

# Poughkeepsies' Joint Water Board

October 12, 2021

## Minutes

### ATTENDANCE

#### Board Members

City	Present	Absent	Town	Present	Absent
Marc Nelson		X	Jay Baisley	X	
Rich DuPilka	X		Bill Carlos	X	
Sakima McClinton		X	Charlie Emberger	X	

#### Others

Randy Alstadt, Water Plant Administrator  
Don Beer, Clark Patterson Lee  
Doreen Tignanelli, Town Customer  
Jim Horan, Wallace and Wallace (via telephone)  
Erin Moore, Tighe & Bond Engineering  
Tom Colgan, Town Water Supervisor

#### 1. Approval of September 7, 2021 Minutes

Minutes approved 4-0.

#### 2. Public Participation

Doreen Tignanelli stated that it is now October of 2021 and the 2019 audit is not complete. Doreen stated that Randy Alstadt was approved as the Records Access Officer on May 3, 2016. Doreen stated further that regarding her FOIL request for records supporting time and costs of 4% administration fee charged by the City, Brian Martinez stated there was no "past practice" or "requirement" to do so. She stated that is not the case as on January 6, 2015, the Board passed a resolution directing the City to prepare such a list.

Bill Carlos stated that the requirement to determine actual costs for administration was identified as an action item in response to State Comptroller Audit. Randy Alstadt stated that the City has hired a contractor to determine the administration costs. Bill Carlos suggested that Water Board should hire auditor to determine costs. Randy stated that City hired an independent auditor.

Jay Baisley asked who is paying for audit. Randy responded that the City is contracted to pay costs.

#### 3. Plant Status Report

Randy Alstadt advised that plant is operating well. Randy stated that UV problems are currently resolved. Randy advised that all 4 Low Lift Pumps have been upgraded and are working well. Randy stated plant is continuing to have problems with UV and PLCs. Parts for each are no longer supported.

UV upgrade received State Health approval and is out to bid. A pre-bid meeting was held and attended by 5 General Contractors and 1 Electrical Contractor.

Randy advised that corrosion has been identified in ozone piping and diffusers. The cause is under investigation.

#### **4. Update on 2021 Operating Budget.**

Randy Alstadt stated that expenses are in line with budget. Randy stated that expenses to date are 61.2% as 75% of year has been expended. Randy pointed out that maintenance expenses are at 71%. Randy stated that he is keeping close eye on maintenance expenses. Randy stated that it may be necessary to use contingency money to balance budget.

Randy reminded Board that we contracted electric costs at a lower rate for 2022 and 2023.

Randy advised Board that we have a contract with Air Products for liquid oxygen, however, they have been adding fees that significantly has increased cost. Randy stated he sent contract and summary of invoices to Jim Horan to review. Jim recommended we look at State contract for price. Jim stated he will look into this further. Bill Carlos asked if contract allows extra costs. Jim stated that contract does allow adding costs.

#### **5. Proposed 2022 Operating Budget**

Randy Alstadt stated that he met with Charlie Emberger and Brian Martinez to review Randy's budget. Randy stated he was directed to reduce expenses to 3% or less. Randy stated that he was directed to put costs that can be included into a Capital Budget which he has prepared. Charlie Emberger advised that proposed budget is good.

Bill Carlos asked if contingency should be increased. Randy stated that will not be necessary if Capital budget is approved. Charlie agreed with Randy.

Board approved 2022 Operating Budget 4-0.

#### **6. Update on Capital Budget**

Randy stated Hudson Valley Electric has identified work that needs to be included in project but not in contract. Randy stated that after further discussion it is believed that additional costs will not be required.

Randy stated Trailer construction is continuing. Completion is now expect near year end.

Randy stated that UV replacement project was approved by health department is out to bid. Bids are to be received November 3<sup>rd</sup>.

Randy stated he invited Erin Moore to meeting to discuss application for WIIA Grant. Erin stated that Tighe&Bond is working with Randy to prepare addendum for previous application. Erin asked if City or Town need to prepare

new Bond Resolutions. Erin stated application is due November 25<sup>th</sup>. Erin recommended we use previous resolutions. Jim Horan stated that 2019 resolutions should be good. Jim recommended best course of action is to use documents currently available.

Bill Carlos asked if City and Town need to take further action. Erin stated that updated financial data would be beneficial. Erin stated grant can be up to 60%.

**7. Wholesale Water**

Jay Baisley stated that the Village of Wappingers is having manganese issues. Jay stated he is working to get emergency supply agreement

Board approved to provide Village 17,000 gpd for temporary supply.

**8. County Request for Bacterial Testing**

Randy Alstadt stated that County has requested we perform bacterial testing for them. Randy stated that this would be minimal work. Cost impact could be up to \$6,000. Tom Colgan stated there is a lab in LaGrange. Randy stated that he recommends Board approval for testing. Board approved 4-0.

**9. Old Business**

None.

**10. New Business.**

None.

***Board set next regularly scheduled meeting will be November 9, 2021, 4:30 PM on ZOOM***