

# **Poughkeepsies' Joint Water Board**

***January 9, 2018  
Minutes***

## **Board Members**

Chris Gent  
Rob Rolison  
Jay Baisley  
Bill Carlos  
Natasha Cherry  
Mark Newton

## **Others**

Randy Alstadt, Water Plant Administrator  
Scott Volkman, SRDD  
Don Beer, Morris Associates  
Doreen Tignanelli, Customer  
Bill Brady, City Finance Commissioner

### **1. Selection of Officers**

Chairman Chris Gent turned meeting over to Scott Volkman to conduct selection of officers. Scott stated that three positions need to be filled; Chairman, Vice Chairman and Secretary. Scott requested proposals for Chairman. Bill Carlos proposed Mark Newton for Chairman. Mark Newton was elected 6-0.

Chairman, Mark Newton requested nominations for Vice Chairman. Rob Rolison nominated Chris Gent. Chris Gent was elected 6-0.

Chairman Mark Newton requested nominations for Secretary. Chris Gent nominated Bill Carlos. Bill Carlos was elected 6-0.

### **2. Public Participation**

Doreen Tignanelli expressed her concern that City is still comingling funds which Board and City Council resolved that this should not be done.

Doreen stated that agenda shows contracting Engineering Firm and Legal Firm. She questioned as to what information was provided to members in order to make these decisions.

### **3. Schedule of 2018 Meeting Dates**

Board approved proposed meeting dates for 2018.

### **4. Appointment of Water Board Engineering Firm**

It was agreed that Morris Associates should submit a proposal for work.

### **5. Appointment of Water Board Legal Firm**

It was agreed that SRDD should submit a proposal for work.

### **6. Approval of December 5, 2017 Minutes**

December minutes were approved as written.

### **7. Plant Status Report/Upgrade Status**

Randy Alstadt directed Board Members to his report. Randy stated that Plant has been operating well.

Mark Newton question if meters should be checked to verify apparent increase in raw water in 2017. Bill Carlos stated he would check on Fairview pumping. Bill stated that Town currently has a leak coming from a valve

#### **8. 2017 Operating Budget Status**

Randy Alstadt provided Board current operating budget status.

#### **9. Update on 2018 Operating Budget**

Randy Alstadt stated that 2018 invoices are being processed and that necessary Purchase Orders are being hand generated by City staff. Randy stated expense and revenue for 2018 are not available in City system yet.

#### **10. Request for 2018 Auditor proposal**

Scott Volkman advised that he has put out an RFP to 7-8 firms which are due back January 26<sup>th</sup>. Randy Alstadt will circulate digital response once they are received.

Scott stated that he has requested price per year for the annual audit and the special audit based in response to State Comptroller's findings.

Bill Carlos stated that Board should not contact with firm that is currently auditing City and Town.

#### **11. Old Business**

Rob Rolison stated that he would like to hold separate meetings to discuss outstanding issues that come up on frequent basis including the IMA update. Rob stated he would like to put some things to rest. Rob further stated that City is in better position to act on these issues.

Bill Carlos stated that revised IMA which has been submitted to City and Town should be basis of action and that he supports Rob's request.

Rob stated that current Board has not discussed revised IMA ans he is not familiar with changes. Rob stated that Board applied for Grant to look at bringing administrative duties to plant that was not funded. Rob suggested Board consider direct funding of this proposal. Bill Carlos suggest second meeting in February to discuss issues. Jay Baisley stated that issues should be put on February meeting agenda.

Rob stated he would like better understanding of what's in proposed IMA. Bill stated he would send out revised IMA. Randy Alstadt offered to meet with City and Town to review changes.

#### **12. New Business**

Bill Carlos requested Bill Brady take a seat at the table. Bill discussed his concerns with reconciliation. Bill stated that 2 months ago he asked Marc Nelson to clear up the differences between City and Town contributions. Based upon report it shows Town paid \$1.6 million while City only paid \$600,000.

Bill expressed concern that this issue has not been resolved and it shows that City is commingling funds. Bill stated that payroll should come out of Joint

Water account. Bill Brady stated that City expense averages \$109,000 per month.

Jay Baisley stated that Town is paying \$400,000 quarterly and City should do the same.

Mark Newton stated that reason for 2015 and 2016 is split of wholesale water revenue. Mark stated that split is not 50 – 50 rather based upon consumption.

Jay Baisley suggested Bill Carlos and Bill Brady meet to resolve issues. Rob stated Board needs to focus on how to move forward. Bill Brady agreed to meeting and recommended it be set up next week.

Randy Alstadt requested approval for his vacation on the following dates. January 13-20, April 11-25, and July 1-8. Board approved vacation dates.

***Board set next regularly scheduled meeting will be February 6, 2018, 4:30 PM at the Poughkeepsies' Water Treatment Facility Board Room***