

DUTCHESS COUNTY

WATER AND WASTEWATER AUTHORITY

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DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY APPROVED MINUTES OF SEPTEMBER 23, 2020

Authority Board Members

Thomas LeGrand
Chairperson

Vincent DiMaso
Vice-Chairperson

Rudy Vavra
Treasurer

Lawrence R. Knapp
Secretary

Micheal Cotton

Ex officio Members

Brian Scoralick
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 Attending in Person

Rudy Vavra
Mike Cotton

Staff Attending in Person

Jonathan Churins

Board Members Present via Video/Conference Call

Tom LeGrand

Staff Present via Video/Conference Call

Christine Curtis
Danielle Hardman
Cris Limato
Bridget Barclay
Rich Winchester
Michael Keating
Ed Mills

Board Members Absent

Larry Knapp
Vince DiMaso

Ex-Officio Member Present via Video/Conference Call

Eoin Wrafter, Dutchess County Commissioner of Planning

Others Present via Video/Conference Call

William Truitt, Legislature Liaison
Mary Morris, Former DCWWA Deputy Director

Meeting Open – Introductions

The meeting opened at 4:03 pm

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.

Public Comment

No members of the public were present.

Approval of Meeting Minutes

Approval of meeting minutes was tabled for a subsequent meeting as there was not a quorum of board members present to approve. (Res.2020.09.A).

Chairman's Report

Nothing to report.

Operations Reports

Monthly System Operations Reports

Mike inquired about the Pinebrook Water System and the additional sampling that was being done there. Rich reviewed that the Department of Health requested additional sampling be done at random to monitor Iron levels within the distribution system. Sampling within the homes with water softeners has shown good results. Other locations sampled, such as the Wastewater Treatment plant, have shown some Iron residuals which is consistent with entry point Iron residuals. Operations will continue to utilize the Water Treatment Plants water softener to improve water quality.

Award of Brine Hauling Contract

Mike made a motion to approve the Brine Hauling Contract as presented. This was seconded by Rudy, a roll call vote was taken, and the resolution passed unanimously. (Res.2020.09.B) (Attachment A).

Finance Reports:

Draft 2021 Salary Policy and Schedule

Bridget presented the 2021 Salary Policy and Schedule for the Board's review and noted it would be presented for approval at the October Board meeting. Bridget reviewed there are no significant changes to the policy that has been in place. In the past, the Authority closely follows suite with the County's Policy and that will continue for 2021. The County CSEA contract will expire on December 31, 2020 and with no contract there will be no cost of living increase. Authority employees who qualify for longevity and merit increases will be eligible for them but there will be no cost of living increase to the salary schedule as a whole.

Approval of Warrant

Rudy made a motion to approve the warrant as presented. This was seconded by Mike, a roll call vote was taken, and the resolution passed unanimously. (Res.2020.09.C).

Tentative Benefit Assessment Levy

Bridget stated that a summary of the annual benefit assessments is being provided to the board for review. Due September 15, 2020 to the County, the assessments have already been submitted. Most water and sewer benefit assessments show no significant changes with the exception of the Pinebrook Sewer District. The significant increase for Pinebrook Sewer benefit assessment is due to 2021 being the first year that debt service will be paid

on the full long-term EFC loan for the funding of the Wastewater Treatment Plant Project. Rudy made a motion to approve the submittal of the 2021 Benefit Assessment Levy. This was seconded by Mike, a roll call vote was taken, and the resolution passed unanimously. (Res.2020.09.D).

Amendment to NYS Public Service Law re Water Customer Billing – Verbal Update

Bridget reviewed that NYS Legislature passed an amendment to the Public Service Law that pertains to residential water charges of private and public water systems. This amendment both prohibits service shut-off due to non-payment and allows for payment deferment if the customer is experiencing financial hardship due to COVID. DCWWA is required to notify customers of the Amendment and the payment deferment option should it apply to them. DCWWA is actively working on this. Bridget advised that the Authority is working with the County on how this payment deferment may impact the releveling process.

Renewal of Insurance Agreement – Rose & Kiernan

Rudy made a motion to approve the Renewal of Insurance Agreement with Rose & Kiernan. This was seconded by Mike, a roll call vote was taken, and the resolution passed unanimously. (Res.2020.09.E).

EFC Funding – Verbal Update

As previously reported, Bridget reviewed that, due to the financial impact of the COVID-19 pandemic on the New York State budget, EFC has temporarily suspended disbursements of grant funds. Bridget met with the Village of Tivoli, and the Village decided we should continue forward with the Tivoli Wastewater Treatment Plant Project based on the available loan financing, and continue to monitor the status of grant funding. The Authority will continue to monitor closely the status of available EFC Funding.

Capital Project Reports:

Hyde Park Phase 2 Meter Projects Status Report

Ed Mills referenced the memo that was provided in the Board packet. SAKS has completed field operations and applied for substantial completion of the project. At this time, Saks has upgraded about 1,456 Customer accounts to Neptune radio meters. Current Project percentage complete is based on approved payments to Contractor is 66.4%.

