

CITY OF NORWALK  
WATER POLLUTION CONTROL AUTHORITY  
MARCH 18, 2013

Attendance: Darren Oustafine, Chairman  
Lewis Clark, Vice Chairman  
Mayor Moccia  
Fred Wilms  
Mark Berns  
Dave McCarthy

Staff: Hal Alvord, DPW Director  
Lisa Burns, DPW Operations Manager  
Ralph Kolb, DPW Waste Systems Manager  
Nic Berkun, WPCA Junior Engineer  
Tom Hamilton, Finance Director

**1. PUBLIC HEARING ON THE PROPOSED SEWER USE RATES TO BE EFFECTIVE JULY 1, 2013 (NOTICE INCLUDED)**

**\*\* MR. OUSTAFINE MOVED TO OPEN THE PUBLIC HEARING AT 5:30PM  
\*\* MOTION PASSED UNANIMOUSLY**

**\*\* MR. OUSTAFINE MOVED TO CLOSE THE PUBLIC HEARING AT 5:32PM  
\*\* MOTION PASSED UNANIMOUSLY**  
No one from the public attended.

**2. CALL TO ORDER**

Chairman Oustafine called the meeting to order at 5:32PM

**3. APPROVE THE MINUTES FROM WPCA MEETING HELD ON (COPY INCLUDED)**

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

**4. APPROVE THE SEWER USER RATES TO BE EFFECTIVE JULY 1, 2013**

Mr. Wilms said that he would like to amend the motion to make the rates flat. Mr. Hamilton reported on the updated budget numbers and said that the property insurance and workmen's compensation cost allocation calls for a reduction next fiscal year and that there will be a savings of \$40,433. Mayor Moccia said that he supports the flat rate.

**\*\* MR. WILMS MADE A MOTION TO AMEND THE MOTION TO MAKE THE RATE FLAT FOR FISCAL YEAR 2013-14.  
\*\* MOTION PASSED UNANIMOUSLY  
\*\* MR. MCCARTHY MADE A MOTION TO APPROVE THE AMENDED MOTION  
\*\* ONE AGAINST- MR. OUSTAFINE**

**5. APPROVE THE PROPOSED FY 2013-14 OPERATING BUDGET (COPY INCLUDED)**

Mayor Moccia asked if the budget can be approved subject to the reduction of the proposed rate increase. Lisa said "yes" but that the line item for the transfer from fund balance will have to be increased by \$850,000. Mr. Hamilton said that the budget should be set based on an expenditure amount of \$15,947,973 which includes taking \$40,433 off of the property insurance and workmen's compensation line. He said that the revenues can be updated accordingly based on the approved rate schedule.

**\*\* MR. MCCARTHY MOVED TO APPROVE THE BUDGET SUBJECT TO THE CHANGES BASED ON THE RECENTLY APPROVED RATE SCHEDULE.**

**\*\* MOTION PASSED UNANIMOUSLY**

**6. APPROVE THE PROPOSED FY 2013-14 CAPITAL BUDGET (COPY INCLUDED)**

Mr. Kolb said that there has been no change in the proposed capital budget request since it was last presented. Mr. Hamilton asked staff if there is any flexibility in the 2015-16 year to defer some of the collections system rehabilitation work or the solids handling facility so they don't hit the budget at the same time because he is concerned about the budget impact when the debt service on those projects hits. Ms. Burns said that since the phase II project doesn't seem like it's going to be going forward, the supplemental facility will have to be addressed because that will be a requirement of the permit. She said for the solids handling that she wants the WPCA to be in the best position possible to negotiate a contract for operations, and that solids handling should not be coupled with the operations and maintenance agreement and that better pricing will be obtained if the WPCA had its own solids processing. She said that the financial model that was built to show the WPCA spending down the cash to pay for these projects, and that she anticipates that they will not need bonding on these projects as long as Phase II of the project does not move forward, and that they will be paid for out of the reserve fund so that it will smooth out the rate increases.

