



**Stamford Water Pollution Control Authority Board Meeting
Monday, August 23, 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 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

a. Approval of the Full Board Meeting of July 19, 2021

R. Barocas made a motion to approve the July 19, 2021 minutes; seconded by S. Bagwin. There was no further discussion. **Vote: 7-0-0.**

b. Approval of the Special Board Meeting of July 29, 2021

S. Bagwin made a motion to approve the July 29, 2021 Special meeting minutes; seconded by S. Dennies. There was no further discussion. **Vote: 7-0-0.**

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:

- Detailed staffing vacancies and upcoming vacancies. There was a brief discussion in which the Board asked several questions. R. Bull provided responses and afterwards, moved to the next item in the report.
- 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

R. Bull reported that all WPCA employees have cards on file to show fully vaccinated status except for six (6). She stated that of the six, two (2) employees are partially vaccinated; they will be receiving their 2nd vaccine soon and the remaining four will have to follow the City's testing mandates. She mentioned that two employees applied for an exemption but that even if the exemption was approved, they would still need to comply with the weekly testing program.

Sub-Committee Reports

Finance Committee

R. Barocas 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 the Audit will begin after Labor Day and a brief discussion was held on the deductions and budget numbers that make up the user charge rate.

Technical Committee

M. Nesin reported the committee meeting was held on Wednesday, August 11, 2021, and touched on the following:

- He went on a Plant tour and R. Pudelka reported the Plant is running well
 - Briefly discussed agenda item #9; bid waiver is recommended for Board approval
 - Force main repairs— issue with pipe lining, which is being fixed
 - Construction is on-going; hopefully, it will be wrapping up soon
 - Problems with the Mixers; not sure who is responsible for ensuring optimal operation
 - Briefly discussed Raw Sewage screens
 - Chronic toxicity report reviewed; it revealed aluminum is high in the harbor but pointed out that the sewer system is not part of problem the harbor is experiencing.
- B. Brink provided a brief explanation regarding the aluminum detected in the report.

Workforce Development Committee

E. Kelly reported there was a committee meeting held Wednesday, August 11, 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 CompUtil has been busy creating new accounts and working the unmatched report. She stated that since May 7th CompUtil has billed \$215,000 for user charges for accounts not billed. These accounts were a combination of new construction and split AWC meters. She updated the Board on the April collection rate and that Closing continues to occur in Stamford; that some attorneys are not doing their due diligence to ensure bills are settled at the time of closing. R. Barocas questioned how does notices show on the monthly report to which L. Roca replied they information is shown on the monthly Closing Report submitted each month in the Board packet.

E. Kelly made a motion to take the agenda out of order to A&W's monthly report before the Public Hearing; seconded by R. Barocas. There was no further discussion. **Vote: 7-0-0.**

A&W Collections Report & Update

J. Mastracchio reported the following:

- 270 active files
- 54 accounts with balances above (\$5,000) Foreclosure Threshold
- 35 accounts in payment plans, 2 stayed due to bankruptcy filings
- 12 active foreclosures
- 3 Judgement Lien foreclosures
- 180 with no payment plan below Foreclosure Threshold
- Collected \$64,475.54 for August
- Total collected for 2021—\$574,826.45
- 16 Files closed since last meeting
- 162 files referred back to SWPCA for monitoring and collection
- Draft for 2nd Demand Letter is underway and they will be sent out shortly.

R. Bull requested an update on account #101252-2 at 55 Cambridge Road. J. Mastracchio replied that a payoff for the outstanding amount had occurred on July 21st.

FY 2021 – 2022 WPCA User Charge

a. Vote to Adjourn for the 6:00 pm User Charge Public Hearing

At 6:05 pm, E. Kelly, Chairman, motioned to adjourn the regular Board meeting and convened the public hearing for the User Charge; seconded by S. Dennies. There was no discussion. **Vote: 7-0-0.**

b. Vote to Reconvene after Public Hearing

There was no one present for the public hearing. At 6:07 pm, the Chairman made a motion to adjourn the public hearing for the User Charge and reconvened the regular board meeting; seconded by S. Dennies. There was no further discussion. **Vote: 7-0-0.**

c. Discussion & Vote of FY2021 – 2022 User Charge

At 6:08 pm, the regular board meeting reconvened. M. Turndahl explained that the 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 increased 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.

S. Dennies made a motion to approve the FY2021-2022 User Charge rate at \$5.26; seconded by M. McGrath. There was no further discussion. **Vote: 7-0-0**

Receivables & Arrears

M. Turndahl reported for the month of August to date

- \$2.449 million received verses \$3.618 million previous year sewer use fees
- Oldest receivables by year was paid down by \$22k
- Receivable balance over 120 days past due \$2.129 million versus \$2.230 million pervious year
- Average collection rate is at 98.35%
- \$489,475K 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:

- \$5.277 million net income
- \$14.978 million in Pool Cash
- \$13.667 million in Capital Reserve Account
- \$25.069 million in Construction Fund
- 35% collected in credit cards and /or ACH

S. Dennies requested a breakdown of the credit card payment vs the ACH payments.

Discussion and vote: Bid Waiver for ARCADIS, US for SCADA on call services for the treatment plant and the pump stations in the amount of \$65,000

A. Brown explained that this agenda item was discussed at the Technical Committee meeting. She stated that ARCADIS will provide 24/7 security monitoring of the system and fire wall protection is included. After a brief

discussion, R. Barocas made a motion to approve bid waiver for ARCADIS, US for SCADA on call services for the treatment plant and the pump stations in the amount of \$65,000; seconded by M. Negin. There was no further discussion. **Vote: 7-0-0.**

Old Business:

No old business for discussion.

New Business:

M. Negin stated that there was no top ten report from the Executive Director and he would like to a report of how the Plant did during storm Henri. B. Brink discussed the operations during the storm stating that the Plant operated well. He stated extra staffing was on site for the Plant and the Pump stations.

A. Brown mentioned that Bernie Weiss was on site to take pictures of the staff performing there daily duties. She stated he got some really good pictures of the Lab staff and the operations staff and that he would be back at a later date to take pictures of the Collection System staff.

At 6:27 pm, S. Dennies made a motion to adjourn the August meeting; seconded by R. Barocas. There was no further discussion. **Vote: 7-0-0.**