

**CITY OF NORWALK
WATER POLLUTION CONTROL AUTHORITY
MARCH 16, 2009**

Attendance: Darren Oustafine, Vice Chairman
Mayor Moccia
Fred Wilms
Lewis Clark
Andrew Conroy
William Krummel
Faye Bowman

Staff: Hal Alvord, DPW Public Works Director
Lisa Burns, DPW Operations Manager
Ralph Kolb, DPW Wastewater Systems Manager
Tom Hamilton, Finance Director

Others: Rick Lavoie, CH2MHill, OMI

**1. PUBLIC HEARING ON THE PROPOSED SEWER USE RATES TO BE EFFECTIVE
JULY 1, 2009 (NOTICE INCLUDED)**

Vice Chairman Oustafine opened the public hearing at 5:35PM

****MAYOR MOCCIA MOVED TO CLOSE THE PUBLIC HEARING
** MOTION PASSED UNANIMOUSLY**

Vice Chairman Oustafine closed the public Hearing at 5:40PM
No one from the public attended

WPCA Regular Meeting:

2. CALL TO ORDER

Vice Chairman Oustafine called the meeting to order at 5:40PM

**3. APPROVE THE MINUTES FROM WPCA MEETING HELD ON FEBRUARY 23, 2009.
(COPY INCLUDED)**

**** MR. CONROY MOVED TO APPROVE THE MINUTES WITH CORRECTION
** MOTION PASSED UNANIMOUSLY**

4. APPROVE THE SEWER USER RATES TO BE EFFECTIVE JULY 1, 2009.

Mr. Conroy said that he does not approve of the returned check fee of \$50.00. He said that the Common Council had approved the returned check fee of \$35.00 increasing it from \$25.00. Ms. Burns said that the WPCA had approved the \$50.00 returned check fee when the IPP surcharges were approved and that the fees need to be consistent.

**** MAYOR MOCCIA MOVED TO VOTE ON EVERY FEE UP TO THE RETURNED CHECK FEE AND VOTE ON THE RETURNED CHECK FEE SEPARATELY.**

**** MOTION PASSED UNANIMOUSLY**

**** MAYOR MOCCIA MOVED TO APPROVE THE ITEM UP TO THE RETURNED CHECK FEE**

**** MOTION PASSED UNANIMOUSLY**

**** MAYOR MOCCIA MOVED TO APPROVE THE RETURNED CHECK FEE FOR \$50.00**

**** MOTION PASSED**

2 OPPOSED- MR. CONROY AND MR. KRUMMEL

5. APPROVE THE PROPOSED FY 2009-10 OPERATING BUDGET. (COPY ATTACHED)

Ms. Burns said that there has been one change since last month. She said that the interest on delinquent accounts was reduced on the revenue side to \$55,000 from \$100,000. She said this is based on the information that she had received from the Tax Collectors office. She said that per the audit the unrestricted fund balance as of June 30, 2008, is \$8.1 million dollars, and is projecting in addition to the fund balance of \$1.1 million dollars an unrestricted fund balance this current year of over \$9 million dollars. She said that the money has been built into the financial model to stabilize rates as we go through the WWTP upgrade. Mr. Wilms asked what the rate increase will be. Ms. Burns said over 6%. Mr. Conroy requested a memo from the Comptroller stating how the WPCA invests its money. Mr. Krummel asked if there are written restrictions on how the money gets invested. Mr. Hamilton said "yes" and that there is both the state law and a written investment policy. He said that he receives a monthly report from the Comptroller that can be shared with the Board along with the investment policy. Mr. Krummel asked if there had been any personnel changes. Ms. Burns said not from this fiscal year to next fiscal year. She said that the only staffing changes done were what are required by the collective bargaining unit contracts.

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

**** MOTION PASSED UNANIMOUSLY**

Ms. Bowman arrived at 5:48PM

6. APPROVE THE PROPOSED FY 2009-10 CAPITAL BUDGET. (COPY ATTACHED)

Ms. Burns said that \$20 million dollars in investment will need to be made into the collections system. She said that a significant amount of work has been done in the last couple of years which has brought the initial estimate that OMI, Inc. had prepared down.

MR. KRUMMEL MOVED TO APPROVE THE ITEM

**** MOTION PASSED UNANIMOUSLY**

7. REPORTS

- a. FY08-09 Revenues/Expenditures Report (MUNIS report included)
No discussion.

- b. Delinquent Sewer Use Charge Report
Ms. Burns circulated a copy of the delinquent sewer use charge report.

