

City of Derby
Water Pollution Control Authority
September 1 2023
Meeting Minutes

2023 SEP 21 PM 2:18

WPCA

Jack Walsh, Chairman
Robert Miani
Kelly Curtis

Chairman Walsh called the meeting to order at 6:32 p.m. followed by the Pledge of Allegiance.

Roll Call:

Present: Jack Walsh, Kelly Curtis, Robert Miani

Also Present: Edd Abel, Robert Tedeschi

Additions, Deletions, Corrections, and Adoption of the Agenda

Chairman Walsh asked to move item 11b to after item #6 on the agenda.

Mr. Miani made a motion to move item 11b to after item #6 on the agenda. Mr. Curtis seconded the motion. Motion passes unanimously.

Public Portion

No one spoke from the public.

Mr. Curtis made a motion to close the public portion of the meeting. Mr. Miani seconded the motion. Motion passes unanimously.

Billing Adjustments

Idalisse Roman- 215 Daisy Hill Condo Interests

Ms. Roman explained she spoke to Marcy at the City Hall three times. She is not able to come up with the money in cash. She would like to pay by credit card. She's been trying to pay her bill by credit card. She was told the city hall's credit card system wasn't working and said she was not helped by any of the city hall staff. Ms. Roman said Marcy has continued to bill her interest because her bill is not paid and her property now has a lien on it. Ms. Roman has tried to pay three times with a couple of different credit cards, and she has called and been told to keep trying. Chairman Walsh said the problem with the credit card is an agenda item for later in the meeting and he acknowledges that there is a problem with the credit card system. Chairman Walsh suggested to the board to credit the interest through the end of June.

Mr. Curtis made a motion to keep it the way it is.

Mr. Miani made a motion to credit the interest on the 2022 bill through June 30th. Chairman Walsh seconded. Motion passed. 2 yes, 1 no - Kelly Curtis

New Business

b. SCEF1 Fuel Cell Project- 49 Coon Hollow Road-Presentation and Proposal from FuelCell Energy

The folks from FuelCell Energy made their presentation and proposal for the proposed plan at 49 Coon Hollow Road. There was a request to tie into the manhole and this needs to be approved before moving to the next steps. There were questions from the board. Both Edd Abel and Rob Tedeschi both weighed in and said they would be in agreement for approval, and they have already agreed to the stipulations that were provided. There was a lengthy discussion regarding the approvals and permissions required and what is needed for approval. Chairman Walsh suggested to table this request for approval until all documentation has been provided and legal counsel has reviewed all documentation.

Approval of Minutes- August 16, 2023

Mr. Curtis made a motion to approve the August 16, 2023 meeting minutes. Mr. Miani seconded the motion. Motion passes unanimously.

Engineer's Report – Project Updates

Mr. Tedeschi read his report into the record.

The Engineer's report was received, reviewed and discussed with the board.

Weston & Sampson
ESTABLISHED 1988

City of Erie WPCA
 Engineering Services
Monthly Engineering Report
September 20, 2023

General City Staff

- Acknowledged in review of sewer easements from 49 Coon Hollow Road (Site C-49)
- Reviewed visual inspection of east flow Siphon

210097: Supplement to the Wastewater Facilities Planning Study (Treatment Plant Upgrade)

- The next Administrative Order Addressed dated 02/20/23 concerning the following project schedule to implement recommended improvements at the plant is as follows:
 - o 08/07/2023: Submit updated Engineering Report with permit application. Complete
 - o 10/31/2023: Submit WWTP drawings and specifications to CTD/DEP
 - o 4/30/2024: Start construction of the WWTP. Has begun
 - o 10/31/2024: Project completion
 - o 02/28/2027: Recommended facility upgrade to operations
- The above dates will be revised once the Wastewater Facilities Plan is approved
- Meeting held with CTD/DEP on 08/22/23 to discuss comments related to the above
 - o The City and Weston & Sampson will respond to the comments made and develop an implementation schedule for the proposed wastewater treatment plant upgrade in October. The City will need to perform an Affordability Analysis of the proposed upgrade and use same to establish a schedule that is affordable to the extent of ability. The requirement to implement the entire upgrade as one project has been addressed and replicated with using the results of the affordability analysis to determine implementation schedule.

210155 Route 24 Sewer

- CTD/DEP 08/24 project
 - o All 40-inch gravity sewer (mainline) complete. Eight (8) inch collector sewer from Minor to Caroline Street along RD 24 is scheduled to be installed in August, once final permits received to ready state.

CHQM, EPA OIR

- WPCA conducting CHQM tests (MI, Inspections, CCTV, etc.) per Order

LN020-0034 M Removal

- Phase 2: Sanitary Sewer Rehabilitation
 - o Approximately 1,000 linear feet of piping with related materials and materials in quantity is to be removed and be rehabilitated by this project.
 - o Soggy drainage performed. Per CCTV inspection completed.
 - o CIP start schedule for first week of August. WPCA to perform studies on the WPCA website for final report.
 - o Orange Order #3 replaced CIPP lining of a segment on Rt 39 that was determined to be in structural disrepair, so it is removed segment along that line that was found to have significant leaks at each joint.
 - o Two segments remain to be lined. Lining will be performed end of September

2023 DEC 26 PM 2:28

Finance Reports

Chairman Walsh asked Angela questions regarding the finance report and went through the report with the board.

