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DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY
APPROVED MINUTES OF MEETING ON NOVEMBER 22, 2022

Authority Board Members

Thomas LeGrand
Chairperson

Rudy Vavra
Vice-Chairperson

Lawrence R. Knapp
Treasurer

Dale Borchert
Board Member

Ex officio Members

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

Brian Scoralick
Executive Director
D.C. Soil & Water Conservation District

Legislative Liaison

Will Truitt
County Legislature

Staff

Michael J. Keating, P.E.
Executive Director

Jonathan Churins
Deputy Director / Asset Manager

Board Members Attending in Person

Tom LeGrand
Dale Borchert
Larry Knapp

Staff Attending in Person

Danielle Hardman
Mike Keating
Kimberly Gutwein

Board Members Present via Video/Conference Call

Staff Present via Video/Conference Call

Bridget Barclay
Gary Banks
Pam Compasso
Carol Falcone
Mary Morris
Rich Winchester
Ed Mills

Board Members Absent

Rudy Vavra

Ex-Officio Member Present via Video/Conference Call

Others Present via Video/Conference Call

Members of the Public in Person

Thomas Lepre

Meeting Open – Introductions

The meeting opened at 4:06 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 of October 19, 2022.

Larry Knapp made a motion to approve the regular meeting minutes October 19, 2022. The motion was seconded by Dale Borchert a roll call vote was taken, and the resolution passed unanimously. **(Res.2022.11.A)**

Public Hearing – Proposed 2023 System Rates

Dale Borchert made a motion to Open the Public Hearing. This was seconded by Larry Knapp, a roll call vote was taken, and the resolution passed unanimously. **(Res.2022.11.B)**

Tom asked if there were any members of the public wishing to comment on the Proposed 2023 System Rates.

Maryanne Russo, a customer in the Dalton Farms Water System was asking about the fire that took place at Barton Orchards and why the fire department tapped into the Dalton Farms Water Supply and left parts of the complex without water. She also asked where their water comes from and if it is possible for the Dalton Farms Water System to run out of water.

Mike Keating stated that this is not the forum to ask about those questions, he stated that this forum is just about the Proposed Rates for 2023. He did give her his phone number to call, to speak about any questions or concerns she has.

Danielle Hardman identified a person by their phone number of (845) 592-8479, the customer responded that his name is Adam Prince, in the Birch Hill Water District. He asked where the information comes from that dictate the increases of the rates and that it is a 48 % increase per 1000 gallons. He stated that he felt the increase in rates is outrageous.

Mike Keating stated that if he wanted to talk about his concerns, he could call him on his direct phone number, Mike gave the customer his direct phone number.

Chairman's Report

Tom didn't have anything to report.

Finance Reports

Approval of Warrant

The Warrant was provided to the Board, in the Board package. Kimberly mentioned that the warrant had to be amended. There were two vouchers for DFW, two vouchers for General, one for HPR, and one for SHW.

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.2022.11.C).**

New Staff Position – Junior Planner

Tom mentioned that the Junior Planner Position was discussed at the Budget Workshop Meeting on November 9, 2022.

Dale Borchert made a motion to approve the new Junior Planner Position. This was seconded by Larry Knapp, a roll call vote was taken, and the resolution passed unanimously. **(Res.2022.11.D).**

Approval of the 2023 Authority Policy and Schedules

Dale Borchert made a motion to approve the 2023 Authority Salary Policy and Schedules. This was seconded by Larry Knapp, a roll call vote was taken, and the resolution passed unanimously. **(Res.2022.11.E).**

Obercreek Rate Change Memo

After the Budget Workshop Meeting it was determined that the rates did not reflect the transition of lots from unconnected to active customers. Staff has rectified the calculation and reposted the rates for consideration by the public. Annual total cost to the typical single family residential lot based on the adjusted rates are depicted below for your reference. No action is required at this time.

