

# DUTCHESS COUNTY



27 High St. 2<sup>nd</sup> Floor  
Poughkeepsie  
New York, 12601  
(845) 486-3601  
Fax (845) 486-3610  
dcwwa@dutchessny.gov  
www.DCWWA.org

## 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

DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY  
WEDNESDAY, JUNE 17, 2015  
3:30 P.M.

## PROPOSED AGENDA

1. Meeting Open – Introductions
2. Approval of Minutes
  - May 20, 2015 Board Meeting (R2015.06.A)
3. Chairman’s Report
4. Operations Report – see written report
5. Finance Report
  - Approval of Warrant (R2015.06.B)
  - Preliminary County DOWR Budget
  - Approval of Continuing Disclosure Filing (R2015.06.C)
  - Fairview Pump Station Debt Issuance (R2015.06.D)
6. System/Capital Project Updates
  - CDWTL Pump Station Roof Repair – Authorize Co #1 to the PWSO (R2015.06.E)
  - SHW Treatment System Improvement Project – Authorize Amendment to Engineering Services Agreement (R2015.06.F)
  - IBM Water Supply Agreement – Authorize Execution of Assignment and Assumption Agreement (R2015.06.G)
7. Community Project Updates
  - Fairways Sewer System Acquisition
    - Adoption of Budget and Rates (R2015.06.H)
    - Approval of Operations Contract and Engineering Services Agreement (R2015.06.I)
  - Hyde Park Water and Sewer Acquisitions
    - Authorize Execution of Transfer Agreement (R2015.06.J)
    - Approval of System Engineering Agreements (R2015.06.K)
    - Adoption of Budget and Rates – Pinebrook Water and Sewer Systems (R2015.06.L)
    - Approval of Operations Contracts for Pinebrook Water and Sewer Systems (R2015.06.M)
  - Hoffman Project Water and Sewer MOU’s
8. Public Comment
9. Confirm next meeting date – July 15, 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 MAY 20, 2015**

**Board Members Present**

Tom LeGrand  
Rudy Vavra  
Larry Knapp

**Staff Present**

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

**Board Member Absent**

Vince DiMaso  
Amanda Baxter-Dingee

**Others Present**

Don Sagliano – Legislative Liaison  
Pete Marlow – Dutchess County Department of Health

**Meeting Open**

Tom opened the meeting at 3:30 p.m.

**Approval of Board Meeting Minutes**

Tom asked for a motion to approve the minutes of April 15, 2015. The motion was made by Rudy; seconded by Larry; voted on and passed unanimously. (Res. 2015.05.A/01)

**Operations Report**

Tom noted that water usage is down and appears to be a national trend. Doug agreed and said customers are using less water almost across the board. Tom asked if this could have a significant impact on our system budgets. Bridget said it already has as most systems in the last several years have had a decline in billed water usage. Tom asked if there were any questions on the Operations report included in the package. There were no questions and the report was accepted as submitted.

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Deputy Director

### **Finance Report – Approval of Warrant**

Tom said the warrant was included in the package and asked if there were any questions. Larry inquired about the \$5,000 payment to the Town of Hyde Park. Bridget said the Town of Hyde Park obtained 90% grant funding for the total project cost of \$195,000 and the other a 10% local match. The Town of Hyde Park contributed \$5,000 and the Authority contributed \$5,000.

Mary noted an amendment to the warrant was handed out at today's meeting. This was a payment for a course taken by one of our operators to the New York Section American Water Works Association (AWWA). She then noted payment to Southern Dutchess News and the Poughkeepsie Journal, listed on page 5 of 11. These legal notices are expensive as we are required to list all of the properties involved which include our acquisition of the 8 Water and Sewer Systems in Hyde Park as well as the Fairways Sewer System.

Rudy made a motion to approve the warrant as amended. The motion was seconded by Larry; voted on and passed unanimously. (Res. 2015.05.B/02)

### **Authorize M&T Bank Treasury Management Agreement**

Mary said M&T requested a paperwork update as we had some internal changes. Nothing changed in terms of the substance of our original Treasury Management Agreement with the bank. This is in front of the Board as a resolution because the resolution requires the signature of the Board Secretary.

Larry made a motion that the Authority Board authorizes the Board Secretary to sign and process the amended M&T Bank Master Treasury Management Services Agreement. This was seconded by Rudy; voted on and passed unanimously. (Res. 2015.05.C/03)

### **Disposal of Surplus Property**

Bridget said we no longer have a use for the 8' x 20' construction trailer originally provided as part of the CDWTL construction project in July of 2006, which has not been used since 2007. We considered using it on projects since then but it wasn't worth the cost of moving the trailer or the repairs. The trailer was used for Construction Administration and we can require Construction Administrators to provide their own facilities. We can also use local firms which generally don't set up an office of that type. Tom asked what the purchase price was. Bridget said it was paid for as part of the construction contract and the value, based on the bid and pay items for that job, was \$5,500.

Larry made a motion that an 8' x 20' Construction Trailer be declared surplus and the purchase offer of \$2,000.00 from Landworks of Hudson Valley be accepted, and that the Executive Director or Deputy Director shall be authorized to execute the Bill of Sale and such other documents as may be necessary to complete the transaction. This was seconded by Rudy; voted on and passed unanimously. (Res. 2015.05.D/04)

### **Staatsburg Bid BAN Results**

Mary said our \$1.6 million BAN was awarded to JP Morgan Chase with an interest rate of 1.67% callable on or after November 20<sup>th</sup>. M&T Bank was the only other bidder with a rate of 2.27%. The expiring BAN was at 1.51%.

### **System/Capital Project Updates – VDW North Well Access Improvements – Award Construction Contract**

Larry commented on the higher number of bids received on this project. Ed said we had received numerous bids on this type of project at Dalton Farms last spring also. Peter said the project is small enough that the local contractors have the small equipment that would fit the job.

Larry made a motion that the bid received on May 16, 2015 from Landworks of Hudson Valley, Inc. of Red Hook, NY for Contract No. VDW-PWC-2015-01 for the Valley Dale Water North Well Access Project in the amount of \$48,440 be accepted, and that the Executive Director or Deputy Director is authorized to execute the contract, notice to proceed and other project documents as may be needed. This was seconded by Rudy; voted on and passed unanimously. (Res. 2015.05.E/05)

### **HPR/CDWTL Building Exterior Maintenance and Repair – Award Design Services**

Bridget said Schwartz Architecture would provide the details for the contractors for the repair and maintenance of the exterior of the buildings. Tom noted the project cost and asked if Peter could handle it. Peter said he did not have the time to do so. Peter said all the exterior caulk joints are failing, all the caulking around the windows are failing, concrete repairs, etc. The building is 20 years old. Larry said this is not something we could do ourselves and we cannot procure a contractor on this without design services, as it is a project that involves a formal bid package.

Rudy made a motion to authorize the Executive Director or Deputy Director to execute a contract with Schwartz Architecture, DPC with the amount not-to-exceed \$33,210.00 for the Professional Services Agreement for the Hyde Park Water Treatment Plant/CDWTL Pump Station Building Exterior Maintenance and Repair. This was seconded by Larry; voted on and passed unanimously. (Res. 2015.05.F/06)

### **CDWTL Pump Station Roof Maintenance – Award Construction Contract**

Larry made a motion to authorize the Executive Director or Deputy Director to enter into a contract with Titan Roofing, Inc. for the CDWTL Pump Station – Roof Maintenance Contract for a cost not-to-exceed \$21,800. This was seconded by Rudy; voted on and passed unanimously. (Res. 2015.05.G/07)

### **VDS WWTP Rehabilitation Project – Review of Revised Project Scope and Costs**

Bridget said staff had previously presented to the Board the updated cost estimates for the Valley Dale Sewer Rehabilitation Project based on the cost estimating provided for us by Emil Leinau. The concern at that time was that the cost was significantly higher than the original estimate. We have re-evaluated the scope of the project, and the memo in the board package summarizes the proposed changes. We are proposing to eliminate anything that is not absolutely necessary in order to cut the cost. Using Emil's

numbers as the basis for the estimates, the end result would reduce the construction cost from \$1.6 million to \$966,000. The total final project cost including the engineering, design construction administration, contingency, etc. would be \$1.35 million. The current cost per customer at this time is about \$1,400 annually. With the scope as it is currently, cost per customer would be about \$2,200 annually. The revised scope brings it down to about \$1,800 annually.

Tom inquired about their homeowners association. Bridget said there is no homeowners association. There are one or two homeowners that have come in over the years to comment on budgets but we generally provide project information in their billing letters. Discussion followed on house values and fund balance used. Bridget said Staff is looking into potential funding sources.

### **VDS WWTP Rehabilitation Project – Authorize Amendment to Engineering Services Agreement**

Larry made a motion to authorize the Executive Director or Deputy Director to execute Amendment No. 4 to the Professional Services Agreement with Lawrence J. Paggi, PE, PC for the Valley Dale Wastewater System – Treatment Plant Rehabilitation Project Professional Engineering Services to increase the total agreement price by an amount not-to-exceed \$34,000 to \$141,500. This was seconded by Rudy; voted on and passed unanimously. (Res. 2015.05.H/08)

### **SHW System Improvement Project Status Report**

Tom asked about the proposed increase to the Engineering agreement for Shore Haven. Bridget said this is for the project contract with Savin. A couple of months ago, we did the updated project cost to the Board based on a range of options and decided to scale the project back. We will eliminate the pipe on Route 292 and the MIEX for the disinfection by-products issues, making the current chloramine system permanent.

Included in the board package was a proposal from Savin which includes their basis for the requested increase. There is a fairly significant amount of electrical work that has been done related to the generator and the variable frequency drives for the pumps, as well as the switch to three phase power that was not part of the original project scope. They have spent about \$20,000 on that electrical design. They are looking at about \$59,000 on redesign due to the changes to the project, etc.

Tom voiced his displeasure with the amount of money and time spent on this project to date and Larry was in agreement. Tom asked if this project would be completed by the end of 2015. Bridget said she did not believe so. We have the basis of design for the revised project that has now been approved by the New York State Department of Health. We now need to finalize the plans and specs and put the project out to bid. Changes will be made as a result of the change to the treatment system and the change to the building. Further discussion followed. Tom, Larry and Rudy agreed that the Board and Staff need to meet with Savin before the June meeting. Further discussion followed and the Board agreed to table the resolution to authorize the amendment to the Engineering Agreement with Savin.

### **Dalton Farm Sewer Heating and Ventilation Report**

Bridget said a memo on the Dalton Farm Sewer Heating and Ventilation was included in the package. Initially we looked into replacing heating and ventilation equipment at the Sewer Plant and found that what had been installed was not consistent with the originally approved design at the time the plant was constructed. It was not in compliance with electrical and fire safety codes at the time. Those codes have since changed and are now further out of compliance.

Staff did an internal evaluation of the facility and asked Fuss and O'Neill, as the system engineer, to do an evaluation to bring everything up to current code. The problem is that all of the treatment equipment is housed in a single building. There is no division of space in the building, and no acceptable division of space between the main area and the attic area. Everything inside the shell of the building is rated Class 1/Division 1 as far as a fire/explosion hazard. Fuss and O'Neill's estimate to bring everything up to current code is a total project cost of \$1.2 million. That does not include making improvements to the treatment process.

Staff has been looking into a broad range of different alternatives, including alterations to the building. We consulted several resources including NYSERDA, New York Rural Water and a number of engineering firms. The general consensus is that there are a significant number of wastewater systems that have these issues which tend to be ignored. Because this project would deal with the heating, ventilating and electrical systems only, the project would not score high enough on the evaluation criteria for funding through the Clean Water Revolving Loan Fund program.

At this point, we are looking at a \$1.2 million project funded at market rates, or a very carefully scoped project where we try to do replacement in kind as much as possible. There are gray areas involved whether we would be triggering a requirement to be in compliance with current code. This would not be inexpensive but would probably be below \$100,000 for the minimal replacement. The only other option to date is whether it is worth looking to bring in a larger firm with more resources that might have more experience with an issue like this.

