

City of Derby
Water Pollution Control Authority
November 20, 2019

Regular Meeting Minutes

Jack Walsh, Chairman
Robert Miani
Rose Marie Pertoso
Kelly Curtis
James DiMeo

The meeting was called to order at 6:27 p.m. followed by the Pledge of Allegiance.

Roll Call:

Present – Jack Walsh, Kelly Curtis, Rose Marie Pertoso, James DiMeo. Also Present - Edd Abel, Rob Tedeshi, Attorney David Zabel
Absent- Robert Miani

Public Portion

There was no one from the public at the meeting.

Engineer's Report – Project Updates.

Rob Tedeshi from Weston & Sampson Engineers, Inc. explained that Phase I and Phase II have been completed. Phase I was done last summer and Phase II was recently completed and the invoice is included in the packet. The contractor has submitted a release waiver and they are fine with payment. Phase III will be on its way. Rob also added that the I & I Program committed to \$270,000 a year will begin in the next fiscal year and should start planning to have another project waiting in the wings.

Approval of Minutes August 21, 2019 and October 16, 2019.

Mr. Walsh added corrections to the August 21, 2019 minutes and they are as follows:

First page, second paragraph from the bottom **add; Phase II has not started, there is no contract.**

Page 2 of 4, second paragraph from the top, **correction; there is a lot of cash on hand we are not earning interest and we are looking into a sweep account.**

Page 2 of 4, third paragraph, **delete**; **Page 4 taken the test**. It does not belong in the minutes.

Page 3, second paragraph, **typo**; **should be city's**.

Mr. DiMeo made a motion to approve the minutes of the August 21, 2019 with the noted changes. Ms. Pertoso seconded the motion. Motion Carried. Mr. Curtis abstained.

Mr. Walsh added corrections to the October 16, 2019 Minutes and they are as follows:

Page 1 of 5, fourth paragraph from the bottom, **correction should read; Nancy Magda 191 Harold Ave. WPCA was billing her as a city water user and she is on well.**

Page 1 of 5, last paragraph, **should read; The material underneath the building meets all the requirements. The word building was omitted.**

Page 1 of 5, the last sentence **should read; This is not unexpected and it has stopped. The word and should be added.**

Page 3 of 5, third paragraph from the bottom **should read; Mr Walsh will meet with Marcy and our consultants to fix the reports.**

Page 4 of 5, under Superintendent's Report **clarification; Grant writer in Ansonia said we are eligible for the grant to get a camera truck that would be payable in full and if we got the same letter we can potentially use that to move forward with our plant upgrade.**

Page 5 of 5, second to last paragraph **should read; delete disputing and replace with settling an employee claim.**

Page 5 of 5, third paragraph, **delete; with possible action when we come out.**

Mr. Curtis made a motion to approve the minutes of the October 16, 2019 with corrections. Ms. Pertoso seconded the motion. Motion Carried.

Approval of Bills for October 18, 2019 to November 8, 2019 & bills over \$5000.00.

Mr. Curtis moved to approve the payment of WPCA bills dated 10/18/2019 in the amount of \$17,462.26; dated 10/25/19 in the amount of \$42.00; dated 11/1/19 in the amount of \$25,722.89 and dated 11/8/19 in the amount of \$9,428.02. The motion was seconded by Ms. Pertoso. Motion Carried.

Mr. DiMeo made a motion to approve the payment from WPCA budget account 6200-150-0156, for Ansonia first half, in the amount of \$7058.64. Mr. Curtis seconded the motion. Motion Carried.

Mr. Curtis made a motion to approve the payment from WPCA budget account 6200-150-0159 for 13% Griffin Hospital first half in the amount of \$13,178.46. The motion was seconded by Ms. Pertoso. Motion Carried.

Mr. Curtis made a motion to approve the payment for the Mark IV application 3 in the amount of \$24,215.96. Mr. DiMeo seconded. Motion Carried.

Transfer September Capital Fee money collected from WPCA account into WPCA CF account

Mr. Curtis made a motion to approve the October transfer from WPCA #3343 to Capital Fee #1601 in the amount of \$183,601.45. Mr. DiMeo seconded the motion. Motion Carried.

