

CITY OF NORWALK
WATER POLLUTION CONTROL AUTHORITY
February 19, 2019

Attendance: Darren Oustafine, Chairman
Lewis Clark, Vice Chairman
John Igneri
John Flynn
Frederika Bikakis-Hajian
Vincenzo Capozzoli

Staff: Chris Torre, DPW Superintendent/ DPW Interim Director
Ralph Kolb, DPW Senior Environmental Engineer

Others: Monty Sedlak, CH2MHill, OMI, Inc.
Paola Malloy, CH2MHill, OMI, Inc.
Mark McCormick
Bill Deguan, Inframark
John Masain, SUEZ
Mark Phillips, SUEZ
Peter Vether, Veolia
Ryan Lemli, Veolia

1. CALL TO ORDER

Mr. Oustafine called the meeting to order at 5:30PM.

2. APPROVE THE MINUTES FROM WPCA MEETING HELD ON DECEMBER 17, 2018
(COPY INCLUDED)

**** MR. IGNERI MOVED TO APPROVE AS AMENDED.**
**** THE MOTION PASSED UNANIMOUSLY.**

3. SCHEDULE PUBLIC HEARING FOR PROPOSED FY 2019-20 SEWER USE RATES ON
MARCH 18, 2019 AT 5:30 PM (DRAFT NOTICE INCLUDED)

Mr. Kolb said staff is proposing a 2% rate increase for both residential and mixed commercial properties for fiscal year 2019/20. The single family rate will increase from \$352 to \$360. Mr. Capozzoli asked when the last time the rate was increased. Mr. Kolb said it was increased 5% last year.

****MR. CAPOZZOLI MOVED TO APPROVE THE ITEM.
** THE MOTION PASSED UNANIMOUSLY.**

- 4. AUTHORIZE THE CHAIRMAN OR VICE CHAIRMAN OF THE WATER POLLUTION CONTROL AUTHORITY TO EXECUTE AN AGREEMENT WITH GREEN MOUNTAIN PIPELINE SERVICES, LLC IN THE AMOUNT OF \$2,775,775 FOR THE SANITARY SEWER IMPROVEMENTS PROJECT (PROJECT: WPCA 2018-2). (BID DOCUMENTS ATTACHED)**

ACCOUNT NOS. 09134062-5777-C0361, 09144062-5777-C0361, 09154062-5777C0361,09174062-5777-C0361, AND 091840620-5777-C0361

Mr. Kolb said the project went out to bid and the bids were due back on January 28, 2019, and the engineers estimate for the collections system project was \$3.8 million dollars. He said that Green Mountain Pipeline Services was the low bidder, and the project is throughout the city to repair deformed pipes and will manage some of the hot spot areas due to roots or where the pipe is cracked.

**** MR.IGNERI MOVED TO APPROVE ITEM.
** THE MOTION PASSED UNANIMOUSLY.**

- 5. AUTHORIZE THE DIRECTOR OF PUBLIC WORKS OR REPRESENTATIVE TO ISSUE ORDERS ON CONTRACT TO GREEN MOUNTAIN PIPELINE SERVICES, LLC FOR THE SANITARY SEWER IMPROVEMENTS PROJECT (PROJECT: WPCA 2018-2) FOR AN AMOUNT NOT TO EXCEED \$600,000.**

ACCOUNT NOS. 091840620-5777-C0361 AND 09194062-5777-C0361

**** MR.IGNERI MOVED TO APPROVE ITEM.
** THE MOTION PASSED UNANIMOUSLY.**

- 6. RESCIND THE NOVEMBER 19, 2018 AUTHORIZATION OF THE WATER POLLUTION CONTROL AUTHORITY TO EXECUTE AN AGREEMENT WITH SOFTWARE CONSULTING ASSOCIATES FOR PURCHASE AND IMPLEMENTATION OF MUNICITY SOFTWARE FOR A SUM NOT TO EXCEED \$41,687 IN ACCORDANCE WITH PROPOSAL DATED NOVEMBER 3, 2018. (COPY INCLUDED)**

THIS IS A SOLE SOURCE PROCUREMENT. MUNICITY SOFTWARE IS CURRENTLY BEING IMPLEMENTED BY MULTIPLE DEPARTMENTS WITHIN THE CITY OF NORWALK.