Peter said this is a classic case of a developer cutting corners on the basic design and it is a nice looking building but there are some inherent safety issues. Tom asked about the system fund balance. Bridget said they have a fund balance of about \$300,000. She added that we do have outstanding bonds from the acquisition of the system that was a 20 year bond starting in 2004. Their overall rates are at about \$260 per year for capital assessment. Mary said that rate increases since the Authority took the system have been insignificant.

Tom asked what was the biggest problem at Dalton. Peter said the ventilation and the electrical. Discussion followed. Larry said he would take a look at the building before the June board meeting.

### **DC Airport Water Main Project Status Report**

Bridget said we have a tentative agreement with the County to do this project on the

same model as we did the CDWTL Project. The County will fund the project with bond funds. We will amend the CDWTL funding agreement with the County to include this new infrastructure and cost. As a part of this agreement, the County is going to purchase a reservation of capacity in the waterline. This allows them to transfer those funds to the Authority to design, build, own and operate the extension from the CDWTL to the DC Airport. The County attorney is working on an amendment to the current CDWTL agreement.

Bridget said the County does not want to purchase water from the Poughkeepsie Joint Water Board on the take-or-pay basis. We recommended that they look at the same model that IBM is now proposing to do with East Fishkill. IBM would assign a portion of their right to purchase water from PJWB out of the \$2 million gallon allocation that IBM currently has, of which they are using only about half. Essentially the County gets water on a pay as you go basis. IBM has the benefit of reducing their costs for water not taken. IBM appears to be interested in doing this. Bridget asked the County if they would like to proceed and is awaiting their reply.

#### **Old HPWTP Building – Results of Bid Solicitation**

Bridget said there was no interest in the purchase of the old Hyde Park Water Treatment Plant. Tom asked if we could now list the property through a realtor. Bridget said staff was looking into it.

#### **Community Projects Updates – Hyde Park Water and Sewer System Acquisitions Status**

Larry made a motion to authorize the Executive Director or Deputy Director to execute an Amended and Twelfth Restatement of the Service Agreement between the County of Dutchess and the DCWWA; to execute the Service Agreement between the County and Authority on behalf of Part County District #7, and to execute the Service Agreement between the County and Authority on behalf of Part County District #8. This was seconded by Rudy; voted on and passed unanimously. (Res. 2015.05.J/09)

#### **Fairways Sewer System Acquisition – and Authorization to Execute Transfer Agreement**

Rudy made a motion to authorize the Executive Director or Deputy Director to execute the Service Agreement between the County of Dutchess and the DCWWA. This was seconded by Larry; voted on and passed unanimously. (Res. 2015.05.K/10)

Bridget then noted an additional resolution for approval of the transfer of the Fairways Sewer System which was handed out at today's meeting. This is the same transfer agreement used for Fairways Water System with the exception that this resolution indicates we are obtaining an easement to the treatment beds. Tom advised the Board that this is an in-ground leach field. With this system the Authority does not own the land the leach field is on, only the system and the easement. He added that he advised Bridget that for future acquisitions if we cannot acquire the land we will not acquire the system. The board members agreed. He added we had already acquired the Fairways Water System which is why we handled acquiring the sewer system this manner.

Rudy made a motion to authorize the Executive Director, Deputy Director or Chairman to enter into an Agreement for Transfer with the Fairways Homeowners Association establishing the terms and conditions by which the Authority will accept ownership and operations of the Fairway at Red Hook Sewer System. This was seconded by Larry; voted on and passed unanimously. (Res. 2015.05.N/11)

### **Vanderburgh Cove Sewer System Acquisition Status and Draft Evaluation Report**

Tom said at this time no action is required by the Board regarding Vanderburgh Cove Sewer System. Bridget said a draft report was provided in the package. Larry asked if most of the improvements in the collection system were authorized and completed over time. Tom said some were and some were not. Bridget said the sand filters were replaced with bio clear units. Phase 1 of the collection system improvements was completed, but there are additional phases of the collection system work to be done such as manhole repairs, repairs to collection lines, lining collection lines, etc.

Bridget said they did complete a survey of homeowners that had sump pumps connected and only 4 said they did. Vanderburgh has always had serious inflow and infiltration problems. She believes that if we were to take over this system we would continue addressing inflow and infiltration issues. Tom agreed. He added that the Town is unable to manage the system and most of the work was paid for by grant funding. Bridget said it is not an inexpensive system. They are currently paying \$1,800 per year.

### **Hoffman Project Water and Sewer System Status**

Bridget said the memo in the package outlines the proposed MOU that Hoffman has provided to us for the water system. The premise is that the project sponsor would build the distribution system within the project. There would be a connection to the Village of Red Hook and the water purchased from the village of Red Hook. The MOU would address the ownership of the distribution system and responsibility of Operation and Maintenance. Provisions that relate to the construction of the system are similar to what the Authority has done in the past with MOU's. We would have the opportunity to approve the system design, oversee the construction, require changes to anything that is not acceptable, and they would post a performance bond to guarantee completion of the construction of the system.

Bridget continued by saying that rather than either the developer maintaining ownership of the system as Transportation Corporation with the option of a future transfer to the Authority or an initial transfer to the Authority, they are proposing they continue to own the system but we would lease it from them. They are proposing a minimum 10 year lease agreement. The Authority would make an annual lease payment to the developer. We would generate revenues for that through an assessment on the properties within the service area. We would also charge the properties for the cost of purchasing the water, the operation and maintenance and administration of the internal distribution system. Tom said the Board and Staff would discuss this further at the June meeting.

### **Public Comment**

Tom asked for any public comment. There was no public comment.

**Executive Session – Discuss Litigation**

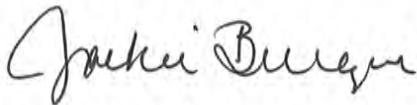
Larry made a motion to enter into Executive Session for the purpose of discussing litigation. This was seconded by Rudy; voted on and passed unanimously. (Res. 2015.05.L/13)

Rudy made a motion to close Executive Session. This was seconded by Larry; voted on and passed unanimously. (Res. 2015.05.M/14)

**Confirm Next Meeting Date**

Tom confirmed the next meeting date of June 17, 2015.

Respectfully submitted,



Jackie Burger  
Senior Typist

**Resolutions**

- |                   |  |
|-------------------|--|
| Res. 2015.05.A/01 | Motion to approve Minutes from the April 15, 2015 board meeting  |
| Res. 2015.05.B/02 | Motion to approve the warrant as amended   |
| Res. 2015.05.C/03 | Motion to authorize M&T Bank Treasury Management Agreement   |
| Res. 2015.05.D/04 | Motion to authorize Disposal of Surplus Property   |
| Res. 2015.05.E/05 | Motion to award contract – VDW North Well Access Improvements  |
| Res. 2015.05.F/06 | Motion to award Design Services – HPR/CDWTL Building Exterior Maintenance and Repair                               |
| Res. 2015.05.G/07 | Motion to award construction contract – CDWTL Pump Station Roof Maintenance  |
| Res. 2015.05.H/08 | Motion to Authorize Amendment to Engineering Services – VDS WWTP Rehabilitation Project                            |
| Res. 2015.05.I/00 | Motion to Authorize Amendment to Engineering Services – SHW Treatment System Improvement Project <b>**TABLED**</b> |
| Res. 2015.5.J/09  | Motion to Authorize Execution of Service Agreements – Hyde Park Water and Sewer Acquisitions                       |
| Res. 2015.5.K/10  | Motion to Authorize Execution of Service Agreement – Fairways Sewer System Acquisition                             |
| Res. 2015.5.L/12  | Motion to enter Executive Session to Discuss Litigation  |
| Res. 2015.5.M/13  | Motion to close Executive Session  |
| Res. 2015.5.N/11  | Motion to Authorize Execution of Transfer Agreement – Fairways Water System  |

## Resolution Package – Not for Release

### **Summary of Possible Motions for June 17, 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 – May 20, 2015 Board Meeting (R2015.06.A)
2. Approval of Warrant (R2015.06.B)
3. Review and Approval of 2014 Continuing Disclosure Report (R2015.06.C)
4. Rescind Authorization of Debt Issuance for the Fairview Pump Station (R2015.06.D)
5. CDWTL Pump Station Roof Repair – Authorize CO #1 to the PWSO (R2015.06.E)
6. SHW Treatment System Improvement Project – Authorize Amendment to Engineering Services Contract (R2015.06.F)
7. IBM Water Supply Agreement – Authorize Execution of Assignment and Assumption Agreement (R2015.06.G)
8. Fairways Sewer – Adoption of Budget and Rates (R2015.06.H)
9. Fairways Sewer – Approval of Operations Contract (R2015.06.I)
10. Hyde Park Water and Sewer Acquisitions - Authorize Execution of Transfer Agreement (R2015.06.J)
11. Hyde Park Water and Sewer Acquisitions - Approval of 2015 Systems Engineering Agreements (R2015.06.K)
12. Pinebrook Water and Sewer – Adoption of Budget and Rates (R2015.06.L)
13. Pinebrook Water and Sewer - Approval of Operations Contracts (R2015.06M)

**RESOLUTION NO. 2015.06.A**

**Authority Board – DCWWA  
June 17, 2015 meeting**

\_\_\_\_\_ offers the following resolution and moves its adoption:

**Approval of Minutes – May 20, 2015 Board Meeting**

Seconded by \_\_\_\_\_

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

**Approval of Warrant**

\_\_\_\_\_ offers the following resolution and moves its adoption:

Approval of warrant, as presented

Seconded by \_\_\_\_\_

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

**Review and Approval of 2014 Continuing Disclosure Report**

\_\_\_\_\_ offers the following resolution and moves its adoption:

WHEREAS; as part of our bonding obligations, we are required to execute a Continuing Disclosure Agreement; and

WHEREAS; the purpose of this agreement is to provide a written undertaking for the benefit of the holders of the Bonds outlining requirements for information that must be disclosed; and

WHEREAS; the requirements of this Agreement stipulate that the Authority as the issuer provide annual information with respect to the fiscal year by no later than one hundred eighty (180) days after the end of the fiscal year; and

WHEREAS; the annual information required to be filed for fiscal year 2014 is provided in the form of a report, as attached, for the Authority Board’s review and approval;

NOW THEREFORE BE IT RESOLVED THAT; the Authority Board approves the 2014 Annual Financial and Operating Data Continuing Disclosure Report as presented and authorizes the Executive Director or Deputy Director to proceed with any and all steps necessary to file this report with the Municipal Securities Rulemaking Board.

Seconded by \_\_\_\_\_

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

**Rescind Authorization of Debt Issuance for the Fairview Pump Station**

\_\_\_\_\_ offers the following resolution and moves its adoption:

WHEREAS; in February 2004 the Authority authorized the issuance of up to \$650,000 in debt to fund renovations to the Fairview Pump Station as part of improvements needed for water supply to the Central Dutchess Water Transmission Line; and

WHEREAS; it was subsequently determined that funds supplied through other sources were available and adequate to fund these renovations and no funds were borrowed under this resolution; and

WHEREAS; the Authority wishes to formally acknowledge that there is no longer a need or commitment for this authorized debt;

NOW THEREFORE BE IT RESOLVED THAT; the Authority Board hereby rescinds Authority Resolution 2004.02.03 thereby releasing itself from any ongoing commitment for this debt.

