



**Stamford Water Pollution Control Authority Board Meeting
Monday, April 19, 2021**

5:30 p.m.

**Meeting held via teleconference
Full Meeting Minutes**

Attendees

Ed Kelly	Chairman, WPCA Board Member
Mark McGrath	WPCA Board Member/ Director of Operations
Sandra Dennies	WPCA Board Member / Director of Administration
Monica DiConstanzo (absent)	WPCA Board Member/Board of Reps
David Mannis (absent)	WPCA Board Member/Board of Finance
Merritt Nesin	WPCA Board Member / Tech Committee Chair
Robert Barocas	WPCA Board Member / Finance Committee Int. Chair
Adam Perlaky	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
Robert Pudelka	Plant 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 5:30pm with roll call; there was no pledge of allegiance. A quorum was present seven (7 Board Members).

Public Participation

No members from the public were present.

Minutes Approval of the Full Board Meeting of March 15, 2021

M. Nesin made a motion to approve the March 15, 2021 minutes; seconded by M. McGrath. There was no discussion. **Vote: 7-0-0.**

Safety Report

R. Pudelka stated that he was unable to obtain injury and cost information for March; however, there was an injury report for an employee who had an issue with the tarps and he sustained minor injury to his forearm. He stated that he became aware of a new COVID case recently. He reported confined space training will take place tomorrow 4/20/21 and another session will be held on 4/29/21.

Administrative/Budget Report

R. Bull reported the following:

- Current staffing vacancies and challenges filling WPCA positions
- Operator certification exam extension requiring a Memorandum of Agreement (MOA) for two employees who did not get to take their exam as a result of the pandemic
- WPCA plan to fill vacancies
- Covid-19 vaccine update
- Covid-19 case update
- Workers' Comp open claims for the WPCA
- No change in the grievances status
- No new workplace harassment claims
- No vehicle accidents
- WPCA's current budget financial position
- Darien current payment status

Sub-Committee Reports

Finance Committee

R. Barocas stated that the Finance Committee was held before the Board meeting. He reported that there are no issues or concerns to report and that the committee is awaiting information from the Controller on the end of fiscal year status, which should be available around October. He also stated that the committee is still investigating options for electronic payment.

Technical Committee

M. Nesen reported the committee meeting was held on Wednesday, April 14, 2021, he toured the Plant on 4/13/21 and the following was discussed:

- Screens installed at Head Works but are not working as of yet
- Water main continues to be out of service; flexible pipes are in place but there are problems with rags in the motor
- Two new Blowers are needed and will be discussed later in the meeting
- UV system working for a month with no exceedances
- Dryer working well and hoping to have a start test soon

He stated that the Plant is running well even with all the minor issues.

Workforce Development Committee

E. Kelly reported there was a committee meeting held on Wednesday, April 14, 2021 and that R. Bull reported what occurred in her report, no further discussion needed.

Financial Update

CompUtil Report

L. Roca was not present for the meeting; monthly report information is included in the packet

Receivables & Arrears

M. Turndahl reported for the month of March

- \$2.182 million received verses \$2.254 million previous year sewer use fees
- Receivable balance over 120 days past due \$2.256 million verses \$2.350 million previous year
- Oldest receivables by year was paid down by \$11k
- Cash collection \$668k ahead of last year
- 67% budgeted revenues collected for the budget year

March 2021 Financial Update

M. Turndahl reported the following:

- Net income loss of \$800,000 reflects April billing, it will reverse in the April report
- Pool Cash \$8.2 million
- \$13.6 million in Capital Reserve Account
- \$27.593 million in Construction Fund

A&W Collections Report & Update

J. Mastracchio reported the following:

- 298 active files
- 77 accounts with balances above (\$5,000) Foreclosure Threshold
- 47 In payment plans, 2 stayed due to bankruptcy filings
- Eight (8) active foreclosures
- 186 with no payment plan below Foreclosure Threshold
- 42 referrals for the month of March, no referrals for April due to billing
- 10 Files closed since last meeting
- Collected \$90,504.45 for April
- Total collected for 2021 \$223,350.14

He went on to say that PURA had no objections to the SWPCA Collection Policy amendment

Executive Director's Top Ten

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

Discussion & Vote: Approval of a Bid Waiver for the Purchase of (2) two EBARA Submersible Axial Flow Pumps for an amount not to exceed \$170,570.00

