

CITY OF NORWALK  
WATER POLLUTION CONTROL AUTHORITY  
February 22, 2016

Attendance: Darren Oustafine, Chairman  
Lewis Clark, Vice Chairman  
Dave McCarthy  
Frederika Bikakis-Hajian  
Bruce Kimmel  
John Igeneri  
Gregory Burnett

Staff: Bruce Chimento, DPW Director  
Ralph Kolb, DPW Senior Environmental Engineer

Others: John Ahern, CH2MHill, OMI, Inc.  
Paola Molloy, CH2MHill, OMI, Inc.  
Scott Orenstein, Goldberg Segalla

**1. CALL TO ORDER**

Chairman Oustafine called the meeting to order at 5:30PM

**2. EXECUTIVE SESSION TO DISCUSS ONGOING LITIGATION WITH FLOWSERVE  
ABOUT MAIN LIFT PUMPS' FAILURE**

**\*\* MR. MCCARTHY MOVED TO ENTER INTO EXECUTIVE SESSION**

**\*\* MOTION PASSED UNANIMOUSLY**

Executive session began at 5:32PM

Executive session ended at 6:05PM

No action was taken.

**3. SCHEDULE A PUBLIC HEARING FOR PROPOSED FY2016-17 SEWER USE  
RATES ON MARCH 21, 2016 AT 5:30PM (DRAFT NOTICE INCLUDED)**

**\*\* MR. MCCARTHY MOVED TO APPROVE THE ITEM**

**\*\* MOTION PASSED UNANIMOUSLY**

**4. APPROVE THE MINUTES FROM WPCA MEETING HELD ON JANUARY 11, 2016 (COPY INCLUDED)**

- \*\* MR. MCCARTHY MOVED TO APPROVE THE MINUTES AS AMENDED**
- \*\* MOTION PASSED**
- \*\* TWO ABSTENTIONS- MS. BIKAKIS-HAJIAN AND MR. IGNERI**

**5. AUTHORIZE TRANSFER FROM REPLACEMENT RESERVE ACCOUNT (224062-5789) TO CONTRACT OPERATIONS ACCOUNT (224062-5258) IN THE AMOUNT OF \$400,000 TO OMI FOR TH PURPOSE OF REIMBURSING THE WASTEWATER AND COLLECTION SYSTEM MAJOR REPAIR AND REPLACEMENT FUND (MRR) (COPY INCLUDED)**

Mr. Kolb said that there is currently a negative balance in the MRR account due to several large repairs (i.e. Main Lift Pumps and Pine Point Road sewer repair), and that there is a list of proposed work at the Wastewater Treatment Plant and collection system repairs which need to be completed. Mr. Kimmel asked what is currently available in the replacement reserve fund. Mr. Kolb said approximately \$12 to \$14 million dollars. Mr. Oustafine said that when there is a certain amount of infrastructure that a certain balance is supposed to be maintained and asked what that amount is. Mr. Chimento said that he would contact the DEEP to inquire.

- \*\* MR. MCCARTHY MOVED TO APPROVE THE ITEM**
- \*\* MOTION PASSED UNANIMOUSLY**

**6. CONTRACT OPERATIONS REPORT:-JANUARY 2016 (COPY INCLUDED)**

Mr. Ahern reported and said that there was a violation received because there was not an ATMR sample taken for 2015, and that the sample could not be taken because the parameters were unable to be met that are required when taking the sample. He reported on the training and said that they are continuing with hands on line training, and that the FOG and IPP training began today for the WPCA city staff. He reported on the repairs made to the pump stations, and the spill and overflow reports for the month and said that the driver from SYNAGRO that caused the spill at the Wastewater Treatment Plant last month has been terminated. He reported on the collection system progress meeting and said that CCTV for the month on January was a half a mile, and that they are continuing to focus on documenting the known critical areas and sewer lines on the five year paving list. He said that the monthly rolling average for televising is one mile per month, and the cleaning is 5.87 miles per month. He reported on the highlights of the gravity mains that were cleaned and the manhole inspections that were completed for the month. Mr. Kimmel asked how often a manhole is inspected. Mr. Ahern said each time a manhole is opened. Mr. Kimmel said that he had observed OMI staff working in the Cranbury area and that additional flagman are needed.

