

DUTCHESS COUNTY



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**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY
APPROVED - MINUTES OF NOVEMBER 18, 2015**

Authority Board Members

Thomas LeGrand
Chairperson

Vincent DiMaso
Vice-Chairperson

Rudy Vavra
Treasurer

Lawrence R. Knapp
Secretary

Ex officio Members

Brian Scoraick
Acting Executive Director
Soil and Water Conservation District

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

Staff

Bridget Barclay
Executive Director

Mary C. Morris
Deputy Director

Board Members Present

Tom LeGrand
Vince DiMaso
Rudy Vavra
Larry Knapp

Staff Present

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

Others Present

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

Meeting Open

Vice-Chairman Vince DiMaso opened the meeting at 3:35 p.m.

Approval of Board Meeting Minutes

Vince asked for a motion to approve the minutes of August 26, 2015 board meeting. Rudy made the motion; seconded by Larry and passed unanimously. (Res.2015.11.A/13)

Larry made a motion to approve the minutes of the September 16, 2015 board meeting; seconded by Rudy and passed unanimously. (Res.2015.11.B/14)

Rudy made a motion to approve the minutes of the October 21, 2015 board meeting; seconded by Larry and passed unanimously. (Res.2015.11.C/15)

Public Hearing on 2016 Proposed System Rates

Vince asked for a motion to open the Public hearing. Rudy made the motion; seconded by Larry and passed unanimously. (Res.2015.11.E/01)
There were no members of the public present.

Operations Report

Vince asked for motions to award the sludge and chemical bids.

Sludge Hauling/Cleaning Bids

Larry made a motion to award the sludge bids to the lowest responsible bidders:

- Sludge Hauling for Valley Dale, Chelsea Cove, Dalton Farms, Pinebrook, and Greenfield Sewer Systems
 - Wind River/Earthcare at \$125.00/thousand gallons
- Wastewater System Pump Station and Wet Well Cleaning with Disposal
 - J. Angelo Industries at \$1,760 per eight (8) hours and \$880 per four (4) hours

This was seconded by Rudy and passed unanimously. (Res.2015.11.F/02)

Chemical bids

Rudy made a motion to award the Chemical bids to:

Chemtrade Chemicals: Aluminum Sulfate @ \$0.1325/pound, no deposit

JCI Jones Chemical: Liquid Chlorine @ \$0.3966/pound, no deposit

Amrex:

- Sodium Hypochlorite (5 gal.) @ \$1.10/gallon, \$8.00 deposit
- Sodium Hypochlorite (15 gal.) @\$1.00/gallon, \$20.00 deposit
- Tri-Polyphosphate @ \$0.85/pound, no deposit
- Copper Sulfate @ \$1.80/pound, no deposit
- Caustic Soda @\$1.20/gallon, \$20.00 deposit
- Potassium Permanganate @\$1.85/pound, no deposit
- Sodium Thiosulfate @\$0.55/pound, no deposit

Coyne Chemical: Carus 8100 @\$6.756/gallon, no deposit

This was seconded by Rudy and passed unanimously. (Res.2015.11.G/03)

Finance Report – Approval of Warrant

Rudy made a motion to approve the warrant as presented; seconded by Larry and passed unanimously. (Res.2015.11.H/04)

Review Draft 2016 – 2020 Five Year Capital Plan

Bridget said the draft Capital Plan was included in the package. This is a Draft for comment or question. No action is required by the Board. We will present this as final at the December Meeting. There were no questions or comments at this time.

Amendment to Legal Services

Rudy made a motion that the Authority Board hereby authorizes the Executive Director or Deputy Director to amend the existing Agreement for funding with Drake, Loeb,

Heller, et.al., for legal services, to a not-to-exceed amount of \$45,000. This was seconded by Larry and passed unanimously. (Res.2015.11.I/05)

System/Capital Project Updates – SBW Route 9 North Main Replacement Project Construction Contract

Rudy made a motion that the Executive Director or Deputy Director is authorized to execute Change Order No. 1 in the reduction amount of \$30,539.03 for the SBW Rte. 9 North Main Replacement Project resulting in a revised contract value of \$1,396,015.97. This was seconded by Larry and passed unanimously. (Res.2015.11.J/06)

SBW Route 9 North Main Replacement Project Design

Rudy made a motion that the Executive Director Deputy Director is authorized to execute Amendment #2 to the Professional Services Agreement with Chazen Engineering, Land Surveying and Landscape Architecture Co., PC for the SBW Route 9 North Main Replacement Project Engineering Services Agreement to set the final, total agreement price at \$92,488.17. This was seconded by Larry and passed unanimously. (Res.2015.11.K/07)

CCS WWTF Rehabilitation Project

Bridget said on this project we originally intended to bid and construct earlier. When we originally moved forward toward construction we had solicited for field inspection services only, and intended to do the administrative portions in-house. Based on that plan last October the Board awarded a contract to KARC Planning Consultants working with Morris Associates to provide the field inspection. We are now ready to move forward with the project. Because of the overall work load and the number of projects that will be in construction in 2016 we don't feel that we have the resources in-house at this point to do the construction administration. We revised the scope to provide that additional service and requested a revised proposal and KARC/Morris Associates. The revised proposal had Morris Associates, rather than KARC, as the lead.