**\*\*MR. MCCARTHY MOVED TO APPROVE THE PROPOSED FY 2013-14 CAPITAL BUDGET**

**\*\* MOTION PASSED UNANIMOUSLY**

**7. TECHNICAL CORRECTION OF WPCA APPROVAL ON FEBRUARY 25, 2013**

**ORIGINAL APPROVAL:**

**AUTHORIZE THE CHAIRMAN OR THE VICE CHAIRMAN OF THE WATER POLLUTION CONTROL AUTHORITY TO EXECUTE AN AGREEMENT WITH ARCADIS IN THE AMOUNT OF \$148,000 TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR THE BEACON STREET INTERCEPTOR SERVICE AREA PROJECT IN ACCORDANCE WITH A SCOPE OF WORK DATED DECEMBER 11, 2012 (COPY INCLUDED)**

**CHANGE TO:**

**AUTHORIZE THE CHAIRMAN OR THE VICE CHAIRMAN OF THE WATER POLLUTION CONTROL AUTHORITY TO EXECUTE AN AGREEMENT WITH ARCADIS U.S., INC. IN THE AMOUNT OF \$148,900 TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR THE BEACON STREET INTERCEPTOR SERVICE AREA PROJECT IN ACCORDANCE WITH A**

## SCOPE OF WORK DATED DECEMBER 11, 2012 (COPY INCLUDED)

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

### **8. APPROVE THE DIRECTOR OF PUBLIC WORK'S RECOMMENDATION FOR A NITROGEN CREDIT SHARING OF 25 PERCENT FOR 7 MONTHS TO OMI, INC. IN THE AMOUNT OF \$13,556 (COPY INCLUDED) ACCOUNT NO 224062-5258**

Mr. Kolb said per OMI's amendment number two of the contract it states that if they can exceed expectations of nitrogen removal at the Wastewater Treatment Plant they are entitled to 25% of the nitrogen credits. He said that in calendar year 2011 they had exceeded the expectations seven out of the twelve months and that 25% of the nitrogen credits received equates to \$13,556.

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

## **9. REPORTS**

- a. FY12/13 Revenues/Expenditures Report (MUNIS report included)  
Mr. Kolb said that everything is tracking as expected.
- b. New WPCA Position ( draft position included)  
Ms. Burns provided an overview of the GIS position and the draft job description. She introduced Mr. Berkun who is the Junior Engineer for the WPCA and said that as a follow up to Mr. Wilms request he will be providing an overview of where the GIS has come and what has already been developed. Mr. Berkun presented the current GIS systems. Mr. Hamilton said that he thinks it makes sense to go forward with the position , and that there is a benefit derived by putting additional personnel resources into the GIS to make effective use of the GIS system that is currently in place and that he supports it. He said that he did have some concerns because he did not want to create GIS silos in each department, and he wanted to ensure that there is coordination with the GIS advisory committee and the IT department. He said that he is satisfied after meeting with Ms. Del Vecchio and Mr. Alvord that there will be. Mayor Moccia asked if the position will be advertised. Ms. Burns said that the personnel department has to approve the position and will have to classify which bargaining union it will belong in and depending on which union that is, it may be posted internally prior to being advertised. Mayor Moccia asked that staff work with Ms. Del Vecchio on the hiring process
- c. Sammis Street Pump Station Meeting- March 23, 2013 (copy included)  
Ms. Burns presented the renderings of the Sammis Street pump station. She said that there is a public meeting scheduled for March 23, 2013 at 10:00AM at the Rowayton Community Center to discuss the rebuilding of the Sammis Street pump station.
- d. WWTP Phase I Upgrade Project Closeout  
Mr. Kolb said that Gilbane was on site last week and their contractors installed the new

sampler that was lost during Hurricane Sandy. He said that the grit system is currently working on the south side of the Waste Water Treatment Plant and that staff is continuing to monitor it.

e. Sewer Use Bill Appeals/Adjustments Update

1. Appeal Status

Mr. Kolb said that the adjustments to date are \$65,312

f. Information Copies

1. OMI Monthly Operating Report- February 2013 (copy included)

Mr. Kolb said due to the rain in February there was a BOD and TSS daily violation due to high flow and that it was reported to the State. He said that nitrogen fell into band "D".

## **10. ADJOURNMENT**

**\*\* MR. WILMS MOVED TO ADJOURN**

**\*\* MOTION PASSED UNANIMOUSLY**

The meeting adjourned at 6:40PM

Respectfully Submitted,

Dilene Byrd