Seconded by \_\_\_\_\_

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

**Authorize the Execution of Change Order No. 1 to Contract No. PWSC-CDWTL-2015-01 for the CDWTL Pump station Roof Maintenance Project**

\_\_\_\_\_ offers the following resolution and moves its adoption:

WHEREAS; the initial contract amount with Titan Roofing, Inc. for the CDW Treated Water Building Roof Replacement Project is \$21,800.00; and

WHEREAS; while performing the require roof inspection, the Firestone Building Products warranty inspector recommended that existing seams be overlaid with a seam stripping material to prolong the life of the roof, and

WHEREAS; Titan Roofing, Inc. has provided a fixed cost proposal to perform the recommended work for \$4,875.57 and an additional 30 days of contract time to perform the work; and

WHEREAS; the Authority staff has reviewed and recommends that Change Order No. 1 in the amount of \$4,875.57 and an extension of 30 days resulting in a contract amount increase to \$26,675.57 with substantial completion to be no later than 60 days from notice to proceed and no more than 90 days for complete, ready for final payment 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;

NOW THEREFORE BE IT RESOLVED THAT; the Executive Director or Deputy Director is authorized to execute Change Order No. 1 in the amount of \$4,875.57 and an extension of 30 days resulting in a contract amount increase to \$26,675.57 with substantial completion to be no later than 60 days from notice to proceed and no more than 90 days for complete, ready for final payment.

Seconded by \_\_\_\_\_

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

**SHW Treatment System Improvement Project  
Authorize Amendment to Engineering Services Agreement**

\_\_\_\_\_ offers the following resolution and moves its adoption:

WHEREAS; the Authority entered into an Agreement with Savin Engineers, P.C. (Savin) dated November 18, 2010 to perform planning, design and construction engineering services for water supply and treatment system improvements for the Shore Haven Water System; and

WHEREAS; the Authority amended the Agreement on September 21, 2011 (Amendment #1), on April 18, 2012 (Amendment #2), on May 15, 2013 (Amendment #3), and on July 17, 2013 (Amendment #4), and

WHEREAS; the project cost analysis, based on bids received for the construction of the treatment building combined with the Engineer's Opinion of Probable Construction Costs – 100% Design Submittal, presented to the Board in January of 2015 represented an unacceptable impact on the customer base; and

WHEREAS; the Engineer was requested to evaluate options to reduce the cost of the project and make recommendations to the Authority, which recommendations to reduce the scope of the project were presented to and accepted by the Board; and

WHEREAS; the reduced scope of the project will require redesign, alterations to specifications and drawings and the gaining of new regulatory and lending agency approvals; and

WHEREAS; during the design process there was significant electrical design work undertaken which was outside of the original scope of the Agreement, and

WHEREAS; it has been determined to be in the best interest of the Authority to delete from the Scope of Services the Construction Overview for Treatment Facilities, thereby reducing the contract amount by \$29,120, and

WHEREAS; Savin Engineers has submitted a Letter Proposal, attached hereto, for Additional Services related to the treatment system redesign and additional electrical work, and

WHEREAS; staff has reviewed the Letter Proposal and agrees that the services for which additional compensation is sought fall outside of the scope of work for the original contract as subsequently amended and agrees that the additional services are necessary and beneficial for the improvement of the Shore Haven Water System water treatment system, and recommends the requested compensation for additional services be approved, and

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

NOW THEREFORE BE IT RESOLVED THAT; the Executive Director or Deputy Director is authorized to execute Amendment No. 5 to Design Services Agreement with Savin Engineers P.C. for the Shore Haven Water System – Supply and Treatment Improvement to increase the contract by a net amount of eighty-four thousand three hundred and sixty-eight dollars (\$84,368).

**SHW Treatment System Improvement Project  
Authorize Amendment to Engineering Services Agreement**

Seconded by \_\_\_\_\_

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

**IBM Water Supply Agreement  
Authorize Execution of Assignment and Assumption Agreement**

\_\_\_\_\_ offers the following resolution and moves its adoption:

WHEREAS; IBM and DCWWA entered into the IBM Water Sale Agreement, dated November 19, 2004 (the “IBMWSA”), pursuant to which IBM agreed to purchase a specified amount of Potable Water from DCWWA and DCWWA agreed to sell such Potable Water to IBM on the terms and conditions set forth in the IBMWSA; and

WHEREAS; in connection with the execution of the IBMWSA, the Town of Poughkeepsie, the City of Poughkeepsie, the Water Board and the DCWWA entered into the Poughkeepsie Water Sale and Purchase Agreement, dated November 19, 2004 (the “PWSA”), pursuant to which DCWWA agreed to purchase surplus water from the Water Board for sale to IBM and other parties, and the Water Board, on behalf of itself, the Town of Poughkeepsie and the City of Poughkeepsie agreed to sell such surplus water to DCWWA on the terms and conditions set forth in the PWSA; and

WHEREAS; IBM wishes to assign all of IBM’s rights and obligations under the IBMWSA to Global Foundries U.S. LLC 2 (Global) and Global wishes to assume all of IBM’s rights and obligations under the IBMWSA, as more particularly described in the Assignment and Assumption Agreement; and

WHEREAS; DCWWA; Town of Poughkeepsie, the City of Poughkeepsie and the Water Board have been asked to consent to the Assignment and Assumption;

WHEREAS; DCWWA; Town of Poughkeepsie, the City of Poughkeepsie and the Water Board have agreed to consent to the Assignment and Assumption subject to the terms and conditions set forth in the Assignment and Assumption Agreement;

NOW THEREFORE BE IT RESOLVED THAT; the Authority Chairman is authorized to execute the Assignment and Assumption Agreement in substantially the form presented to this meeting.

Seconded by \_\_\_\_\_

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

**Fairways Sewer – Adoption of Budget and Rates**

\_\_\_\_\_ offers the following resolution and moves its adoption:

WHEREAS; the Dutchess County Water and Wastewater Authority (the “Authority”) is in the process of acquiring the treatment and collection facilities of the Fairways Sewer System located in the Town of Red Hook, NY, with an anticipated transfer date of July 1, 2015; and,

WHEREAS; in the Map, Plan and Report prepared by the Authority in support of the creation by Dutchess County of the Part County Sewer District #6, encompassing the service area of the Fairways Sewer System, the Authority presented an Annual Operations and Maintenance Budget and First Year Sewer Rates for the Fairways Sewer System; and,

WHEREAS; the County Legislature on April 13, 2015 held a public hearing on the creation of Part County Sewer District #6, at which hearing no members of the public spoke in opposition to the creation of said District; and,

WHEREAS; Authority Staff has prepared a six-month pro-rated Operation and Maintenance Budget based on the budget presented in the Map, Plan and Report: and,

WHEREAS; Authority Staff has proposed Sewer rates for the Fairways Sewer System for the period of July 1 through December 31, 2015 that are the same as the First Year Sewer Rates submitted in the Map, Plan and Report, and has presented those proposed rates to the Authority Board for their consideration; and,

WHEREAS; the Authority Board has reviewed said budgets and rates as presented and determined them to be acceptable;

NOW THEREFORE BE IT RESOLVED THAT; the Fairways Sewer System budget and rates are hereby adopted and made effective on July 1, 2015.

Seconded by \_\_\_\_\_

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

**Fairways Sewer – Approval of Operations Contract**

\_\_\_\_\_ offers the following resolution and moves its adoption:

WHEREAS; the Dutchess County Water and Wastewater Authority (the “Authority”) is in the process of acquiring the treatment and collection facilities of the Fairways Sewer System located in the Town of Red Hook, NY; and,

WHEREAS; the present operator of the Fairways Sewer System, VRI, Inc., has extensive experience with this system which may be valuable to the Authority; and,

WHEREAS; the Authority has negotiated with VRI, Inc., to continue operating said system;

NOW THEREFORE IT BE RESOLVED THAT; the Authority’s Board of Directors hereby authorizes the Executive Director or Deputy Director to execute an Operations Contract with VRI, Inc., for the operation of the Fairways Sewer System, at a monthly fee of two hundred and thirty-seven dollars and fifty cents (\$237.50), the initial term of said contract to commence on the day the Authority acquires ownership of the Fairways Water System and to run through December 31, 2015; and then extendable through December 31, 2017, at the sole option of the Authority, and with an adjustment to rates in accordance with the Consumer Price Index but in no event greater than three percent (3%) for each annual extension.

Seconded by \_\_\_\_\_

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

**Hyde Park Water and Sewer System Acquisitions  
Authorization to Execute Transfer Agreement**

\_\_\_\_\_ offers the following resolution and moves its adoption:

WHEREAS; the Town is the owner of real property, facilities, and assets used in the treatment, storage, sale and distribution of potable water to customers residing in the following water districts (collectively the “Water Districts”): Arbors, Violet Avenue, Greenbush, Pinebrook, Greenfields, and Quaker Hills, and

WHEREAS; the Town is the owner of the real property, facilities, and assets used in the collection, treatment, and discharge of sewage and provision of sewer service to customers residing in the following sewer districts (collectively the “Sewer Districts”): Pinebrook and Greenfields, and

WHEREAS; the Town, acting for and on behalf of the Water and Sewer Districts, has agreed to sell, transfer, and convey the Water and Sewer Systems to the Authority, and the Authority has agreed to purchase the Water and Sewer Systems from the Town, on the terms and conditions set forth in the Agreement for Transfer of Water and Wastewater Systems, and

WHEREAS; the County of Dutchess has created Zones of Assessment in the County Water District encompassing the water service areas of the Water Districts and approved the execution of the 12<sup>th</sup> Restatement of the Service Agreement to incorporate these Zones of Assessment, and

WHEREAS; the County of Dutchess has created Part County Sewer Districts encompassing the sewer service areas of the Sewer Districts and approved the execution of the corresponding Service Agreements with the Authority in order for the Authority to provide sewer services within this framework; and,

WHEREAS; the Authority, by adoption of Resolution 2015.03.H, has adopted a finding of no significant negative environmental impact associated with the transfer of ownership of the System; and,

NOW THEREFORE BE IT RESOLVED THAT; the Authority Board hereby authorizes its Executive Director or Deputy Director to enter into an Agreement for Transfer with the Town of Hyde Park establishing the terms and conditions by which the Authority will accept ownership and operations of the aforementioned Water and Sewer Systems.

Seconded by \_\_\_\_\_

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

**Approval of 2015 Systems Engineering Agreements**

\_\_\_\_\_ offers the following resolution and moves its adoption:

WHEREAS; the Authority is in the process of acquiring the Fairways Sewer System in the Town of Red Hook, and the eight water and sewer system listed below all located in the Town of Hyde Park, and

WHEREAS; the Authority has adopted procurement guidelines for obtaining engineering services based upon cost levels, and

WHEREAS; the Authority recognizes there can be a benefit in a continuing relationship for engineering advice and services in operating water and sewer facilities, and

WHEREAS; the Authority staff has reviewed the relationships and performance of engineering firms providing engineering services for the systems operated by the Authority and has recommended the listed firms be designated as the firms to provide services for the facilities noted:

Morris Associates: Fairways Sewer, Arbors Water, Greenbush Water, Violet Avenue Water and Quaker Hills Water

Tighe & Bond Engineering: Pinebrook Water and Sewer Systems, and Greenfields Water and Sewer Systems

WHEREAS; the Authority Board has reviewed the recommendations;

NOW THEREFORE BE IT RESOLVED THAT; the Executive Director or Deputy Director are authorized to execute contracts for engineering services with the noted firms regarding the noted facilities within the parameters of the engineering procurement guidelines.