Larry made a motion that the Executive Director or Deputy Director is authorized to execute a contract with Morris Associates Engineering and Surveying Consultants, PLLC in the amount not to exceed \$137,220.00 for the CCS Wastewater Treatment Facility Rehabilitation Project Construction Administration Services. This was seconded by Rudy and passed unanimously. (Res.2015.11.L/08)

DFS WWTF EQ Exhaust Replacement

Bridget said we have previously discussed with the Board the issues at Dalton Farms Sewer System with the heating and ventilating system improvements needed. We determined that the priority is the Exhaust System for the EQ tanks and solicited price quotes to do the work. The only proposal we got was from S&O Construction and they are very close to what we originally estimated.

Rudy made a motion that the Board Authorizes the Executive Director or Deputy Director to enter into a contract with S&O Construction Services, Inc., Pleasant Valley, NY be awarded the DFS – Wastewater Treatment Plant – EQ Exhaust Replacement Contract No. PWSC-DFS-2015-01 for a cost not to exceed of \$36,399.00. This was seconded by Larry and passed unanimously. (Res.2015.11.M/09)

Shore Haven Water System Status

Bridget said the Shore Haven Status memo was included in the package. Based on 3rd quarter sampling we are below the standards for disinfection by-products, radiologicals, iron and manganese. Lead is done twice a year and for the first half we are below the standard for lead and copper. Currently there are no exceedances of any of the drinking water standards. The plans and specs for the permanent treatment systems have been provided for the New York State Department of Health (NYSDOH) and they had provided comments. We worked with Savin to respond on those comments

On November 12th the NYSDOH followed up with additional comments which have gone back to Savin and Authority staff is working with them on the second round of comments. Bridget said distribution system improvements were also submitted to the NYSDOH. Comments were received and the responses have gone back to NYSDOH. We expect to be submitting those plans and specs by the end of November.

DC Airport Water Line Project Status

Bridget said we executed the contracts with Morris Associates as the design engineer. We had the project initiation meeting. They are working on scheduling the wetland delineation and the survey work to be done before the end of 2015. We have a letter of agreement with the engineer that represents the Global Satellites property. That is the large parcel between the CDWTL and the end of Airport Drive. We have to cross that property on an easement to get the waterline to Airport Drive. The engineer for the owner of that property has an extensive amount of information about the wetlands, presence of rock, etc. We are working with them to expedite the process.

M/WBE Memos – CCS & VDS WWTP Rehabilitation Projects

Because the CCS and VDS Rehabilitation Projects are partially funded by Environmental Facilities Corporation (EFC) there are goals for spending a certain percentage of the funding on minority and women owned businesses.

Bridget said in the memos presented to the Board for both VDS and CCS we lay out for the Board the process we are following in order to demonstrate we are making a good faith effort to identify, solicit and retain minority and women owned businesses.

Community Project Updates – Obercreek Subdivision

Rudy made a motion that the Authority Board hereby authorizes its Executive Director or Deputy Director to enter into the Obercreek Subdivision Wastewater System MOU. This was seconded by Larry and passed unanimously. (Res.2015.11.N/10)

Hyde Park Water/Sewer Systems

Bridget said we are requesting that the Board consider an additional resolution that was not included on the original agenda. One of the Hyde Park systems we are acquiring is the Greenbush Water System. This system has an outstanding loan through NYSEFC. EFC has conceptually agreed that they can transfer that loan to the Authority. In the meanwhile there is a debt service payment that is owed on the loan by February 1st and in order to generate the money to pay the debt service the Authority has moved forward to levy assessments on the properties. The same property owners are paying the debt service regardless of who owns the system. The proposed Agreement provides that, if the Town still owns the system on February 1st and have the obligation to pay the debt service, the Authority will give them the money to pay the debt service.

