

**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY
APPROVED MINUTES OF THE BOARD MEETING ON
February 21, 2024**

Board Members Attending in Person

Tom LeGrand
Dale Borchert
Larry Knapp
Rudy Vavra

Staff Attending in Person

Jonathan Churins
Mike Keating
Jessica McMahon
Ed Mills
Gary Banks
Rich Winchester
Pam Compasso
Danielle Hardman

Board Members Present via Video/Conference Call

N/A

Staff Present via Video/Conference Call

Carol Falcone
Mary Morris

Board Members Absent

Ex-Officio Member Present via Video/Conference Call

Eoin Wrafter – Commissioner of Planning & Development

Others Present via Video/Conference Call

Tanya Clark, Sr. Public Health Engineer - DBCH

Members of the Public in Person

Meeting Open – Introductions

The meeting opened at 4:30 p.m.

Tom Legrand called the meeting to order and began with a roll call to identify those attending the meeting both in person and by video/conference call.

Approval of Meeting Minutes

Approval of meeting minutes for November 30, 2023

Rudy Vavra made a motion to approve the Board Meeting Minutes from the Budget Workshop on November 30, 2023. This was seconded by Larry Knapp, a roll call vote was taken, and the resolution passed unanimously. **(Res.2024.02.A)**.

Chairman's Report

Tom LeGrand didn't have anything to report.

Finance Reports

Approval of Warrant – As Amended

The Warrant was provided to the Board, in the Board package.

A Warrant Amendment was also provided to the Board at the start of the meeting.

Larry Knapp made a motion to approve the Warrant as Amended. This was seconded by Dale Borchert, a roll call vote was taken, and the resolution passed unanimously. **(Res.2024.02.B)**

Re-Adoption of Updated Investment Policy

Updates were made to the Investment Policy.

Rudy Vavra made a motion to Review & Re-Adopt the Updated Investment Policy. This was seconded by Larry Knapp, a roll call vote was taken, and the resolution passed unanimously. **(Res.2024.02.C)**.

County Salary Support Agreement

Mike Keating stated that the 2024 County Staff Salary Assistance Agreement was revised on February 6, 2024. The Authority requested \$ 120,000.00 from the County and the amount was approved in resolution No. 2023.12.H by the Board. The County had budgeted \$ 125,000.00 for the Staff Salary Assistance Agreement for the Authority, so we are asking the Board to approve **Resolution No. 2024.02.D** for the increased amount.

Rudy Vavra made a motion to Approve the revised County Salary Support Assistance Agreement. This was seconded by Dale Borchert, a roll call vote was taken, and the resolution passed unanimously. **(Res.2024.02.D)**.

Re-adoption of Employee Handbook

There were no changes to this policy for 2024.

Rudy Vavra made a motion to Re-Adopt the Employee Handbook. This was seconded by Larry Knapp, a roll call vote was taken, and the resolution passed unanimously. **(Res.2024.02.E)**.

Operations Report

The Operations report was provided to the Board in the Board package. The Board did not have any questions.

Overocker Road Meter Replacement for General & Electrical Construction

Gary Banks explained that two existing turbine water meters located at the Overocker Road Meter Vault need to be replaced with new electromagnetic meters and related components.

The Authority staff is asking the Board to approve the award to TAM Enterprises as the lowest responsible bidder for the General Construction work to install two replacement meters.

Rudy Vavra made a motion to Approve the Award to TAM Enterprises for the General Construction Contract. This was seconded by Larry Knapp, a roll call vote was taken, and the resolution passed unanimously. **(Res.2024.02.F)**.

The Authority staff is asking the Board to approve the award to Foremost Electric as the lowest responsible bidder for the Electrical Construction work to install two replacement meters.

Rudy Vavra made a motion to Approve the Award to Foremost Electric for the Electrical Construction Contract. This was seconded by Dale Borchert, a roll call vote was taken, and the resolution passed unanimously. **(Res.2024.02.G)**.

Public Works Service Agreement for GC on Well Pump No. 2 for Shore Haven

The 2 inch pipe needs to be replaced in Well No. 2 because the iron levels have restricted the 2 inch pipe, causing the well to run at full speed.

Rudy Vavra made a motion to Approve the Award of the General Construction Agreement to Claverack Well & Pump Service. This was seconded by Larry Knapp, a roll call vote was taken, and the resolution passed unanimously. **(Res.2024.02.H).**

Chelsea Cove Wastewater Blower Replacement

The purpose of this project is to replace Blower No. 2 that was a total loss due to damage sustained from a fire on December 23, 2023, the cause of the fire was not identified by the Fire Department or Insurance Company.

The Authority staff is asking the Board to approve the award of the Procurement Contract for the Kaeser Com-Pak Blower Replacement to D. W. Martine for the Chelsea Cove Sewer System.

Rudy Vavra made a motion to Approve the Award of the Procurement Contract for the Kaeser Com-Pak Blower Replacement to D. W. Martine for the Chelsea Cove Sewer System. This was seconded by Dale Borchert, a roll call vote was taken, and the resolution passed unanimously. **(Res.2024.02.I).**

The Authority staff is asking the Board to approve the award of the Procurement Contract for the Kaeser Com-Pak Blower Replacement to be installed by Veith Electric, for the Chelsea Cove Sewer System.

