



**Stamford Water Pollution Control Authority Board Meeting
Monday, July 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	WPCA Board Member/Board of Reps
David Mannis	WPCA Board Member/Board of Finance
Merritt Nesin	WPCA Board Member / Tech Committee Chair
Robert Barocas (absent)	WPCA Board Member / Finance Committee 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
Robert Pudelka (absent)	Plant Supervisor
Steve Pietrzyk	Collection System Supervisor
Crystal Blair	Administrative Account Assistant, WPCA
David Yanik	City Comptroller
John Mastracchio	Collection Attorney (Ackerly & Ward)
Lynda Roca	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 June 21, 2021

S. Dennies made a motion to approve the June 21, 2021 minutes; seconded by M. McGrath. There was no further discussion. **Vote: 7-0-0.**

Safety Report

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

Administrative/Budget Report

R. Bull reported the following:

- Detailed staffing vacancies and upcoming vacancies
- Planned testing to fill vacancies
- Workers' Comp open claims for the WPCA
- Current grievances status
- Workplace harassment claims
- Vehicle accidents
- WPCA's current budget financial position
- Darien current payment status

For the Covid-19 update, R. Bull reported that her report was incorrect, as it had been recently discovered an employee tested Positive for the virus. She reported that the Health department was notified and they started contact tracing. She reported that those employees who were in close contact would need to get tested and that the testing process had already started.

Note:

At 5:36 pm, Board Member M. DiConstanzo entered into the meeting. A quorum was present—eight (8) Board Members.

Sub-Committee Reports

Finance Committee

E. Kelly provided the report for the Finance Committee. He stated that the Finance Committee was held before the Board meeting. He reported that the minutes were approved; that the receivables and assessment collection are ahead of budget and; that the WPCA is doing very well fiscally. He further reported that R. Bull provided an update into electronic payment for user charges and that M. Turndahl presented the Rate Setting spreadsheet and briefly discussed the deductions and budget numbers that make up the user charge rate.

Technical Committee

M. Nesin reported the committee meeting was held on Wednesday, July 14, 2021, and touched on the following:

- He went on a Plant tour the day before and the Plant seems to be running well
- R. Pudelka provided data that shows the Plant is running normally
- Construction is on-going; hopefully, it will be wrapping up soon
- Force main repairs—pipe lining is moving forward
- Synagro has submitted a request to the State to increase sludge dryer usage
- Briefly discussed the storm event impact

Workforce Development Committee

E. Kelly reported there was a committee meeting held Wednesday, July 14, 2021 and R. Bull had reported on the Workforce Development agenda items within her report; no further discussion needed.

Financial Update

CompUtil Report

L. Roca provided an update to the Board reporting that the WPCA is in good shape. She stated that 1,744 liens are being placed; that the lien letters have been sent. She stated that the overall number of customer lien placement is at 2.45%, which means that customers are paying. She updated the Board on the April collection rate and provided the Board with the amount collected from the April bill stating there were a few over a million dollar collection days.

Receivables & Arrears

M. Turndahl reported for the month of June

- \$2.936 million received verses \$3.618 million previous year sewer use fees
- Oldest receivables by year was paid down by \$12k
- Receivable balance over 120 days past due \$2.129 million versus \$2.230 million pervious year
- Average collection rate is at 98.35%
- \$256K cash collection through July
- \$23.226 million sewer usage payments and \$2.577 million assessments and collection payments

June 2021 Financial Update

M. Turndahl reported the following:

- \$5.8 million net income
- \$15.484 in Pool Cash
- \$13.667 million in Capital Reserve Account
- \$25.069 million in Construction Fund
- Nitrogen credit, lower than predicted

He stated that he is currently working on year end financials

A&W Collections Report & Update

J. Mastracchio reported the following:

- 286 active files
- 65 accounts with balances above (\$5,000) Foreclosure Threshold
- 42 In payment plans, 2 stayed due to bankruptcy filings
- Seventeen (17) active foreclosures
- 3 Judgement Lien foreclosures
- 183 with no payment plan below Foreclosure Threshold
- Eight (8) referrals from CompUtil in June; seven (7) in July thus far
- Collected \$160,182 for July
- Total collected for 2021—\$359,337.29
- 8 Files closed since last meeting

J. Mastracchio stated that regarding account #101252-2 at 55 Cambridge Road, a motion for summary judgement would be filed on tomorrow. He provided background information of the account for the Board. After several questions from the Board, J. Mastracchio recommended that the Board place the matter on hold until the end of the month to establish if the customer's / client's goal is to sell the property as he has stated. S. Bagwin made a motion to place the account on hold until the end of the month; seconded by S. Dennies. There was no further discussion. **Vote: 7-0-0.**

