

WATER POLLUTION CONTROL AUTHORITY MINUTES

For minutes prior to January 2004, please contact Judy Archer of Public Works
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**CITY OF NORWALK
WATER POLLUTION CONTROL AUTHORITY
April 14, 2008**

Attendance: Mayor Moccia
Fred Wilms, WPCA
Darren Outstafine, WPCA
Lewis Clark, WPCA
Andrew Conroy, WPCA

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

Others: Robert Sardaro, CH2M Hill OMI
Robert Koch, The Hour

**1. PUBLIC HEARING ON THE PROPOSED SEWER USER CHARGES
TO BE EFFECTIVE JULY 1, 2008**

Mayor Moccia opened the public hearing at 5:30PM
Mayor Moccia closed the public hearing at 5:35PM
No one from the public attended.

2. CALL TO ORDER

Mayor Moccia called the meeting to order at 5:35PM

**3. APPROVE THE MINUTES FROM WPCA MEETING HELD ON MARCH 10, 2008
(COPY INCLUDED)**

Mr. Outstafine said on Page 4, Item 7 3, Line 4, to change "Chairman Atkin asked if they would have any liability in out years to "Chairman Atkin asked if Bond Bros. did not line that section would they be liable in future years"?

****MAYOR MOCCIA MOVED TO APPROVE THE MINUTES WITH
CORRECTIONS
** MOTION PASSED UNANIOUMSLY**

4. APPROVE THE SEWER USER CHARGES TO BE EFFECTIVE JULY 1, 2008

**** MR. WILMS MOVED TO APPROVE THE ITEM
** MOTION PASSED UNANIOUMSLY**

**5. APPROVE THE PROPOSED FY 2008-09 OPERATING BUDGET (copy attached
with Operating Highlights)**

Ms. Bardon said there has been one change that was made since the Board last saw the proposed operating budget which was to the investment income on revenues and said that the investment income projection for fiscal year 07-08 decreased as did the proposed rate for fiscal year 08-09. Mayor Moccia asked if the proposed operating budget is \$12,868,473. Ms. Bardon said "yes".

**** MAYOR MOCCIA MOVED TO APPROVE THE ITEM
** MOTION PASSED UNANIOUMSLY**

6. APPROVE THE PROPOSED FY 2008-09 CAPITAL BUDGET (copy included)

Ms. Bardon said there is no general obligation debt required to finance this budget and said that the bulk of this budget is Clean Water Funds and said that she would be coming to the Board to request that the \$200,000 authorized in fiscal year 05-06 for the electrical system upgrade be moved forward into either the SCADA/I&C Pump Stations or the collection systems because that money will no longer be needed now that the whole WWTP upgrade is going to be done and have already been bonded for that. She said that the remaining \$1.2 million dollars would be funded out of the fund balance.

****MR. WILMS MOVED TO APPROVE THE ITEM
MOTION PASSED UNANIOUMSLY

**7. AUTHORIZE THE CHAIRMAN OR VICE CHAIRMAN OF THE WATER
POLLUTION CONTROL AUTHORITY TO EXECUTE AN AMENDMENT TO THE
AUGUST 1, 2006 AGREEMENT WITH CONESTOGA-ROVERS & ASSOCIATES IN
THE AMOUNT OF \$132,000 TO PROVIDE ADDITIONAL ENVIRONMENTAL
PROFESSIONAL SERVICES FOR REMEDIAL INVESTIGATION AND
CORRECTIVE ACTION IN ACCORDANCE WITH A SCOPE OF WORK DATED
APRIL 9, 2008 (copy included)**

Mr. Kolb said this is the most recent proposal received from the licensed environmental professional to clean up the three pump stations sites that contamination was found after removing the underground storage tanks. He said the proposal includes all three sites to be surveyed and that the property boundaries to be marked by a surveyor. He said at the

Old Trolley Way pump station there is an electric line that will need to be relocated before they can excavate. He said that the contractor would excavate two out of the three sites to remove the contaminated soil and would also dispose of the soil. He said there would be an LEP onsite to sample the soil and submit all the paperwork to the DEP and that following the closure there is a one year monitoring required by the State and that Conestoga Rovers & Associates would be submitting a proposal to monitor those wells, and depending on the sampling results would be submitting a proposal for an additional one or three years. Mr. Wilms asked if these sites were petroleum based. Mr. Kolb said all three sites were diesel. Mayor Moccia asked what the monitoring costs would be after the first year. Mr. Kolb said he has not received a proposal for that at this time but for the one year monitoring that is included in this proposal it is \$10,000. Ms. Bardon said it will be determined by the DEP if one or three years monitoring would be required. Mr. Clark asked if there were any more underground storage tanks at any of the pump stations. Mr. Kolb said "no" and that there were seven sites with underground storage tanks in total and are now down to three.

** MR. CLARK MOVED TO APPROVE THE ITEM

** MOTION PASSED UNANIMOUSLY

8. REPORTS

a. FY07-08 Revenues/Expenditures Report (report included)

Mr. Hamilton said that the electric account seems to be tracking better this year than last year. Mr. Kolb said that is primarily due to a dry spring.

