

DRAFT

DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY UNAPPROVED MINUTES OF MEETING ON MARCH 22, 2023

Board Members Attending in Person

Tom LeGrand
Dale Borchert
Rudy Vavra

Staff Attending in Person

Mike Keating
Danielle Hardman
Gary Banks
Pam Compasso

Board Members Present via Video/Conference Call

N/A

Staff Present via Video/Conference Call

Bridget Barclay
Carol Falcone
Ed Mills
Mary Morris
Rich Winchester

Board Members Absent

Larry Knapp

Ex-Officio Member Present via Video/Conference Call

Eoin Wrafter

Others Present via Video/Conference Call

Jason Teed, Senior Public Health Engineer – DBCH
Shreyak – Walden Associates

Members of the Public in Person

Meeting Open – Introductions

The meeting opened at 4:04 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.2023.03.A) – Tabled

Approving Board Members not available.

Approval of meeting minutes for February 22, 2023.

(Res.2023.03.B) – Tabled

Approving Board Members not available.

Chairman's Report

Public Authorities Annual Board Evaluation Form

Tom LeGrand reminded the Board Members to submit the Public Authorities Evaluation Form.

Tom LeGrand stated he asked Mike Keating to compile a letter to NYS Department of Public Service in regard to discharging radioactive wastewater into the Hudson River from the Indian Point Power Plant. The discharge is currently allowed but we oppose this activity.

Commendation for Bridget Barclay

Rudy Vavra stated that Bridget's commendation was well deserved and was quite a contributor to the Authority. Tom LeGrand stated that Bridget Barclay has been an integral part of making the Authority what it is today. Tom said she has always been a reliable and dependable person and I wish her well in her retirement.

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. Rudy Vavra asked why the amounts for the Hyde Park Water System and the Tivoli Water System are so high.

Mike Keating stated that the Tivoli Water System is high because there are Capital Projects being done there on the wells and well fields. Mary Morris explained that the bills being paid are high because there are two other water/sewer systems who's chemical costs and fees to maintain the systems are being paid through HPR. Rudy Vavra thanked Mary Morris for the clarification.

Rudy Vavra 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.2023.03.C)**

Updated Accounting Policy

Mike Keating explained that the Accounting Policy was revised to include the ability of the Authority to process payments to vendors through the ACH (Automated Clearing House), which in turn uses the EFT System (Electronic Funds System). Funds are deposited electronically, which takes the place of writing checks.

Rudy Vavra made a motion to approve the Accounting Policy. This was seconded by Dale Borchert, a roll call vote was taken, and the resolution passed unanimously. **(Res.2023.03.D)**

Amendment No. 2 for General Survey Agreement

Mike Keating asked Carol Falcone if we were adding the one-year extension? Carol Falcone stated that we are adding the one-year extension. We are also incorporating the EFC (Environmental Facility Corporation) program requirements and Bid Packet for Non-Construction Contracts dated October 1, 2017 with pertaining only to Task Orders that are funded by the NYS Environmental Facility Corporations Clean Water State Revolving Loan Fund Program.

Rudy Vavra made a motion to approval of Amendment No. 2 General Survey Agreement. This was seconded by Dale Borchert, a roll call vote was taken, and the resolution passed unanimously. **(Res.2023.03.E)**

Operation's Report

Monthly System Operations Reports

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

Emergency Repairs to HPR Booster Pump Station

Rich Winchester explained that we had a necessary repair which was deemed an emergency because of ground water leaking into the Harbour Hills Booster System, which in turn caused the water to be leaking onto electrical equipment and caused a hazard to staff entering the meter pit. Drainage trenches were dug to divert the water to the booster station.

Purchase of Xylem / Flgyt Pump for CCS

Rich Winchester explained that there are two Influent wet well pumps at the Chelsea Cove Sewer System. One of the pumps has been shorting out every 3 to 4 days and needs to be replaced. Due to peak daily flow requirements we need to have two pumps running at all times.

Rudy Vavra made a motion to approve the Purchase of Xylem/Flgyt Influent Pump for CCS. This was seconded by Dale Borchert, a roll call vote was taken, and the resolution passed unanimously. **(Res.2023.03.F)**

Capital Project Reports:

GFS WWTP Project Status Report

Gary Banks reviewed the project status memo (in Jonathan Churins' absence) that was provided to the Board. Gary Banks stated that there will be resolutions to close out the contract presented at the April Board Meeting.

