

DUTCHESS COUNTY

WATER AND WASTEWATER AUTHORITY



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DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY APPROVED MINUTES OF AUGUST 21, 2019

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 Present

Tom LeGrand
Larry Knapp
Mike Cotton

Staff Present

Bridget Barclay
Jonathan Churins
Christine Curtis
Carrie Doyle
Michael Keating
Ed Mills
Mary Morris
Rich Winchester

Board Members Absent

Rudy Vavra and Vincent DiMaso were not in attendance.

Ex-Officer Member

Eoin Wrafter – Commissioner, Dutchess County Planning and Development was in attendance.

Others Present

No others were in attendance.

Meeting Open – Introductions

The meeting opened at 4:01 pm.

Public Comment

No members of the public were in attendance.

Approval of Meeting Minutes

Larry made a motion to approve the minutes of June 19, 2019. The motion was seconded by Mike; voted on and passed unanimously (Res.2019.08.A).

The meeting minutes for July 17, 2019 were not approved as there was not a quorum of board members that had been present at that meeting (Res.2019.08.B).

Chairman's Report:

Tom welcomed and introduced Michael Keating, DCWWA Project Manager. Tom asked the status of the project involving the Village of Rhinebeck. Bridget answered that we are progressing slowly. We received comments back from the Scope of Services and Request for Proposals for the engineering evaluation. We are working on the next steps in the process.

Monthly System Operations Reports

Shore Haven

Larry questioned the meaning of Gross Alpha and Bridget explained it refers to radiological components we are required to test for, mitigated through the water softener.

Vanderburgh Cove

Larry questioned the violation for % BOD removal due to diluted influent. Rich answered that this system has come to us with various operational issues and we have difficulty meeting the requirements of the DEC permit until we figure this out. Rich explained there is a weak incoming waste stream which affects the percent removal calculations. We are working with Weston and Sampson to have a full study and review of the process to identify the cause. All board members present requested a copy of the report.

Rokeby

Mike Cotton questioned the sulfur smell and mentioned this has been an ongoing issue. Rich answered that the problem has been inconsistent and doesn't always react with the weather as we would predict. We are working on making adjustments based on this.

Fairways Piping Plan

Mike asked about the statement that a piping Plan is being discussed, and who is involved. Rich stated that DCWWA has discussed with the operator a plan to replace piping in the pumphouse. This would require a total shutdown of the system, and so requires further planning.

Fairways Backup Generator

Mike asked about the SOP being drafted for a 300-lb backup generator, noting that it has been on the systems operations report for some time. Rich responded that we have asked the current operator to write a protocol for transport and use of the portable backup generator. Two reasons for the delay are first, due to the changes in the operator in recent years, and second, the level of need is low.

Hyde Park WTF Alum Sludge Hauling Contract Approval

Larry made a motion to authorize the Executive Director or Deputy Director to execute a contract with Duffy Layton Contracting for removal and disposal of a maximum of 700 tons of alum sludge waste, at \$36.00/ton, for a not to exceed value of \$25,200.00 for the Hyde Park Regional Alum Sludge Removal Contract. The motion was seconded by Mike; voted on and passed unanimously (Res.2019.08.C).

CDWTL/DCAWL Water Storage

Interim Agreement with the Town of Poughkeepsie

Bridget explained that the Department of Health requires that residential uses along the Airport Water Line are served by a system with storage. To address this, we have proposed an agreement to the Town of Poughkeepsie to purchase capacity within existing Town storage facilities. Mike Cotton questioned what the \$1,250 is for and Bridget answered it is a proposed payment amount to Poughkeepsie to reserve the capacity. Mike asked, if we use the reserve, do we get charged extra? Bridget answered that we

get charged regardless; the actual use of water is covered through the water purchase agreement and there is no charge per gallon coming out of the storage.

Intermunicipal Water Storage Feasibility Study

Bridget advised the Board that the County has awarded grant money for a feasibility study for shared water storage between DCWWA, the Town of Poughkeepsie and the Town of Pleasant Valley. Tom questioned who will be deciding who will conduct the study and Bridget replied that funding went to the Town of Poughkeepsie, although there will be a steering committee including representatives from the towns of Poughkeepsie and Pleasant Valley and DCWWA.

Finance Reports:

Approval of Warrant

An amendment to the warrant was distributed. Mary noted this warrant includes the first payments for the Hyde Park Meter Replacement Project, as well as Tivoli Water and Sewer. Since we acquired all the assets and liabilities, the Village of Tivoli forwarded any invoices received after an agreed upon date, and we will pay directly through the Authority. Larry made a motion to approve the warrant as amended. This was seconded by Mike; voted on and passed unanimously. (Res.2019.08.D).

