introductions
2. Approval of Minutes
 - January 28, 2015 Board Meeting (R2015.02.A)
3. Chairman’s Report
 - Committee Appointments: Governance, Audit, Finance, Operations and Personnel Committees (R2015.02.B)
4. Operations Report – see written report
5. Finance Report
 - Approval of Warrant (R2015.02.C)
6. System/Capital Project Updates
 - Authorize Change Order #1 – SHW Booster Station Equipment Pre-Purchase Contract (R2015.02.D)
 - Shore Haven Water System Improvement Project Status Report
 - Capital Project Schedule Update
7. Community Project Updates
 - Hyde Park Water and Sewer System Acquisitions
 - Fairways Sewer System Acquisition
 - Vanderburgh Cove Sewer System Evaluation
8. Public Comment
9. Confirm next meeting date – March 18, 2015
10. Adjourn

Meeting will be held at 27 High Street – 2nd Floor Conference Room
Members please call Jackie (486-3601) ASAP if you cannot attend



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**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY
UNAPPROVED - MINUTES OF JANUARY 29, 2015**

Authority Board Members

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Chairperson

Vincent DiMaso
Vice-Chairperson

Rudy Vavra
Treasurer

Lawrence R. Knapp
Secretary

Amanda Baxter-Dingee

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Acting Commissioner
D.C. Dept. of Planning & Development

Staff

Bridget Barclay
Executive Director

Mary C. Morris
Deputy Director

Board Members Present

Tom LeGrand
Vince DiMaso
Rudy Vavra
Larry Knapp
Amanda Baxter-Dingee

Staff Present

Bridget Barclay
Jackie Burger
Peter Fadden
Ed Mills
Mary Morris
Doug Odell

Ex-Officio Member

Eoin Wrafter – Acting Commissioner, Dutchess County Planning
and Development

Others Present

Don Sagliano – Legislative Liaison
Peter Dowley – Staatsburg Watch Dog Committee
Dan Keeler – Dutchess County Department of Health
Dave Kelly – Supervisor Town of Pawling
Wendel Weber – President Shore Haven HOA
Phil DeRosa – Shore Haven Resident/Pawling Town Councilperson

Meeting Open

Chairman Tom LeGrand opened the meeting at 3:35 p.m.

Introductions

Tom welcomed new Authority Board Member Amanda Baxter-Dingee and introduced himself and everyone present followed suit.

Approval of Board Meeting Minutes

Vince made a motion to approve the minutes of the December 17, 2014 board meeting. The motion was seconded by Larry; voted on and passed unanimously with Rudy and Amanda abstaining as they were not present at the December meeting. (Res. 2015.01.A/01)

Election of Officers

Rudy made a motion that the following be nominated for the offices of the Authority for 2015:

Chair - Thomas LeGrand
Vice Chair - Vincent DiMaso
Treasurer - Rudy Vavra
Secretary - Larry Knapp

This was seconded by Larry; voted on and passed unanimously. (Res.2015.01.B/02)

Designate Regular Meeting Date

Rudy made a motion that the regular meetings of the Authority be held on the third Wednesday of each month beginning at 3:30 p.m. at 27 High Street. This was seconded by Larry; voted on and passed unanimously. (Res.2015.01.C/03)

Designate Official Newspaper

Larry made a motion to designate the Poughkeepsie Journal as the official newspaper for the Authority. This was seconded by Rudy; voted on and passed unanimously. (Res.2015.01.D/04)

Designate Official Banks

Larry then made a motion that the official banks/depositories for the Authority be as follows:

The Bank of New York Mellon
M&T Bank
JPMorgan Chase
TD Bank North

and further resolved that the Executive Director or Deputy Director be authorized to execute all necessary agreements to maintain accounts. This was seconded by Rudy; voted on and passed unanimously. (Res.2015.01.E/05)

Committee Appointments

Tom said the resolution for Committee Appointments would be tabled until the February 18th board meeting.

Chairman's Report

Tom said this month he met with Staff regarding the Shore Haven Water System and keeping the project on budget. Staffing changes and system related opportunities presented to the Authority by Rhinebeck and Tivoli were also discussed.

Operations Report

Tom said the Operations report was included in the package and asked Doug to advise the Board of the reduction in Staatsburg's water loss as a result of the pipe replacement project. Doug said in the first five days that the system was on-line we averaged

138,000 gallons per day, which was 29,000-30,000 gallons per day less than the annual average for January. Tom asked if the project was close to completion. Peter Fadden said yes, only the site clean-up and pavement restoration on the state highway were yet to be completed. Peter then commended the Hyde Park Staff for their time and effort spent on assisting in getting the line flushed, cleaned and in service. Tom agreed and said that is an important component and the Hyde Park Staff always do a good job.

CDWTL Pump Station Roof Maintenance – Restriction of Bidders

Vince made a motion that, in accordance with Section 5.1.2 of the Authority Goods and Services Procurement Policy allowing the Authority to identify specific circumstances for which the solicitation of alternative quotations will not be in the interest of the Authority, it is resolved, that in order to maintain the CDWTL pump station roof warranty that the Board authorizes restriction of bidders to those that are currently a Firestone authorized installer. This was seconded by Larry; voted on and passed unanimously.
(Res.2015.01.G/06)

Finance Report – Approval of Warrant

Mary said an amendment to the warrant was handed out at today's meeting to include January and February payment installments to Rose and Kiernan. They were unable to get the information to us before the board package went out as they were revising the premium which came in lower than they anticipated. Vince moved to accept the warrant as amended. This was seconded by Rudy; voted on and passed unanimously.
(Res.2015.01.H/07)

Larry noted a number of payments under Chelsea Cove Sewer to EarthCare for sludge removal. Doug said we changed contract operators and decided to have the annual pre-cleaning done in the same time frame. Larry then noted the booster pump payment under Shore Haven Water System to Dolphin Equipment Corp. and asked if they had been through the submittal process. Ed said yes.

Tom asked about the Hach sample pack purchased from USA Bluebook under Birch Hill Water System. Larry said it is a sampler for water quality which is used by the operators.

Review and Re-Adoption of Policies

Tom asked if there were any significant changes. Bridget said there are no significant changes to the Procurement Policy or the Disposal of Property Guidelines. Mary said there are no changes to the Investment Policy. She added there is a change to the Accounting Procedures and Banking Policy which re-establishes the Account Clerk and Administrative Assistant positions and these have now been incorporated in terms of distributing duties.

Larry referred back to no significant changes to the Disposal of Property and asked if that meant that the Authority would not have to put the old Hyde Park Water Plant out to public bid and it could be listed with a broker. Bridget said we are required put it out to bid. The bid documents always reserved the Boards' right to reject any and all bids that result from a competitive bidding process which includes bids that are lower than the property appraisal.

