

ALBANY WATER BOARD
MINUTES OF REGULAR MEETING
January 25, 2019

A regular meeting of the Albany Water Board was officially convened at 9:40am, in the Conference Room at the Albany Water Board, 10 North Enterprise Drive, Albany, NY on Friday, January 25, 2019.

PRESENT: Charles Houghton, Chairperson; Rachel Johnson, Vice Chairperson; Anthony Owens, Treasurer; Karen Strong, Assistant Secretary

EXCUSED: Barbara Smith, Secretary

STAFF PRESENT: Joseph E. Coffey, Jr., P.E., Commissioner; Thomas Dufresne, CFO; William Simcoe, P.E., Deputy Commissioner; Emily Lyons, Confidential Assistant

BOARD ADVISORS PRESENT: William Kahn (UHY Advisors); Madalyn DeThomasis, Assistant Corporation Counsel; Robert Hennes, Hugh Johnson Advisors; Rick Gell, P.E., OBG Engineers

Approval of Meeting Minutes

Chairman Charles Houghton introduced the minutes of the Regular Meeting held on December 21, 2018 and the Special Meeting January 11, 2019. With no objection, the reading of minutes was dispensed and Mr. Houghton called for a motion to approve the minutes of said meetings. A motion was made, and seconded and passed unanimously.

Public Comment Period

Public comment received from Carmen Masters.

Ms. Masters discussed her water bill for 418 Clinton Ave. She said she was informed by the County that there was no previous water bill for the property when she purchased it several years ago. However, now she is being billed for previous water charges and she says it is not fair for her to pay for water services she did not use. The Board said they would investigate, and someone would call her to follow up.

Notes from Andrea Scheely (AWD Customer Service Supervisor) in regards to Ms. Master's public comment: When Ms. Masters purchased the property in 2011, she was supposed to come in and purchase a meter for the property so that we could reduce all of the unmetered charges. Ms. Masters did not purchase a meter until 2013 and at that time we did reduce charges from \$36,527.52 down to \$1,253.49. She never paid this amount and it rolled to taxes with penalty and interest in the amount of \$1,395.69. Now, five years later, Ms. Masters says that she had a deal with the County about not paying that amount back then. That deal was not something that was made by AWD; instead we agreed to reduce the charges to the minimum amount, which we did. Ms. Masters has not paid her water bills and they roll to the property taxes every year.

Investment Portfolio Report

Investment Portfolio: Robert Hennes

Robert Hennes provided an overview of the current Investment portfolio for the Water Board. He noted that interest rates have been rising, but not as fast as expected, and that the economy is

slowing, likely due to full employment, trade war with China, and the government shutdown. He discussed specific Fidelity investment accounts of the Water Board and provided an overview of amounts and yields.

Committee and Staff Reports

Report of the Governance Committee: Rachel Johnson

The committee discussed and recommended officer positions for 2019 as follows Charles Houghton, Chairperson; Rachel Johnson, Vice Chairperson; Anthony Owens, Treasurer; Karen Strong, Assistant Secretary; Barbara Smith, Secretary. The Committee also discussed board performance and the main takeaway was the recommendation for the committee to review and edit the by-laws of the Board. The Committee also plans to add an additional Governance meeting sometime in the spring.

Financial Report: Tom Dufresne, CFO

The revenue amount is still being reconciled for 2018, so it is not finalized yet; however it appears to be stronger than last year. It is anticipated to be close to projected revenues for the year. During 2018, some large users increased consumption, and operating expenses were up due to increases in personnel and workers comp. The return to work light duty should assist with lowering for workers comp costs in 2019. A reduction in equipment/contracts expenses in 2018 offsets a portion of the increased personnel costs. Overtime was also above budget for the year.

An official policy for the senior discount program still needs to be created and documented. It could either be a sliding scale based on income and age or a set rate with implementation delayed until 2020. With more to consider, this resolution has been tabled until next meeting.