Revised Rates Period (Annual Cost per Single Family Residential Lot)

	2022	2023	Change
Unconnected	\$370.44	\$349.68	-20.76
Connected	\$707.88	\$849.17	+141.29

Operation's Report

Monthly System Operations Reports

The Monthly Operations Report was provided to the Board, in the Board package. The Board did not have any questions.

Tom asked if we talked about the award of the Alum contract last month at the budget workshop? Mike stated that there was a mix up with the bids for the Aluminum Sulfate Chemicals and was not awarded to anyone because they quoted wet pounds, and we asked them to quote for dry pounds. We asked the two companies to resubmit their bids based on dry pounds and this is a result of the new bids.

Dale Borchert made a motion to approve the Award of the Alum Contract. This was seconded by Larry Knapp, a roll call vote was taken, and the resolution passed unanimously. **(Res.2022.11.G).**

Dale Borchert made a motion to approve the renewal of the Generator Contract. This was seconded by Larry Knapp, a roll call vote was taken, and the resolution passed unanimously. **(Res.2022.11.H).**

Dale Borchert made a motion to approve the renewal of the Lawn Maintenance Contract. This was seconded by Larry Knapp, a roll call vote was taken, and the resolution passed unanimously. **(Res.2022.11.I).**

Dale Borchert made a motion to approve the renewal of the HVAC contract. This was seconded by Larry Knapp, a roll call vote was taken, and the resolution passed unanimously. **(Res.2022.11.J).**

Mike stated that it was difficult to order a vehicle to specifications and receive it within a year's time frame from the NYS OGS Marketplace website, Authority staff confirmed it would still be within the procurement policy to research local dealerships for current stock that are comparable in cost and capacity.

Larry Knapp asked if we need a resolution to cancel the previously approved Resolution # R2021.02.G, that way once the Board approves Resolution # R.2022.11.K, there aren't three executed Resolutions for vehicles we are purchasing, since we are only purchasing one. Mike said he would look into it and let the Board know.

Dale Borchert made a motion to approve the Procurement of a new vehicle for CDWTL and HPR. This was seconded by Larry Knapp, a roll call vote was taken, and the resolution passed unanimously. **(Res.2022.11.K)**.

Capital Project Reports:

GFS WWTP Project Status Report

Jonathan Churins was on vacation, so Mike Keating reviewed the project status memo that was provided to the Board. All major treatment systems are installed and operational. Contractors are working on final paperwork.

GFS Collection System Project Status Report

Jonathan Churins was on vacation, so Mike Keating reviewed the project status memo that was provided to the Board. All major treatment systems are installed and operation. Contractors are working on final paperwork.

GFS I & I Rehabilitation Project – Final Payment Justification

A resolution is included in the board packet for the board's consideration regarding processing final payment closing out the contract with Arold Construction Co, Inc. The Engineer and Staff have reviewed the completed work by the contractor and find that it has met all exceptions for quality, responsiveness, and efficiency. Therefore, we are recommending the Board consider approving the resolution authorizing final payment for Arold Construction Co, Inc. refunding the unused project funds of \$ 18,276.76, reducing the original contract from \$ 149,232.00 to \$ 130, 956.24.

Dale Borchert made a motion to approve the GFS Collection System Change Order No. 1. This was seconded by Larry Knapp, a roll call vote was taken, and the resolution passed unanimously. **(Res.2022.11.L)**.

Tivoli Water Project Status

Mike Keating reviewed the project memo that was provided to the Board. The remaining work is in the wells and wellfields, the contractors have commenced field activities; structural repairs, architectural improvements to well houses, and minor electrical work.

Dale Borchert made a motion to approve the request from T & B Engineering, for Amendment No. 9 – Construction Administration. The original scope for this contract included design and construction administration for \$ 185,300, and they are requesting an additional \$ 9,920. Given that the general contractor in this case is relatively inexperienced at this degree of construction, I believe this

is a prudent expenditure and recommend board approval. This was seconded by Larry Knapp, a roll call vote was taken, and the resolution passed unanimously. **(Res.2022.11.M)**.