Agreement Renewal with Rose and Kiernan Insurance

Mary explained that our last Request for Proposals was in 2017 so this is our second renewal to this contract. Rose and Kiernan acts as our agent and markets our account to underwriters that can meet our insurance needs when they feel the market is beneficial to do so. We have utilized Selective as our underwriter for a number of years, as they have had the best proposal, in addition to being able to supply the \$20,000 umbrella that we require.

Larry made a motion to approve resolution amending the October 19, 2017 agreement with Rose and Kiernan to be extended through the 2020 calendar year for a fee not-to-exceed \$20,000, and also authorizes the Executive Director or Deputy Director to execute a letter amending the original 2017 agreement for the same. This was seconded by Mike; voted on and passed unanimously. (Res.2019.08.E).

Capital Reports:

Pinebrook Wastewater Treatment Plant Project Status

Jonathan stated that the plant continues to operate without issue. We are working on the final change orders. The general contractor still has a bit more work to do with their documents but all the other contractors are ready to close out.

GFS WWTP Rehabilitation Project Status

Jonathan stated that EFC has preliminary approval for bid documents which we are working to finalize. We are looking to advertise for bids by September 17, to be in contract by November, and for construction to start in March of 2020 and be complete by the end of next year.

GFS I&I Rehabilitation Project

Jonathan explained that there are endangered species within the construction area and we are working on defining the problem and determining how to address the issue. We are still working on easements and are reaching out again to property owners. Tom stated if we can't find a solution, we will have to condemn.

Hyde Park DOS Meter Replacement Project Status

Ed referred to his memo and stated that we're wrapping up field work in September.

Hyde Park Phase 2 Meter Project Status Report

Ed explained that we are in the submittal process, and Tom asked if we're happy with the contractors. Ed answered that we are happy with National Metering, but can't make a judgment about the other contractor, Saks Metering, who we just started working with. Mike asked if there were any problems making appointments and Ed answered that there have been some problems but National Metering has been assertive and successful in making many appointments.

1 Lagrange Ave. Parking Lot Project Status Report

Ed stated that preconstruction meetings are scheduled. It was discussed that although this is private property, the Town of Poughkeepsie that we need to have a pre-construction meeting with DCWWA and the contractor before work can begin.

Community Projects:

Bellefield Phase 1 Water Improvements

We received many construction inspection reports after work began, and there was concern due to a lack of documentation and what appeared to be shown in pictures, which appeared to indicate construction not in accordance with specifications (i.e. bedding, restraint for pipes, overall depth, use of marking tape).

DCWWA met with staff from Chazen Engineering and Blacktop Maintenance Corp. about these issues, and since then, we have better communication and documentation. Additionally, we are asking for an amendment of the MOU agreement between the Authority and T-Rex.

New for Consideration

East Fishkill Interim Water Sale Agreement

Larry made a motion to execute Addendum No. 6 to the Poughkeepsie Water Sale Agreement and authorizes the Chairman, Executive Director or Deputy Director to execute the Hopewell North Water District Temporary Water Sale Agreement to provide for the temporary provision of water to the Hopewell North Water District. The motion was seconded by Mike; voted on and passed unanimously (Res.2019.08.H).

Dutchess County Partnership for Manageable Growth Program

This program provides grants to municipalities for various types of projects. It was set up to include the potential for grants for water and wastewater infrastructure, with DCWWA to review the applications and made recommendations to the County as to which to fund.

For years no funding was allocated to that program but it is now available, with two differences between the current program and past requirements. First, it is no longer required that DCWWA own and manage the project. Second, DCWWA is now required to have an ongoing role to monitor the project once constructed, with no provision to cover the expense DCWWA will incur to perform the monitoring. Bridget will prepare a letter of recommendation for board members to discuss this at the next Board meeting.

Executive Session:

There was no Executive Session held. (Res. 2019.08.F) and (Res. 2019.08.G).

Motion to Adjourn:

At 4:55 pm Larry made a motion to adjourn. This was seconded by Mike, voted on and passed unanimously.

The next meeting date is Wednesday, September 18, 2019 4:00 pm, at 1 Lagrange Ave., Poughkeepsie, NY 12603.

Respectfully submitted,

Carrie Doyle,
Senior Typist

Resolutions

1. (2019.08.A) Minutes of June 19, 2019 Regular Board Meeting
2. (2019.08.B) Minutes of July 17, 2019 Regular Meeting - Tabled
3. (2019.08.C) Hyde Park WTF Alum Sludge Hauling Contract
4. (2019.08.D) Approval of Warrant
5. (2019.08.E) Renewal of Agreement with Rose and Kiernan Insurance
6. (2019.08.F) Open Executive Session – Not Used
7. (2019.08.G) Close Executive Session – Not Used
8. (2019.08.H) East Fishkill Interim Water Sale Agreement