Seconded by \_\_\_\_\_

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

**Pinebrook Water and Pinebrook Sewer – Adoption of Budget and Rates**

\_\_\_\_\_ offers the following resolution and moves its adoption:

WHEREAS; the Dutchess County Water and Wastewater Authority (the “Authority”) is in the process of acquiring the facilities of the Pinebrook Water System and Pinebrook Sewer System, both located in the Town of Hyde Park, NY, with an anticipated transfer date of July 1, 2015; and,

WHEREAS; in the Map, Plan and Reports prepared by the Authority in support of the creation by Dutchess County of the Zone of Assessment R in the Dutchess County Water District, encompassing the service area of the Pinebrook Water System, and for the creation by Dutchess County of Part County Sewer District #7, encompassing the service area of the Pinebrook Sewer System, the Authority presented Annual Operations and Maintenance Budgets and First Year Rates for the Pinebrook Water and Sewer Systems; and,

WHEREAS; the County Legislature on April 13, 2015 held a public hearing on the creation of Zone of Assessment R and Part County Sewer District #7, at which hearing no members of the public spoke in opposition to the creation of said Zone and District; and,

WHEREAS; Authority Staff has prepared a six-month pro-rated Operation and Maintenance Budget based on the budgets presented in the Map, Plan and Reports: and,

WHEREAS; Authority Staff has proposed rates for the Pinebrook Water System and the Pinebrook Sewer System, for the period of July 1 through December 31, 2015 that are the same as the First Year Rates submitted in the Map, Plan and Reports, and has presented those proposed rates to the Authority Board for their consideration; and,

WHEREAS; the Authority Board has reviewed said budgets and rates as presented and determined them to be acceptable;

NOW THEREFORE BE IT RESOLVED THAT; the Pinebrook Water System budget and rates are hereby adopted and made effective on July 1, 2015; and

BE IT FURTHER RESOLVED THAT; the Pinebrook Sewer System budget and rates are hereby adopted and made effective on July 1, 2015.

Seconded by \_\_\_\_\_

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

**Pinebrook Water and Pinebrook Sewer – Approval of Operations Contracts**

\_\_\_\_\_ offers the following resolution and moves its adoption:

WHEREAS; the Dutchess County Water and Wastewater Authority (the “Authority”) is in the process of acquiring the facilities of the Pinebrook Water System and Pinebrook Sewer System, both located in the Town of Hyde Park, NY; and,

WHEREAS; the present operator of the Pinebrook Water and Sewer Systems, VRI, Inc., has extensive experience with these systems, which may be valuable to the Authority; and,

WHEREAS; the Authority has negotiated with VRI, Inc., to continue operating said water and sewer system, pursuant to the terms and conditions of the DCWWA standard Operations Contract; and

NOW THEREFORE BE IT RESOLVED THAT; the Authority’s Board of Directors hereby authorizes the Executive Director or Deputy Director to execute an Operations Contract with VRI, Inc., for the operation of the Pinebrook Water System, at a monthly fee of one thousand and twenty dollars (\$1,020), the initial term of said contract to commence on the day the Authority acquires ownership of the Pinebrook Water System and to run through December 31, 2015; and then extendable through December 31, 2017, at the sole option of the Authority, and with an adjustment to rates in accordance with the Consumer Price Index but in no event greater than three percent (3%)for each year the contract is extended; and

NOW THEREFORE BE IT RESOLVED THAT; the Authority’s Board of Directors hereby authorizes the Executive Director or Deputy Director to execute an Operations Contract with VRI, Inc., for the operation of the Pinebrook Sewer System, at a monthly fee of one thousand, five hundred and thirty dollars (\$1,530), the initial term of said contract to commence on the day the Authority acquires ownership of the Pinebrook Sewer System and to run through December 31, 2015; and then extendable through December 31, 2017, at the sole option of the Authority, and with an adjustment to rates in accordance with the Consumer Price Index but in no event greater than three percent (3%)for each year the contract is extended.

Seconded by \_\_\_\_\_

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

**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY  
WARRANT  
June 17, 2015**

<u>VOUCHER</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>CONTRACT</u>	<u>TO DATE</u>	<u>PERCENT</u>
<b><u>Benefit Assessment</u></b>						
BEN15006	DC Commissioner of Finance	Postage: May 2015	1,352.89			
BEN15007	Drake, Loeb, Heller, etal.	Professional services: T Rex Greivance (April 2015)	2,031.92	30,000.00	8,159.07	27.20%
<b>SUBTOTAL</b>			<b>3,384.81</b>			
<b><u>Birch Hill Water System</u></b>						
BHW15037	VRI Environmental Services, Inc.	Operations and Maintenance: May 2015	855.41	10,265.00	4,277.05	41.67%
BHW15038	Dig Safely New York, Inc.	Location Request Services: April 2015	107.28			
BHW15039	Star Gas Prod., Inc.	Propane: 183.5 gal @ 2.35 (5/14/15)	434.90			
BHW15040	Morris Assoc Engineering Consultants, PLLC.	Professional Services:BHW transfer pumps control	5,499.00	19,250.00	11,056.50	57.44%
BHW15041	Frontier Communications	Telephone service: 5/25/15-6/24/15 (2276847)	40.66			
BHW15042	Byrnes Message Bureau, Inc.	Answering service: June 2015	40.67			
BHW15043	Dig Safely New York, Inc.	Location Request Services: May 2015	87.74			
<b>SUBTOTAL</b>			<b>7,065.66</b>			
<b><u>Chelsea Cove Sewer System</u></b>						
CCS15054	Royal Carting Service Co.	Monthly Refuse Removal: May 2015	76.59			
CCS15055	VRI Environmental Services, Inc.	Operations and Maintenance: May 2015	2,850.00	34,200.00	14,250.00	41.67%

**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY  
WARRANT  
June 17, 2015**

<u>VOUCHER</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>CONTRACT</u>	<u>TO DATE</u>	<u>PERCENT</u>
CCS15056	NYSEG	Electric service:4/10/15 - 5/8/15(10010243847)	1,387.92			
CCS15057	Frontier Communications	Telephone service: 5/7/15-6/6/15 (226 5492)	40.55			
CCS15058	Amrex	Chemicals: Sodium Thiosulfate	151.57			
CCS15059 *	Morris Assoc Engineering Consultants, PLLC.	Professional Services:CCS WWTP design (4/12/15-5/9/15)	26,250.00	342,340.00	295,003.80	86.17%
CCS15060	VRI Environmental Services, Inc.	Exploratory dig to locate pipe	600.00			
CCS15061	VRI Environmental Services, Inc.	Repair to effluent tank	1,345.00			
CCS15062	VRI Environmental Services, Inc.	Clearing of clogged pump	127.50			
CCS15063	Wilmington Trust	Trustee services:6/1/15-5/31/16	5,500.00			
<b>SUBTOTAL</b>			<b>38,329.13</b>			
 <b><u>Dalton Farms Sewer System</u></b>						
DFS15053	Royal Carting Service Co.	Monthly Refuse Removal: May 2015	163.35			
DFS15054	VRI Environmental Services, Inc.	Operations and Maintenance: May 2015	3,591.66	43,100.00	17,958.30	41.67%
DFS15055	NYSEG	Electric service:4/10/15-5/8/15(10010243581)	104.86			
DFS15056	Verizon	Telephone service: 5/7/15-6/6/15 (7243574)	24.09			
DFS15057	Frontier Communications	Telephone service: 5/7/15-6/6/15 (223 3038)	45.80			
DFS15058	Earthcare - All County Division	Sludge removal: 5/13/15	916.00			
DFS15059	Earthcare - All County Division	Sludge removal: 5/1/15	916.00			
DFS15060	Slack Chemical Company, Inc.	Chemicals: Superchlor	388.35			
DFS15061	Frontier Communications	Telephone service:5/25/15-6/24/15(14519600000619907/LD)	13.96			
DFS15062	Not used					
DFS15063	VRI Environmental Services, Inc.	Clear and clean pump and floats	340.00			
DFS15064	VRI Environmental Services, Inc.	Clearing brush for access to manholes	960.00			
DFS15065	Earthcare - All County Division	Sludge removal: 5/28/15	916.00			
<b>SUBTOTAL</b>			<b>8,380.07</b>			

**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY  
WARRANT  
June 17, 2015**

<u>VOUCHER</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>CONTRACT</u>	<u>TO DATE</u>	<u>PERCENT</u>
<b><u>Dalton Farms Water System</u></b>						
DFW15023	VRI Environmental Services, Inc.	Operations and Maintenance: May 2015	1,458.33	17,500.00	7,291.65	41.67%
DFW15024	Frontier Communications	Telephone service: 5/7/15-6/6/15 (223 7653)	31.89			
DFW15025	Con-Tech Construction Technology Inc.	Dalton Farm Well 4 Access Rd (final payment)	4,673.61	72,572.20	72,572.20	100.00%
<b>SUBTOTAL</b>			<b>6,163.83</b>			
<b><u>Escrow</u></b>						
none this warrant						
<b>SUBTOTAL</b>			<b>0.00</b>			
<b><u>Fairways</u></b>						
FAW15012	VRI Environmental Services, Inc.	Operations and Maintenance: May 2015	550.00	6,600.00	2,750.00	41.67%
FAW15013	Central Hudson Gas & Electric	Electric service: 4/6/15-5/5/15 (56742480017)	340.29			
FAW15014	VRI Environmental Services, Inc.	Removed well #1/Replaced with all new material	5,721.51			
FAW15015	Davies Hardware	Coupling/nipple/battery/tee	94.80			
<b>SUBTOTAL</b>			<b>6,706.60</b>			
<b><u>General</u></b>						
GEN15104	Paychex, Inc.	Administrative Services: Pay Period ending 05/15/15	552.75			

**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY  
WARRANT  
June 17, 2015**

<u>VOUCHER</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>CONTRACT</u>	<u>TO DATE</u>	<u>PERCENT</u>
GEN15105	NYS & Local Emp. Ret. System	Retirement System Monthly Reporting: May 2015	820.12			
GEN15106	Staples Credit Plan	Calculator/laser labels/brother	455.48			
GEN15107	Sedore and Company, CPA's	Final billing: Audit 12/31/14 Financial statements	7,400.00	22,402.00	22,400.00	99.99%
GEN15108	NYS Deferred Compensation Plan	Deferred Compensation: Paydate 5/22/15	1,670.00			
GEN15109	MVP Health Care, Inc.	June 2015 Health Part time	167.40			
GEN15110	MVP Health Care, Inc.	June 2015 Health Retiree/medicare	167.40			
GEN15111	MVP Health Care, Inc.	June 2015 Health insurance	8,441.56			
GEN15112 *	The State Insurance Fund	Workers' Compensation: Renewal policy 7/1/14-6/30/15	30,805.70			
GEN15113	DC Commissioner of Finance	Dental/Optical Premiums: April 2015	2,014.46			
GEN15117	UPS	Mailing 5/18+19/15	181.70			
GEN15118	Van DeWater & Van DeWater, LLP	Prof Serv: GEN/Norrie/FAW sewer acq/HPW+sewer acquisition	3,850.00	20,000.00	5,031.25	25.16%
GEN15119 *	DC Commissioner of Finance	Annual rent for 2015	10,000.00			
GEN15120	Winchester, Richard F.	Mileage reimbursement 5/29/15	46.00			
GEN15121	Chazen Eng, Land Surveying and Landscaping	Prof Serv:Farway Sewer Acquisition/easement survey	6,147.26	35,000.00	6,147.26	17.56%
GEN15122	Paychex, Inc.	Administrative Services: Pay Period ending 05/29/15	552.75			
GEN15123	Hallenbeck, Karen J.	Mileage reimbursement May2015	25.30			
GEN15124	NYS Deferred Compensation Plan	Deferred Compensation: Paydate 6/5/15	1,670.00			
GEN15125	AFLAC	May 2015 Premium	309.48			
GEN15126	DC Commissioner of Finance	Dental/Optical Premiums: May 2015	2,014.46			
GEN15127	DC Commissioner of Finance	Copier/Telephone Service: April 2015	340.73			
GEN15128	DC Commissioner of Finance	Supplies	49.87			
GEN15129 *	Rose and Kiernan, Inc.	2015 Policy Premium: 5TH installment (July)	14,521.00			
GEN15130	Drake, Loeb, Heller, etal.	Professional services: Hyde Park W/S acquisition	484.91	30,000.00	8,643.98	28.81%
<b>SUBTOTAL</b>			<b>92,688.33</b>			