Commissioner's Report: Joseph Coffey, P.E., Commissioner and Deputy Commissioner William Simcoe, P.E.

Key Performance Indicators: The Alcove levels have been high this year with continued discharge over the spillway. We are also producing less water per day, possibly due to increased and effective leak detection.

Floatables Project Update: Maiden Lane/ Stueben have been completed. Orange Street is in progress and Quackenbush is almost completed. Livingston/ Jackson have been delayed due to archaeology and will be finished in the spring.

Beaver Creek Clean River Project: The Joint Venture is getting into the design and moving ahead soon with the project. We met with the South End Association about the Third Ave Sewer and will continue working with them as the project progresses. We are also working to extend the grant contract execution with EFC.

Tivoli Stream Daylighting Project Update: Construction has begun; however, heavy rain has flooded the project. We are watching the gauging station and will move ahead as weather allows. Project is expected to be completed this summer, and will plan a celebratory (ribbon-cutting) event upon completion.

Upper Washington Sewage PS and Force Main project update: Construction has continued, and we are laying pipe again depending on the weather.

Upper Washington Water Booster PS and Tank project update: We are currently working on demo for tank location and the project is progressing.

Ramsey Place Project Update: We have a community meeting planned for February 6 to share the updated plan. Due to feedback from residents, the new design eliminated the bio-swales and replaced with added green space, tree pits, and a section of porous pavement. This will achieve similar stormwater goals but with less maintenance.

Consultant Engineer's Report: Rick Gell, P.E., OBG Engineers presented on the Comprehensive Capital Improvement Plan Update. The PowerPoint slides are attached to the minutes.

New Business

New Water Board Website: Emily Lyons presented the newly created AWB website and gave a tutorial. The site will house all relevant Water Board documents, resources, agendas and schedules.

Resolutions

Mr. Houghton called for a motion to approve each of the following resolutions. A motion was made and seconded for each; and each passed unanimously.

- Resolution 19-02: Election of Officers and Committee Assignments for 2019
- Resolution 19-03: Extension of Backwater Valve Grant Program
- Resolution 19-04: Extending Master Services Agreements with Various Consulting Engineering Firms
- Resolution 19-05: Authorizing Change Order 1A-04 to Contract with U.W. Marx Construction Company for work under the Feura Bush Filtration Plant Employee and Public Space Improvements Project in the amount of \$23,157, new contract amount \$1,801,713. No change in contract completion date of April 30, 2019
- Resolution 19-06: Authorizing Change Order 1D-02 to Contract with FPI Mechanical for work under the Feura Bush Filtration Plant Employee and Public Space Improvements Project in the amount of \$26,271, new contract amount \$207,351. No change in contract completion date of April 24, 2019
- Resolution 19-07: Authorizing Task Order under Master Services Agreement with Chazen Companies for Alcove Culvert Replacement for the not to exceed fee of \$11,100.
- Resolution 19-09: Authorizing the execution of an amendment to the easement agreement with progressive casualty insurance co. to extend the easement time from June 1, 2019 to December 1, 2019 and increase the amount of the easement from \$40,550.00 to \$47,675.00 with an increase in payment of the temporary easement from \$7,125 to \$14,250 and no increase to the permanent easement amount of \$33,425.00.

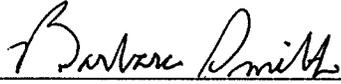
Executive Session

The Board found no purpose to enter Executive Session for this meeting.

Being no further business, Mr. Houghton called for a motion to adjourn the meeting. A motion was made, seconded and passed unanimously. The meeting was adjourned at 11:31 am.

Next regular meeting of the Water Board is scheduled for Friday, February 22, 2019, 9:00am.

