



**Stamford Water Pollution Control Authority Board Meeting  
Monday, June 20, 2022**

**5:30 p.m.**

**Meeting held via teleconference**

**Full Meeting Minutes**

**Attendees**

Ed Kelly	Chairman, WPCA Board Member
Merritt Nesin	WPCA Board Member/Technical Committee Chair
Matthew Quinones (Absent)	WPCA Board Member/ Director of Operations
Sandra Dennies	WPCA Board Member / Director of Administration
Amiel Goldberg	WPCA Board Member/Board of Reps
J.R. McMullen	WPCA Board Member/Board of Finance
Robert Barocas (Absent)	WPCA Board Member/Finance Committee Chair
Adam Perlaky (Absent)	WPCA Board Member
Steven Bagwin	WPCA Board Member
William Brink	Executive Director, WPCA
Rhudean Bull	Administration Manager, WPCA
Ann Brown	Supervising Engineer, WPCA
Mark Turndahl	Accountant, WPCA
Crystal Blair	Administrative Account Assistant, WPCA
Abigail Logrono	Account Clerk II, WPCA
Robert Pudelka (Absent)	Plant Supervisor
Steve Pietrzyk (Absent)	Collections System Supervisor
David Yanik	City Comptroller
John Mastracchio	Collection Attorney (Ackerly & Ward)
Lynda Roca (Absent)	CompUtil

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

E. Kelly, Chairman, called the meeting to order at 5:36 pm with roll call; there was no pledge of allegiance. A quorum was present seven (6 Board Members).

**Public Participation**

No members of the public were present.

**Minutes Approval of the Full Board Meeting of April 18, 2022**

E. Kelly made a motion to approve the April 18, 2022 minutes; seconded by A. Goldberg. There was no further discussion. **Vote: 6-0-0.**

**Minutes Approval of the Full Board Meeting of May 16, 2022**

E. Kelly made a motion to approve the May 16, 2022 minutes; seconded by S. Bagwin. There was no further discussion. **Vote: 6-0-0.**

**Safety Report**

R. Pudelka was unable to attend the meeting. He will provide safety information at a later date.

**Administrative/Budget Report**

R. Bull reported the following:

- Update on current vacancies, including exam dates, certified eligibles, interviews and selection of candidates
- Covid-19 update
- Workers' Comp update
- No vehicle accidents to report
- Year End projections

E. Kelly thanked R. Bull for her efforts getting the positions filled and completion of year end data for the Board.

## **Sub-Committee Reports**

### **Finance Committee**

S. Dennies stated that the Finance Committee was held before the Board meeting and the following occurred:

- The Finance Committee agreed to move \$4.0 million from the operating account into the cash reserves.
- Discussed bond regulations and time frame for bond issuance.
- Discussed moving funds from stalled projects to projects in motion

### **Technical Committee**

M. Nesin reported that the committee meeting was held on Tuesday, June 14, 2022. He stated that he toured the Plant and it looked fantastic, Mayor Simmons toured the Plant a day prior. R. Pudelka provided a summary of plant operations for June 2022. He reviewed the Monthly Operating Report and Equipment Update with the Committee. S. Dennies mentioned that the Mayor was blown away after her tour and was very impressed with the operations of the Plant.

### **Workforce Development Committee**

S. Bagwin reported there was a committee meeting held on Wednesday, June 15, 2022 but that R. Bull had reported on what would have been discussed at the meeting in her Admin/Budget report; no further discussion needed.

## **Financial Update**

### **CompUtil Report**

R. Bull stated that L. Roca had an emergency and would not be able to present her report today. She went on to say that the report is included in the packet for the Board's review so if anyone had any questions she would get them to Lynda and report back.