GFS Collection System Project Status Report

Gary Banks reviewed the project status memo (in Jonathan Churins' absence) that was provided to the Board. Gary Banks stated that there will be resolutions to close out the contract presented at the April Board Meeting.

Tivoli Water Project Status

Mike Keating reviewed the project memo that was provided to the Board. C3ND has finished the roofing, set well pump No. 1 and began excavation for through-wall pipe at Potts West Wellhouse.

Tivoli Sewer Project Status

Gary Banks reviewed the project memo that was provided to the Board. Gary stated that the design work is continuing and expecting to have 90 % of the design version by April 14, 2023. Gary also stated that Wright-Pierce has been helping

with locating funding sources. Mayor Griffith has applied for some grants to help with the cost of the project.

TVS Amendment No. 1 Plant Design Services Agreement

Gary Banks explained that Wright-Pierce has asked for an additional amount of \$ 29,748.00 for Value Engineering and Additional Design Services. Authority staff is asking for an additional \$ 25,000.00 for the additional Services budget line.

Rudy Vavra made a motion to approve TVS Amendment No. 1 Plant Design Agreement. This was seconded by Dale Borchert, a roll call vote was taken, and the resolution passed unanimously. **(Res.2023.03.G)**

Pinebrook Water Interconnection Project Status

Gary Banks reviewed the project status memo (in Jonathan Churins' absence that was provided to the Board. Gary Banks stated that the resolution is to set the final contract price.

Rudy Vavra made a motion to approve PBW Amendment No. 4 General Construction Agreement. This was seconded by Dale Borchert, a roll call vote was taken, and the resolution passed unanimously. **(Res.2023.03.H)**

DFW Water Meter Replacement Project

Ed reviewed the memo that was provided to the Board. Ed Mills stated that we are in the process of collecting the closing documents. Ed Mills stated that there is a resolution to set the final contract price, the project is under the budgeted amount. Dale Borchert said that Ed Mills did a good job keeping the project under budget.

Rudy Vavra made a motion to approve DFW Change Order No. 1 Contract Reduction. This was seconded by Dale Borchert, a roll call vote was taken, and the resolution passed unanimously. **(Res.2023.03.I)**

Community Projects

Market Street Plant Status - Verbal

Mike Keating stated that the person that was the sole bidder and who was awarded the bid is Ronald Haase. Mr. Haase has asked for an extension until mid-April when his Benefactor will be returning to town. Carol Falcone recommended a closing date of May 31, 2023 at the latest., the Board concurred. If Mr. Haase cannot close by then, it will be re-bid.

Letter to Indian Point Decommissioning Board – Radioactive Wastewater

Tom LeGrand stated he asked Mike Keating to compile a letter to NYS Department of Public Service in regard to discharging radioactive wastewater into the Hudson River from the Indian Point Power Plant. The discharge is currently allowed but we oppose this activity.

New for Consideration

Executive Session:

N/A

Motion to Adjourn:

At 4:43 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, April 19, 2023, at 4:00 pm, at 1 Lagrange Ave., Poughkeepsie, NY 12603.

Respectfully submitted,
Pamela Compasso,
Program Assistant

Resolutions

1. (2023.03.A) Approval of Minutes for Meeting on January 18, 2023 - **Tabled**
2. (2023.03.B) Approval of Minutes for Meeting on February 22, 2023 - **Tabled**
3. (2023.03.C) Approval of Warrant – **As Amended**
4. (2023.03.D) Approval of Updated Accounting Policy
5. (2023.03.E) Approval of Amendment No. 2 General Survey Agreement
6. (2023.03.F) Award of Xylem / Flgyt Pump for CCS
7. (2023.03.G) Approval of TVS Change Order No. 1 Plant Design Services Agreement
8. (2023.03.H)) Approval of PBW Change Order No. 4 General Construction Agreement
9. (2023.03.I) DFW Change Order No. 1 Contract Reduction
10. (2023.03.J) Open Executive Session – **Not Used**
11. (2023.03.K) Close Executive Session – **Not Used**