Recorded by: Emily Lyons, Confidential Assistant

Approved by: 
Barbara Smith, Secretary

Water Supply System-Comprehensive Capital Improvement Plan Update, January 25, 2019

OBG

AGENDA

- Purpose of plan
- Overview of each project element
- Estimated project costs
- Priorities and phasing
- Discussion on 2019 financing plan
- General questions

OBG

Purpose

- Update plan developed in 2017
- Establish priorities and sequencing for implementation
- Advance the implementation of individual projects
- Establish financing plan for 2019

OBG

Improvement 2.1 – Sodium Permanganate System at Alcove Reservoir.

- Replaces temporary system
- Provides reliable compliance with regulatory requirement for natural organics removal
- Also provides treatment of taste and odor, iron, and manganese
- Estimated project cost \$730,000

OBG

Project 2.2- Decommission hydroelectric generator

- Facilitates replacement of two non operable isolation valves used for plant shutdowns
- Facilitates re-establishment of a bypass around the Aeration Basin
- Estimated Project Cost \$800,000.

OBG

Improvement 2.3 – Aeration Basin Ventilation and Damp proofing upgrades.

- Manages humidity within the building walls to prevent further deterioration of the building structure and interior finishes
- Includes lead abatement
- Protects recent investment in building exterior
- Estimated project cost \$1,000,000

OBG

Project 2.4- Sedimentation Basin Building Upgrades

- Includes replacement of roof structure and installation of automated sludge collection
- Addresses significant employee safety issues with roof deterioration and fall protection
- Design authorized in 2018 and underway
- Estimated Project Cost \$4,520,000.

Improvement 2.5 – Energy saving Upgrades.

- Includes 2 new blowers and wash water pumps
- Improves reliability and energy efficiency of critical production equipment
- Estimated project cost \$425,000

Project 2.6- Filter Upgrades

- Complete rehabilitation of mixing, flocculation basin and filters
- Addresses deterioration of aging infrastructure to reliably deliver high quality water
- Estimated Project Cost \$10,254,000.

Improvement 2.7 – Upgrades to Lagoons and Residual Handling Facilities.

- Includes engineering and construction costs for repairs to Lagoon No.2 completed in 2018
- Estimated project cost \$1,520,000

Project 2.8 - Lime Storage and Feed System Replacement

- Includes replacement of 30 year old dry lime system with a liquid lime system
- Addresses significant employee safety issues with dust and fall protection
- Improves ability to reliably and efficiently deliver desired water quality
- Estimated Project Cost \$3,235,000.

Improvement 2.9 – Feura Bush Electrical Upgrades

- Includes major upgrade of aging primary electrical gear in the plant
- Addresses arc flash safety concerns
- Recent breaker trips indicate this project may need to be accelerated
- Estimated project cost \$695,000

Project 2.10 – Maintenance Building at Feura Bush

- Includes new maintenance building and renovation of existing garage
- Scheduled to be constructed prior to electrical upgrades
- Estimated Project Cost \$300,000.

Project 2.11 – Wash Water Tank Rehabilitation

- Includes inspection and allowance for renovation of critical production asset
- No record of a previous inspection
- Estimated Project Cost \$59,000.

Improvement 2.12 – Clear well Rehabilitation.

- Includes inspection, cleaning of clear well and allowance for repairs
- Known lime accumulation that needs to be removed
- Estimated project cost \$141,000

Project 2.13- Misc. Feura Bush Facility Upgrades

- Includes allowance for unforeseen projects identified during other upgrades
- Includes allowance for hazardous material abatement
- Estimated Project Cost \$867,000.

Improvement 2.14 – Pressure Reducing Valve Telemetry.

- Includes system pressure monitors and integration into existing telemetry
- Aids in maintaining system pressures and valve maintenance
- Estimated project cost \$114,000

Project 2.15 – Upper Service Tank Coating, Mixing and Repairs

- Existing coating system is over 25 years old
- Improvements to be completed after installation of Colonie Interconnection
- Estimated Project Cost \$496,000.

Improvement 2.16 – Pine Bush Tank Interior Coating, Mixer, and Repairs.

