



**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY  
DRAFT MINUTES OF BOARD MEETING  
May 20, 2026**

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Authority Board Members

**Thomas LeGrand**  
Chairperson

**Dale Borchert**  
Vice-Chairperson

**Aileen Rohr**  
Treasurer

**Jennifer Cannella**  
Secretary

**Eric Weinstock**

Ex-Officio Members

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

**Brian Scoralick**  
D.C. Soil & Water  
Conservation District

Legislative Liaison

**Trevor Redl**  
County Legislature

Staff

**Jonthan Churins**  
Executive Director

**Jessica McMahon**  
Deputy Director/ Treasurer

Board Members Attending in Person

Tom LeGrand  
Dale Borchert  
Aileen Rohr

Staff Attending in Person

Jonathan Churins  
Gary Banks  
Pam Compasso  
Carol Falcone  
Jason Teed  
Ed Mills  
Vanessa Kichline

Board Members Present via Video/Conference Call

N/A

Staff Present via Video/Conference Call

Jessica McMahon

Board Members Absent

Jennifer Cannella

Ex-Officio Members in Person or Video/Conference Call

Eoin Wrafter – In Person

Others Present via Video/Conference Call

Kerri Teed – Sr. Public Health Engineer – DBCH - Teams

Trevor Redl – Legislative Liaison – Teams

Members of the Public in Person

N/A

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.

## Public Comment

## Consent Items

## Approval of Meeting Minutes

### **Approval of Draft Meeting Minutes from Meeting on April 15, 2026**

Dale Borchert made a motion to Approve the Draft Meeting Minutes from April 15<sup>th</sup> 2026. This was seconded by Jennifer Cannella; a roll call vote was taken, and the resolution passed unanimously. **(Res.2026.05.A)**

## Chairman's Report

### **Commendation for Rudy Vavra**

On behalf of the Board and Staff, I would like to recognize and extend our sincere gratitude to Rudy Vavra for his many years of dedicated service to the Dutchess County Water and Wastewater Authority.

Rudy was first appointed to the Board in 2008 and throughout his tenure he brought a steadfast commitment to excellence, a disciplined perspective, and a highly experienced eye shaped by more than three decades in the art and architectural industry.

Rudy is an exceptional artist with an active studio, whose work has been exhibited nationally. His background includes a Bachelor's degree in environmental design from Texas A&M University in College Station, Texas, and a Master's degree in fine arts from the School of Visual Arts in New York City. His experience as a lecturer at the College of Architecture & Environmental Design at Texas A & M University and having served as a co-chair of the Town of Milan Master Plan Committee has aided his professional contributions to the Board of Directors.

Rudy's professional expertise enabled his insightful contributions to this Board in a variety of capacities. He approached his role with careful stewardship on capital projects, operational performance, governance, and auditing. His detailed observations and accomplished dedication in serving the community helped strengthen the Authority's endeavors through-out the years.

We are deeply appreciative of Rudy's dedication, his contributions to the Authority's success, and his commitment to public service. His impact will endure in the systems, projects, and governance practices that continue to guide our work.

On behalf of the entire Board, thank you, Rudy, for your service and your unwavering commitment to excellence.

Dale Borchert made a motion to Approve the Commendation for Rudy Vavra. This was seconded by Aileen Rohr; a roll call vote was taken, and the resolution passed unanimously. **(Res.2026.05.B)**

### **Election of Board Officers**

**Vice Chair:** Dale Borchert  
**Treasurer:** Aileen Rohr  
**Secretary:** Jennifer Cannella

Dale Borchert made a motion to Approve the Nominations for the Board Offices of the Authority Board for 2026. This was seconded by Aileen Rohr; a roll call vote was taken, and the resolution passed unanimously. **(Res.2026.05.C)**

### **Finance Reports**

#### **2025 & 2026 Staff Retro Calculations Based on CSEA Contract**

Jessica McMahon stated the following memo outlines the Authority staff's retroactive payout amounts are listed below;

**2025 – \$ 95,206.13**  
**2026 – \$ 85,412.42**

#### **Amendment to the Adopted 2026 Salary Policy**

Jessica McMahon stated that the 2026 salary schedule that was adopted by the Authority Board on December 17<sup>th</sup>, 2025, by Resolution **(2025.12.L)**, needs to be amended due to the newly ratified Dutchess County CSEA contract.

Dale Borchert made a motion to Approve an Amendment to the 2026 Salary Schedule. This was seconded by Aileen Rohr; a roll call vote was taken, and the resolution passed unanimously. **(Res.2026.05.D)**

### **Update to Accounting Procedure & Banking Policy**

Jessica McMahon stated that the updates to the Accounting & Banking Policies were made at the behest of the Authority Auditors, RBT CPA's, LLP.