Mr. Kimmel, Mr. Igneri and Mr. Burnett left at 6:45PM

## **7. REPORTS**

- a. FY 15/16 Revenues/Expenditures MUNIS Report (copy included)  
Mr. Kolb reported and said that everything is tracking as expected with the exception of septage disposal fees and that they continue to track down.

- b. WPCA Staff Organizational Restructuring Follow-up

Mr. Chimento said that the WPCA is running very well with the current staffing and that he and Ms. Burns are involved on a daily basis. He said that he speaks to Mr. Kolb daily regarding the operations, and that he sees the reports that are being done by OMI staff. He said that he does not see any changes that need to take place at this time, but if and when he does he will bring his recommendation to the Board. Mr. Kolb said that he meets with Ms. Burns regarding any capital proposals. Ms. Bikakis-Hajian asked Mr. Kolb if he is still working within his normal working hours and if there is a need for concern that he is overwhelmed. Mr. Kolb said “yes” that he is working within his normal work hours and that he has no need for assistance at this time. Mr. Oustafine asked what percentage of staff is currently being allocated to the WPCA. Mr. Kolb said that Mr. Barron is currently working on those numbers and that information will be available at the next meeting. Mr. McCarthy said that he still has some concerns in reference to governance and that if something were to happen, and that there is not appropriate staffing in place because of the changes, it will not look good. He said that he agrees with everyone that everything is currently working, but that at next month’s meeting after Mr. Barron finalizes the numbers, that there be a final conversation regarding staffing, so that the Board feels comfortable as to where the staffing was and where the staffing is, and that there is an appropriate level so that a situation has not been created which if something unforeseen happens because there was not enough attention paid to something. Ms. Biakis-Hajian asked who is qualified to do Mr. Kolb’s job when he is out. Mr. Kolb said current staffing are around to address any issues. If an emergency does come up, Mr. Chimento and Ms. Burns would be involved, and there are also consultants that can provide additional assistance if needed.

c. Draft FY 16/17 Capital and Operating Budgets (copies included and financial model)

Mr. Kolb reported on financial model and said that not much has changed this year as far as the numbers from last year's analysis. He reported of the draft capital budget and said that overall the five year outlook for capitals monies has stayed the same, and that he has spoken with the Comptroller and that because there is currently a higher reserve the financial model is calculating spending cash for the capital improvement projects. He said that there was a kick-off meeting held with the contractor for the main lift pump project, and that the project is a \$3.5 million dollar project which will be paid in cash so the replacement reserve will decrease. He said that it will also be decreasing with the proposed projects for the capital budget request. Mr. Kolb reported on the draft operating budget, and said that there are monies that are back billed to the WPCA for using city resources, and that number is currently blank because the finance department is currently working on those numbers and that they will be available for next month's meeting.

d. Discussion on WPCA Projects:

1) Main Lift Pump Replacement Project

Mr. Kolb said that the contractor has been on site several times and there was a kickoff meeting held for construction. He said that the contractor has submitted a submittal for the main lift pumps and that Arcadis is currently reviewing them, and once that is done the pumps will be ordered. He said that while they are on site there will be a change order to the project to include the repair of Ann Street siphon sluice gates, because if something were to happen to the siphon barrels under the river that the gates are operational and that this is the most effective way.

2) On-Call Professional Services

Mr. Kolb said that the contracts have been signed with Arcadis, Wright-Pierce, and Ch2M, and he has been in discussions with CH2M to discuss the next phase of the collections system projects.

3) Beacon Street Interceptor Service Area System Rehabilitation Project

Mr. Kolb said that Heitkamp is working on the finishing touches and that in March their subcontractor will be back onsite to complete the last few locations to be lined.

e. Sewer Use Bill Appeal/Adjustments Update

1) Appeal Status

Mr. Kolb said that the adjustments to date are \$52,231.

f. Information Copies:

1) Town of Wilton Sewer Bill FY 15/16 (copy included)

Mr. Kolb said that sewer bill has gone out and that the amount due is \$485,694.

2) 2015 CSO Report (copy included)

Mr. Kolb said that the CSO report has to be submitted to the State each year. He said that there were a total of four storms and that the report summarizes the sampling and monitoring of each storm event.

## **8. ADJOURNMENT**

**\*\* MR. MCCARTHY MOVED TO ADJOURN**

**\*\* MOTION PASSED UNANIMOUSLY**

The meeting adjourned at 7:05 PM

Respectfully Submitted,

Dilene Byrd