Mr. Miani made a motion not to accept the finance report. Mr. Curtis seconded the motion. Motion passes unanimously.

Approval of All Bills and Bills over \$5000.00

Mr. Curtis made a motion to approve the accounts payable bills for the month of August 2023 in the amount of \$56,036.08. Mr. Miani seconded the motion. Motion passes unanimously.

Mr. Curtis made a motion to approve the accounts payable bills for the month of August 2023 in the amount of \$60,241.36. Mr. Miani seconded the motion. Motion passes unanimously.

Mr. Miani made a motion to approve the invoices from Weston & Sampson in the amount of \$1,410.00. Mr. Curtis seconded the motion. Motion passes unanimously.

Mr. Miani made a motion to approve the invoices from Weston & Sampson in the amount of \$4,550.00. Mr. Curtis seconded the motion. Motion passes unanimously.

Mr. Miani made a motion to approve the invoices from GA Fleet Associates, Inc. in the amount of \$5,610.00. Mr. Curtis seconded the motion. Motion passes unanimously.

Mr. Miani made a motion to approve the invoices from PVS Minibulk, Inc. in the amount of \$7,596.13. Mr. Curtis seconded the motion. Motion passes unanimously.

Mr. Miani made a motion to approve the invoices from F. Pepe Construction, LLC in the amount of \$18,055.05. Mr. Curtis seconded the motion. Motion passes unanimously.

Mr. Miani made a motion to transfer the Capital Fees for the month of August 2023 in the amount of \$75,236.55. Mr. Curtis seconded the motion. Motion passes unanimously.

Mr. Miani made a motion to approve the budget transfers from 55301 to 56010 in the amount of \$3,000.00. Mr. Curtis seconded the motion. Motion passes unanimously.

Superintendent's Report

Edd Abel read the reports into record. The Superintendent's Report was received, reviewed and discussed with the board.

City of Derby Water Pollution Control Authority
Monthly Report for the September 2023 Meeting

- ❖ Collection System (August 2023)
 - o Responded to a total of 66 CHYD tickets with 3 emergency tickets.
 - o Responded to a total of 3 call outs with 2 emergency call outs.
- ❖ Waste Water Treatment Plant (August 2023)
 - o Average Flow = 1.22 million gallons per day
 - o Total Flow = 37.84 million gallons, Max Daily Flow = 1.64 million gallons per day
 - o Average Total Nitrogen = 59 lbs. per day, Permit Limit = 71 lbs./day (Annual Avg = 56 lbs./day)
 - o Average Effluent BOD = 4.7 mg/l (permit <30 mg/l)
 - o Average Suspended Solids = 5.0 mg/l (permit = 30 mg/l)
 - o Average Turbidity = 4.2
- ❖ Maintenance
 - o Drained offline aeration tank 1 for cleaning
 - o Return pump 2 taken out of service for repairs
 - o Quarterly sewer cleaning completed
 - o Completed 21,523ft sewer jetting & 3,700ft of CCTV
- ❖ General
 - o E-Pepe construction completed sewer main point repair on Park and F. Street
 - o Quote for repairs to fire alarm system
 - o Derby Fuel Cell 49 Green Hollow Rd
 - o Discussion on low pressure sewer systems

Mr. Curtis made a motion to approve the contract with Johnson Controls. Mr. Miani seconded the motion. Motion passes unanimously.

New Business

a. Updates regarding computer equipment and credit card processing issues

Chairman Walsh said he feels the issues with the computer equipment credit card issue is an embarrassment. Angela said it is a software issue that can only be resolved with an IT specialist. Angela expressed she has been trying and has gotten passed along from one person to the next. Chairman Walsh suggested to put something on the website explaining what is going on to date. Angela said she can keep people's credit cards on file until this is resolved, she can do that. Angela discussed other options with the board. Mr. Miani was reluctant to keep credit cards on file and stamping anything paid until there is a resolution. Chairman Walsh added to get something on the website and the Facebook page to acknowledge that there is a problem so residents are aware and know there is a problem for those paying with a credit card.

Old Business

a. Viola Discussion

Chairman Walsh asked the board their thoughts from the discussion with Viola at last month's meeting. The board members expressed there is not a need at this point and they would like to focus their attention on grants and low interest loans. Chairman Walsh agreed the focus has got to be working with DEEP to get a plan in place to so this at the most cost effective way for our rate payers.

Chairman Walsh said there is no action to be taken and he will contact the people at Viola to let them know. Mr. Curtis spoke to the need of having a grant writer for the WPCA. There was a discussion about how to obtain this position that is specific to the WPCA. Mr. Curtis suggested contracting Weston & Sampson, and perhaps Rob could look into this and get back to the board.

Adjournment

Mr. Curtis made a motion to adjourn the meeting at 8:32 PM. Mr. Curtis seconded the motion. Motion passes unanimously.

Respectfully Submitted,

Meg Martins

Meg Martins

Recording Secretary

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