1) Procurement Policy

Larry made a motion that the Authority Board hereby adopts the 2015 Goods and Services Procurement Policy, as presented. This was seconded by Rudy; voted on and passed unanimously. (Res.2015.01.I/08)

2) Property Disposal Guidelines

Larry moved that the Authority Board hereby adopts the Property Disposal Guidelines, as presented. This was seconded by Vince; voted on and passed unanimously. (Res.2015.01.J/08)

3) Accounting Procedures and Banking Policy

Rudy then made a motion to adopt the recommended office Accounts Payables, Receivables, and Banking Policy. The motion was seconded by Larry; voted on and passed unanimously. (Res.2015.01.K/09)

4) Investment Policy

Vince made a motion to adopt the recommended Investment Policy. The motion was seconded by Larry voted on and passed unanimously. (Res.2015.01.L/10)

System/Capital Project Updates – Shore Haven Water System Improvement Project Status and Budget Review

Tom said because the bids were coming in much higher than anticipated for the Shore Haven Water System Improvements Project he had directed staff to do another analysis of where we are in the budget at this time and where we need to be, and as a result we are recommending some changes.

Bridget said the results are back from the quarterly sampling for disinfection by-products, radionuclides, lead and copper, and iron and manganese. With the exception of iron and manganese, everything is below the maximum contamination levels for the quarter and the quarterly rolling averages. Regarding the status of the improvement projects, we had decided go out to bid separately for the treatment building and for the treatment equipment based on the scheduling and to expedite the process. Those building bids came back significantly higher than the engineers estimate. We worked with the low bidder on some potential changes that could be made and it was determined that the reduction was not significant. Tom added that as a result the Board had rejected the bids.

Bridget continued by saying we have the essentially 100% engineer's estimates for the purchase and installation of the treatment equipment and about 75% completion estimate for the design of the distribution system improvements. When all costs were reviewed together, we recognize that with all of the work completed to date and projected costs for the work yet to be done, there are some significant increases above the original budget amount.

Bridget referred to a memo on the SHW Improvement Project, Project Budget Review, included in the package. She then provided an overview of information on the total

project cost including engineering, surveying, site investigations, construction and construction administration and contingency, total project cost for the source and treatment, and the distribution system. The column labeled "Budget" is as per the financing application submitted to the Environmental Facilities Corporation for the subsidized loan for the project which is where we are getting the overall financing.

At Tom's direction the staff networked with the engineers, for both the source and treatment and the distribution system, to look at any changes that could be made to bring the project costs back in line. Four possible options were summarized in the memo; reducing the size of the building, reducing the length of the Route 292 water main, eliminating the Route 292 water main in its entirety, and eliminating the MIEX treatment for DBP's (making the chloramination system permanent.) Lengthy discussion the followed on all four options presented. By general consensus the decision was made to proceed with Option 4; reducing the size of the building, eliminating the Route 292 water main in its entirety, and eliminating the MIEX treatment. Tom was against a bid alternate option for the reduced Route 292 pipe.

Bridget then referred to the annual cost per Single Family Residence (SFR) Comparison with 2008 Map, Plan and Report and advised the Board that when discussing the acquisition of the Shore Haven Water System in 2008 and prepared the Map, Plan and Report to go to the legislature to create the zone of assessment, we had projected a total annual cost per customer of about \$2,548 per year. Tom noted that at this time that the annual cost per customer under Option 4 would be approximately \$250 less than was originally projected. Discussion then followed on the complexity of the Shore Haven water issues, the difficulty in finding an effective water treatment, residents' inability to sell their homes because the water was not potable, etc.

Phil DeRosa expressed his appreciation for all of the work the Authority has done. Dave Kelly also expressed his appreciation to the Board for the Authority's accomplishments to date and for sharing information with his office. Tom thanked them both and said he and Bridget were available by phone if they have with any questions or concerns.

Staatsburg Route 9 Pipe Replacement Project Status

Bridget said a memo on the Staatsburg Pipe Replacement Project was included in the package. Peter said all of the final costs are not yet in but the project was still under budget. Tom inquired on the rock issue there. Peter said it ran about 5% less than anticipated.

Public Comment

Tom asked for any public comment. There were none.

Confirm Next Meeting Date

Tom confirmed the next meeting date of February 18, 2015.

Adjournment

Tom asked for a motion to adjourn at 4:28 p.m. The motion was made by Vince; seconded by Larry and passed unanimously. (Res. 2015.01.M/12)

Respectfully submitted,



Jackie Burger
Senior Typist

Resolutions

- | | |
|-------------------|---|
| Res. 2015.01.A/01 | Motion to approve the minutes of the December 17, 2014 board meeting |
| Res. 2015.01.B/02 | Motion to authorize the Election of Officers |
| Res. 2015.01.C/03 | Motion to establish regular meetings as third Wednesday of each month |
| Res. 2015.01.D/04 | Motion to designate Poughkeepsie Journal as the official newspaper |
| Res. 2015.01.E/05 | Motion to designate the official banks/depositories |
| Res. 2015.01.F/00 | Motion to adopt committee appointments: Governance, Audit, Finance, Operations and Personnel Committees
TABLED |
| Res. 2015.01.G/06 | CDWTL Pump Station Roof Maintenance – Restriction of Bidders |
| Res. 2015.01.H/07 | Motion to adopt warrant as amended |
| Res. 2015.01.I/08 | Motion to re-adopt Procurement Policy |
| Res. 2015.01.J/09 | Motion to re-adopt the Disposal of Property Guidelines |
| Res. 2015.01.K/10 | Motion to re-adopt Accounting Procedures and Banking Policy |
| Res. 2015.01.L/11 | Motion to re-adopt Investment Policy |
| Res. 2015.01.M/12 | Motion to adjourn |

Resolution Package – Not for Release

Summary of Possible Motions for February 18, 2015 DCWWA Meeting:

The following is a list of motions that will be considered by the Board. Drafts of complete motions and explanatory memos are included in your package. Potential motions will be referenced with letters (A, B, C.....). Each will be assigned a permanent number in sequential order in the board minutes after the meeting.

1. Approval of Minutes – January 28, 2015 Board Meeting (R2015.02.A)
2. Committee Appointments (R2015.02.B)
3. Approval of Warrant (R2015.02.C)
4. Change Order #1 – SHW Booster Station Equipment Pre-Purchase Contract (R2015.02.D)

RESOLUTION NO. 2015.02.A

**Authority Board – DCWWA
February 18, 2015 meeting**

_____ offers the following resolution and moves its adoption:

Approval of Minutes – January 28, 2015 Board Meeting

Seconded by _____

<u>Record of Vote:</u>	<u>Aye</u>	<u>Nay</u>
Thomas LeGrand	___	___
Vincent DiMaso	___	___
Larry Knapp	___	___
Rudy Vavra	___	___
Amanda Baxter-Dingee	___	___

RESOLUTION NO. 2015.02.B

**Authority Board - DCWWA
February 18, 2015 meeting**

Committee Appointments: Governance, Audit, Finance, and Personnel Committees

_____ offers the following resolution and moves its adoption:

Be It Resolved that the following Board Members be appointed to serve on the committees of the Authority as noted below; effective January 1, 2015:

Governance Committee: _____
Audit Committee: _____
Finance Committee: _____
Operations Committee: _____
Personnel Committee: _____

Seconded by _____

<u>Record of Vote:</u>	<u>Aye</u>	<u>Nay</u>
Thomas LeGrand	___	___
Vincent DiMaso	___	___
Larry Knapp	___	___
Rudy Vavra	___	___
Amanda Baxter-Dingee	___	___