**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY  
WARRANT  
June 17, 2015**

<u>VOUCHER</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>CONTRACT</u>	<u>TO DATE</u>	<u>PERCENT</u>
<b><u>Hyde Park Regional Water System</u></b>						
HPW15005	Chazen Eng, Land Surveying and Landscaping	Prof Serv: Old Staatsburg Treatment Plant (4/4/15-5/1/15)	3,439.73	6,835.00	3,439.73	50.33%
HPW15006 ***	Casale Construction Services, Inc.	SBW Water system Rt 9 main replacement (payment #9)	64,126.09	1,426,555.00	1,284,492.87	90.04%
HPW15007	Morris Assoc Engineering Consultants, PLLC.	Professional Services:SBW pipe replacement (4/12/15-5/9/15)	1,201.25	89,250.00	73,043.75	81.84%
HPW15008	The Bank of New York	Serv Agr Revenue Bonds Series1998-1+2 (6/17/15-6/16/16)	1,925.00			
HPW15009	The Bank of New York	Trustee Counsel for 2015 Bans (Buchanan/Ingersill/Rooney)	1,000.00			
HPW15010	The Bank of New York	Bonds Anticipation notes 2015	750.00			
HPW15011	M&T Investment Group	Annual Trustee Service: 07/15/2014 - 07/14/15 (2010 Issue)	6,512.00			
HPR15132	Royal Carting Service Co.	Monthly Refuse Removal: May 2015	41.40			
HPR15133	Ulster Uniform Service, Inc.	Uniforms: May 2015	194.00			
HPR15134	Verizon Wireless	Cell phone service: 5/13/15-6/12/15	235.34			
HPR15135	Cablevision	Internet service: 5/16/15-6/15/15	199.70			
HPR15136	Verizon	Telephone service: 5/10/15-6/9/15(229 9233/229 1117)	141.40			
HPR15137	Central Hudson Gas & Electric	Electric service: 4/15/15-5/15/15(56640195006/56620730012)	354.28			
HPR15138	Home Depot Credit Services	April 2015 Supply Purchase	174.96			
HPR15139	Chickery's Auto Repair	Oil change/inspection (2013 Jeep Patriot)	67.95			
HPR15140	Chickery's Auto Repair	Oil change (2008 F350)	62.20			
HPR15141	Chickery's Auto Repair	Diagnose/codes/R+R O2 sensor/clean throttle body	369.75			
HPR15142	Surpass Chemical Company, Inc.	Chemicals:Hypochlorite	107.40			
HPR15143	Conway's Lawn & Power Equipmnt	Work on Snapper Mower	476.37			
HPR15144	Thatcher of New York	Chemicals: Aluminum Sulfate	3,022.12			
HPR15145	Thomas Gleason Inc.	Item 4 (5/6-5/13)	1,428.29			
HPR15146	Hach Company	Testing chemicals	432.69			
HPR15147	Schmidt's Wholesale, Inc.	Curb boxes with rods	528.00			
HPR15148	The Vellano Corporation	Hymax coupling/tail peice/clamp	681.32			

**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY  
WARRANT  
June 17, 2015**

<u>VOUCHER</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>CONTRACT</u>	<u>TO DATE</u>	<u>PERCENT</u>
HPR15149 E	Shrier Martin Process Eqp Inc.	Chemical metering pump	2,055.00			
HPR15150	Leisure Tech Supply	Carboys	35.90			
HPR15151	H.A. Schreck, Inc.	Service to reinstall and connect pump and motor 5/8/15 (part 2)	3,722.50			
HPR15152	Ross Valve Mfg. Co., Inc.	Rebuild 3 pilot valves	1,091.58			
HPR15153	Ross Valve Mfg. Co., Inc.	Annual service of altitude pressure relief/reducing valves	1,561.56			
HPR15154	Jeff Daley & Sons Oil Ser Inc.	Diesel fuel 317.2 gallons @ 2.39	758.11			
HPR15155	Central Hudson Gas & Electric	Elec Serv: 4/27/15-5/28/15(56171635016/3730013/4600017)	6,790.83			
HPR15156 E *	Double Dee Excavating Corp.	May 2015	19,141.00			
HPR15157	Wex Inc.	Fuel for vehicles: May 2015	1,164.51			
HPR15158	Verizon Wireless	Modem line: 4/24/15-5/23/15	17.47			
HPR15159	Williams Lumber & Home Centers	May 2015	265.56			
HPR15160	The Vellano Corporation	Compression muller/ball curb	486.54			
HPR15161	The Vellano Corporation	Ductile iron/megalug/valve box	264.50			
HPR15162	Pendragon LLC	Calibration of filtered water flow meter	590.00			
HPR15163	Pendragon LLC	Calibration of finished water flow meter	590.00			
HPR15164	Pendragon LLC	Calibration of raw water flow meter	590.00			
HPR15165	Pendragon LLC	Calibration of water flow meter (SBW)	590.00			
HPR15166	Amrex	Chemicals: Sodium Tripolyphosphate	1,873.91			
HPR15167	JCI Jones Chemicals, Inc.	Chemicals: Chlorine	602.91			
HPR15168	Corey, Jr., Donald A	NYSAWWA lab course	150.00			
	<b>SUBTOTAL</b>		<b>129,813.12</b>			
	<b><u>Rokeby Water System</u></b>					
RKW15011	VRI Environmental Services, Inc.	Operations and Maintenance: May 2015	616.66	7,400.00	3,083.30	41.67%

**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY  
WARRANT  
June 17, 2015**

<u>VOUCHER</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>CONTRACT</u>	<u>TO DATE</u>	<u>PERCENT</u>
RKW15012	Central Hudson Gas & Electric	Electric service: 3/27/15-5/29/15 (58101880019)	248.63			
	<b>SUBTOTAL</b>		<b>865.29</b>			
	<u>Schreiber</u>					
DSW15008	VRI Environmental Services, Inc.	Operations and Maintenance: May 2015	481.25	5,775.00	2,406.25	41.67%
DSW15009	NYSEG	Electric service: 4/10/15-5/11/15(10011912549)	126.13			
	<b>SUBTOTAL</b>		<b>607.38</b>			
	<u>Shore Haven Water System</u>					
SHW15034	VRI Environmental Services, Inc.	Operations and Maintenance: May 2015	858.33	10,300.00	4,291.65	41.67%
SHW15035	Savin Engineers, P.C.	Prof Serv: Shore Haven General services 3/28/15-4/24/15	6,270.00	35,000.00	23,745.92	67.85%
SHW15036	NYSEG	Electric service: 2/20/15-4/15/15 (10032103375)	1,193.72			
SHW15037	Surpass Chemical Company, Inc.	Chemicals:Hypochlorite	57.00			
SHW15038	Amrex	Chemicals: Liquid caustic soda/Ammonium Hydroxide	73.50			
SHW15039	VRI Environmental Services, Inc.	Water main break repair: 04/22/15	1,850.33			
SHW15040	VRI Environmental Services, Inc.	Landscape and clean up from winter repairs	1,669.87			
SHW15041	VRI Environmental Services, Inc.	Water main repair: 04/27/15	1,629.96			
SHW15042	VRI Environmental Services, Inc.	Water main repair: 04/28/15	438.02			

**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY  
WARRANT  
June 17, 2015**

<u>VOUCHER</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>CONTRACT</u>	<u>TO DATE</u>	<u>PERCENT</u>
SHW15043 E	T. Webber Plumbing & Heating	Thaw water main Section 1&2	1,200.00			
<b>SUBTOTAL</b>			<b>15,240.73</b>			
<b><u>Central Dutchess Water Transmission Line</u></b>						
CDW15091	Royal Carting Service Co.	Monthly Refuse Removal: May 2015	36.23			
CDW15092	DC Commissioner of Finance	Dental/Optical Premiums: Feb/Mar 2015 (cdw only)	239.16			
CDW15093	Paychex, Inc.	Administrative Services: Payroll Period ending 05/15/15	8.05			
CDW15094	NYS & Local Emp. Ret. System	Retirement System Monthly Reporting: May 2015	296.60			
CDW15095	NYS Deferred Compensation Plan	Deferred Compensation: Paydate 5/22/15	200.00			
CDW15096	MVP Health Care, Inc.	June 2015 Health insurance	1,339.70			
CDW15097	DC Commissioner of Finance	Dental/Optical Premiums: April 2015	119.58			
CDW15098	Time Warner Cable	Internet service: 5/19/15-6/18/15 (8150410150093567)	67.66			
CDW15099	UPS	Mailing 5/7/15	5.56			
CDW15100	Paychex, Inc.	Administrative Services: Payroll Period ending 05/29/15	8.05			
CDW15101	DC Commissioner of Finance	Postage: May 2015	9.52			
CDW15102	Wex Inc.	Fuel for vehicles: May 2015	210.94			
CDW15102	DC Commissioner of Finance	Dental/Optical Premiums: May 2015	119.58			
CDW15103	NYS Deferred Compensation Plan	Deferred Compensation: Paydate 6/5/15	200.00			
CDW15105	Dig Safely New York, Inc.	Location Request Services: May 2015	143.76			
CDW15106	Del Hatt Automotive	Exhaust manifold removed and replaced	2,099.89			
CDW15114	Cablevision	Internet service: 5/23/15-6/22/15	119.90			
CDW15115	Dig Safely New York, Inc.	Location Request Services: April 2015	101.76			
CDW15116	Verizon	Telephone service: 5/13/15-6/12/15 (914P230477/4710917)	340.80			
<b>SUBTOTAL</b>			<b>5,666.74</b>			

**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY  
WARRANT  
June 17, 2015**

<u>VOUCHER</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>CONTRACT</u>	<u>TO DATE</u>	<u>PERCENT</u>
<b><u>VALLEY DALE SEWER SYSTEM</u></b>						
VDS15027	VRI Environmental Services, Inc.	Operations and Maintenance: May 2015	1,366.66	16,400.00	6,833.30	41.67%
VDS15028	Earthcare - All County Division	Sludge removal: 5/18+19/15	4,580.00			
VDS15029	UGSI Chemfeed, Inc.	Linear power supply	76.94			
VDS15030	Central Hudson Gas & Electric	Electric service: 4/24/15-5/27/15 (565307022/0700014/0701004)	714.29			
VDS15031	VRI Environmental Services, Inc.	Check EQ tank and repaired high level float	196.45			
<b>SUBTOTAL</b>			<b>6,934.34</b>			
<b><u>VALLEY DALE WATER SYSTEM</u></b>						
VDW15017	VRI Environmental Services, Inc.	Operations and Maintenance: May 2015	516.66	6,200.00	2,583.30	41.67%
VDW15018	Central Hudson Gas & Electric	Electric service: 4/24/15-5/27/15 (56530720004)	672.78			
<b>SUBTOTAL</b>			<b>1,189.44</b>			
<b>TOTAL WARRANT</b>			<b>323,035.47</b>			
*	<b>Over \$10,000 - Check Requires Two Signatures</b>					
**	<b>Construction Voucher -Not All Construction Vouchers Require Board Signature</b>					
E/P	<b>Procurement Policy Emergency Repair Provision</b>					

TO: Authority Board  
 FROM: Frederic Zanetti  
 DATE: June 9, 2015  
 RE: May 2015 Operations Committee Report

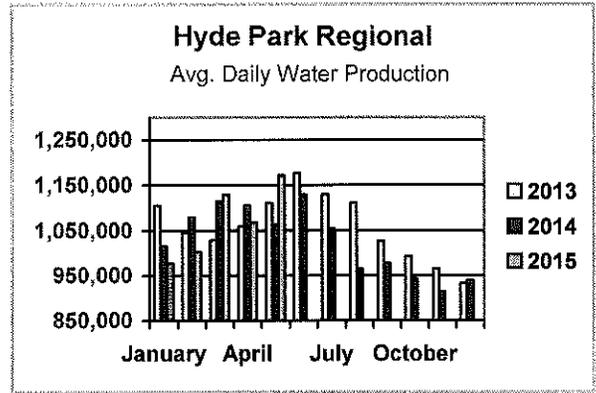
*Present: R. Doyle, S. Heupler, D. Odell, S. Osborn, M. Rowe, P. Scofield,  
 J. Taylor, R. Winchester, F. Zanetti*

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

Average daily usage: May- 1,172,000  
 April- 1,069,000 March- 1,129,000  
 All testing aspects are in compliance.

