



DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY  
APPROVED MINUTES OF MEETING ON June 21, 2023

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Poughkeepsie, NY 12603  
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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  
Rudy Vavra  
Dale Borchert

Staff Attending in Person

Gary Banks  
Jonathan Churins  
Danielle Hardman  
Mike Keating  
Jess McMahon  
Mary Morris  
Rich Winchester

Board Members Present via Video/Conference Call

N/A

Staff Present via Video/Conference Call

Pam Compasso  
Carol Falcone

Board Members Absent

Larry Knapp

Ex-Officio Member Present via Video/Conference Call

Others Present via Video/Conference Call

Members of the Public in Person

Meeting Open – Introductions

The meeting opened at 4:33 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 May 18, 2023.

Approval of Board meeting minutes from May 18, 2023. Rudy Vavra made a motion to approve the Board Meeting Minutes from May 18, 2023. This was seconded by Dale Borchert, a roll call vote was taken, and the resolution passed unanimously. **(Res.2023.06.A)**.

### Chairman's Report

#### Finance Reports

##### **Approval of Warrant**

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

Rudy Vavra made a motion to approve the warrant as presented. This was seconded by Dale Borchert, a roll call vote was taken, and the resolution passed unanimously. **(Res.2023.06.B)**

##### Continuing Disclosure Statement

Mary Morris explained that we have an obligation to report our financial statement and the status of our bonds. We are just letting the Board know that we have filed the continuing disclosure statement.

##### Division of Water Resources 2024 Budget Request

We are proposing a budget to the County Budget Office that increases staff support dollars at a level commensurate with cost of living increases and adds additional funds to support preliminary engineering evaluation for the proposed Southern Dutchess Water Transmission Line (SDTL) Project.

The proposed budget shows an approximate 5.76% increase in the Division of Water Resources' total net cost to the County from \$172,375 in 2023 to \$182,306 in 2024.

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**Board Members Attending in Person**

Tom LeGrand  
Rudy Vavra  
Dale Borchert

**Staff Attending in Person**

Gary Banks  
Jonathan Churins  
Danielle Hardman  
Mike Keating  
Jess McMahon  
Mary Morris  
Rich Winchester

**Board Members Present via Video/Conference Call**

N/A

**Staff Present via Video/Conference Call**

Pam Compasso  
Carol Falcone

**Board Members Absent**

Larry Knapp

**Ex-Officio Member Present via Video/Conference Call**

**Others Present via Video/Conference Call**

**Members of the Public in Person**

**Meeting Open – Introductions**

The meeting opened at 4:33 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.

## Operation's Report

### **Monthly System Operations Reports**

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

#### **Safety Equipment for CDWTL for Confined Spaces**

The Authority is in need of Safety equipment for the Central Dutchess Water Transmission Line System to be used for entry into confined spaces such as manholes, tanks, and vaults as part of our Confined Space Program and to comply with safety regulations.

Rudy Vavra made a motion to Award the Contract for Procurement of Safety Equipment for CDWTL. This was seconded by Dale Borchert, a roll call vote was taken, and the resolution passed unanimously. **(Res.2023.06.C)**

Rudy Vavra made a motion to approve the Renewal of the Chemical Contract with Amrex Chemical Co. This was seconded by Dale Borchert, a roll call vote was taken, and the resolution passed unanimously. **(Res.2023.06.D)**

### Capital Project Reports:

#### **GFS WWTP Project Status Report**

Jonathan Churins reviewed the project status memo that was provided to the Board. All major treatment systems are installed and operating.

Rudy Vavra made a motion to Approve Funds for Bonds and Notes for Greenfields Sewer Project. This was seconded by Dale Borchert , a roll call vote was taken, and the resolution passed unanimously. **(Res.2023.06.E)**

Rudy Vavra made a motion to Approve GFS WWTP Design Services Contract Closeout. This was seconded by Dale Borchert , a roll call vote was taken, and the resolution passed unanimously. **(Res.2023.06.F)**

Rudy Vavra made a motion to Approve GFS WWTP Contract Administrative Services Closeout. This was seconded by Dale Borchert , a roll call vote was taken, and the resolution passed unanimously. **(Res.2023.06.G)**

## **GFS Collection System Project Status Report**

Jonathan Churins reviewed the project status memo that was provided to the Board.