- c. Draft Sewer Rate Structure Evaluation and Consumption-Based Billing Study (PowerPoint presentation and report included)
Ms. Burns said that the draft report was presented to the Finance Committee last week and that a representative from Malcolm Pirnie attended the meeting and gave a presentation. She said that 70% of residential accounts would increase under the consumption based billing scenario. Mr. Conroy asked if the retail accounts would decrease. Ms. Burns said that the commercial and industry accounts would decrease. Ms. Burns said that the conclusion overall was that consumption based billing was going to be an additional \$250,000 to \$400,000 annually, plus the initial cost to get the billing in place which would be approximately the same. She said that the taxing districts are not interested in providing billing and that will also make it more challenging. Mr. Wilms asked if there is a geographic breakdown of which residential accounts would increase. Ms. Burns said “no”

Mayor Moccia left at 6:10PM
Mr. Krummel left at 6:25PM

- d. Norwalk River Interceptor Project Update (copy attached)
Mr. Kolb said that during the lining project that between manhole number 23-7 and 23-8 there was approxiely 60 to 80 feet of pipe that had collapsed. He said that staff had met with the contractor and they are getting quotes to either do a point repair or pipe bursting. He also said that the pipe between manhole number 23-10 and 23-9A is in the same condition as the pipe that just collapsed, and is waiting for the TV report to come back on that location. Ms. Burns said that the contractor is proposing doing a pre-liner install at that location, but said she does not think a pre-liner will be stucturally enough to address the problem at that location. She said there is no option to dig under that building, and that pipe bursting can be problematic. She said she is waiting on the report to come back from Malcolm Pirnie to see what can be done.

- e. Sewer Use Bill Appeals/Adjustments Update
 - 1) Appeal status
Mr. Kolb said that the total amount of adjustment that have been made to date is \$392,249

- 2) Billing Issues:
- a. 152 Westport Ave
Mr. Kolb said that the sewer use fee that was billed was just over \$29,000 which was based on the residential rate. He said however, the land use code is for mixed use/ commercial and if billed on consumption their sewer use fee will be decreased to \$26,889.
 - b. 165 Highland Ave
Mr. Kolb said that the land use code for this location is for offices and they were billed at the residential sewer use rate. He said that their bill was \$900 and based on consumption their bill will decrease approximately \$200.
 - c. 286 Main Ave
Mr. Kolb said that this is an elderly home and were billed on 51 residential units. He said if billed on consumption their sewer use bill will decrease from \$11,500 to \$8,100.
 - d. 19 Couch St
Mr. Kolb said this is a residential home and a rooming house and should have been billed on consumption. He said they were billed \$225 for a single family residence. He said that he has spoken with the Tax Assessor and they believe it is 3 units. He said it looks like they will still be billed for the residential sewer use rate, but it will be based on 3 units versus 1 unit.
 - e. 92 Cedar St
Mr. Kolb said that they were billed for 92 units at the residential rate and should have been billed at the consumption rate. He said that their sewer use bill will decrease from \$21,000 to \$17,000.
 - f. Information Copies: None

8. CONTRACT OPERATIONS REPORT:

- a. Public Works Director Report:
 - 1) Odor Issues
Mr. Kolb said that there will be some odor at the WWTP during lining operations. He said the odor will not be a strong enough to leave the site and impact the public.
- b. OMI Report
 - 1) Monthly Operating Report – February 2009 (copy included)
Mr. Kolb said with the change of season the WWTP is going through a transition and for approximately 1 hour treated solids had left the WWTP and that OMI, Inc. had submitted a by pass report to all required agencies. Mr. Lavoie said that the process has been down as far as nitrification and that the cold weather has effected settling in the final settling tanks but that the effluent quality was still very good. He said that there were no permit excursions but did receive a performance guarantee violation on February 26, 2009, for BOD.

Mr. Lavoie said the Micro C has begun today which is the carbon enhancement chemical for nitrification and denitrification. He said there were no major equipment malfunctions and that the cross connector is primary tank #4 was replaced.

- 2) Collection System and Pump Station MRR Accounts (copy included)
He said that the MRR accounts have been updated and are valid through the end of February.

9. ACTION ON ANY ITEM DISCUSSED HEREIN

No discussion.

10. ADJOURNMENT

**** MR. CONROY MOVED TO ADJOURN**

**** MOTION PASSED UNANIMOUSLY**

The meeting adjourned at 6:50PM

Respectfully Submitted,

Dilene Byrd