### **Receivables & Arrears**

M. Turndahl reported for the month of May

- \$4.1 million received versus \$3.8 million previous year sewer use fees
- Oldest receivables by year was paid down by \$10k
- Average collection rate 98.85% vs. 98.22% last month's
- Cash collection through May \$3.739 million mostly sewer use payments

### **April 2022 Financial Update**

M. Turndahl reported the following:

- \$4.2 million net income for May
- \$9.3 million available in Pool Cash
- \$18.6 million in Capital Reserve Account
- \$17.7 million in Bond Proceeds

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

J. Mastracchio reported the following:

- 236 active files
- 56 accounts with balances above (\$5,000) Foreclosure Threshold
- 31 In Payment Plans, 2 stayed due to bankruptcy filings
- Twelve (12) active foreclosures
- 156 with no payment plan below Foreclosure Threshold
- No referrals due to April 2022 billing
- 11 Files closed since last meeting
- Collected \$27,494.47 this month
- Total collected for 2022 \$164,745.39

### **Executive Director's Top Ten**

B. Brink briefly went over his monthly report; the report will be made a part of these minutes.

### **Discussion and Vote: Transfer funds to Cash Reserve**

M. Turndahl presented the H T E report of pooled cash month-end balances. He detailed the July 1, 2021 balance (\$14.9 million), the high balance (\$17.2 million), and the low balance (\$4.2 million) and estimated the June 30,

2022, year-end balance to be \$12.0 million. He stated that based on the low balance that occurred on March 31, 2022, he recommended that \$4.0 million be transferred to the cash reserve. He explained that the pooled cash balances earn approximately 26 basis points while 4-6 month Treasuries yield up to 2.5%. There was a lengthy discussion where J.R. Mullen questioned why the WPCA had so much cash and stated that the reserve could offset any increase this year. B/ Brink explained the justification for the Reserve account. The discussion continued, and S. Dennies made a motion to transfer \$4.0 million to the cash reserve; seconded by S. Bagwin. There was no further discussion. **Vote: 6-0-0.**

**Old Business:**

There was no old business to discuss.

**New Business:**

The Chairman stated that the Board usually votes for Board Chairman and Vice Chairman in June, but since the item was not added to the agenda, he would ask to vote under New Business. The Board agreed. E. Kelly stated the first up for discussion and vote was the position of Board Chairman.

**Chairman:** M. Nesin nominated E. Kelly to remain as Board Chairman; seconded by S. Dennies. E. Kelly accepted the nomination. There was no further discussion. **Vote: 5-0-1.** E. Kelly abstained.

**Vice Chairman:** S. Bagwin nominated M. Nesin to remain as Board Vice Chairman; seconded by S. Dennies. M. Nesin accepted the nomination. There was no further discussion. **Vote: 5-0-1.** M. Nesin abstained.

R. Bull inquired how Administration should handle those cell phone call-ins into the Board meeting that refused to provide a name. After a brief discussion, the Board collectively agreed that any member of the public should have access to the Board meeting with or without identifying themselves.

At 6:22 pm, E. Kelly motioned to adjourn the June meeting; seconded by S. Bagwin. There was no further discussion. **Vote: 6-0-0.**

### Stamford WPCA Top Issues (6/17/22)

No.	Issue	Action Description	Impact	Status	Schedule
1	COVID-19 Outbreak	Take action to reduce impact on SWPCA Operations and Finances	Operations and Financial	One (1) positive COVID cases since last Board meeting. All have returned to work. 91% of staff is fully vaccinated.	Unvaccinated staff no longer required to be tested weekly by City contractor.
2	Primary sludge pumping and degritting equipment is aged and in need of replacement. Equipment in primary clarifier No. 1 is severely corroded and needs to be replaced.	Upgrade the primary sludge pumping and degritting system with new equipment to improve primary sludge pumping and grit removal. Replace the equipment in Primary Clarifier No. 1	Increase system reliability and improve grit removal to protect downstream equipment.	Received only two bids on March 17 <sup>th</sup> , both approx. \$10 million. Bids were much higher than capital budget of \$5.6 million or Engineer's estimate of \$6.4 million.	Will "value engineer" design to reduce construction costs without sacrificing quality and rebid project. Plan to start construction by fall 2022.
3	UV System Performance and Permit Exceedances	Upgrade UV System with 3 new UV channels having 3 banks of UV lamps (1 bank as spare) per channel for system redundancy during peak flow, replacing aged Wedeco UV equipment with Trojan.	Regulatory and Operations	No UV dose exceedances since 1/11/22.	Construction of new UV system is now completed.
4	Extreme wet weather - high flow discharge and permit exceedance on 5/1/14. Record rainfall on 7/9/21 and 9/1/21 caused plant flows that approached or exceeded plant capacity.	Perform an Infiltration and Inflow (I/I) Study to identify and remove extraneous flows caused by rainfall and high groundwater	Regulatory and Operations	Have completed rehabilitation of sewers in Pilot and Phase I sub areas. Have completed sewer system evaluation surveys (SSES) in Phase II subareas.	Phase II sewer subareas next on priority list have been selected for rehabilitated in FY 22-23 with CDM-Smith completing design in July. Will re-examine past smoke and dye test results to determine that all inflow sources have been removed.