GFS WWTP Project Status

Jonathan reported that the GFS WWTP construction project continues to progress. General Contractor is completing site work needed in preparation to receive new treatment plant components. The fire damage inspection of the Treatment Plant's storage tanks has been completed with a report coming soon. The facility continues to meet permit as best it can and operations will continue to monitor the plant closely.

GFS Collection System Project

Jonathan reviewed currently the Authority is awaiting further comments from EFC before the project can go out to bid. Project Management has received Highway Permit and Planning Board approvals.

Tivoli Water Distribution System Improvements

Water Main and Distribution System Improvements

Mike K. reviewed that water main construction will begin soon noting that utility mark out is being done and pre-construction meeting was held September 16, 2020 with the General Contractor. Start of Construction to begin late September or early October. Substantial completion is set for May 2021.

Water Tank Improvements

Mike K. added that Tivoli Water Tank Improvement project construction continues. Crews are on site and performing welding and painting on the ground. The Tank is expected to be raised last week of September 2020. Demolition of the old Water Tank will occur in 2021.

Well and Wellfield Improvements

Project Management continues to follow up with both the County and State Health Departments to address comments received on the project.

Tivoli Sewer Project Status

No significant movement on the project noting project is on hold due to changes in NYS EFC funding availability. The flow study work has been completed and the report is being reviewed.

Pinebrook Water Interconnection Project Status

Jonathan reviewed that the project has progressed through the design phase and remains on schedule. Staff is working with regulatory agencies including local and State Health Departments as well as the Town and County Highway Departments.

Community Projects

Bridget reviewed that the Authority received draft reports from the Engineer for the Village of Rhinebeck Water and Sewer Evaluations which staff will review and provide comments back to the Village.

A Contact has been executed with CPL Associates for the Joint Storage Tank Feasibility Study and a project kick off meeting is scheduled for September 24, 2020.

New for Consideration

Confirmation of Board members availability for the Budget Workshop Meeting date Wednesday November 4, 2020 @ 4:00pm. Tom, Rudy and Mike confirmed attendance.

Executive Session:

No executive session was presented.

Motion to Adjourn:

At 4:32 pm Tom made a motion to adjourn. This was seconded by Mike, a roll call vote was taken, voted on and passed unanimously.

The next regular board meeting date is on Wednesday, October 21, 2020 at 4:00 pm, at 1 Lagrange Ave., Poughkeepsie, NY 12603.

Respectfully submitted,

Danielle Hardman,
Senior Typist

Resolutions

1. (2020.09.A) Approval of Minutes of August 19, 2020 Regular Meeting - TABLED
2. (2020.09.B) Approval of Sludge Hauling Contract
3. (2020.09.C) Approval of Warrant
4. (2020.09.D) Approval of Tentative Benefit Assessment Levy
5. (2020.09.E) Renewal of Insurance Agreement – Rose & Kiernan
6. (2020.08.F) Open Executive Session – Not Used
7. (2020.08.G) Close Executive Session – Not Used

ATTACHMENT "A"

RESOLUTION NO. 2020.09.B

Authority Board – DCWWA

September 23, 2020 meeting

AWARD FOR 2021 SHORE HAVEN WATER TREATMENT FACILITY BRINE REMOVAL AND DISPOSAL CONTRACT

Mike offers the following resolution and moves its adoption:

WHEREAS, the Dutchess County Water and Wastewater Authority (Authority) received bids on September 18, 2020 for the 2021 Shore Haven Water Treatment Facility Brine Removal and Disposal contract in accordance with the Authority's procurement policy for public works with a contract value less than or equal to \$35,000.00 as follows:

	<u>Bidder</u>	<u>Amount</u>
1.	Blue Diamond Trucking LLC, Selkirk, NY	\$245.00 per 1,000 Gallons – Disposal @DFS \$353.00 per 1,000 Gallons – Disposal @ Alt. location
2.	TAM Enterprises, Inc., Goshen, NY	\$159.00 per 1,000 Gallons – Disposal @DFS \$227.00 per 1,000 Gallons – Disposal @ Alt. location

WHEREAS, Staff has reviewed the bids received and recommends award to TAM Enterprises, Inc.; and

WHEREAS, the Board has reviewed the recommendation of the staff and considered the benefits to the Authority,

THEREFORE, BE IT RESOLVED THAT; the Board hereby authorizes the Executive Director or Deputy Director to execute the contract with TAM Enterprises, Inc. to perform the necessary brine removal and disposal from the Shore Haven Water Treatment Facility for the price of \$159.00 per 1,000 Gallons hauled to DFS and (if needed), \$227.00 per 1,000 Gallons hauled to an alternate location.

Seconded by Rudy.

<u>Record of Vote:</u>	<u>Aye</u>	<u>Nay</u>
Thomas LeGrand	<u>_X_</u>	<u>___</u>
Vincent DiMaso	Absent	<u>___</u>
Larry Knapp	Absent	<u>___</u>
Rudy Vavra	<u>_X_</u>	<u>___</u>
Michael Cotton	<u>_X_</u>	<u>___</u>