Rudy Made a motion that the Executive Director or Deputy Director are hereby authorized to execute the Amendment to the Agreement for the transfer of the water and wastewater systems dated July 21, 2015 between DCWWA and the Town, in the same or substantially similar form as the Agreement annexed hereto. This was seconded by Larry and passed unanimously. (Res.2015.11.P/11)

Hoffman Project Water/Sewer Systems

Bridget said she met with Rich Rang and Kirchoff and went through issues with the first Memorandum of Understanding (MOU). This is where they are proposing that they own the system and the Authority lease it from them. We reviewed it with our legal and bond counsel and provided them comments. We are working through the process with the language to be used. Staff put together a Draft outline of a water purchase agreement between the Village and the Authority for us to buy water from the Village and sell it to the properties in Hoffman. We first reviewed that with Rich Rang and Kirchoff. We are in agreement on that and sent it to the Village of Red Hook. Tom said there was an issue regarding the Authority buying this out at some point and determining the value. Bridget said we are proposing to include language in the agreement that says the purchase price would be based on the initial cost of the construction minus depreciation at whatever point in time that we choose to buy it and they choose to sell it to us.

Vanderburgh Cove Sewer System

Bridget said the previous Monday Staff did a presentation to the Rhinebeck Town Board. She and Peter had met previously with about 7 property owners at Vanderburgh Cove, a number of which had been at the Town board meeting. Base on that discussion the Town Board intends to go ahead at their November 23rd meeting and adopt a resolution of intent to transfer the sewer system to the Authority. We will work with the Town of Rhinebeck and the Town of Hyde Park to put together a transfer agreement.

Tivoli Water/Sewer Systems

Bridget said we are moving forward with the evaluation of the system and they are starting to get into the next phase of doing the financial evaluation. We support the recommendation of the engineers that the Village use some of the additional moneys

still in the grant to do an evaluation on the water storage tank to determine if there is any lead paint involved to help them assess if they want to rehab it or replace the tank.

Partnership for Manageable Growth – Hyde Park Sewer Project Application

Bridget said a memo was included in the package on this. Back in July the County amended the existing Partnership for Manageable Growth Program that the County provides grant funding for various projects to include funds for the water and wastewater component of the program. In August they put out a call for applications. The intent is that any applications that are made for Water and Wastewater facility projects would go through the Authority to evaluate and make recommendations to the County on the funding.

We received one application from the Town of Hyde for their Central Sewer Project. At this time it is not clear what the process for the Project Manageable Growth is. We will clarify that and we will intend to revisit this at the December meeting.

Close Hearing on Proposed 2016 System Rates

Rudy made a motion to close the Public Hearing; this was seconded by Larry and passed unanimously. (Res.2015.11.O/10)

Confirm next meeting date

Tom confirmed the next board meeting date of Wednesday, December 16, 2015.

Adjournment

Tom asked for a motion to adjourn at 4:17 p.m. Vince made the motion; seconded by Rudy and passed unanimously. (Res.2015.11.O/12)

Respectfully submitted,



Jackie Burger
Senior Typist

Resolutions

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| Res. 2015.11.A/13 | Motion to approve minutes from the August 26, 2015 board meeting |
| Res. 2015.11.B/14 | Motion to approve minutes from the September 16, 2015 board meeting |
| Res. 2015.11.C/15 | Motion to approve minutes from the October 21, 2015 board meeting |
| Res. 2015.11.D /00 | Motion to approve minutes of the November 4th Budget Workshop Meeting was tabled until the December Board meeting |
| Res. 2015.11.E/01 | Public Hearing on Proposed 2016 System Rates |
| Res. 2015.11.F/02 | Motion to award Sludge Bids |

Res. 2015.11.G/03	Motion to award Chemical bids
Res. 2015.11.H/04	Motion to approve warrant
Res. 2015.11.I/05	Motion to authorize Legal Services Agreement with Drake Loeb
Res. 2015.11.J/06	Motion to authorize Change Order #1 – SBW Route 9 North Main Replacement Project Construction Contract
Res. 2015.11.K/07	Motion to authorize Amendment #2 to SBW Route 9 North Main Replacement Project Design Agreement
Res. 2015.11.L/08	Motion to authorize Contract with Morris Associates Engineering and Surveying Consultants, PLLC – CCS WWTF Rehabilitation Project Construction Administration Services
Res. 2015.11.M/09	Motion to authorize Contract with S&O Construction Services, Inc. – DFS – WWTP EQ Exhaust Replacement Contract
Res. 2015.11.N/10	Motion to authorize MOU – Obercreek Subdivision Sewer System
Res. 2015.11.O/12	Motion to amend transfer of Water and Wastewater Agreement between the Dutchess County Water and Wastewater Authority and the Town of Hyde Park
Res. 2015.11.P/11	Motion to amend transfer of Water and Wastewater Agreement between the Dutchess County Water and Wastewater Authority and the Town of Hyde Park