Mr. Hamilton left at 5:45PM

b. Sewer Connection Fee & Sewer Use Bill Appeals/Adjustments

1. Special Billing Update

Ms. Bardon said the bills had been mailed out on Friday, April 11, 2008 and that approximately 25 inquires were received today and that staff is basically telling the customers that had received a bill if they feel there is an error they should follow the appeals process. Mr. Kolb said that just over 400 bills had been mailed out and said if everyone wants to appeal the bill it will take some time to get through all them appeals.

2. Status Update

Mr. Kolb said the adjustments for sewer appeals this fiscal year was \$102,410 downward. Mr. Wilms asked how that number compares to the past. Mr. Kolb said the adjustments for last fiscal year was approximately \$175,000 and the year before that due to errors made by the First Taxing District was almost \$850,000.

c. Information Copies:

1. Purchase of Equivalent Nitrogen Credits for 2007 (bill included)

Ms. Bardon said the bill is due July 2008. Mr. Conroy asked for an explanation of the peak chart. Mr. Kolb said the chart shows the total nitrogen pounds per day for each month. Mr. Conroy said it shows a pattern and asked if that was normal. Mr. Alvord said

there is a cycle and that there is a chart that reflects this cycle and said that nitrification is lost in the winter and gained in the summer and that there are two transition periods one in the spring and the other in the fall and it will always follow that cycle. Ms. Bardon said that one of the consultants that is working on the WWTP upgrade had mentioned if the recycle rate was increased it would increase performance and are now changing the propeller on the pumps so that more flow can be pushed through.

2. NACWA Newsletter
No discussion.

9. CONTRACT OPERATIONS REPORT

a. Public Works Director Report:

1. WWTP Upgrade Status

Ms. Bardon said she has received a draft scope of services from Camp Dresser and McKee on the first phase of the WWTP upgrade and there is still some negotiating that needs to be done on the scope. She said there is a meeting tentatively scheduled to try and finalize the scope. She said that in May, the actual money will not be in hand from the DEP and that she has discussed this with the Comptroller and said that it is important to keep on schedule because in order to secure the construction money it needs to go out to bid no later than May, 2009. She said because the money had been earmarked for fiscal year 09-10 it will need to go out to bid in fiscal year 08-09 so that the money is received in fiscal year 09-10. She said that \$3.8 million dollars has been earmarked and is available July 1, 2008 for Norwalk's design. She said it is also written in the Clean Water Fund priority list and she will be encumbering the money with the Board's approval next month. She said she is unsure of how long the State will take to process the Clean Water Fund agreement and that there may be some financing of this project out of the fund balance until the agreement is processed.

2. Contract Operations Status

Mr. Kolb said that Malcolm Pirnie has completed their annual inspection at the WWTP pump stations and will have a draft report in the next month or two for the Board to review. He said a specialized inspection will be conducted as part of this year's annual inspection and that should take place in the next couple of weeks.

3. Odor Issues

Mr. Kolb said there have been no complaints received since last year. Mr. Sardaro said that is basically due to the adding of the sodium permanganate to the sludge line. Mayor Moccia asked if proper safety precautions are being used when handling the sodium permanganate. Mr. Sardaro said they are and that they have conducted training on the proper handling of sodium permanganate. Mayor Moccia asked if there were any incidents due to the handling of the sodium permanganate. Mr. Sardaro said there have not been.

b. OMI Report

1. Deferred Prosecution Agreement- Dismiss the Information with Prejudice (copy

included)

Mr. Sardaro said that OMI, Inc. had met the conditions of the agreement on March 13, 2008 and that the two year probation period is now over.

2. Monthly Operating Report- February 2008 (copy included)

Mr. Sardaro said there was no major equipment out of service at this time and that bar screen number two was put back on line and that the capacitors had been changed on the secondary lift pump. He said there were three violations due to storm flow in excess of 30 MGD and had received two chlorine violations and a fecal chloroform violation. He said on February 13, 2008 they had received a TSS and BOD violation which were all due to the high daily average flow for the month of 17.1. MGD He said there were partially treated solids losses on February 1st, 13th, and 15th which was due to the storm flow conditions. Mr. Conroy asked if the solids losses were reported. Mr. Sardaro said "yes" and that it is required that the DEP be notified within two hours and that there is a call list of various agencies to be contacted. He said that the two open positions have now been filled. He said that the nitrogen performance fell into band "D" which was significantly better than predicted. Ms. Bardon asked if it looks like nitrogen credits would need to be purchased again this year. Mr. Kolb said if the year continues on this path nitrogen credits would be received next year.

3. Collection System and Pump Station MRR Accounts (copy included)

Mr. Sardaro said that 1.15 miles were televised and that 4.01 miles had been cleaned.

10. REVISED SCHEDULE OF WPCA MEETINGS FOR CALENDAR YEAR 2008-3RD MONDAY OF EACH MONTH (schedule included)

No discussion.

11. ACTION ON ANY ITEM DISCUSSED HEREIN

Ms. Bardon said that a proclamation would be given to Mr. McNerney at next month's Board meeting.

12. ADJOURNMENT

** MAYOR MOCCIA MOVED TO ADJOURN

** MOTION PASSED UNANIMOUSLY

The meeting adjourned at 6:05PM

Respectfully Submitted,

Dilene Byrd