A. Brown explained that currently there are five (5) axial flow pumps but the designated area was designed for eight (8). She reported that the pumps are continually getting clogged with rags since the by-pass pumping operation has begun and therefore, the pumps need to be pulled out of service to be maintained; spare pumps are needed during the maintenance period. She went on to say that the five (5) pumps on hand are from the same manufacturer, which is needed to maintain consistency for spare parts, ease of installation and wiring the control units. She stated that as a result, the WPCA is requesting a Bid Waiver to sole source the pumps but as the lead time on the units is lengthy, we need to move forward; time is of the essence. She explained that pricing is unstable at this time but the cost would not exceed \$170,000.00. E. Kelly motioned to approve the Bid Waiver for the purchase of two (2) EBARA submersible axial flow pumps for an amount not to exceed \$170,000; seconded by S. Dennies. There was a brief discussion regarding the uncertainty of the actual cost and how to proceed with purchasing under the circumstances. R. Bull stated that the Board's vote approving the not to exceed amount would be sufficient even if the cost turns out to be lower as long as the final cost does not exceed the \$170k amount. **Vote: 7-0-0.**

Discussion: Update on the Force Main Repairs and issuing an RFP for Installing a Cured-In-Place Pipe lining

A. Brown explained that a report was received from Wright Pierce with the Corrosion Probe investigation analysis on the cause of the force main break. She stated that Corrosion Probe came out to the Plant site twice and removed samples from the original broken section of pipe and at the raw sewage pump station including the discharge elbow for examination; that after a thorough investigation, it was determined that the failure was due to corrosion and erosion in both sections of the pipes. B. Brink gave a brief overview of the pipe replacement options outlined in the Wright Pierce report indicating the recommended option which is the least expensive; installing a cured-in-place pipe stating that it is the most cost effective at \$1.3 million compared to the alternatives and has the shortest lead time for materials of 4-6 weeks. He stated that there are a limited amount of proposers; that Wright Pierce recommended 2-3 lining companies. A. Brown is working on the proposal and an estimated completion date in or around July.

Old Business:

No Old business discussed.

New Business:

No Old business discussed.

At 6:28 pm, R. Barocas made a motion to adjourn the April meeting; seconded by S. Bagwin. There was no further discussion. **Vote: 7-0-0.**

Stamford WPCA Top Issues (4/19/21)

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 positive COVID case since last Board meeting. Person returned to work. All staff except for 3 have received at least one vaccine shot	Operators, mechanics and lab staff are all following normal work schedule. Admin staff working on site and home in staggered schedule.
2	42" Diameter Force Main from Raw Sewage Pumps Station to Primary Clarifiers developed a longitudinal crack and required repair.	Investigate force main condition to determine need for lining or replacement. Complete force main lining or replacement as soon as practicable.	Operations and Financial	Installed 2 – 24" diameter HDPE temporary force mains to allow existing raw sewage pumps to pump to the primary distribution box, bypassing the 42" diameter force main.	Issue RFP by 4/23/21 to pipe lining contractors to furnish and install a cured in place pipe (CIPP) liner. Receive proposals by 5/7/21. Expect to install CIPP in early July.
3	UV System Performance and Permit Exceedances	Upgrade UV System adding 2 new UV channels for system redundancy during peak flow and replacing aged Wedeco UV equipment with Trojan.	Regulatory and Operations	Continue to have infrequent erratic water level readings in UV channels. Will test use of radar level sensors in channels..	C H Nickerson is continuing work on the 3 rd UV channel with completion expected by May.
4	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	Phase II SSES (CCTV, manhole inspections and smoke testing) have been completed.	Completion of Phase I (A) sewer rehabilitation by Kenyon Pipeline is suspended until the weather improves.
5	Reduce energy costs	Evaluate and implement energy conservation measures (ECM)	Operations and Financial	Received payment of Eversource cash incentive for LED lighting and UV system upgrade.	Eversource to provide \$469,695 cash incentive for energy efficiency measures used in Primary and Secondary Treatment Improvements
6	Personnel Safety	Comply with requirements for arc flash protection.	Operations		Siemens is continuing performing electrical preventive maintenance (EPM) on electrical switchgear at treatment plant and four (4) pump stations.

7	Sludge dryer before explosion was 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	Had kick-off meeting with Hazen's project team and Technical Committee on February 1 st . Will review results of sludge disposal market survey in early May.	Will complete Task 1 and 2 of study by this summer with Task 3 and 4 to be done in FY22. Expect 16 months to complete the Sludge Management Plan (summer of 2022)..
8	WPCF evaluations and improvements	Study, design, and construct WPCF improvements to replace aged equipment and increase operations and energy efficiency.	Regulatory and Operations	Work inside aeration tanks is complete. Work is now focused on installing electrical power and control wiring for the new aeration blowers, and installing new mechanical screen and raw sewage pumps in Raw Sewage Pump Station (RSPS).	New aeration blowers scheduled for start-up in April. Two new raw sewage pumps scheduled for start-up by May 1 st , all five new pumps by early July. Project to be substantially complete in October
9	Perna Lane Area is in need of sanitary sewers due to failing septic systems.	Evaluate cost effective options for providing sanitary sewers to the Perna Lane Area that avoid deep sewers (in rock) in High Ridge Road.	Operations	Most cost effective option will include a combination of gravity and low pressure sewers.	Project is currently on hold pending receipt of petition signed by 2/3 of property owners in favor of the sewer project.