Approval of Warrant

_____ offers the following resolution and moves its adoption:

Approval of warrant, as presented

Seconded by _____

<u>Record of Vote:</u>	<u>Aye</u>	<u>Nay</u>
Thomas LeGrand	___	___
Vincent DiMaso	___	___
Larry Knapp	___	___
Rudy Vavra	___	___
Amanda Baxter-Dingee	___	___

RESOLUTION NO. 2015.02.D

**Authority Board - DCWWA
February 18, 2015 meeting**

**Authorize the Execution of Change Order No. 1 to Contract No. SHW-PWC-2013-01 for
Shore Haven Water System – Booster Pump Station Equipment Pre-Purchase**

_____ offers the following resolution and moves its adoption:

Whereas, the Dutchess County Water and Wastewater Authority (the “Authority”) entered into an Agreement with Dolphin Equipment Corporation (the “Vendor”) for the Shore Haven Water System – Booster Pump Station Equipment Pre-Purchase on July 23, 2014; and

Whereas, due to unforeseen circumstances, fabrication and delivery of the booster pump station has been delayed and will result in additional time being required for the work and the related on-site services to be completed beyond the initial timeframe contemplated in the Agreement; and

Whereas, the Vendor has agreed to extend the Contract time so that substantial completion will occur no later than April 17, 2015; and

Whereas, the Authority Staff has reviewed and recommends that Change Order No. 1 resulting in a contract time extension be authorized by the Board; and

Whereas, the Authority Board has reviewed the recommendations of the Authority Staff and considered the benefits to the Authority;

Therefore, be it resolved that the Executive Director is authorized to execute Change Order No. 1 for the contract with Dolphin Equipment Corporation of Pelham, NY extending the Contract Time as noted above for the Shore Haven Water System – Booster Pump Station Equipment Pre-Purchase Contract No. SHW-PWC-2013-01.

Seconded by _____

<u>Record of Vote:</u>	<u>Aye</u>	<u>Nay</u>
Thomas LeGrand	___	___
Vincent DiMaso	___	___
Larry Knapp	___	___
Rudy Vavra	___	___
Amanda Baxter-Dingee	___	___

**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY
WARRANT
February 18, 2015**

<u>VOUCHER</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>CONTRACT</u>	<u>TO DATE</u>	<u>PERCENT</u>
<u>Benefit Assessment</u>						
BEN14021	Drake, Loeb, Heller, etal.	Professional services: Benefit Assessment Litigation	620.40	45,000.00	29,193.61	64.87%
SUBTOTAL			620.40			
<u>Birch Hill Water System</u>						
BHW14101	Dig Safely New York, Inc.	Location Request Services: December 2014	85.28			
BHW15004	VRI Environmental Services, Inc.	Operations and Maintenance: January 2015	855.41	10,265.00	855.41	8.33%
BHW15005	Frontier Communications	Telephone service: 1/25/15-2/24/15 (2276847)	40.54			
BHW15006	Byrnes Message Bureau, Inc.	Answering service: February 2015	57.27			
BHW15007	Star Gas Prod., Inc.	Propane: 514 gallons @ 2.39	1,232.13			
BHW15008	Smith Environmental Laboratory	Labs; January 2015	2,907.50			
BHW15009	DC Commissioner of Finance	Postage: January 2015	850.71			
SUBTOTAL			6,028.84			
<u>Chelsea Cove Sewer System</u>						
CCS14154	NYSEG	Electric service: 12/9/14-1/12/15(10010243847)	2,016.94			
CCS14155 *	Morris Assoc Engineering Consultants, PLLC.	Professional Services:CCS WWTP design (12/7/14-1/10/15)	12,387.00	289,840.00	253,867.60	87.59%
CCS15003	Royal Carting Service Co.	Monthly Refuse Removal: January 2015	76.59			

**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY
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CCS15004	VRI Environmental Services, Inc.	Operations and Maintenance: January 2015	2,850.00	34,200.00	2,850.00	8.33%
CCS15005	Frontier Communications	Telephone service: 1/7/15-2/6/15 (226 5492)	40.43			
CCS15006	USA BlueBook	Buffer/charts/indicator solution/paper	235.67			
CCS15007	Porco Energy Corporation	Propane: 199.4@1.1261	224.54			
CCS15008	Earthcare - All County Division	Sludge removal:1/2,7,9/15	3,618.20			
CCS15009	Slack Chemical Company, Inc.	Chemicals: Superchlor	1,472.40			
CCS15010 E	VRI Environmental Services, Inc.	Additional Repairs & Maintenance: January 2015	402.99			
CCS15011	Earthcare - All County Division	Vactor service: 1/16/15	2,422.50			
CCS15012	Amrex	Chemicals: Sodium Thiosulfate	7.57			
CCS15013	Earthcare - All County Division	Sludge removal:1/26/15	1,832.00			
CCS15014	Porco Energy Corporation	Propane: 142.10@1.0808	153.58			
SUBTOTAL			27,740.41			
 <u>Dalton Farms Sewer System</u>						
DFS14150	NYSEG	Electric service: 12/9/14-1/9/15(10010243581)	169.83			
DFS14151	NYSEG	Electric service: 12/14/14-1/13/15 (10025452078)	180.68			
DFS15003	Royal Carting Service Co.	Monthly Refuse Removal: January 2015	163.35			
DFS15006	Frontier Communications	Telephone service:845 223 3038 (1/7/15-2/6/15)	45.68			
DFS15007	Verizon	Telephone service: 1/7/15-2/6/15 (7243574)	24.07			
DFS15008	Frontier Communications	Telephone service:1/24/15-2/23/15 (LD)	2.67			
DFS15009	VRI Environmental Services, Inc.	Operations and Maintenance: January 2015	3,591.66	43,100.00	3,591.66	8.33%

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DFS15010	Bottini Fuel Corporation	Tank rental 2015	350.00			
DFS15011	Frontier Communications	Telephone service:1/25/15-2/24/15(1451960000619907/LD)	11.27			
DFS15012	VRI Environmental Services, Inc.	January 2015 (uv bulb replacement)	850.00			
DFS15013 E	VRI Environmental Services, Inc.	Additional Repairs & Maintenance: January 2015	319.83			
DFS15014 E	VRI Environmental Services, Inc.	Additional Repairs & Maintenance: January 2015	425.00			
DFS15015	Earthcare - All County Division	Vactor service: 1/22/15	1,850.00			
DFS15016	Earthcare - All County Division	Sludge removal: 1/16/15	916.00			
DFS15017	Davies Hardware	January 2015	23.87			
SUBTOTAL			8,923.91			
 <u>Dalton Farms Water System</u>						
DFW15002	Frontier Communications	Telephone service:1/7/15-2/6/15 (223 7653)	31.82			
DFW15003	H.A. Schreck, Inc.	Service to generators	772.73			
DFW15004	Amrex	Chemicals: Liquid caustic soda/Ammonium Hydroxide	81.50			
DFW15005	VRI Environmental Services, Inc.	Operations and Maintenance: January 2015	1,458.33	17,500.00	1,458.33	8.33%
DFW15006	VRI Environmental Services, Inc.	Booster pump station paint and piping	499.18			
DFW15007	C&C Fluid Controls & Cond. Inc	Cartridge	535.82			
DFW15008	H.A. Schreck, Inc.	Service Generator @145 Roosevelt Rd	374.00			
SUBTOTAL			3,753.38			