Executive Director's Top Ten

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

Discussion: Impact of Storm Event on July 9th on SWPCA Facilities and Operations

Collection System and Pump Stations

S. Pietrzyk reported that there were two (2) crews of mechanics working Thursday and Friday to monitor the pump stations and collection system. He stated that the Stamford storm sewer system was designed for a 25 year storm event and that this was equivalent to a 50-100 year storm event; the storms flooded many city roads, which allowed rain water to enter the sanitary sewer system. S. Pietrzyk explained the flows seen at the pump stations during the storm and the issues they experienced. He explained that he works with the PMA Group for damage claims from such an event. He stated that there are 6 claims so far. E. Kelly asked if we have any control over Darien and their flows. It was explained that Darien is having an I/I study done and that their flows are mostly limited to their pumping capacity.

Treatment Plant

R. Pudelka advised the committee that there were 2.6-inches of rain during Thursday night's thunderstorm and a total of 8.15-inches of rainfall Thursday into Friday. He stated that flows at the plant were above 50MGD; that the plant maintained the flow by running the 2 new pumps in the raw sewage pump station and all by-pass pumps at 100%. He stated that the plant biological process performed well and that the UV system operated the way it was supposed to.

Discussion and vote: Transfers from SWPCA labor accounts to true up end of FY21 salary deficits

R. Bull explained that at the end of each fiscal year the Board must approve the transfers within salary accounts to true up salary deficits. She explained that only the Board can approve transfers from salary account. She stated that the amounts to be transferred are listed in her budget report. After a brief discussion, M. Nesen made a motion to approve transfers from SWPCA labor accounts to true up end of FY21 salary deficits; seconded by M. McGrath. There was no further discussion. **Vote: 7-0-0.**

Discussion: Preliminary FY 2021-2022 SWPCA User Charge

B. Brink presented the Rate Setting Calculation spreadsheet. He explained that the nominal 1.9 percent increase is as a result of the FY 2022 Administrative budget adjustment of \$616,500 for additional revenues to reach a 1.15 debt service coverage, a reduction in expected Nitrogen Credit revenues from the budgeted amount of \$900,000 to \$600,000, and the expectation of receiving \$0.00 interest income as opposed to the budgeted amount of \$75,000. He stated the rate will increase from \$5.16 per ccf to the proposed rate of \$5.26 per ccf, increasing the annual residential average amount from its current amount of \$475 to \$484. M. Nesen made a motion

to approve the proposed user charge rate of \$5.26 per ccf; seconded by M. McGrath. There was no further discussion. **Vote: 7-0-0.**

Old Business:

No old business for discussion.

New Business:

No new business for discussion

At 6:36 pm, S. Dennies made a motion to adjourn the July meeting; seconded by M. McGrath. There was no further discussion. **Vote: 7-0-0.**

Stamford WPCA Top Issues (7/19/21)

No.	Issue	Action Description	Impact	Status	Schedule
1	COVID-19 Outbreak	Take action to reduce impact on SWPCA Operations and Finances	Operations and Financial	No positive COVID cases since last Board meeting. All staff that wanted to be vaccinated has been fully vaccinated. 90% of staff is fully vaccinated.	All SWPCA staff have returned to working full time on site as of July 12, 2021.
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	Two (2) of four (4) sections of the force main were lined by Insituform on 7/15 and are being cured with hot water.	The remaining two (2) sections of the force main will be lined this week followed by three (3) to four (4) days of liner curing. Nickerson will then install new 45 degree bends and pipe connections at the lining insertion pits, and the new 90 degree elbow inside the Raw Sewage Pump Station. Work should be completed by mid-August.
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	3 rd UV channel passed its performance test and has been operating without incident. Have requested Trojan to make some programming changes to improve system operation.	Will test use of radar level sensor in one UV channel.
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) and Phase 1 sewer rehabilitation for smaller diameter sewers have been completed.	Rainfall from 3:00 pm Thursday, 7/8 thru 10:30 am Friday, 7/9 totaled 8.15 inches at the plant, resulting in widespread flooding of City streets south of I-95. Flows at the plant exceeded the raw sewage pumping capacity of 55 mgd, surcharging the sewer system, with some sanitary sewer overflows.

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 has completed electrical preventive maintenance (EPM) on electrical switchgear at treatment plant, except for the Operations Building, 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	Have completed end use market survey and prepared weighting criteria for evaluation of the world of options for sludge treatment and disposal. Hazen presented world of options on July 6 th .	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	One (1) new mechanical screen, two (2) new raw sewage pumps and three (3) new aeration blowers are now in service.	Work is focused on installing the remaining 2 mechanical screens, 3 raw sewage pumps and dissolved oxygen control system for the new blowers 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.