**Action Items:**

- Service line replaced at 10 Main Street and 27 South Drive.
- 47 Terwilliger curb box repaired.
- Hydrant replaced on Route 9.

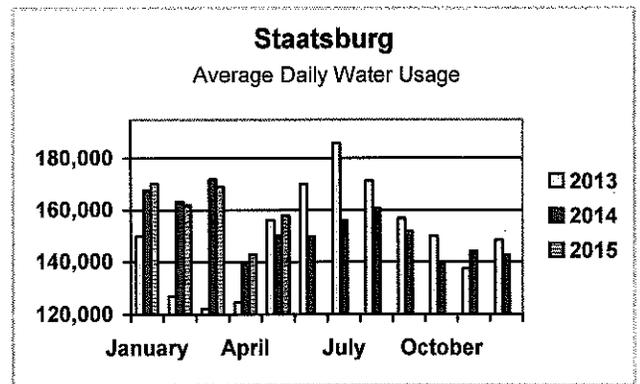


**2. Staatsburg Water (Zone C)**

Average daily usage: May- 157,900  
 April- 143,000 March- 169,000  
 All testing aspects are in compliance.

**Action items:**

- Routine Operations.
- Main break repaired on Hughes Avenue.
- Dead ends flushed.

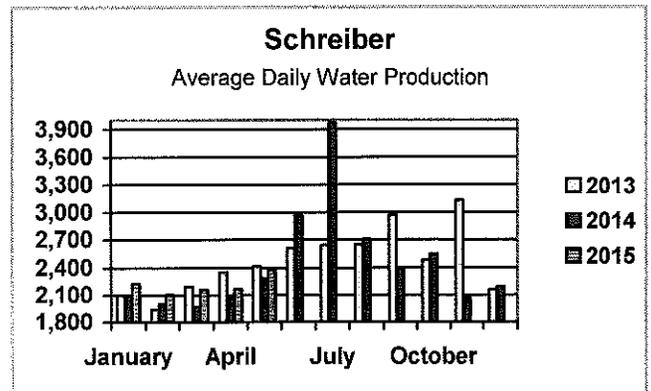


**3. Schreiber Water (Zone E)**

Average daily production: May- 2,387  
 April- 2,167 March- 2,161

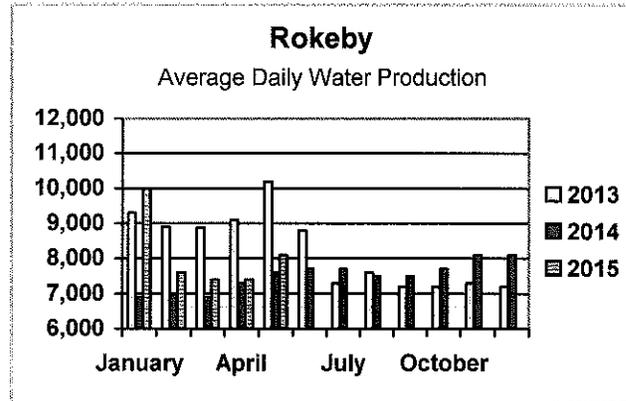
**Action Items:**

- Normal operations.
- Blending of well sources continues to be successful in reducing iron levels.
- Monthly system flushing continues
- Installed new Badger meter on #2 well line.



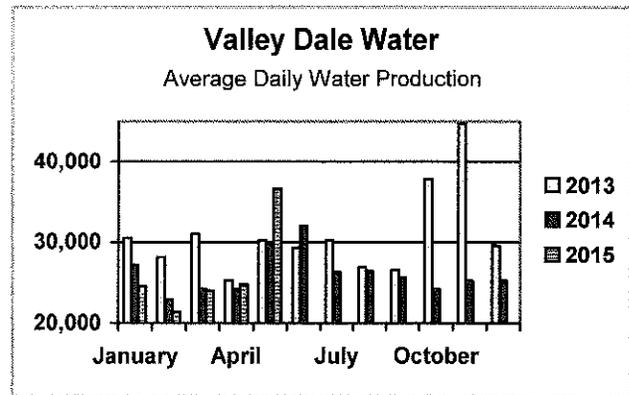
4. Rokeby Water (Zone F)

Average daily production: May- 8,100  
 April- 7,400 March- 7,400  
 All testing aspects are in compliance.  
 Action items:  
 - Routine operations.



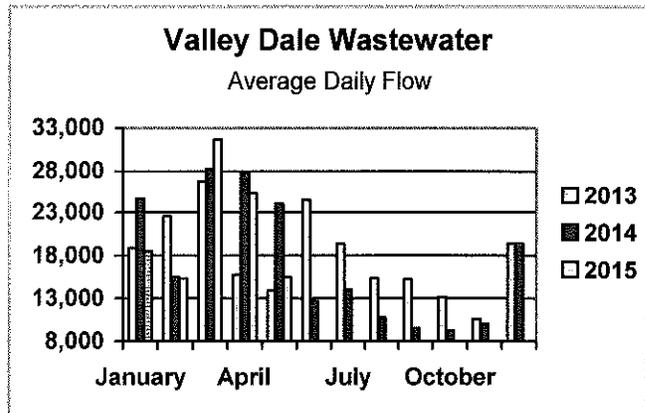
5. Valley Dale Water

Average daily production: May- 36,636  
 April- 24,737 March- 23,992  
 All testing aspects are in compliance.  
 Action Items:  
 - Routine operations.



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

Average daily flow: May 15,510  
 April- 25,258 March- 31,701  
 All testing aspects are in compliance with the exception of BOD5.  
 Action Items:  
 - Routine operations.

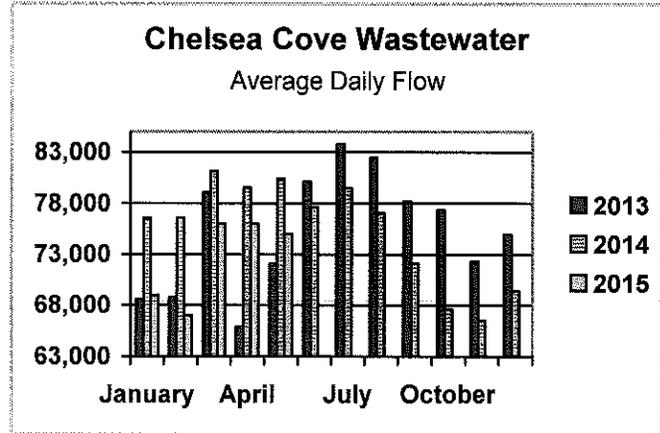


7. Chelsea Cove Wastewater  
(S.D. #1)

Average daily flow: May- 75,000  
April- 76,000 March- 76,000

Action Items:

- Routine operations.
- Repairs made to the mudwell.



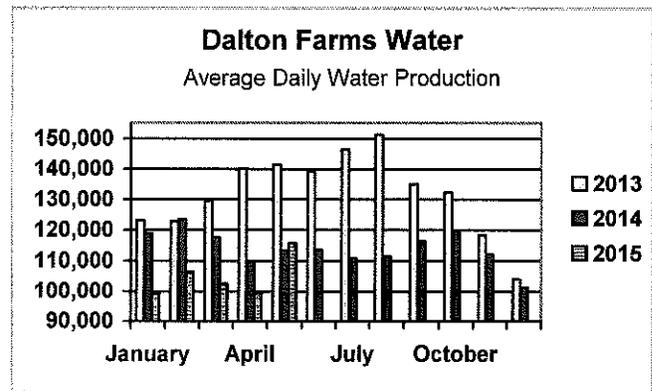
8. Dalton Farms Water (Zone H)

Average Daily Production: May- 115,800  
April- 99,800 March- 102,600

All testing aspects are in compliance.

Action Items:

- Normal operations.
- Hydrant flushing completed.



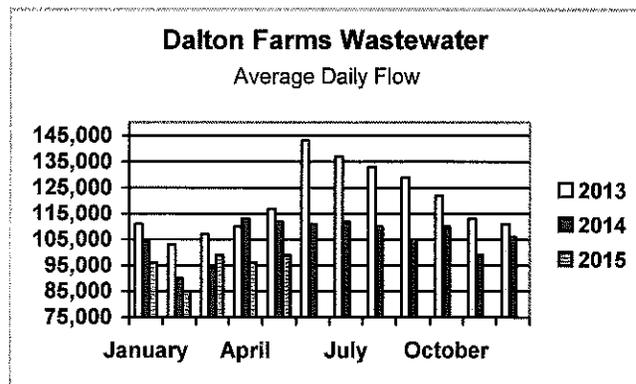
9. Dalton Farms Wastewater (S.D. #3)

Average Daily Flow: May- 99,000  
April- 96,000 March- 99,000

All testing aspects are in compliance.

Action Items:

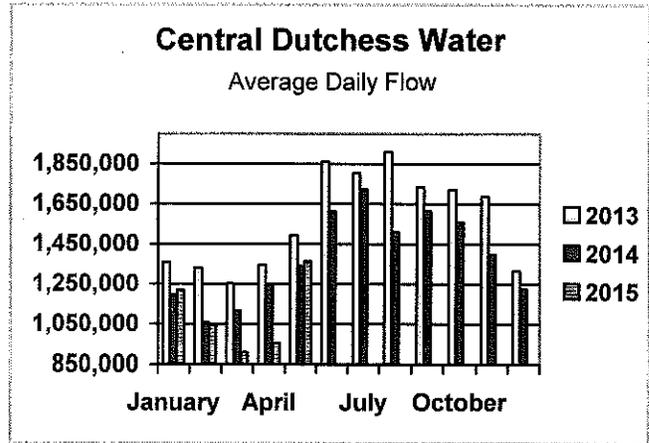
- Normal operations.



## 10. Central Dutchess Water Transmission Line

Average Daily Flow: May- 1,364,354  
 April- 955,133    March- 908,645  
 All testing aspects are in compliance.  
 Action Items:

- Normal operations.

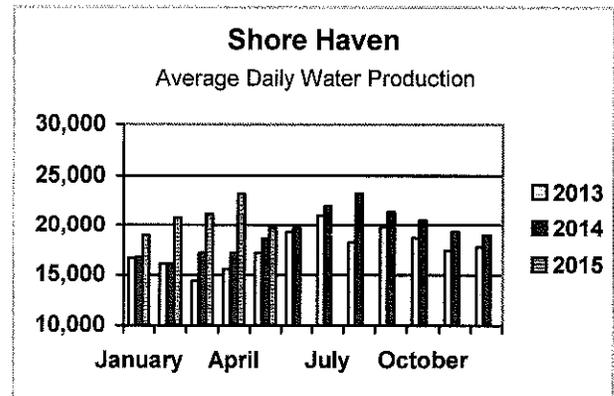


## 11. Shore Haven Water (Zone J)

Average daily production: May- 19,800  
 April- 23,200    March- 21,200

Action items:

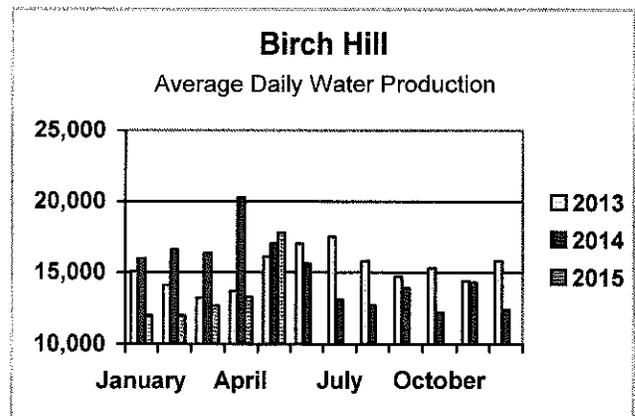
- Routine operations.
- Shut off water service at 1340 Rt.292.
- Monthly system flushing continues.