**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY
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<u>Escrow</u>						
	none this warrant					
	SUBTOTAL		0.00			
<u>Fairways</u>						
FAW14036	Central Hudson Gas & Electric	Electric service: 12/2/14-1/2/15 (56742480017)	343.24			
FAW15003	VRI Environmental Services, Inc.	Operations and Maintenance: January 2015	550.00	6,600.00	550.00	8.33%
	SUBTOTAL		893.24			
<u>General</u>						
GEN14260	Paychex, Inc.	Time and Labor Management Program: November	70.00			
GEN14261	DC Commissioner of Finance	Dental/Optical Premiums: November 2014	1,608.29			
GEN14262	DC Commissioner of Finance	Dental/Optical Premiums: December 2014	1,611.05			
GEN14263	Drake, Loeb, Heller, etal.	Professional services: Water termination	35.00	45,000.00	29,228.61	64.95%
GEN14264	McGuire, Lisa A.	Mileage reimbursement: 2014	35.28			
GEN14265	Van DeWater & Van DeWater, LLP	Professional services: Norrie/general	525.00	20,000.00	7,832.98	39.16%
GEN15015	Del Hatt Automotive	Oil change/muffler/alternator	762.00			
GEN15016	Paychex, Inc.	Time and Labor Management Program: January 2015	70.00			

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GEN15017	MVP Health Care, Inc.	February 2015 Health insurance	5,762.16			
GEN15018	MVP Health Care, Inc.	February 2015 Health Retiree/medicare	167.40			
GEN15019	MVP Health Care, Inc.	February 2015 Health Part time emp	167.40			
GEN15020	Paychex, Inc.	Administrative Services: Pay Period ending 01/09/15	563.06			
GEN15021 b	Paychex, Inc.	HR Admin services/Flex contributions	532.46			
GEN15022 b	Paychex, Inc.	HR Admin services/Flex contributions	532.46			
GEN15023	NYS Deferred Compensation Plan	Deferred Compensation: Paydate 1/30/15	1,620.00			
GEN15024	NYS & Local Emp. Ret. System	Retirement System Monthly Reporting: January 2015	1,284.37			
GEN15025	Poughkeepsie Journal	Public notice: January meeting change	10.67			
GEN15026	Staples Credit Plan	Tape/sharpie/folders	80.76			
GEN15027	AFLAC	January 2015 Premium	309.48			
GEN15028 *	Rose and Kiernan, Inc.	2015 Policy Premium: 3rd installment (March)	14,644.00			
GEN15029	Milliman, Inc.	2014 GASB 45 Post Employment Benefits Report	2,800.00			
GEN15030	DC Commissioner of Finance	Copier/Telephone Service: January 2015	1,079.73			
GEN15031	NYS Deferred Compensation Plan	Deferred Compensation: Paydate 2/13/15	1,620.00			
SUBTOTAL			35,890.57			
 <u>Hyde Park Regional Water System</u>						
HPW14051 *	Morris Assoc Engineering Consultants, PLLC.	Professional Services:SBW pipe replacement (12/7/14-1/10/15)	12,477.50	89,250.00	63,914.25	71.61%
HPW15001 ***	Casale Construction Services, Inc.	SBW Water system Rt 9 main replacement (payment #7)	90,877.38	1,426,555.00	1,207,541.78	84.65%
HPR14419	Central Hudson Gas & Electric	Elec Serv:12/10/14-1/12/15(566401956/532727104/532425808	737.91			

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HPR14420	Veith Enterprises, Inc.	Supply door control	108.60			
HPR14421	Home Depot Credit Services	Chains /de icer/block	159.70			
HPR15004	Royal Carting Service Co.	Monthly Refuse Removal: January 2015	41.40			
HPR15005	Ulster Uniform Service, Inc.	Uniforms: January 2015	194.00			
HPR15006	Ti-Sales	Neptune meters	5,614.38			
HPR15007	Not used					
HPR15008 E	New York Leak Detection	Leak locating in Zone D	1,550.00			
HPR15009	The Vellano Corporation	Curb box	476.05			
HPR15010	USA BlueBook	Hach sample/towels/dry rack/paint	569.87			
HPR15011	Northside Supplies, LLC	Ice bite	224.75			
HPR15012	Amrex	Chemicals: Sodium Tripolyphosphate	1,873.91			
HPR15013	JCI Jones Chemicals, Inc.	Chlorine	602.91			
HPR15014	The Vellano Corporation	Repair clamp	608.77			
HPR15015	The Vellano Corporation	Repair clamp/locking flat lid	405.56			
HPR15016	Cablevision	Internet service: 1/16/15-2/15/15	199.70			
HPR15017	Verizon	Telephone service: 1/10/15-2/9/15(229 9233/229 1117)	141.27			
HPR15018	Verizon Wireless	Cell phone service: 1/13/15-2/12/15	237.83			
HPR15020	Northside Supplies, LLC	Ice bite	224.75			
HPR15021	Thomas Gleason Inc.	Item 4 (1/14/15)	579.75			
HPR15022	Thomas Gleason Inc.	Item 4 (1/15/15)	598.00			
HPR15023	Thomas Gleason Inc.	Item 4 (1/15/15)	894.08			
HPR15024 *	Central Hudson Gas & Electric	Elec Serv: 12/26/14-1/26/15(56171635016/3730013/4600017)	13,069.02			
HPR15025	Sarjo Industries	Connectors/wire	35.60			

**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY
WARRANT
February 18, 2015**

<u>VOUCHER</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>CONTRACT</u>	<u>TO DATE</u>	<u>PERCENT</u>
HPR15026	Chickery's Auto Repair	Oil change/strobe light/tail light/sealed beam	134.70			
HPR15027	New York Section AWWA	Training: ML/DL/KU	370.00			
HPR15028	USA BlueBook	Bushing/Ball valve	224.89			
HPR15029	Smith Environmental Laboratory	Labs: January 2015	325.50			
HPR15030 E	Double Dee Excavating Corp.	January 2015	6,729.00			
HPR15031	Red Hawk Fire and Security	Monitoring: 2/1/15-1/31/16	270.00			
HPR15032	Wex Inc.	Fuel for vehicles: January 2015	1,570.87			
HPR15033	Williams Lumber & Home Centers	January 2015	682.00			
HPR15034 **	Sun Up Enterprises, Inc.	Pavement repair/Maintenance work	1,699.95	36,502.00	36,376.85	99.66%
HPR15035	Verizon Wireless	Modem line: 12/24/14-1/23/15	34.25			
HPR15036	Thatcher of New York	Chemicals:Aluminum sulfate	3,117.69			
SUBTOTAL			147,661.54			
 <u>Rokeby Water System</u>						
RKW14036	Central Hudson Gas & Electric	Electric service: 11/21/14-1/23/15 (58101880019)	382.79			
RKW15002	VRI Environmental Services, Inc.	Operations and Maintenance: January 2015	616.66	7,400.00	616.66	8.33%
RKW15003	Frontier Communications	Telephone service: 2/1/15-2/28/15 (758 9223)	46.08			
SUBTOTAL			1,045.53			
 <u>Schreiber</u>						
DSW14029	NYSEG	Electric service: 12/11/14-1/12/15 (10011912549)	71.12			
DSW15001	VRI Environmental Services, Inc.	Operations and Maintenance: January 2015	481.25	5,775.00	481.25	8.33%
SUBTOTAL			552.37			