Rudy Vavra made a motion to Approve Amendment No. 3 for the GFS I & I Engineering Design Agreement Contract Close-Out. This was seconded by Dale Borchert , a roll call vote was taken, and the resolution passed unanimously. **(Res.2023.06.H)**

Rudy Vavra made a motion to Approve Amendment No. 1 for the GFS I & I Phase 1 CA Services Contract Close-Out. This was seconded by Dale Borchert , a roll call vote was taken, and the resolution passed unanimously. **(Res.2023.06.I)**

Rudy Vavra made a motion to Approve Amendment No. 1 for the GFS I & I Phase 2 Pipe Replacement CA Services Contract Close-Out. This was seconded by Dale Borchert , a roll call vote was taken, and the resolution passed unanimously. **(Res.2023.06.J)**

## **Tivoli Water Project Status**

Mike Keating reviewed the project memo that was provided to the Board. General and Electrical Contractor have substantial completion and will be working on their punch list.

### **Wellfield and Wellhouse Improvements**

Tighe & Bond is requesting an amendment to their existing agreement to provide engineering services for the upgrade and system improvements to the Tivoli water System. Their request is justified by citing additions to existing tasks and additional. We are asking the Board to approve Amendment No. 10 – Additional Engineering Services in Support of Water System Improvements

Rudy Vavra made a motion to Approve Amendment No. 10 for the Professional Services Agreement with T & B Engineering for the Tivoli Well and Wellhouse Improvement Project. This was seconded by Dale Borchert , a roll call vote was taken, and the resolution passed unanimously. **(Res.2023.06.K)**

## **Tivoli Sewer Project Status**

Gary Banks reviewed the project memo that was provided to the Board. The design effort continues, and 90 % design documents are being reviewed, with target June 21, 2023 for feedback to Wright-Pierce.

## **Pinebrook Water Interconnection Project Status**

Jonathan Churins reviewed the project status memo that was provided to the Board. Contractors are working on completing their final punch list items. All field work has been completed. Final payment will be released following completion of all items.

## **Task Order Summary**

Mike Keating stated that the task order summary is to notify the Board of all of the task orders that have been issued to the consultants that we are working with.

## **Community Projects**

Mike Keating stated that he provided a Community Projects Summary for the Board. Jeffrey Groves (North Cross Subdivision) leak test has been completed.

Mike Keating provided an update in regard to the sale of the old Hyde Park Plant on Market Street. Closing was conducted on 6/16/23, here in the office.

The Legislature passed a resolution allocating \$ 40,000 to the Authority to produce an engineering report to consider the feasibility of the Southern Dutchess Water Transmission Line. Dale Borchert recused himself in regard to the Southern Dutchess Water Transmission Line.

The Peach Road/BOCES project is progressing. The Engineer will be forwarding a 90% estimate for DCWWA to pursue financing.

## **New for Consideration**

### **Executive Session:**

N/A

### **Motion to Adjourn:**

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

The next Board Meeting will be on Wednesday, July 19, 2023, at 4:30 pm, at 1 Lagrange Ave., Poughkeepsie, NY 12603.

Respectfully submitted,  
Pamela Compasso,  
Program Assistant

### Resolutions

1. (2023.06.A) Approval of Minutes for Meeting on May 18, 2023
2. (2023.06.B) Approval of Warrant
3. (2023.06.C) Award of Procurement of Safety Equipment for CDWTL
4. (2023.06.D) approval of Chemical Contract Renewal – Amrex Chemical Co.
5. (2023.06.E) Approval of Funds for Bonds & Notes for GFS – Orrick, Herrington, & Sutcliffe, LLP Consultants
6. (2023.06.F) Approval of GFS WWTP Design Services Contract Closeout
7. (2023.06.G) Approval of GFS WWTP Contract Admin Services Contract Closeout
8. (2023.06.H) Amendment No. 3 for the GFS I & I Engineering Design Agreement Contract Closeout
9. (2023.06.I) Amendment No. 1 for the GFS I & I Phase 1 CA Services Contract Closeout
10. (2023.06.J) Amendment No. 1 for the GFS I & I Phase 2 Pipe Replacement CA Services Contract Closeout
11. (2023.06.K) ) Amendment No. 10 Professional Services Agreement with T & B Engineering for Tivoli Well & Wellfield
12. (2023.06.L) Open Executive Session – **Not Used**
13. (2023.06.M) Close Executive Session – **Not Used**