ACCOUNT NO. 224062-5298

Mr. Kolb said the agreement was approved on November 19, 2018 and this item is to rescind that approval and change the language based on the recommendation of the Corporation Council.

**** MR. CLARK MOVED TO APPROVE THE ITEM.
** THE MOTION PASSED UNANIMOUSLY.**

- 7. AUTHORIZE THE CHAIRMAN OR VICE CHAIRMAN OF THE WATER POLLUTION CONTROL AUTHORITY TO EXECUTE A SOFTWARE LICENSE AND SERVICE AGREEMENT, AND ANY AND ALL SUPPLEMENTAL DOCUMENTS IN FURTHERANCE THEREOF, WITH SOFTWARE CONSULTING ASSOCIATES AND THE CRCOG, AS MAY BE NECESSARY, FOR THE PURCHASE AND IMPLEMENTATION OF: (I) THE MUNICIPALITY 5 SOFTWARE IN AN AMOUNT NOT TO EXCEED \$41,687, AND (II) ANY ON-GOING COSTS ASSOCIATED THEREWITH (IN YEAR 2 AND BEYOND) IN AN AMOUNT NOT TO EXCEED \$5,220, IN ACCORDANCE WITH MUNICIPALITY SOFTWARE PROPOSAL DATED NOVEMBER 3, 2018. (COPY INCLUDED).**

THIS IS A SOLE SOURCE PROCUREMENT. MUNICIPALITY SOFTWARE IS CURRENTLY BEING IMPLEMENTED BY MULTIPLE DEPARTMENTS WITHIN THE CITY OF NORWALK.

ACCOUNT NO. 224062-5298

**** MR. CLARK MOVED TO APPROVE THE ITEM.
** THE MOTION PASSED UNANIMOUSLY**

- 8. AUTHORIZE THE MAYOR, HARRY W. RILLING TO EXECUTE ANY AND ALL DOCUMENTS BETWEEN THE FEDERAL EMERGENCY MANAGEMENT AGENCY ("FEMA") AND THE NORWALK WATER POLLUTION CONTROL AUTHORITY ("WPCA") IN CONNECTION A FEMA GRANT APPLICATION TITLED "CITY OF NORWALK FIVE MILE RIVER PUMP STATION UPGRADE-PDM2018". THIS GRANT IS FOR PROJECT COSTS OF 75% (\$135,000.00) FEMA FUNDS AND 25% (\$45,000.00) WPCA FUNDS. (MEMO INCLUDED)**

Mr. Kolb said that they have an opportunity to receive up to \$2.4 million dollars in Federal share grants of a \$5 million dollar project. He said that the goal was to rehab the Five Mile River Pump Station and abandoned and relocate the Keeler Brook Pump Station to a new location adjacent to the existing site. He said there is grant monies available and there are two types of grants and to have the most opportunity to receive money FEMA recommended submitting for both the PDM and FMA grants or both the Keeler Brook and Five Mile Pump Stations.

Ms. Bikakis-Hajian arrived at 5:40PM.

****MR. CAPOZZOLI MOVED TO APPROVE THE ITEM.
THE MOTION PASSED UNANIMOUSLY.

- 9. AUTHORIZE THE MAYOR, HARRY W. RILLING TO EXECUTE ANY AND ALL DOCUMENTS BETWEEN THE FEDERAL EMERGENCY MANAGEMENT AGENCY (“FEMA”) AND THE NORWALK WATER POLLUTION CONTROL AUTHORITY (“WPCA”) IN CONNECTION A FEMA GRANT APPLICATION TITLED “CITY OF NORWALK FIVE MILE RIVER PUMP STATION UPGRADE-FMA2018”. THIS GRANT IS FOR PROJECT COSTS OF 75% (\$135,000.00) FEMA FUNDS AND 25% (\$45,000.00) WPCA FUNDS. (MEMO INCLUDED)**

****MR. CAPOZZOLI MOVED TO APPROVE THE ITEM.
THE MOTION PASSED UNANIMOUSLY.

- 10. AUTHORIZE THE MAYOR, HARRY W. RILLING TO EXECUTE ANY AND ALL DOCUMENTS BETWEEN THE FEDERAL EMERGENCY MANAGEMENT AGENCY (“FEMA”) AND THE NORWALK WATER POLLUTION CONTROL AUTHORITY (“WPCA”) IN CONNECTION A FEMA GRANT APPLICATION TITLED “CITY OF NORWALK KEELER BROOK PUMP STATION UPGRADE-PDM2018”. THIS GRANT IS FOR PROJECT COSTS OF 75% (\$2,250,000.00) FEMA FUNDS AND 25% (\$750,000.00) WPCA FUNDS. (MEMO INCLUDED)**