**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY
WARRANT
February 18, 2015**

<u>VOUCHER</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>CONTRACT</u>	<u>TO DATE</u>	<u>PERCENT</u>
<u>Shore Haven Water System</u>						
SHW14083	Savin Engineers, P.C.	Prof Serv: SHW Treatment System 9/29/14-12/31/14	4,725.00	447,882.50	402,176.15	89.80%
SHW15001	VRI Environmental Services, Inc.	Operations and Maintenance: January 2015	858.33	10,300.00	858.33	8.33%
SHW15002	Weston & Sampson Engineers, Inc.	Professional services: Shorehaven Water Dist Improvement #15	360.00	133,500.00	121,530.67	91.03%
SUBTOTAL			5,943.33			
<u>Central Dutchess Water Transmission Line</u>						
CDW14259 B	City of Poughkeepsie	Water purchase: December 2014 (Part 2)	3,438.45			
CDW14263	Central Hudson Gas & Electric	Electric service: 12/2/14-1/5/15 (56852136011/2135013)	4,662.00			
CDW14264	Dig Safely New York, Inc.	Location Request Services: December 2014	81.20			
CDW14265	Home Depot Credit Services	De icer/ice melt	50.12			
CDW14266	DC Commissioner of Finance	Dental/Optical Premiums: November 2014	104.98			
CDW14267	DC Commissioner of Finance	Dental/Optical Premiums: December 2014	105.16			
CDW14268	Karen Schubert, Receiver of Taxes	Water bill: 9/3/14-12/2/14	135.00			
CDW15008	Hach Company	Controller/sensor	2,081.00			
CDW15009	Royal Carting Service Co.	Monthly Refuse Removal: January 2015	36.23			
CDW15010	Not used					
CDW15011	MVP Health Care, Inc.	February 2015 Health insurance	1,339.70			
CDW15012	Time Warner Cable	Internet service: 1/19/15-2/18/15 (8150410150093567)	67.66			
CDW15013	Dutchess TEKCON Ind, Inc.	Adjustments to reznor unit	230.00			
CDW15014	Verizon	Telephone service: 1/10/15-2/9/15 (4710917)	213.86			
CDW15015	Paychex, Inc.	Administrative Services: Payroll Period ending 01/09/15	11.15			
CDW15016	Verizon	Telephone service: 1/13/15-2/12/15 (914P230477)	126.39			
CDW15017	Cablevision	Internet service:1/23/15-2/22/15	119.90			

**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY
WARRANT
February 18, 2015**

<u>VOUCHER</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>CONTRACT</u>	<u>TO DATE</u>	<u>PERCENT</u>
CDW15018	NYS & Local Emp. Ret. System	Retirement System Monthly Reporting: January 2015	507.05			
CDW15019 E	Dutchess TEKCON Ind, Inc.	Replace freeze stat	753.70			
CDW15020	Hach Company	Chlorine RGT	477.19			
CDW15021	USA BlueBook	Turbidity standards/chlorine reagent	443.24			
CDW15022	Smith Environmental Laboratory	Labs: January 2015	199.50			
CDW15023	DC Commissioner of Finance	Postage: January 2015	6.83			
CDW15024	Wex Inc.	Fuel for vehicles: January 2015	128.49			
CDW15025 **	Sun Up Enterprises, Inc.	Pavement repair/Maintenance work	125.15	36,502.00	36,502.00	100.00%
CDW15026	UPS	Mailing 1/7/15	5.51			
CDW15027	Paychex, Inc.	HR Admin services/Flex contributions	7.75			
CDW15028	Paychex, Inc.	HR Admin services/Flex contributions	7.75			
SUBTOTAL			15,464.96			
 <u>VALLEY DALE SEWER SYSTEM</u>						
VDS14096	Central Hudson Gas & Electric	Electric service: 11/18/14-1/14/15 (56530701004)	263.56			
VDS15005	VRI Environmental Services, Inc.	Operations and Maintenance: January 2015	1,366.66	16,400.00	1,366.66	8.33%
VDS15006	Verizon	Telephone service: 1/10/15-2/9/15 (635 8820)	24.08			
VDS15007	Central Hudson Gas & Electric	Elec Serv: 12/22/14-1/21/15(56530702002/0700014/0701004)	1,525.30			
VDS15008	VRI Environmental Services, Inc.	Compressor and Pully	654.11			
VDS15009	USA BlueBook	Sample hach/buffer deionized water	122.81			
SUBTOTAL			3,956.52			

**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY
WARRANT
February 18, 2015**

<u>VOUCHER</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>CONTRACT</u>	<u>TO DATE</u>	<u>PERCENT</u>
<u>VALLEY DALE WATER SYSTEM</u>						
VDW14039	C&C Fluid Controls & Cond. Inc	Filters	1,389.62			
VDW15002	VRI Environmental Services, Inc.	Operations and Maintenance: January 2015	516.66	6,200.00	516.66	8.33%
VDW15003	Central Hudson Gas & Electric	Electric service: 12/22/14-1/21/15 (56530720004)	938.02			
	SUBTOTAL		2,844.30			
	TOTAL WARRANT		261,319.30			
*	Over \$10,000 - Check Requires Two Signatures					
**	Construction Voucher -Not All Construction Vouchers Require Board Signature					
E/P	Procurement Policy Emergency Repair Provision					

TO: Authority Board
 FROM: Frederic Zanetti
 DATE: February 10, 2015
 RE: January 2015 Operations Committee Report

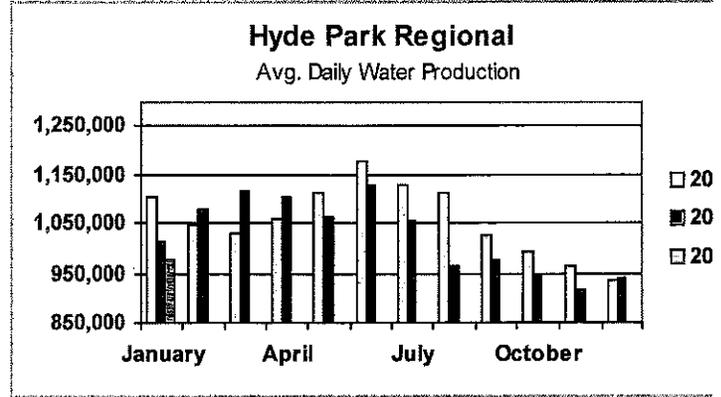
*Present: G. Goettel, S. Heupler, D. Odell, S. Osborn, M. Rowe, J. Taylor,
 R. Winchester, F. Zanetti*

**1. Hyde Park Regional
 (Zones A, B, C, D, L)**

Average daily usage: January- 977,000
 December-940,000 November- 914,000
 All testing aspects are in compliance.

Action Items:

- New customer service line installed at 10 Scenic Drive.
- Service line leak repaired by customer at 38 Main Street.