Tivoli Sewer Project Status

Gary Banks reviewed the project memo that was provided to the Board. Gary stated that Wright-Pierce is continuing the 60 % Design task, design documents are expected by December 16, 2022. DCWWA Operations is reviewing layout options and lab requirements with the respect to renovation of the existing building. The electrical subconsultant is evaluating the feasibility of upgrading power from 240V to 480V, a site visit and call was held on October 20, 2022, with the Central Hudson, District Director. The Authority reviewed permitting requirements with the Mayor of Tivoli, for recommended next steps.

Pinebrook Water Interconnection Project Status

Jonathan Churins was on vacation, so Mike Keating reviewed the project status memo that was provided to the Board. Mike stated that 95 % of the work has been completed and Jonathan is working with the County Health Department to get necessary approvals.

DFW Water Meter Replacement Project

Ed reviewed the memo that was provided to the Board. He stated that the contractor has replaced over 350 meters so far, and the project is ongoing.

Community Projects

PFAS Recovery Litigation

Mike Keating stated that in June he was contacted by Stephen Acquario, from the law firm Napoli-Shkolink, who stated that they are representing Dutchess County in the PFAS Recovery Litigation. Bill O'Neil the Deputy County Executive for Dutchess County referred him to the Authority. PFAS Recovery Litigation is a lawsuit that is going after the manufacturers of PFAS, which has affected groundwater and our water systems. There are not any upfront costs associated with participation in this litigation. The Authorities attorney, Jerry Comatos recommended that we get Board approval to participate in this litigation process.

Larry Knapp made a motion to approve the PFAS Recovery Litigation Participation. This was seconded by Dale Borchert, a roll call vote was taken, and the resolution passed unanimously. **(Res.2022.11.N)**.

New for Consideration

There were no new items for consideration.

Dale Borchert made a motion to Close Public Hearing. This was seconded by Larry Knapp, a roll call vote was taken, and the resolution passed unanimously. **(Res.2022.11.O)**

Executive Session:

Larry Knapp made a motion to open the Executive Session This was seconded by Dale Borchert, a roll call vote was taken, and the resolution passed unanimously. **(Res.2022.11.P)**.

Larry Knapp made a motion to close the Executive Session This was seconded by Dale Borchert, a roll call vote was taken, and the resolution passed unanimously. **(Res.2022.11.Q)**.

Motion to Adjourn:

At 4:58 pm Dale Borchert made a motion to adjourn. This was seconded by Larry Knapp, a roll call vote was taken, voted on and passed unanimously.

The next board meeting and public hearing will be on Wednesday, December 21, 2022, at 4:00 pm, at 1 Lagrange Ave., Poughkeepsie, NY 12603.

Respectfully submitted,
Pamela Compasso,
Program Assistant

Resolutions

1. (2022.11.A) Approval of Minutes for October 19, 2022 Meeting
2. (2022.11.B) Open Public Hearing
3. (2022.11.C) Approval of the Warrant
4. (2022.11.D) Approval of New Staff Position – Junior Planner
5. (2022.11.E) Approval of 2023 Salary Policy & Schedules
6. (2022.11.G) Approval of Award of Alum Contract
7. (2022.11.H) Approve renewal of Generator Contract
8. (2022.11.I) Approve renewal of Law Maintenance Contract

- 9. (2022.11.J) Approve renewal of HVAC Contract**
- 10. (2022.11.K) Approval of Procurement of New Vehicle for CDWTL**
- 11. (2022.11.L) Approval of GFS Collection System Change Order No.1**
- 12. (2022.11.M) Approval of T&B Request for Additional Funding**
- 13. (2022.11.N) Approval of PFAS Litigation Participation**
- 14. (2022.11.O) Open Executive Session**
- 15. (2022.11.P) Close Executive Session**