****MR. CAPOZZOLI MOVED TO APPROVE THE ITEM.
THE MOTION PASSED UNANIMOUSLY.

- 11. AUTHORIZE THE MAYOR, HARRY W. RILLING TO EXECUTE ANY AND ALL DOCUMENTS BETWEEN THE FEDERAL EMERGENCY MANAGEMENT AGENCY (“FEMA”) AND THE NORWALK WATER POLLUTION CONTROL AUTHORITY (“WPCA”) IN CONNECTION A FEMA GRANT APPLICATION TITLED “CITY OF NORWALK KEELER BROOK PUMP STATION UPGRADE-FMA2018”. THIS GRANT IS FOR PROJECT COSTS OF 75% (\$2,250,000.00) FEMA FUNDS AND 25% (\$750,000.00) WPCA FUNDS. (MEMO INCLUDED)**

****MR. CAPOZZOLI MOVED TO APPROVE THE ITEM.
THE MOTION PASSED UNANIMOUSLY.

****MR. IGNERI MOVED TO ENTER INTO NEW BUSINESS.
** THE MOTION PASSED UNANIMOUSLY.**

Mr. Kolb said due to the city’s recent reorganization he has been asked to request an administrative position for the WPCA. He said that he has added \$65,000 to the operating budget for the position and the duties will include working with the capital and operating accounts, sewer use fee billing, FOG and IPP program etc. Mr. Torre said there currently is not a dedicated administrative position for the WPCA and this will allow Mr. Kolb to relinquish the administrative tasks that he has had to do so he can focus on bigger items. Mr. Ignneri asked

when the position will be filled. Mr. Kolb said it will be included in the fiscal year 19-20 operating budget and will be a place holder until the new Chief of Operations position has been filled. Mr. Clark asked what the qualifications will be. Mr. Torre suggested that because it's a unique job that a new job description is created rather than fitting it into a current administrative position, and said once there is a job description created it will be brought to the WPCA board for approval. Mr. Clark asked if the position will be housed in the WPCA office. Mr. Kolb said "yes". Mr. Oustafine said that this had come up in the past during a reorganization and it was discussed that Mr. Kolb may be overwhelmed and it is interesting to hear that a position is needed and suggested waiting until there is a permanent Director to help give input. Mr. Torre said it is unknown as to when a permanent Director will be hired and he is requesting the position as the current Interim Director. Mr. Igneri said that he has received a lot of favorable comments for Mr. Kolb from residents and that should be his focus rather than on administrative work.

****MR. IGNERI MOVED TO APPROVE THE ITEM.**

**** THE MOTION PASSED UNANIMOUSLY.**

12. Contract Operations Report:

- a. OMI Monthly Operating Report – December 2018 and January 2019 (copies included)

Mr. Sedlak reported on the maintenance for December 2018 and said that 560 work orders have been completed with an ending backlog of 52 work orders. He said that on December 10th that a main breaker and switch gear check was done on the substation and that it was a big job and there were 15 contract electricians onsite along with their master electrician, and it was done without incident other than a small chlorine excursion because during the switch over there was a point where the system was not on generator power. He said that on December 4th at 9 Hawkins Avenue there was a loss of approximately 50 gallons during boring operations of the new force main from the Marvin Beach Pump Station and that it was contained by staff and the contractors.

Mr. Sedlak reported on the maintenance for January 2019 and said there were a total of 710 work orders, and that 631 have been completed leaving a bag log of 87 work orders. He said that on January 25th there was an enterococci excursion of 1267 and the daily permit limit is 500 as was due to heavy rains.

Mr. Sedlak reported on the collections system and said that on January 2nd there was a spill of 1500 gallons from a collapsed line at 29 West Rocks Road, and on January 5th less than 50 gallons of primary sludge leaked from primary tank number one because a pipe plug failed in the tank. He said that on January 24th they had gone onto stormflow due to rainfall of 1.75 inches that caused flows in excess of 30 MGD and there were 880,000 gallons of partially treated sewage from Outfall 002. The monthly rolling average for CCTV was 2.27 miles and for cleaning was 3.26 miles and they have identified seven manholes that need to be raised.