5	BOR Resolution No. 4113 calls for planning for upgrading City drainage infrastructure and the WWTF to cope with extreme weather events.	Coordinate with City Engineering to evaluate impact of extreme weather events on the Hurricane Barrier and three (3) pump stations. Evaluate impact on SWPCA's pump stations and WWTF	Regulatory and Operations	Hazen completed a hydraulic evaluation of WPCF. Maximum raw sewage flow before overtopping mixed liquor channel to FST's is 69 mgd, consistent with design capacity of RSPS of 68 mgd.	Will coordinate with Matt Quinones, Director of Operations and City Engineering to develop short and long term action plans for SWPCA.
6	Personnel Safety	Comply with requirements for arc flash protection.	Operations	Siemens has completed electrical preventive maintenance (EPM) on the electrical switchgear at the treatment plant.	Data collected by Siemens from the EPM will be used by Tighe & Bond to complete the arc flash analyses and MCC panel labeling.  Siemens to return in June to do PM for MCC panels in Sludge Dryer Building.
7	Sludge dryer is operating close to its capacity and there are limited options for disposal of sludge cake due to incinerators operating at their capacity and landfills that are closing, or won't accept sludge cake.	SWPCA needs to evaluate its future options for sludge processing and disposal and develop a long term Sludge Management Plan.	Operations	Hazen submitted its draft report on 6/16/22.	Technical Committee to visit treatment plants having sludge processing facilities similar to those being evaluated, especially new sludge gasification facilities in Linden, NJ and Schenectady, NY which are nearing completion.
8	WPCF evaluations and improvements	Study, design, and construct WPCF improvements to replace aged equipment and increase operations and energy efficiency.	Regulatory and Operations	The Raw Sewage Pump Station, Secondary Treatment and UV Disinfection Improvements are now complete with all new equipment in service.	Vibration testing of the raw sewage pumps identified that the pumps' shafts have experienced excessive vibration at various pump speeds. Steel beams have been added to stiffen the structural steel columns supporting the pump shafts and pumps and shafts will be retested for vibration.

9	Providing sanitary sewers to Perna Lane Area	Evaluate cost effective options for providing sanitary sewers to the Perna Lane Area.	Operations	Over 2/3 of property owners in Phase I are in favor of the project. Phase I is moving forward to design and construction.	Tighe & Bond to complete preliminary design report by August. Finalize design in 2022 with gravity sewer in High Ridge Road and an additional pump station or low pressure sewers on Perna Lane. Bid project for start of construction in spring 2023.
10	Facilities Building 6A which houses SWPCA Collection System, Electricians and Regulatory Compliance staff is deteriorated and has a leaking roof that cannot be fixed.	Evaluate options for relocating SWPCA staff that currently work in Building 6A	Operations	The Facilities Buildings, including Building 6A, was tested for mold and other contaminants that could adversely affect the health of building occupants. Tests were negative.	Will issue a RFQ for an architect to develop a conceptual design for a new building to house SWPCA staff displaced from Building 6A plus provide needed vehicle and equipment storage.