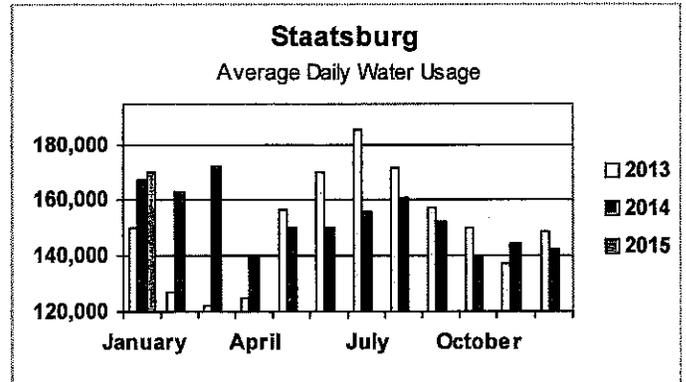


2. Staatsburg Water (Zone C)

Average daily usage: January- 170,200
 December- 142,500 November- 144,200
 All testing aspects are in compliance.

Action items:

- Routine Operations.
- Water Main repair – Mills Cross Rd.
- New water main on Rt. 9 completed and put into service – old line shut off.

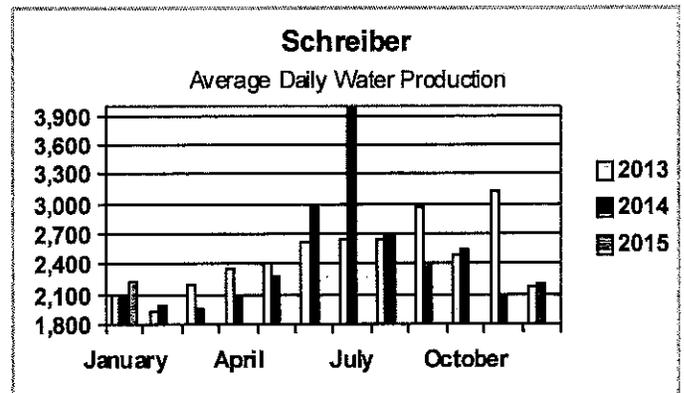


3. Schreiber Water (Zone E)

Average daily production: January- 2,226
 December- 2,194 November- 2,073

Action Items:

- Normal operations.
- Blending of well sources continues to be successful in reducing iron levels.



4. Rokeby Water (Zone F)

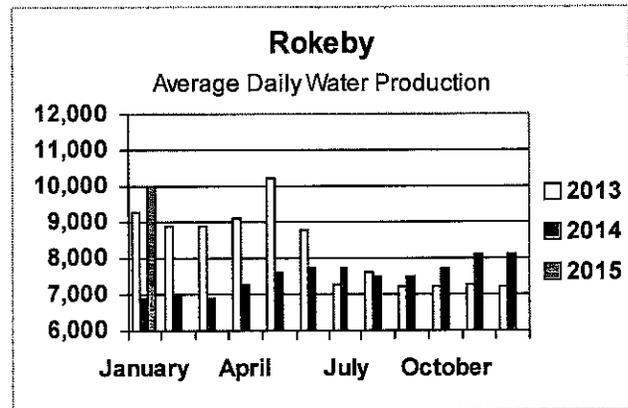
Average daily production: January- 10,000

December- 8,100 November- 8,100

All testing aspects are in compliance.

Action items:

- Routine operations.
- Located a water leak on Jefferson Road.



5. Valley Dale Water

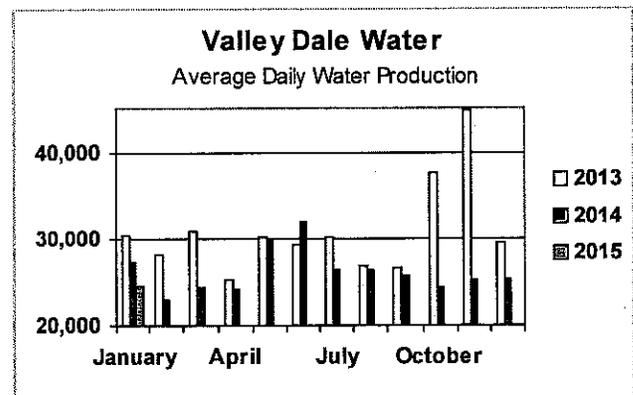
Average daily production: January- 24,535

December- 25,247 November- 25,216

All testing aspects are in compliance.

Action Items:

- Well 4 on and Well 6 off.



6. Valley Dale Wastewater (S.D. #2)

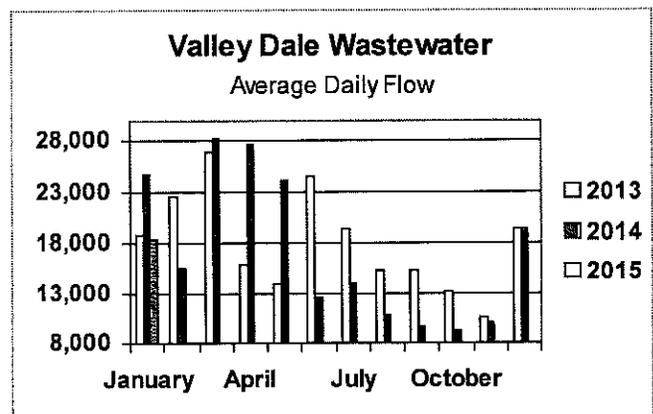
Average daily flow: January- 18,490

December- 19,434 November- 10,033

All testing aspects are in compliance.

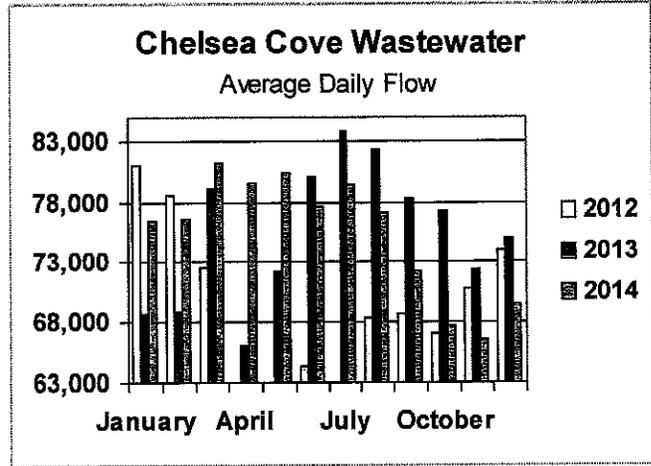
Action Items:

- Routine operations.



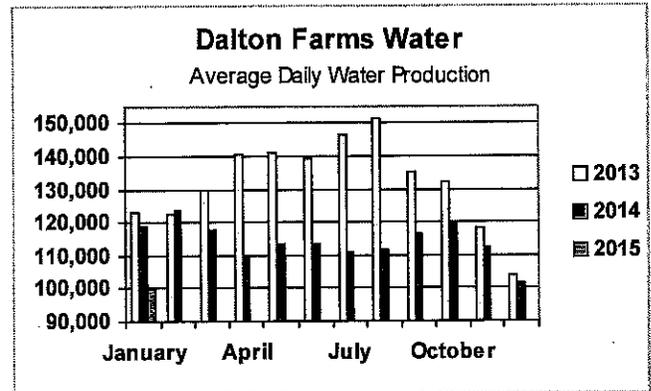
7. Chelsea Cove Wastewater (S.D. #1)

Average daily flow: January- 69,000
 December- 69,406 November- 66,507
 All testing aspects are in compliance.
 Action Items:
 - Routine operations.