Rudy Vavra made a motion to Approve the Award of the Procurement Contract for the Kaeser Com-Pak Blower Replacement to be installed by Veith Electric for Chelsea Cove Sewer System. This was seconded by Dale Borchert, a roll call vote was taken, and the resolution passed unanimously. **(Res.2024.02.J).**

Quaker Hill Water PFOS Violation

On January 17, 2024, DCWWA received a Notice of Violation (NOV) from the Dutchess County Department of Behavioral and Community Health (DCDBCH) for repeated exceedances of the current State PFOS MCL at the Quaker Hill Water System. This NOV required that DCWWA retain the services of a Professional Engineer on or before January 31, 2024, to design a treatment system. On January 31, DCDBCH granted a DCWWA request to extend this deadline to February 23, 2024, to allow for Board approval of contract award.

The Authority staff is asking the Board to approve the award of Professional Design Engineering Services Agreement for Quaker Hills Water System due to the PFOS Exceedance Levels.

Rudy Vavra made a motion to Approve the Award of the Professional Design Engineering Services Agreement for Quaker Hills Water System due to the PFOS

Exceedance. Levels. This was seconded by Dale Borchert, a roll call vote was taken, and the resolution passed unanimously. **(Res.2024.02.K)**.

Capital Projects Report

Tivoli Water Project Status

Mike Keating reviewed the project memo that was provided to the Board. He stated that the General and Electrical Contractors are still working on completing their punch lists.

Tivoli Sewer Project Status

Gary Banks reviewed the project memo in the package. The design effort is nearing its completion. Responses from Wright-Pierce, two final follow-up questions from the regulatory review were accepted by NYS Environmental Facilities Corporation. DCWWA received the revised project schedule from Wright-Pierce on February 8, 2024. Advertisement for contractor bids is planned for March 11th, with a bid opening on April 26th 2024.

Task Order Summary

Mike Keating stated that the task order summary is to notify the Board of all of the task orders that have been issued to the consultants that we are working with.

Community Projects

Southern Dutchess Water Transmission Line – No progress.

Peach Road/BOCES – EFC approval pending.

Jeffrey Groves – Water BCH approval pending.

Rockledge – Attending Planning Board Meeting & working with Engineer on Water Treatment Plant & Wastewater Treatment Plant

Crofton Mews – No progress.

Champlain Hudson Power Express –

The meeting was initiated by Champlain Hudson Power Express to introduce and discuss the Host Community Agreement Pilot Program.

West Dorsey Extension –

SEQRA Pending. April Legislature Agenda pending.

West Dorsey Water Main Extension Project

The Authority declares its intent to be Lead Agency for the West Dorsey Project.

Rudy Vavra made a motion to approve the Intent for the Authority to declare itself Lead Agency for the West Dorsey Water Main Extension Project. This was seconded by Dale Borchert, a roll call vote was taken, and the resolution passed unanimously. **(Res.2024.02.L)**.

CHPE Host Community Agreement Update

The meeting was initiated by Champlain Hudson Power Express to introduce and discuss the Host Community Agreement Pilot Program.

Terms of the HCA are as follows:

The signatories to the HCA would be the three water companies that serve the municipalities in Dutchess County where our project will be located:

Village of Rhinebeck
City of Poughkeepsie
Dutchess County Water & Wastewater Commission

New for Consideration

There were no new items for consideration.

Executive Session:

N/A

Motion to Adjourn:

At 5:02 pm Rudy Vavra made a motion to adjourn. This was seconded by Dale Borchert, a roll call vote was taken, voted on and passed unanimously.

The next Board Meeting will be on Wednesday, March 27, 2024, at 4:30 pm, at 1 Lagrange Ave., Poughkeepsie, NY 12603.

Respectfully submitted,
Pamela Compasso,
Program Assistant

Resolutions

- 1. (2024.02.A) Approval of Minutes for Meeting on February 21, 2024**
- 2. (2024.02.B) Approval of Warrant – As Amended**
- 3. (2024.02.C) Approval of Updated Investment Policy**
- 4. (2024.02.D) Approval of Revised County Salary Support Agreement**
- 5. (2024.02.E) Re-Adoption of Employee Handbook**
- 6. (2024.02.F) Award of Overocker Road Meter Replacement for GC Contract**
- 7. (2024.02.G) Award of Overocker Road Meter Replacement for EC**
- 8. (2024.02.H) Approval of Public Works Agreement for GC work on Well No. 2 for SHW**
- 9. (2024.02.I) Award Agreement of Blower Replacement & Installation for CCS**
- 10. (2024.02.J) Award Agreement of Blower Replacement for CCS to Veith Electric**
- 11. (2024.02.K) Award of TOC to address QHW PFOS Exceedance**
- 12. (2024.02.L) Adoption of SEQRA Determination for the West Dorsey Water Main Extension**
- 13. (2024.02.M) Open Executive Session – Not Used**
- 14. (2024.02.N) Close Executive Session – Not Used**