



**Stamford Water Pollution Control Authority Board Meeting**

**Monday, May 18, 2015**

**Stamford Government Center**

**5th Floor Board of Education Board Room**

**888 Washington Blvd, Stamford, CT**

**Full Meeting Minutes**

**(The meeting was videotaped.)**

Attendees

Michael Handler	Chairman, WPCA Board
Daniel Capano	Vice Chair /WPCA Board Member
Ernie Orgera	WPCA Board Member/Director of Operations
Cristina Andreana	WPCA Board Member
Gerald Bosak (absent)	WPCA Board Member
Ed Kelly	WPCA Board Member
James Fountain	WPCA Board Member
Merritt Nesin	WPCA Board Member
William Brink	Executive Director, WPCA
Rhudean Bull (absent)	Administration Manager, WPCA
Prakash Chakravarti	Supervising Engineer, WPCA
William Degnan	Plant Supervisor, WPCA
Mark Turndahl	Accountant, WPCA
Stephen Pietrzyk	Collections System Supervisor, WPCA
Crystal Blair	Admin Account Clerk, WPCA
David Yanik	City Controller
Tom Banas	Ackerly & Ward

**Call to Order, Pledge and Roll Call**

M. Handler called the meeting to order at 5:37 PM with the pledge of allegiance followed by roll call. A quorum was present (7 Board Members).

**Public Participation**

No public participation.

**Discussion: Sewer Lateral Repair, 65 Arden Lane**

W. Brink explained the request of homeowner Frank Lovello—relief of the WPCA’s policy that states WPCA does not pay for sewer lateral repairs or upgrades within the right away. The resident’s son, F. Lovello, Jr., briefly explained the damage to the chimney lateral 35 feet from the property curb line that he stated was caused by a compaction issue, determined and confirmed by a city contractor. Mr. Lovello is requesting that the WPCA reconsider paying for the damages that totaled roughly \$9,300. P. Chakravarti briefly explained the City’s procedure for sewer line installation. M. Handler expressed to the homeowner that the Board will work behind the scenes and address this matter at next month’s board meeting.

**Minutes Approval**

E. Orgera motioned to approve April 27, 2015 full board meeting minutes; seconded by C. Andreana. There was no discussion. **Vote 6-0-1.** J. Fountain abstained.

## **Billing, Finance & Collection Update**

### **a. Computil Report**

L. Roca from Computil was not present M. Turndahl reported on the collection rates

### **b. April Financials**

- M. Turndahl reported a Net Income (Loss) for April of \$6.270 million, which is under budget because depreciation is not budgeted, bond principle is used for budgeting instead
- Cash on hand including reserve fund total \$4.224 million
- Discussed amount due to City \$2.021 million in operating expense and \$2.148 million for capital expenses

### **c.**

#### **Receivables & Arrears**

M. Turndahl reported:

- Accounts receivable bal of \$7.7 million compared to 11.010 million the previous year. The difference is billing April 1<sup>st</sup> this year compared to April 15<sup>th</sup> last year.
- For the April 2015 cycle billing the collection rate is at 78.21%; Oct 2014 cycle bill is at 96% and April 2011 collection rate is at 98.95%
- Reported cash coming in very well, collected almost 97% of the budget; \$19.307 million collected out of \$19.915 million budgeted
- Accounts receivable bal over 120 days is \$2.9 million most of which is at Ackerly and Ward for collections

### **d. A&W Collections Report & Update**

T. Banas reported:

- Since last meeting collected \$90,000
- Year to date \$735,000
- Closed additional 12 accounts, another 4 will close today
- Took on another 22 accounts for May
- 157 foreclosure accounts paid in full
- Last meeting bid on 57 West Ave sale was cancelled, the bank has stepped in and paid debt
  - i. 748 Atlantic Avenue: A&W recommended Board to approve bid for \$30,000; Sale date scheduled for July 11<sup>th</sup>.
    - J. Fountain made a motion to enter into a bid of \$30,000; seconded by E. Orgera. There was no discussion. **Vote 7-0-0**

## **Safety Report**

M. Sabo briefly reported:

The final report for Arch Flash, training has been completed and assessments are in progress

## **Sub-Committee Reports**

### **a. Finance Committee**

C. Andreana reported the Committee met prior to this board meeting:

- Reviewed accounts receivable for April 2015 Financials
- Discussed and voted on items taken up on current agenda

### **b. Technical Committee**

D. Capano reported the committee met on 5/12/15 and discussed the following:

- Odor Control update
- UV Disinfection System update
- Update on engineering design studies and construction projects

**Transfer \$100,000 from Utility Rate Contingency**

M. Turndahl requested \$100,000 be transferred from Utility Rate Contingency account to Electric account. The projection estimates a budget deficit of just under \$190,000. J. Fountain requested a reconciliation to show the need for additional funds. C. Andreana made a motion to approve the transfer for \$100,000; seconded by J. Fountain. There was no discussion. **Vote 7-0-0**

**Executive Director’s Top Ten**

B. Brink briefly reviewed the items in his monthly report. His report is attached and made a part of these minutes.

**Discussion & Vote: Reallocation of 2013 Revenue Bonds**

W. Brink explained his spreadsheet showing the reallocations of the bond proceeds. He stated all projects will proceed, but that the time frames and the amounts have changed, which is reflected in the spreadsheet. E. Orgera made a motion to approve the reallocation of the 2013 revenue bonds; seconded by C. Andreana. There was no discussion. **Vote 7-0-0**