Dale Borchert made a motion to Approve the Update to the Accounting & Banking Policy. This was seconded by Aileen Rohr; a roll call vote was taken, and the resolution passed unanimously. **(Res.2026.05.E)**

### **Approval of Warrant**

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

Dale Borchert made a motion to approve the Warrant as presented. This was seconded by Aileen Rohr; a roll call vote was taken, and the resolution passed unanimously. **(Res.2026.05.F)**

### **Operations Report**

#### **Approval of the Purchase of a new Utility Truck for the Hyde Park Regional Water System**

Jonathan Churins stated that we would like to purchase a new utility truck for the Hyde Park Regional Water Facility. The current vehicles have reached the end of their useful life. We received 4 quotes, and the lowest cost option is from Healey Brothers Ford, Inc, for a 2026 Ford F-350. The Authority is asking Board to approve the purchase of the utility truck.

Dale Borchert made a motion to Approve the Purchase of a New Utility Truck for the Hyde Park Regional Water System from Healey Brothers Ford, Inc. This was seconded by Aileen Rohr; a roll call vote was taken, and the resolution passed unanimously. **(Res.2026.05.G)**

#### **HACH Service Upgrades for Central Dutchess Water Transmission Line**

Jonathan Churins stated that there is equipment at the Central Dutchess Water Transmission Line that has been deemed obsolete from the Hach Company. The equipment will not be supported by the factory due to discontinued components and advancements in design.

Dale Borchert made a motion to Approve the HACH Upgrade Services for the Central Dutchess Water Transmission Line. This was seconded by Aileen Rohr; a roll call vote was taken, and the resolution passed unanimously. **(Res.2026.05.H)**

### **Emergency Service Line work for the PLC replacement for Valley Dale Sewer**

Jonathan Churins stated that the Authority is notifying the Board that emergency service line work was needed at the Valley Dale Sewer Facility to address a PLC (Programmable Logic Controller) and HMI (Human Machine Interface) equipment failure that occurred and was repaired by JEM Engineering Services, LLC.

### **Dalton Farms Sewer Generator Failure**

Jonathan Churins stated that we are notifying the Board that the emergency backup generator that services the Reynolds Road pump station within the Dalton Farms Sewer System has failed. On May 12, 2026, Peak Power Systems determined that the 30-year-old generator cannot be fixed and we need to purchase one as soon as possible to prevent sewage overflows that pose a significant health hazard.

### **Operations Report**

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

### **Capital Projects**

#### **Peach Road Water Main Extension Project Update**

Ed Mills stated that progress meetings are being Bi-Weekly at the construction site with the Authority.

Regarding the trench and pipe path; due to poor soil conditions experienced so far, the runoff trench materials cannot be put back into the trench along the shoulder. The trench had to be backfilled with select material to achieve 95 % compaction. Amity Construction stated that the overall bid quantities for the backfill have been underestimated. MJ Engineering, the Contract Administrator agreed with Amity Construction claim that the design engineer's estimate for the back filling material was off. Additional materials that will be needed are still being discussed with contractor.

Ed Mills also stated that the contractor has hinted that recent spikes in fuel costs have escalated their operating expenses and they are now incurring fuel surcharges from some of their suppliers. The Peach Rd Water Main contract states that there shall be no change in contract price or allowance for additional fuel expenses incurred by the Contractor. The DCWWA Board indicated that they would not consent to allowing Staff and the CA to negotiate reasonable allowances for higher fuel costs with the Contractor.

## **Authorization to Submit WIIA Grant Application for the 2029 Hyde Park Regional Capital Improvement Plan**

Jason Teed stated that this project will address many components at the Hyde Park Regional Water System that are aging out, needing extensive repairs, and replacing.

The Authority is asking the Board to approve resolution number **(2026.05.I)**, which will enable us to submit a WIIA Grant Application to the New York State Environmental Facilities Corporation.

Dale Borchert made a motion to Approve the Submission of the WIIA Grant Application for the Hyde Park Regional Capital Improvement Plan with NYS EFC. This was seconded by Aileen Rohr; a roll call vote was taken, and the resolution passed unanimously. **(Res.2026.05.I)**

## **Tivoli WWTP Project Status**

Gary Banks stated that construction on Phase 1 is scheduled to resume on June 15<sup>th</sup>, 2026. The current work includes continued installation of process equipment, piping, and control building renovations.

## **Tivoli WWTP Amendment No.02 – Design Services Agreement**

Gary Banks stated that in the original agreement there were 360 hours allotted to Wright Pierce, our Professional Design Services Contractor, regarding RFI's & other construction support. As of March 27, 2026, we have exceeded those hours, and the Authority is asking the Board to approve Amendment No. 02 which will reallocate unused funds to cover the remaining expenses through the project's completion.