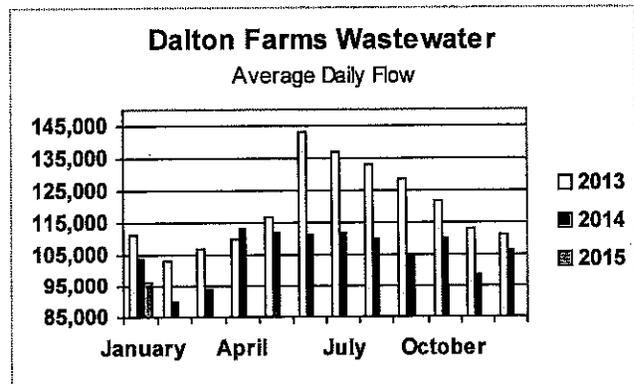
8. Dalton Farms Water (Zone H)

Average Daily Production: January- 99,500
 December- 101,400 November- 112,100
 All testing aspects are in compliance.
 Action Items:
 - Normal operations.
 - Generators at Water and Booster plants were serviced.



9. Dalton Farms Wastewater (S.D. #3)

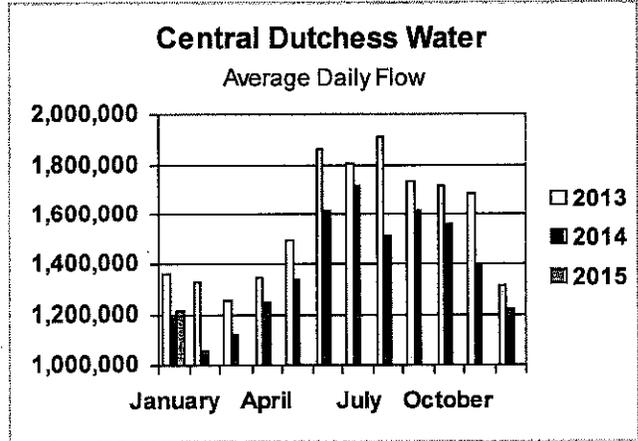
Average Daily Flow: January- 96,000
 December- 106,000 November- 99,000
 All testing aspects are in compliance.
 Action Items:
 - Normal operations.
 - DEC inspection of facility on 1/22.



**10. Central Dutchess Water
Transmission Line**

Average Daily Flow: January- 1,218,839
 December- 1,224,968 November- 1,398,333
 All testing aspects are in compliance.
 Action Items:

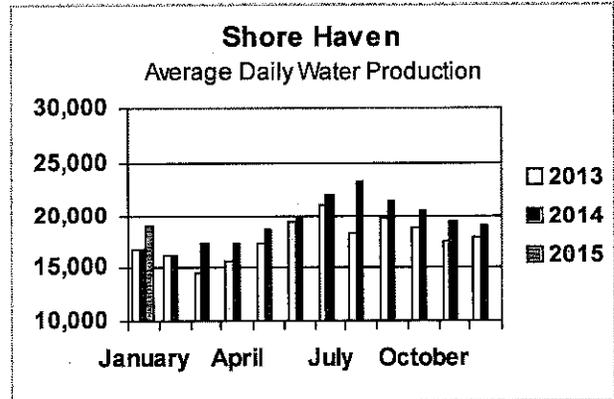
- Normal operations.



11. Shore Haven Water (Zone J)

Average daily production: January- 19,000
 December- 19,000 November- 19,300

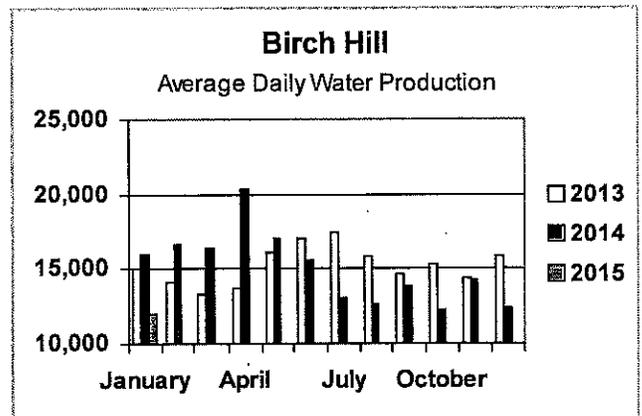
Action items:
 - Routine operations.



12. Birch Hill Water (Zone K)

Average daily production: January- 12,000
 December- 12,400 November- 14,300
 All testing aspects are in compliance.

Action items:
 - Normal operations.



13. Fairways Water (Zone M)

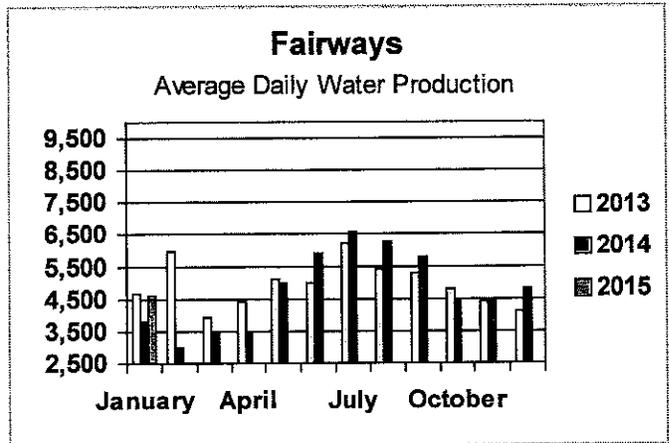
Average daily production: January- 4,600

December- 4,800 November- 4,400

All testing aspects are in compliance.

Action items:

- Normal operations.
- System flushing completed Dec. 2.



TO: Authority Board
FROM: Bridget Barclay
DATE: February 13, 2015
RE: Shore Haven Water System Improvements Status Report

1) Disinfection By-Products Levels remain below Drinking Water Standards - Based on the fourth quarter sampling results for 2014 (collected 12/3/2014), levels of both Trihalomethanes (THM's) and Haloacetic Acids (HAA5's) continue to be below the Maximum Contaminant Level (MCL) for the required four-quarter rolling average. The fourth quarter THM level was 40.5 ug/l, bringing the four-quarter rolling average to 36.8 ug/l, compared to a MCL of 80 ug/l. The fourth quarter HAA5 level was 22 ug/l, bringing the four-quarter rolling average to 34 ug/l, compared to a MCL of 60 ug/l. Levels of THM's and HAA5's (Disinfection by-products) have both been below the MCL since September 2012.

The Authority activated the chloramination system on February 25, 2013 at Shore Haven as an interim strategy for treating the water and reducing the occurrence of disinfection by-products in it. Since that time, the four-quarter rolling averages for both THM's and HAA5's have continued to remain significantly below the MCL.

2) Radiologicals remain below the MCL in 4th Quarter - Water samples collected on December 3, 2014 indicated combined radium 226 and radium 228 level of 5 pCi/L (pico curies per liter). The quarterly average for radium 226 and radium 228 levels is now 4 pCi/L. The Maximum Contaminant Level (MCL) for combined radium 226 and radium 228 is 5 pCi/L.