- b. End of Term Equipment Replacement Status (copies included)

Mr. Kolb said the initial cost to purchase all the ETER equipment was just over \$2.11 million dollars and with negotiations there was an approximate savings of \$200,000 with a total expenditure of \$ 1.924 million dollars for a total of 96 pieces of equipment that will be replaced at the Wastewater Treatment Plant and Pump Stations. Mr. Clark asked when the current contract will end. Mr. Kolb said in May 2020, and that he has included additional monies in the operating budget into the OMI line item. Mr. McCormick said that as part of the ETER settlement they have agreed to eliminate the major repair and replacement accounts with OMI, Inc.

13. REPORTS:

- a. **FY 18/19 Revenues/Expenditures MUNIS Report (copy included)**

Mr. Kolb said that everything is tracking as expected. He also said that the Finance Department has sent out the invoice to the Town of Wilton for their sewer use fee but that the invoice has not yet been paid.

- b. **Draft FY 19/20 Capital and Operating Budgets (copies included)**

Mr. Kolb reported and said for the 2019/20 capital budget staff has requested \$3 million for collections system rehabilitation, and \$2.7 million for pump station upgrade and replacement and that it is currently going through the city's budget process. He reported on the operating budget and the financial plan and rate recommendations for fiscal year 2019/20 and said that there is a financial model that is looked at in the past the board has approved increments of approximately 5% for ongoing capital projects and rate stabilization, and in looking at the financial model staff is recommending a 2% rate increase.

- c. **Discussion on EPA's AOC (copy included)**

Mr. Kolb said that staff has received a letter from the EPA dated December 22, 2018, requesting additional information on inflow and infiltration and Control Plan Outfall 002-1 in which he has responded to with the assistance of Verrill Dana.

- d. **Discussion on WPCA Projects: (copy included)**

- 1) Wastewater Treatment System Operations, Maintenance and Management Services- RFP (notice included)

Mr. Kolb reported and said that all four companies that are interested in the Wastewater Treatment System Operations, Maintenance and Management Services- RFP are in attendance this evening. He said that the bids are due back on March 15, 2019, at 3:00PM. To Dilene Byrd and they will be signed and date stamped as they are received and at 3:00PM it will be announced on who has submitted bids. He said once the bids are received he will be contacting members of the sub-committee to begin the review process.

2) Marvin Beach PS and Force Main and other Pump Station Rehabilitation

Mr. Kolb said that the Marvin Beach Pump Station has been on line since the end of 2018 and the force main has been replaced. He said they are now working on the punch list items and installing the new fence and once the warmer weather comes they will clean up the site. He said that CH Nickerson is now working on the Westport pump station and it is currently on bypass mode and they have installed one pump and they anticipate the pump station to be back on line in early March. He said once that is complete they will begin work at the Fort Point Pump Station.

3) Collections System Task Order Nos. 3 and 4 (copiers included)

Mr. Kolb said that collections systems task orders number three is for resident engineering and construction services by Jacobs in the amount of \$403,263, for the collections system rehabilitation project. He said that task number four is for the design of the Wall Street interceptor in the amount of \$116,820.

e. Sewer Use Appeals/Adjustments Update

- 1) Mr. Kolb said to date they have received an additional \$ 184,815 due to The Waypoint adjustment.

f. Information Copies:

- 1) WPCA Contact List (copy included)
There was no discussion.
- 2) Town of Wilton Sewer Bill FY 18/19 (copy included)
Mr. Kolb said that the Town of Wilton was billed \$631,836.
- 3) 2018 CSO Report (copy included)
There was no discussion.
- 4) Interstate Environmental Commission District Report (copy included)
Mr. Kolb said that the report is for monitoring of the effluent at the Wastewater Treatment Plant by a third party and the report was issued on January 31, 2019.

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

There was no executive session held.

15. ADJOURNMENT

**** MR.IGNERI MOVED TO ADJOURN
** MOTION PASSED UNANIMOUSLY**

The meeting adjourned at 6:20 PM.
Respectfully Submitted,
Dilene Byrd