## 12. Birch Hill Water (Zone K)

Average daily production: May- 17,800  
 April- 13,300    March- 12,670  
 All testing aspects are in compliance.  
 Action items:

- Normal operations.
- Hydrant flushing completed.



### 13. Fairways Water (Zone M)

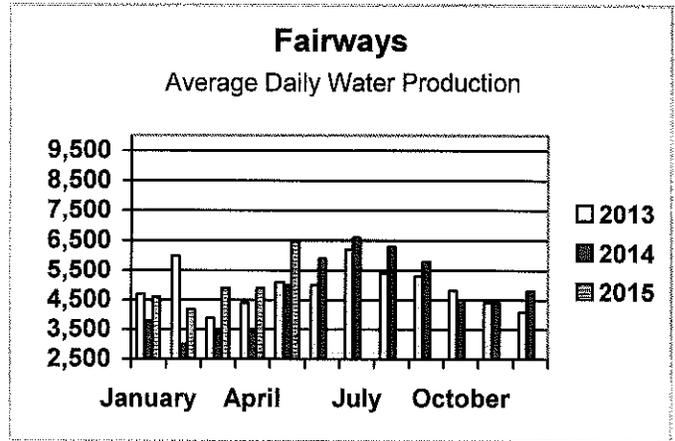
Average daily production: May- 6,500

April- 4,900    March- 4,900

All testing aspects are in compliance.

Action items:

- Normal operations.
- Replaced Well #1 pump and motor.



TO: Authority Board  
FROM: Bridget Barclay  
DATE: June 12, 2015  
RE: Shore Haven Water System Improvements Status Report

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**1) Disinfection By-Products Levels remain below Drinking Water Standards** - Based on the first quarter sampling results for 2015 (collected 3/19/2015), 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 first quarter THM level was 22.7 ug/l, bringing the four-quarter rolling average to 36.3 ug/l, compared to a MCL of 80 ug/l. The first quarter HAA5 level was 25 ug/l, bringing the four-quarter rolling average to 31 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 1st Quarter** - Water samples collected on March 19, 2015 indicated a combined radium 226 and radium 228 level of 4.46 pCi/L (pico curies per liter). The quarterly average for radium 226 and radium 228 levels is now 3.77 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 90<sup>th</sup> percentile results were 5 ug/l for Lead and 1.16 mg/l for copper. *In the current sampling schedule for the system, lead and copper are measured only twice a year. Samples will be taken again in June.*

**4) Iron and Manganese Levels** - Based on the first quarter sampling results for 2015 (collected 3/19/2015), the combined Iron and Manganese level is .463 mg/l and is below the Maximum Contaminant Level (MCL) of .5 mg/l. The first quarter Manganese level was 0.130 mg/l, compared to a MCL of 0.3 mg/l. The first quarter Iron level was 0.333 mg/l and is above the MCL of 0.3 mg/l. As a result, the Dutchess County Department of Health has

requested that we notify the public of this exceedance for Iron through the Annual Water Quality Report.

**5) Booster Pump Station** - The new booster pump station has remained in service and continues to augment system distribution pressure since coming on-line, April 27, 2015.

**6) Permanent Water Treatment System** - On May 15, 2015, the NYS Department of Health issued their formal endorsement of the Amendment to the original Basis of Design Report for the Permanent Treatment System at Shore Haven, which removes MIEX from the treatment train and proposes to achieve disinfection with the existing chlorine contact loop; followed by chloramination. On June 4, 2015, Savin Engineers met with Board members Tom LeGrand and Larry Knapp, along with DCWWA Staff, to discuss the revised project scope, redesign and schedule for the treatment system building construction and process equipment improvements. Savin has committed to having the new design drawings and specifications for the project to the County and NYS Departments of Health for regulatory review by July 31, 2015.

Authority Staff are currently drafting a Request for Proposals for the purpose of hiring a firm to provide Construction Administration services for the Treatment Building and Equipment Installation project.

**7) Distribution System Improvements Design** - The design drawings and specifications for the Distribution System Improvements are currently under regulatory review by the Dutchess County and NYS Department of Health offices. Weston & Sampson are awaiting comments back from them.

Authority Staff are contacting various property owners within the Project area about granting construction and/or permanent easements for the distribution system improvements.

Authority Staff are currently drafting a Request for Proposals for the purpose of hiring a firm to provide Construction Administration services for the Distribution System Improvement project.

**8) Distribution System Flushing** - Routine maintenance flushing of the distribution system continues on a monthly basis through the summer.

2015 Fairways Sewer System Proposed Budget

**EXPENSES**

OPERATION LINE ITEMS	2015 Budget	2015 July 1st Pro-Rate Budget
Accounting	65.00	32.50
Billing	862.56	431.28
Bookkeeping	1,119.10	559.55
Buildings & Grounds	400.00	200.00
Chemicals	0.00	0.00
Computer Equipment/Technical Support	50.00	25.00
Dues & Subscriptions	0.00	0.00
Electric	1,420.08	710.04
Engineering	100.00	50.00
Equipment Repair & Maint.	1,310.00	655.00
Insurance	600.00	300.00
Lab Costs	0.00	0.00
Legal	100.00	50.00
Meter/Collection	0.00	0.00
Operation	2,850.00	1,425.00
Operation Support	577.00	288.50
Permit Fees	375.00	187.50
Postage	52.80	26.40
Sanitation	0.00	0.00
Sludge Hauling	1,200.00	600.00
Supplies (Buildings)	25.00	12.50
Supplies (Office)	25.00	12.50
Telephone	1,392.00	696.00
Testing Chemicals	0.00	0.00
Water	0.00	0.00
<b>SUB TOTAL</b>	<b>12,523.54</b>	<b>6,261.77</b>
Operation Contingency	500.00	250.00
Administration	1,302.35	651.18
Debt Service	0.00	0.00
Capital Contingency	0.00	0.00
<b>OPERATION TOTALS</b>	<b>14,325.89</b>	<b>7,162.95</b>

**INCOME**

Sewer Payments	14,256.00	7,128.00
Sewer Penalties	70.00	35.00
Debt Service	0.00	0.00
Fund Balance	0.00	0.00
<b>TOTAL INCOME</b>	<b>14,326.00</b>	<b>7,163.00</b>

Sewer Rates set to a Flat Rate of \$99/quarter or \$396/year

Average Annual Cost                      2015  
 \$396.00  
 Customer Count                              36

**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY**

**FAIRWAYS WASTEWATER SYSTEM  
(Part-County Sewer District No. 6)**

**PROPOSED Sewer Rate Schedule - Effective July 1, 2015**

- A. SEWER CHARGES ARE BILLED TO THE PROPERTY OWNER WITHIN A REASONABLE PERIOD FOLLOWING THE CLOSE OF THE BILLING CYCLE:

Billing Periods

July 1 – July 31

August 1 – October 31

November 1, 2015 – January 31, 2016\*

NOTE: \* Rates subject to change on January 1, 2016

- B. SEWER RATES

Sewer rates are charged on a flat-rate basis of \$33 per month, or \$396 per year.

- C. PAST DUE BILL CHARGES

All arrears of sewer charges and penalties after thirty (30) days shall be subject to interest computed at the annual rate of 21% or 1 3/4% per month.

- D. RELEVY OF UNPAID BILLS

In November of each year all accounts in arrears will be referred to the property tax collector for inclusion on the following year's January tax bill. Included in these amounts will be a late charge of 7% (1 3/4% per month for 3 months) for the total amount due.

- E. RETURNED CHECK CHARGE

There will be a returned check charge of \$20.00. The Dutchess County Water and Wastewater Authority (DCWWA) reserves the right not to accept checks in the future.

- F. PROPERTY TRANSFER CHARGE

There will be a charge of \$20.00\* assessed each time title to a property changes or transfers. The charge will appear on the next scheduled billing for the new property owner. This fee will cover the cost of establishing a new customer account, along with preparing prorated bills as needed for both the new and former owner. (\*A total fee of \$60 will be charged for both sewer AND water customers).

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2015 Pinebrook Water System Proposed Budget

**EXPENSES**

OPERATION LINE ITEMS	2015 Budget	2015 July 1st Pro-Rate Budget
Accounting	0.00	0.00
Billing	3,025.73	1,512.87
Bookkeeping	1,904.98	952.49
Buildings & Grounds	0.00	0.00
Chemicals	2,000.00	1,000.00
Computer Equipment/Technical Support	139.42	69.71
Dues & Subscriptions	0.00	0.00
Electric	6,383.75	3,191.88
Engineering	250.00	125.00
ERM (Plant)	10,000.00	5,000.00
ERM (System)	1,500.00	750.00
Insurance	569.40	284.70
Lab Costs	1,268.58	634.29
Legal	250.00	125.00
Meter/Collection	1,700.91	850.46
Operation	12,240.00	6,120.00
Operation Support	1,462.50	731.25
Permit Fees	120.00	60.00
Postage	495.00	247.50
Supplies (Buildings)	0.00	0.00
Supplies (Office)	100.00	50.00
Telephone	0.00	0.00
Testing Chemicals	0.00	0.00
<b>SUB TOTAL</b>	<b>43,410.27</b>	<b>21,705.14</b>
Operation Contingency	500.00	250.00
Administration	4,133.48	2,066.74
Capital Contingency	0.00	0.00
<b>OPERATION TOTALS</b>	<b>48,043.75</b>	<b>24,021.88</b>

**INCOME**

Water Sales	47,043.75	23,521.88
Monthly Service Charge	1,000.00	500.00
Water Penalties	0.00	0.00
Fund Balance	0.00	0.00
<b>TOTAL INCOME</b>	<b>48,043.75</b>	<b>24,021.88</b>

Water rates set at \$5.25/Thousand Gallons in addition to a monthly service charge.

	<b>2015</b>
Average Annual Cost	\$361.23
Rate/Thousand Gallons	\$5.25
Customer Count	133 (132 Dwellings plus 1 (one) Recreation Building)

**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY**

**DUTCHESS COUNTY WATER DISTRICT – PINEBROOK WATER SYSTEM**

**PROPOSED Water Rate Schedule - Effective July 1, 2015**

- A. WATER CHARGES ARE BILLED TO THE PROPERTY OWNER WITHIN A REASONABLE PERIOD FOLLOWING THE CLOSE OF THE BILLING CYCLE:

Billing Periods

July 1 – September 31

October 1, 2015 – January 31, 2016\*

NOTE: \* Rates subject to change on January 1, 2016

- B. WATER CHARGES

1. Metered Usage Rate: \$5.25 per 1,000 gallons + monthly service charge.  
(All customers subject to monthly service charge regardless of usage).

2. Domestic Non-Metered Rate: (Based upon size of connection) + monthly service charge

<u>Size of Connection</u>	<u>Monthly Charge</u>
5/8 inch	\$ 17.00 per month
3/4 inch	\$ 17.00 per month
1.0 inch	\$ 20.00 per month
1.5 inch	\$ 23.00 per month
2.0 inch	\$ 26.00 per month

- C. MONTHLY SERVICE CHARGE

In addition to the water charges described above, there will be a monthly service charge assessed according to meter/service size as follows:

Meter/Service size:

5/8 inch	\$ 13.34 per month
3/4 inch	\$ 13.34 per month
1.0 inch	\$ 16.00 per month
1.5 inch	\$ 19.00 per month
2.0 inch	\$ 21.00 per month

- D. PAST DUE BILL CHARGE

All arrears of water rents, charges and penalties after thirty (30) days shall be subject to interest computed at the annual rate of 21% or 1 3/4% per month.