3) Lead and Copper Results remain below action levels - Lead and copper samples were collected on December 9 & 10, 2014 from ten houses connected to the Shore Haven Water System. None of the individual sites sampled exceeded the action levels for lead (action level is 15 ug/l) or copper (action level for copper is 1.3 mg/l). The 90th percentile results were 5 ug/l for Lead and 1.16 mg/l for copper.

4) Iron and Manganese Levels - Based on the fourth quarter sampling results for 2014 (collected 12/3/2014), the combined Iron and Manganese level is .576 mg/l and continues to be above the Maximum Contaminant Level (MCL) of .5 mg/l. The fourth quarter Iron level was 0.437 mg/l, compared to a MCL of 0.3 mg/l. The fourth quarter Manganese level was 0.139 mg/l, compared to a MCL of 0.3 mg/l.

5) Booster Pump Station - The booster pumping station arrived in Dutchess County on February 10, 2015 from Tigerflow, a Texas-based manufacturer. Over the next few weeks, as the weather permits, the pumping station will be transferred to its concrete platform; final pipe and electrical connections will be made; and the pump station manufacturer's representative will conduct the Startup testing and on-site training.

6) Permanent Water Treatment System - On January 29, 2015, the Board discussed possible approaches presented by Staff for re-scoping the overall Project to better contain costs and still obtain the goal of effective treatment for disinfection by-products and other water quality issues affecting Shore Haven. Two major Project changes included: a) eliminating the proposed MIEX treatment system and maintaining a chloramination system as the permanent treatment strategy for Disinfection By-Products at Shore Haven; and b) reducing the size of the future treatment system building.

With a general consensus from the Board on the direction the Shore Haven Improvements Project should now take, Staff have requested Savin Engineers to revisit the design process to enable those and related changes to the Treatment System Improvements. Given that MIEX was a fundamental component of the proposed treatment strategy and future facility operation, the re-design will involve more than just retaining the chloramination system, and will need to address both structural and operational changes to the overall water plant facilities at Shore Haven.

A Letter Report prepared by Savin, describing the proposed modifications to the Shore Haven Water Treatment Improvement Project and providing documentation of water quality results achieved with the Chloramination System, has been submitted to the NYS Department of Health for review and approval.

7) Distribution System Improvements Design - Authority Staff continue to work with Weston & Sampson (W&S) in the review and revision of design specs, drawings and other project documents for the future distribution system improvements. On January 28, 2015, W&S transmitted updated front-end contract bid documents to the Authority for review. On February 5, 2015, Authority staff returned comments back to the Engineer on those documents.

On January 29, 2015, Staff presented to the Board a possible reduction to the original project scope which consisted of eliminating the proposed NYS Route 292 water main from Beach Way Dr. south to Yanarella Dr. (i.e., Improvement Area "F"). With the Board's concurrence to implement this cost savings option for the Project, Staff has requested W&S to eliminate the installation of a new Rte. 292 water main south of Beach Way Drive. However, the proposed section of new water main along Rte. 292, from Rocky Mt Way to Beach Way Dr., will remain as part of the planned Distribution System improvements.

The Letter Report (above) summarizing the proposed change to the Distribution System Improvements and providing modeling results demonstrating the provision of sufficient water pressure at all customer connection points, has been submitted to the NYS Department of Health for their review and approval.

8) Distribution System Flushing - Routine maintenance flushing of the distribution system continues as weather permits.

TO: Authority Board
FROM: Jonathan Churins, DCWWA
DATE: Thursday, February 12, 2015
RE: Town of Hyde Park Local Government Efficiency Grants:
Transfer of Ownership of Town Water and Sewer Systems

The Town of Hyde Park has scheduled a Public Hearing for February 19, 2015 at the Hyde Park Town Hall at 7:05 p.m. for the purpose of providing to the public an opportunity to comment on the final Reorganization Studies and proposed transfer of ownership of 6 water systems and 2 sewer system to the DCWWA. The Town Board has scheduled a vote for its February 23rd meeting to make a final decision on the transfer of ownership of the systems.

TRANSFER/ACQUISITION PROCESS: Should the Town opt to proceed with the transfers, we will request that the County Legislature, at its March meeting, schedule the required public hearing on the creation of new Part County Sewer Districts and Water District Zones of Assessment for each of the Town systems to be transferred. Public hearings would be held at the April meeting of the Legislature, and votes scheduled to approve the Districts and Zones of Assessment. The Legislature's resolutions are subject to a 45 day Permissive Referendum period, which would expire in mid-June. On the current schedule, transfer and acquisition of one or more systems is projected to begin during the summer of 2015. Integration of up to eight systems into the Authority will be spread over several months to ensure a smooth transition.

BACKGROUND: In 2011 the Town of Hyde Park was awarded Local Government Efficiency Grants in the total amount of \$175,000.00 from the New York State Department of State through the Local Government Citizens Re Organization Empowerment Grant Program. The purpose of these grants was to support an independent evaluation of the neighborhood water and wastewater systems currently managed by the Town of Hyde Park, with a focus on opportunities to streamline and improve the service delivery of these systems to the citizens within the current Town water and sewer districts. The grants also provided for a study of options to transfer the assets and infrastructure and management of the systems to Dutchess County Water and Wastewater Authority (DCWWA).

To advance this effort the Town formed a Re organization Study Committee (RSC) charging the RSC with the development of a Re organization Study and Plan for each water and sewer district. The RSC prepared draft Studies and presented them at a series of meetings with residents of eight of the Town's water and sewer districts during the last two weeks of January and first week of February in 2015 at the Hyde Park Town Hall. In conjunction with the Studies, the RSC presented Proposed Dissolution Plans proposing the transfer of ownership of the water and sewer systems to the DCWWA. Recordings of these presentations continue to be available to the public on YouTube at the Town's website www.hydeparkny.us. At the Tuesday February 10, 2015 Town Board meeting, the RSC submitted the final Reorganization Study and Proposed Dissolution Plan for each water and sewer district, and these Studies and Plans will to be available to the public on the Town's website and printed copies available for review at the Town Hall.

SYSTEM STATISTICS:

ARBORS CONDOMINIUMS WATER (~1990's)

Surface Water – Purchase from C/T POK
 No Outstanding Capital Debt
 Service Connections:
 1x Metered Whole Sale Customer
 Condo population of 450
 5x Residential Contract Customers

GREENBUSH WATER (~2004)

Surface Water – Purchase from C/T POK
 Capital Debt \$1.415 million
 Typical Annual Single Family Water Tax \$446
 Service Connections 184

VIOLET AVENUE WATER

Population Undetermined
 Surface Water – Purchase from C/T POK
 No Outstanding Capital Debt
 Service Connections 11

QUAKER HILL ESTATES WATER (~1970's)

Groundwater Source
 Service Connections 109
 No Outstanding Capital Debt

PINEBROOK ESTATES WATER (~1988)

Groundwater Source
 No Outstanding Capital Debt
 Service Connections 132

PINEBROOK ESTATES SEWER (~1988)

RBC Plant
 No Outstanding Capital Debt
 Service Connections 132

GREENFIELDS WATER (~1965)

Groundwater Source
 No Outstanding Capital Debt
 Service Connections 281

GREENFIELDS SEWER (~1965)

RBC Plant
 Sewer Capital Debt \$239,492
 Typical Annual Single Family Sewer Tax \$68
 Service Connections 281

