

**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY
APPROVED MINUTES OF MEETING ON FEBRUARY 22, 2023**

Board Members Attending in Person

Tom LeGrand
Rudy Vavra
Larry Knapp

Staff Attending in Person

Mike Keating
Rich Winchester
Jonathan Churins
Danielle Hardman
Jerry Gilnack

Board Members Present via Video/Conference Call

N/A

Staff Present via Video/Conference Call

Gary Banks
Mary Morris
Ed Mills
Carol Falcone

Board Members Absent

Dale Borchert

Ex-Officio Member Present via Video/Conference Call

Others Present via Video/Conference Call

Lee Felshin, Senior Public Health Engineer – DBCH
Shreyak – Walden Associates

Members of the Public in Person

Meeting Open – Introductions

The meeting opened at 4:34 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 January 18, 2023.

(Res.2023.02.A) – Tabled

Approving Board Members not available.

Chairman's Report

Public Authorities Annual Board Evaluation Form

Tom asked if we have received any of the evaluation forms, Mike stated that we have not. Tom asked the Board Members to submit them.

Finance Reports

Approval of Warrant

The Warrant was provided to the Board, in the Board package. Mary Morris mentioned that the Warrant had to be amended.

Larry Knapp made a motion to approve the warrant as amended. This was seconded by Rudy Vavra, a roll call vote was taken, and the resolution passed unanimously. **(Res.2023.02.B)**

Rudy Vavra made a motion to approve the General Services Agreement Surveying for 2023. This was seconded by Larry Knapp, a roll call vote was taken, and the resolution passed unanimously. **(Res.2023.02.C)**

Operation's Report

Monthly System Operations Reports

Rich reviewed the Monthly Operations Report that was provided to the Board, in the Board package.

Rudy Vavra made a motion to approve the Award of Storage Tank Inspection Agreement for HPR. This was seconded by Larry Knapp, a roll call vote was taken, and the resolution passed unanimously. **(Res.2023.02.D)**

Capital Project Reports:

Capital Improvement Plan

Mike Keating stated that a copy of the five-year capital improvement plan was included in the Board Package. He said that it is something that is evolving and it is a good tool outlining the capital project plans the Authority needs to undertake. Mike stated that himself, Jonathan, Bridget, and Rich will be meeting over the next week to two weeks to review the report and to start lining up engineering reports that we can submit to EFC over the summer, for their consideration for funding. Tom asked if it was funded by EFC would it be a loan or a grant? Mike stated that it would be both.

Rudy Vavra made a motion to approve the 2023 – 2027, Five-year Capital Improvement Plan. This was seconded by Larry Knapp, a roll call vote was taken, and the resolution passed unanimously. **(Res.2023.02.E)**.

GFS WWTP Project Status Report

Jonathan Churins reviewed the project status memo that was provided to the Board. He stated that all of the systems are installed and operating for the past year. He also stated that we are closing out contracts today, there are two resolutions one for general contracting and the other for electrical contracting, all are returned with credits.

GFS WWTP Change Order No. 4 – Closeout of Contract with Rozell

Rudy Vavra made a motion to approve Change Order No. 4, for the contract closeout with Rozell. This was seconded by Larry Knapp, a roll call vote was taken, and the resolution passed unanimously. **(Res.2023.02.F)**

GFS WWTP Change Order No. 3 – Closeout of Contract with Stilsing

Larry Knapp made a motion to approve Change Order No. 3, for the contract closeout with Stilsing. This was seconded by Rudy Vavra, a roll call vote was taken, and the resolution passed unanimously. **(Res.2023.02.G)**

GFS Collection System Project Status Report

Jonathan Churins reviewed the project status memo that was provided to the Board. The general contractor has finished all the repairs and is working on the final paperwork.

GFS Collection System Change Order No. 2 – Closeout of GC Contract with Rozell

Larry Knapp made a motion to approve the Change Order No. 2, for the general construction contract closeout with Rozell. This was seconded by Rudy Vavra, a roll call vote was taken, and the resolution passed unanimously. **(Res.2023.02.H)**

Tivoli Water Project Status

Mike Keating reviewed the project memo that was provided to the Board. The remaining work is in the wells, the general contractors are starting to wind down. The electrical work is lagging, they are about three weeks behind the general construction.

Tivoli Water Project General Construction Change Order No. 2

Gary Banks stated that we are presenting a change order due to additional work for general construction that needs to be done based on the recommendation from T & B Engineering.

Tivoli Water Project Status General Construction Change Order No. 2

Rudy Vavra made a motion to approve the project status for general construction Change Order No. 2, with C3ND. This was seconded by Larry Knapp, a roll call vote was taken, and the resolution passed unanimously. **(Res.2023.02.I)**

Tivoli Sewer Project Status

Gary Banks reviewed the project memo that was provided to the Board. Gary stated that we are expecting to have 90 % of the design documents by the end of March. Gary also stated that he and Jonathan Churins attended a public outreach session in Tivoli, which consisted of a Power Point presentation, plus photo boards showing the treatment plant and pump station existing conditions. Jonathan and Gary will be returning to Tivoli on March 1, 2023 for a meeting to review the content and expand the discussion to include the collection system.

Pinebrook Water Interconnection Project Status

Jonathan Churins reviewed the project status memo that was provided to the Board. The Board did not have any questions.

DFW Water Meter Replacement Project

Ed reviewed the memo that was provided to the Board. The project is winding down and we are now in the punch list phase. The Board did not have any questions.

Community Projects

New for Consideration

Executive Session:

N/A

Motion to Adjourn:

At 4:56 pm Larry Knapp made a motion to adjourn. This was seconded by Rudy Vavra, a roll call vote was taken, voted on and passed unanimously.

The next Board Meeting will be on Wednesday, March 22, 2023, at 4:00 pm, at 1 Lagrange Ave., Poughkeepsie, NY 12603.

Respectfully submitted,
Pamela Compasso,
Program Assistant

Resolutions

1. (2023.02.A) Approval of Minutes for Meeting on January 18, 2023 - Tabled
2. (2023.02.B) Approval of Warrant
3. (2023.02.C) General Services Agreement – Surveying for 2023
4. (2023.02.D) Award of Storage Tank Inspection Agreement at HPR
5. (2023.02.E) Approval of Capital Improvement Plan
6. (2023.02.F) GFS WWTP Change Order No. 4 Contract Closeout - Rozell
7. (2023.02.G) GFS WWTP Change Order No. 3 Contract Closeout – Stilsing
8. (2023.02.H) GFS Collection System Change Order No. 2 Contract Closeout - Rozell
9. (2023.02.I) Tivoli Water Project Change Order No. 2
10. (2023.02.J) Open Executive Session – **Not Used**
11. (2023.02.K) Close Executive Session – **Not Used**