- D. RELEVY OF UNPAID BILLS

In November of each year all accounts in arrears will be referred to the property tax collector for inclusion on the following year's January tax bill. Included in these amounts will be a late charge of 7% (1 3/4% per month for 3 months) for the total amount due.

- E. PROPERTY TRANSFER CHARGE

There will be a charge of \$40.00 assessed each time title to a property changes or transfers. The charge will appear on the next scheduled billing of the new property owner. This fee will cover the cost of establishing a new customer account along with preparing pro-rated bills as needed for both the new and former owner. (\*A total fee of \$60 will be charged to both sewer AND water customers).

- F. **SPRINKLER SYSTEM CHARGE**  
Service charge only for size of service line supplying the fire sprinkler system.
- G. **INACCESSIBLE METER CHARGE**  
An inaccessible meter charge of \$50.00 per month may be assessed to customers who refuse to allow access to their property for meter installation, who fail to remove obstructions encumbering access to the water meter or its remote read head, and/or who refuse access to their property for an indoor meter reading.
- H. **MULTIPLE REGISTER METER CHARGE**  
Each register billed for gallonage plus service charge - see above schedule
- I. **METER READINGS**  
If there is a meter reading discrepancy between the meter-inside versus the meter-outside (called the "remote read head"), it is the meter-inside that has precedence. Meter tampering is unlawful and may result in legal action.
- J. **METER TAMPERING CHARGE**  
Tampering with meter and meter appurtenances is prohibited. Tampering with meter and meter appurtenances will result in a \$50.00 fine plus a surcharge for labor and materials for replacing and/or repairing the tampered equipment and shall be imposed on the next water bill.
- K. **RETURNED CHECK CHARGE**  
There will be a returned check charge of \$20.00. The Dutchess County Water and Wastewater Authority (DCWWA) reserves the right not to accept checks in the future.
- L. **RESTORATION OF WATER SERVICE**  
Water service that has been shut off for delinquency of payments will not be restored until the full amount due plus a \$75.00 charge is paid. When service is switched off at the curb at the request of the customer, all monthly service charges and any/all applicable capital surcharges will remain in effect.
- M. **SERVICE TAMPERING CHARGE**  
Water service is turned on or off at the curb or the main by the DCWWA. Unauthorized persons are not permitted to turn water on or off at the curb valve or corporation stop. The owner of the affected property shall be subject to a service tampering charge of \$50.00 for each offense plus a surcharge for labor and materials for replacing and/or repairing the tampered equipment and shall be imposed on the next water bill.

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2015 Pinebrook Sewer System Proposed Budget

**EXPENSES**

OPERATION LINE ITEMS	2015 Budget	2015 July 1st Pro-Rate Budget
Accounting	0.00	0.00
Billing	2,017.15	1,008.58
Bookkeeping	4,214.05	2,107.03
Buildings & Grounds	0.00	0.00
Chemicals	1,500.00	750.00
Computer Equipment/Technical Support	192.90	96.45
Electric	6,419.37	3,209.69
Engineering	3,000.00	1,500.00
ERM (Sanitary Sewers)	5,000.00	2,500.00
ERM (Treatment & Disposal)	14,500.00	7,250.00
Insurance	1,000.00	500.00
Lab Costs	1,452.00	726.00
Legal	250.00	125.00
Meter/Collection	776.38	388.19
Operation	18,360.00	9,180.00
Operation Support	2,330.72	1,165.36
Permit Fees	375.00	187.50
Postage	352.50	176.25
Sanitation	0.00	0.00
Sludge Hauling	9,000.00	4,500.00
Supplies (Buildings)	0.00	0.00
Supplies (Office)	100.00	50.00
Telephone	0.00	0.00
Testing Chemicals	0.00	0.00
Water	0.00	0.00
<b>SUB TOTAL</b>	<b>70,840.07</b>	<b>35,420.04</b>
Operation Contingency	1,000.00	500.00
Administration	7,824.81	3,912.41
Debt Service	0.00	0.00
Capital Contingency	0.00	0.00
<b>OPERATION TOTALS</b>	<b>79,664.88</b>	<b>39,832.44</b>

**INCOME**

Sewer Payments	78,604.88	39,302.44
Sewer Penalties	1,060.00	530.00
Debt Service	0.00	0.00
Fund Balance	0.00	0.00
<b>TOTAL INCOME</b>	<b>79,664.88</b>	<b>39,832.44</b>

Sewer Rates set to a Flat Rate of \$99/quarter or \$396/year

Average Annual Cost  
Customer Count

2015  
\$591  
133 (132 Dwellings plus 1 (one) Recreation Building)

**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY**

**PINEBROOK WASTEWATER SYSTEM**  
(Part-County Sewer District No. 7)

**PROPOSED Sewer Rate Schedule - effective July 1, 2015**

- A. SEWER CHARGES ARE BILLED TO THE PROPERTY OWNER WITHIN A REASONABLE PERIOD FOLLOWING THE CLOSE OF THE BILLING CYCLE:

Billing Periods

July 1 – September 31

October 1, 2015 – January 31, 2016\*

NOTE: \* Rates subject to change on January 1, 2016

- B. SEWER RATES

Sewer rates are charged on a flat-rate basis of \$197.00 per four month period, or \$591 per year.

- C. PAST DUE BILL CHARGES

All arrears of sewer charges and penalties after thirty (30) days shall be subject to interest computed at the annual rate of 21% or 1 3/4% per month.

- D. RELEVY OF UNPAID BILLS

In November of each year all accounts in arrears will be referred to the property tax collector for inclusion on the following year's January tax bill. Included in these amounts will be a late charge of 7% (1 3/4% per month for 3 months) for the total amount due.

- E. RETURNED CHECK CHARGE

There will be a returned check charge of \$20.00. The Dutchess County Water and Wastewater Authority (DCWWA) reserves the right not to accept checks in the future.

- F. PROPERTY TRANSFER CHARGE

There will be a charge of \$20.00\* assessed each time title to a property changes or transfers. The charge will appear on the next scheduled billing for the new property owner. This fee will cover the cost of establishing a new customer account, along with preparing prorated bills as needed for both the new and former owner. (\*A total fee of \$60 will be charged for both sewer AND water customers).

#####

TO: Authority Board  
FROM: Bridget Barclay  
DATE: June 12, 2015  
RE: Draft 2016 County Division of Water Resources Budget Request

Please find attached the Draft Summary and supporting Figures for the 2016 County Budget Request for the Division of Water Resources. Our preliminary budget request is due to the County on July 10<sup>th</sup>. Budget reviews with the Executive Department occur in August.

Please recall that the County Division of Water Resources Budget provides only a very small portion of the overall operating budget for the Authority, specifically for those functions related to community assistance, County liaison work, preliminary project evaluation and development, and water resource management. The remainder of the Authority's operating budget is funded by system revenues and project financing.

We are proposing to submit a budget to the County Budget Office that shows a 11% increase from the 2015 Division of Water Resources' net cost to County. This due to an increase in requested staff support from \$85,000 to \$95,000, per the Board's directive.

A brief description of the County Revenue and Expenditure Categories:

**Summary (Fig. 1)** – The total proposed net request of \$97,375 is a 11% increase over the 2015 approved budget.

Specific Expense lines are discussed in detail below.

In the revenue category, since 2008 the Authority has paid rent to the County for the space we occupy at 27 High Street. The rent payment was reduced from \$25,000 to \$10,000 in 2012. We have maintained the rent payment at \$10,000 for 2016.

(Note that the Return of Net County Service Fee payment is presented for information purposes, but is not a component of the County's nor the Division of Water Resources' annual operating budget. The payment is processed through the annual benefit assessment levy.)

**Salaries** – No funding is requested, as there are no County Division of Water Resources employees.

**Professional/Contractual Services** – Since 2010 this expense category has included only funding for Authority Staff Support. These funds are used to fund Authority staff positions, in support of general water resource management, community assistance, County liaison work and preliminary project evaluation and development work. The 2015 budget as approved provided \$85,000. We have requested an increase to \$95,000 for 2016. About half of the increase is due to increasing staff costs for those positions carrying out county-funded activities. The remaining increase is due to a requested increase in the portion of staff costs for a Project Facilitator position.

Attached figures show the County Staff Support History (Fig. 2), County Staff Support Levels by Position (Fig. 3), and the preliminary projected Impact of Salary/Benefit Increases on all Cost Center areas including County support (Fig. 4.) Salary costs assume a 2.5% cost of living increase (in keeping with the current CSEA Contract), and merit and longevity in accordance with the 2015 approved Salary Policy and Schedule.

Division of Water Resources  
 BUDGET HISTORY  
 Figure 1 - Summary

	Approved 2014	Actual 2014	Proposed 2015	Approved 2015	Proposed 2016
<b>Expenditure Category</b>					
Staff Salaries	\$0	\$0	\$0	\$0	\$0
Professional/Contractual Services	\$75,000	\$75,000	\$85,000	\$85,000	\$95,000
Office Operations	\$0	\$0	\$0	\$0	\$0
Service Fees (CDWTL Capital Reserve)	\$12,375	\$12,375	\$12,375	\$12,375	\$12,375
<b>TOTAL</b>	<b>\$87,375</b>	<b>\$87,375</b>	<b>\$97,375</b>	<b>\$97,375</b>	<b>\$107,375</b>
<b>Revenue Category</b>					
Office Rent (1)	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Return of Prior Year's Expenses	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>
<b>NET COUNTY BUDGET REQUEST</b>	<b>\$77,375</b>	<b>\$77,375</b>	<b>\$87,375</b>	<b>\$87,375</b>	<b>\$97,375</b>

Return of Net County Service Fee	\$107,549	\$105,088	\$75,120	\$75,120	(2)
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NOTES:

- (1) Payment from the Authority general fund to the County.
- (2) Will be determined when the 2016 Tentative Assessment Roll is prepared.

Division of Water Resources  
 BUDGET HISTORY  
 Figure 2 - County Staff Support History

	2010	2011	2012	2013	2014	2015	Proposed 2016
<b>Total County Staff Support</b>	\$236,910	\$75,000	\$65,000	\$75,000	\$75,000	\$85,000	\$95,000
<b>Total Authority Staff Costs (1)</b>	\$1,796,329	\$1,843,410	\$1,854,841	\$1,948,129	\$1,952,640	\$2,075,378	\$2,213,989
<b>County Salary Support as a % of Total</b>	13.19%	4.07%	3.50%	3.85%	3.84%	4.10%	4.29%

NOTES

(1) Total Authority Staff Costs for 2016 is estimated.

Division of Water Resources  
 BUDGET HISTORY  
 Figure 3 - County Staff Support by Position

Position	Percent County Salary Support		
	2014 Actual	2015 Approved	2016 Proposed
Executive Director	20%	20%	20%
Project Manager	10%	10%	10%
Project Facilitator 1	20%	25%	25%
Project Facilitator 2	14%	15%	20%

Note: We receive no County support for other Authority positions.

Division of Water Resources  
 2016 Draft DOWR Budget  
 Figure 4 - Impact of Salary/Benefit Increases on All Cost Centers

<b>Cost Center</b>	<b>2015 Approved</b>	<b>2016 Proposed</b>	<b>Increase</b>	<b>% Increase</b>	<b>% of Total Expense</b>
<b>County</b>	\$85,000	\$95,000	\$10,000	11.8%	4.3%
<b>Authority Systems</b>	\$1,937,200	\$2,062,489	\$125,289	6.5%	93.2%
<b>Benefit Assessment</b>	\$53,178	\$56,500	\$3,322	6.2%	2.6%
<b>TOTAL</b>	<b>\$2,075,378</b>	<b>\$2,213,989</b>	<b>\$138,611</b>	<b>6.7%</b>	

Preliminary estimate of 2016 proposed staff costs (salary and benefits) assumes a 2.5% cost of living increase, and award of longevity increases in accordance with the Authority's Salary Policy. Projected increases in health care and retirement system costs are also included.