- Includes overdue maintenance of tank interior. Last painted in 2002
- Colonie Interconnection will aid in completion of this work
- Estimated project cost \$714,000

Project 2.17 – Pine Bush Pumping Station Renovations

- Includes major renovation of 40 year old building envelope
- Addresses climate control for recently installed VFDs
- Includes general renewal of MEP systems and interior finishes
- Estimated Project Cost \$,583,000.

Project 2.18- Liquid Lime System at Loudonville Reservoir

- Improves consistency of water quality throughout the distribution system
- Maintains consistent corrosion control treatment throughout system
- Estimated Project Cost \$606,000.

Improvement 2.19 – Feura Bush WFP Elevator Replacement.

- Adds elevator service to Third Floor for equipment installation/removal
- Addresses employee safety issue with exposed electrical equipment
- Estimated project cost \$655,000

Project 2.20 – Loudonville Basin C Inlet Modifications

- Includes replacement of deteriorated inlet extension
- Provides a bridge for employee access to inlet
- Needs to be coordinated with extended outage to dewater and clean basin
- Estimated Project Cost \$165,000.

TABLE 1 - PROJECT COST ESTIMATE

Item/Description	Amount	O&M Capital Expenditure				
		2019	2020	2021	2022	2024
2.1 Soft-Lum Permeable System of Access Reservoir	\$ 768,000	730,000				
2.2 Desalination Infrastructure Upgrade	\$ 698,000				\$ 430,000	\$ 430,000
2.3 Aeration Basin Ventilation and Storm Proofing Upgrades	\$ 1,000,000		\$ 50,000	\$ 950,000		
2.4 Sedimentation Basin Backlog Upgrades	\$ 1,520,000		\$ 2,200,000	\$ 2,200,000		
2.5 Storm Sewer Upgrades	\$ 425,000		\$ 20,000	\$ 200,000	\$ 200,000	
2.6 Storm Upgrades	\$ 12,214,000		\$ 950,000	\$ 4,300,000	\$ 3,765,000	
2.7 Upgrades to Lagoon and Basins Heat Treatment Facilities	\$ 1,530,000	\$ 1,530,000				
2.8 Lagoon Storage and Feed System Replacement	\$ 1,370,000	\$ 1,370,000	\$ 1,360,000	\$ 1,360,000		
2.9 Feura Bush Electric Upgrades	\$ 490,000		\$ 490,000			
2.10 Lagoon Storage Building at Feura Bush	\$ 300,000				\$ 20,000	\$ 270,000
2.11 Wastewater Tank Rehabilitation	\$ 50,000		\$ -	\$ 50,000		
2.12 Chemical Building at Feura Bush	\$ 140,000		\$ -	\$ 140,000		
2.13 Miscellaneous Feura Bush Facility Upgrades	\$ 807,000		\$ 50,000	\$ 400,000	\$ 417,000	
2.14 Pressure Reducing Valve Replacement	\$ 114,000		\$ 10,000	\$ 104,000		
2.15 Upper Lagoon Tank Interior and Exterior Coating, Mixer and Repairs	\$ 490,000			\$ 30,000	\$ 460,000	
2.16 Pine Bush Tank Interior Coating, Mixer and Repairs	\$ 714,000			\$ 40,000	\$ 674,000	
2.17 Pine Bush Pumping Station Renovation	\$ 583,000	\$ 583,000				
2.18 Liquid Lime System at Loudonville Reservoir	\$ 606,000					
2.19 Feura Bush WFP Elevator Replacement	\$ 655,000		\$ 20,000	\$ 625,000		
2.20 Loudonville Reservoir Basin C Inlet Modifications	\$ 165,000	\$ 10,000	\$ 150,000			
	\$ 27,873,000	\$ 3,589,000	\$ 4,940,000	\$ 6,864,000	\$ 6,710,000	\$ 7,730,000