**Discussion & Vote: Refunding of 2006 Revenue Bonds and Issuance of New Revenue Bonds**

M. Handler presented the resolution for the refunding of the 2006 revenue bonds and explained in detail the reasons for the refunding. He requested that the Board approves the refund of the 2006 revenue bonds issuance not to exceed \$20,000. J. Fountain made a motion to approve the refunding of the 2006 revenue bonds; seconded by C. Andreana. M. Handler presented the resolution for the issuance of the new revenue bonds not to exceed \$15,587,000. He stated the bonds is new money issued to fund approved capital projects and will be sold in July along with the refunding bonds. J. Fountain made a motion to approve the issuance of new revenue bonds; seconded by D. Capano. There was no discussion. **Vote 6-0-1**. E. Kelly abstained.

Chairman asked for a motion to take agenda items 13 and 14 out of order. E. Orgera motioned to take listed items out of order; seconded by C. Andreana. There was no discussion. **Vote 7-0-0**

**Old Business**

There was no old business to discuss.

**New Business**

There was no new business to discuss.

**Executive Session: Discussion on Strategies and Negotiations Update Regarding the Stright Litigation**

Chairman asked for a motion to enter into executive session. C. Andreana motioned to enter into executive session to discuss strategies and updates regarding the Stright litigation; seconded by E. Orgera. There was no discussion. **Vote 7-0-0**

At 6:23, the regular meeting reconvened. The Chairman stated no action was taken on the Stight litigation. J. Fountain motioned for no action on the Stight litigation; seconded by C. Andreana. There was no discussion. **Vote 7-0-0**

D. Capano motioned to adjourn meeting at 6:25pm; seconded by J. Fountain. There was no discussion. **Vote: 7-0-0.**

**Stamford WPCA Top Issues (5-18-15)**

No.	Issue	Action Description	Impact	Status	Schedule
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1	Extreme wet weather - high flow discharge and permit exceedance on 5/1/14	Perform an Infiltration and Inflow (I/I) Study to identify and remove extraneous flows caused by rainfall and high groundwater	Regulatory and Operations	44 flow meters have been installed in collection system manholes. M. Handler signed agreement for Clean Water Fund planning grant of 55% of I/I Study cost.	Collect flow data for one year. Evaluate flows during a major storm/high flow events to identify areas experiencing excessive infiltration and inflow for further study.
2	UV System Performance and Permit Exceedances	Improve reliability of UV disinfection system to avoid permit exceedances.	Regulatory and Operations	UV disinfection system has been performing satisfactorily with a few exceptions (dosage spikes). Installed wiring from UV channel flow sensors in separate conduits as recommended by Siemens.	Will request CT DEEP approval to briefly turn off power to UV system to test programming changes before Memorial Day.
3	Odor Control	Minimize odors off site at treatment plant	Operations	All odor control scrubbers and carbon canisters at raw sewage PS and sludge and screenings/grit trailers are on line. Received one odor complaints – attributed to sludge cake trailers.	Set up carbon canister for screenings/grit and sludge trailers by 5/15. Install ductwork modifications inside Sludge Processing Building (for interior odor control) as Mechanics' work schedules permit.
4	Reimbursement by City of non-sanitary sewer related costs	Reimbursement by City of non-sanitary sewer related costs for the Carriage Drive Sewer Project	Financial	Met with Ernie Orgera and Lou Casolo, City Engineer, to review City's share of the Carriage Drive Project costs on 1/22/15. City needs to determine how it will fund its share of project costs.	
5	\$1.265 million of Carriage Drive Project remains unfunded.	Transfer \$1.265 M of 2009 BAB's GO Bond proceeds used to fund Storm Water Pump Stations and Mill River Project to fund Carriage Drive Project.	Financial		Will schedule meeting with City and members of Finance Committee to discuss.
6	WPCF evaluations and improvements	Engineering evaluations required in response to USEPA Admin Order. Study, design, and construct WPCF improvements to replace aged equipment and increase operations and energy efficiency.	Regulatory and Operations	Engineers have completed their studies of 1) Upgrade of the Raw Sewage PS, 2) Flow distribution to the Secondary Clarifiers, UV system replacement cost and effluent pumps, and 3) SCADA system upgrade.	Wright-Pierce to complete the study of the upgrade of the aeration blowers by June 2015. Arcadis to complete the design of the SCADA system upgrade by October 2015.
7	Connect to Existing Sewer	Enforcement of City ordinance to connect to existing sanitary sewer within 180 days after notification	Protect public health and expand customer base.	Issue to be referred to Halloran & Sage for legal opinion. Need to determine next step(s) when someone does not connect after notification to connect.	
8	Personnel Safety	Comply with requirements for arc flash protection.	Operations	Tighe & Bond provided staff safety training on arc flash awareness on 5/13.	Tighe & Bond to complete initial evaluation by June 2015.

9	2015 Revenue Bond Issue	Issue Revenue Bonds to refinance 2006 Revenue Bonds and fund planned capital improvements	Financial	Retained Arcadis to update their Engineering Report (completed for 2013 Revenue Bond issue) by 6/1	Refunding and new revenue bond issuance in July.
10	Legal Services	Retained Halloran & Sage as outside legal counsel for SWPCA	Legal	Met with Ken Slater of Halloran & Sage on 5/13 to establish lines of communication and ground rules for WPCA to request and H&S to provide legal services.	