Finance Reports

a. Capital fee budget

The members reviewed the finance reports. Mr. Walsh is not happy with the reports. Mr. Walsh said that Marcy is setting up a meeting with the software company on December 3, 2019. The meeting is to resolve the issues with the format of some of the pages of the reports. Mr. Walsh noted that the current Revenue page of the reports needs to show the original and current budget numbers for capital improvements as well as the received amounts. Mr. Walsh added that there has been some progress made on the other pages of the report, and we are heading in the right direction.

Mr. DiMeo made a motion to correct the report to include budget item received as the original and current budget line item. The motion was seconded by Ms. Pertoso. Motion Carried.

Ms Pertoso made a motion to accept the Finance Reports with reservations until this issue gets resolved. The motion was seconded by Mr. DiMeo. Motion Carried.

Superintendent's Report

Edd Abel read the report into the record.

City of Derby Water Pollution Control Authority Monthly Report for the October 2019 Meeting

•• Collection System

- Responded to a total of six call outs with four emergency call outs
- Responded to a total of eighty-five call before you dig tickets with four emergency tickets

•• Waste-Water Treatment Plant (October 2019)

- Average Flow = 1.20 million gallons per day
- Total Flow = 37 million gallons, Max Flow = 9.5 million gallons per day
- Average Total Nitrogen = 55 lbs. per day, Permit Limit = 71 lbs./day
- Average Effluent BOD = 5.1 mg/l (permit <30 mg/l)
- Average Suspended Solids = 3.0 mg/l (permit = 30 mg/l)
- Average Turbidity = 1.4 NTU

•• Maintenance

- Repaired faulty transmitter at Roosevelt Drive pump station
- Repaired faulty camera line and reel on camera truck. Back in service
- Repaired air lines on belt filter press
- Wired all controls for new disinfection system

•• General

- Roosevelt drive pump station officially offline for demo. Bypass pumping activated and will remain in use for the remainder of the project upgrade.
- New disinfection system 95% complete
- Quotes for plant vehicle replacement
- New camera truck quotes
- Plant Bypass pump quotes
- Kevin Shlatz (Lab Director) six month review

Edd Abel presented the board with four quotes for the sewer line inspection camera. Rovver X used was the best quote. Edd explained that they did offer to sell the demo truck that's about three years old and equipment is 2018, there is a \$30,000- \$40,000 difference between the new and used vehicle. The Ansonia Superintendent took the quotes and forwarded them over to their grant writer, who said the camera truck should be about 90%-100% paid for through the grant, if the grant is funded. Edd added that there will have to be an inter-municipal agreement made between Ansonia and Derby to work out the details.

Edd Abel presented the board with five options (included in the packet) for a new plant vehicle. The vehicle will be used primarily by Edd and Kevin. Edd explained that all the vehicles have benefits and serve a purpose. After a lengthy discussion with the board about what vehicle would provide the best benefit to the plant, the 2020 Ford Interceptor SUV was decided upon. Mr. Walsh added that the city attorney would have to approve the contract for the new vehicle.

Mr. Curtis made a motion, seconded by Mr. DiMeo, to approve the purchase of a 2020 Ford Interceptor SUV, for 4 years.

Ms. Pertoso made a motion to go into executive session at 7:21 pm to discuss Workers Compensation settlement & Mr. Shlatz performance review, and to invite Edd Abel and the City Attorney. Mr. DiMeo seconded the motion. Motion Carried.

The meeting resumed at 7:45 pm.

Mr. DiMeo made a motion to authorize our attorney to negotiate terminal leave agreement with employee and union using available PTO and other time. The motion was seconded by Ms. Pertoso. Motion Carried.

A motion to commend and thank Mr. Shlatz for his outstanding work during his first six months of employment at WPCA was made by Mr. DiMeo and seconded by Ms. Pertoso. Motion Carried.

A motion was made by Mr. DiMeo and seconded by Ms. Pertoso to adjourn the meeting at 7:47 pm. Motion Carried.

Respectfully Submitted,



Meg Martins

Recording Secretary