Dale Borchert made a motion to Approve Change Order No. 02 for the Tivoli WWTP Design Services Agreement. This was seconded by Aileen Rohr; a roll call vote was taken, and the resolution passed unanimously. **(Res.2026.05.J)**

## **DSW (Schreiber Water System) Construction Update**

Vanessa Kichline stated that Claverack Pump Service is currently drilling two test wells to locate higher water quality water source to avoid installing treatment for radio nuclides.

Vanessa Kichline stated that the first new test well is producing 18 gallons per minute and the second new test well is producing 10 gallons per minute. The final well yield of both wells together and water quality performance will be determined through pump testing and sampling.

The project is progressing on schedule and is expected to be completed within the limited timeframe with the funding from the CDBG.

### **Maple Ridge WWTP Engineering Evaluation & Escrow Agreement**

Vanessa Kichline stated that the Maple Ridge Wastewater Treatment Plant in Hyde Park is the River Ridge Condo Communities Wastewater Treatment Plant. We currently provide water service to the condo community and the River Ridge HOA approached the Authority in mid-2025, regarding the possibility of transferring ownership of the Wastewater Treatment Plant after project completion.

Authority staff completed a preliminary walkthrough and assessed the facility in July of 2025. Authority staff found the plant to be in operable condition, there were several concerns identified, unsafe electrical conditions, deferred maintenance, limited automation, & aging infrastructure.

The Authority is asking the Board to grant permission to Management to proceed with discussions and coordination with the HOA regarding the engineering process and potential future transfer process.

Dale Borchert made a motion to Approve the Maple Ridge Wastewater Treatment Engineering Evaluation & Escrow Agreement. This was seconded by Aileen Rohr; a roll call vote was taken, and the resolution passed unanimously. **(Res.2026.05.K)**

### **Task Order Summary**

Jonathan Churins stated that we use this document to track smaller engineering projects that the Authority is doing throughout the systems.

**DFS WWTP UV System Replacement Project** – Equipment installation is completed and the contractor is working on close-out documents.

**VDS Collection System Engineering Report** – The Engineering report was approved by NYS DEC on May 12, 2026.

**TVS Collection System Evaluation Engineering Report** – The second revision of the report was submitted to NYS DEC & EFC on April 22, 2026.

**Executive Session:**

At 5:26 pm Dale Borchert made a motion to enter Executive Session to discuss litigation strategy in Elbow Creek, LLC vs DCWWA Case Index No. 2025-52680. This was seconded by Aileen Rohr; a roll call vote was taken, and the resolution passed unanimously. **(Res.2026.05.L)**

Dale Borchert made a motion to exit Executive Session. This was seconded by Aileen Rohr; a roll call vote was taken, and the resolution passed unanimously. **(Res.2026.05.M)**

Dale Borchert made a motion Authorizing Execution of Litigation Settlement Agreement with Elbow Creek, LLC, Case Index No. 2025-52680. This was seconded by Aileen Rohr; a roll call vote was taken, and the resolution passed unanimously. **(Res.2026.05.N)**

**Motion to Adjourn:**

At 5:53 pm Dale Borchert made a motion to adjourn. This was seconded by Aileen Rohr; a roll call vote was taken, and the resolution passed unanimously.

The next Board Meeting will be on Wednesday June 17, 2026, at 4:30 pm, at 1 Lagrange Ave., Poughkeepsie, NY 12603.

Respectfully submitted,

Pamela Compasso  
Program Assistant

## Resolutions

1. **(2026.05.A) Approval of Draft Meeting Minutes from April 15, 2026**
2. **(2026.05.B) Approval for Commendation for Rudy Vavra**
3. **(2026.05.C) Approval of the Election of Officers**
4. **(2026.05.D) Approval to Authorize an Amendment to the 2026 Salary Schedule**
5. **(2026.05.E) Approval to Adopt the Updated Accounting Policy**
6. **(2026.05.F) Approval of Warrant**
7. **(2026.05.G) Approval of the Purchase of a New Utility Truck for HPR**
8. **(2026.05.H) Approval of HACH Service Repairs for CDW**
9. **(2026.05.I) Approval to Submit WIIA Grant Application for the HPR Capital Improvement Plan**
10. **(2026.05.J) Approval for the Tivoli WWTP Amendment No. 2 – Design Services**
11. **(2026.05.K) Approval of Maple Ridge WWTP Engineering Evaluation & Escrow Agreement**
12. **(2026.05.L) Open Executive Session**
13. **(2026.05.M) Close Executive Session**
14. **(2026.05.N) Approval of Litigation Settlement Agreement – Elbow Creek LLC**