

WATER RESOURCES DEPARTMENT

The Board of Water Commissioners met in open session on Tuesday, May 7, 2019. The meeting convened at 7:00 p.m. in the Westfield Municipal Building, room 201.

Those in attendance were: Water Commissioners Ron Cole (Chairman); John Niedzielski (Member); Joseph Popielarczyk (Member); Public Works Director David Billips; Assistant Director Francis Cain; Budget Analyst Joanna Williams; Recording Secretary Hannah Larkham

The meeting was being recorded by Office Manager Hannah Larkham.

PUBLIC PARTICIPATION:

Bob Gallo of 19 Furrowtown Rd was present at the meeting to ask a couple of questions in regards to the water service to his property. He was informed that the service line he is currently on will be discontinued and he wanted to know at what expense of his will he need to pay for the new service. Director David Billips informed him that this project is still in discussion and nothing has been decided yet. His next question was in regards to the 0 Furrowtown Rd property and who it belongs to. Director Billips answered and stated the Department is unsure at this time who owns it and believes it is not owned by the City.

City Engineer Mark Cressotti was present at the meeting and brought forward a letter requesting a transfer for the various sanitary sewer improvement concepts. He is looking to transfer \$175,000 from Undesignated Infiltration & Inflow Account to the current year construction account.

Motion was made by Commissioner Popielarczyk to transfer \$175,000 from the Undesignated Infiltration & Inflow account #67004400-580841 to current year construction account #67004400-589200. Motion seconded by Commissioner Niedzielski. Motion approved.

AGENDA ITEMS:

Commission vote for new Secretary as prior resigned

Commissioner Popielarczyk nominated Commissioner Niedzielski for the Water Commission Secretary. The nomination was second by Commissioner Cole. There were no oppositions, vote approved.

Meter Replacement Project- Failure to replace meter fee

Office Manager Hannah Larkham explained to the Board that the City Auditor and the City Treasurer are looking for a time frame as to when the failure to replace meter fee would be implemented. Hannah read off the minutes from September 4, 2018 where it stated the Board approved the amount to be applied, but there was no clarification as to when the Department would add the charge to the accounts. Commissioner Popielarczyk suggested the Department add the charge to the account after the contractor had contacted the residents the six times they are required and the City has sent out a final notice stating a charge will be added. The board was in agreement to this suggestion.

Motion was made by Commissioner Popielarczyk to a week after the City has sent out the notification letter to unresponsive residents to complete the meter change out, assess a \$25 fee per quarter the first year and \$50 per quarter after the first year. Motion was seconded by Commissioner Niedzielski. Motion approved.

Utility Bill Lien Abatement: 60 Orchard St

Director Billips explained to the Commission that the new City Auditor and new City Treasurer sought advice as how to process lien abatements. It has been decided that the Commission is to officially vote on any abatements in regards to the Utility Billing liens. 60 Orchard St has Utility Bill liens due to, at the time, being a vacant property and having an internal leak. The Department did not turn the water off until

notified, but at that time the water had been running for a while and caused a very large consumption on a number of bills.

Motion was made by Commissioner Popielarczyk to abate all Utility Bill liens and all outstanding debt. Motion seconded by Commissioner Niedzielski. Motion approved.

Utility Bill Lien Abatement: 507 Southampton Rd

507 Southampton Rd had acquired liens that should have been charged to 501 Southampton Rd due to clerical error. Office manager Hannah Larkham is seeking approval of removing the liens from 507 Southampton Rd since the bills lien were not their responsibility.

Motion was made by Commissioner Popielarczyk to abate all Utility Bill liens and all outstanding debt. Motion seconded by Commissioner Niedzielski. Motion approved.

Utility Bill Lien Abatement: 1090 Southampton Rd

The city had obtained property 1090 Southampton Rd by tax title. At the time of transfer, the Department did not remove the charges and they went unnoticed and subsequently were lien.

Motion was made by Commissioner Popielarczyk to abate all Utility Bill liens and all outstanding City debt. Motion seconded by Commissioner Niedzielski. Motion approved.

Overtime Reports: Commissioner Cole gave a brief description to Commissioner Niedzielski as to what they are looking for within the overtime reports. Commissioner Popielarczyk had a question in regards to the low Chlorine call-out. He also had a question in about the call-out to assist East National Water.

Approval of Minutes:

Motion made by Commissioner Popielarczyk to approve the minutes as written for April 2, 2019 meeting of the Board of Water Commission. Motion seconded by Commissioner Cole. Motion approved.

Project Updates

The meter project currently has 3,326 meters installed. The contractor has three crews out daily installing 20-25 meters.

The vessels have been installed at wells 7 & 8. The building structure is about 60% completed. The Department is hopeful to have water to customers by mid-summer.

The Department is actively sampling the vessel at Well 2. A sample is pulled about every three weeks once we have received the previous results. The reports have been coming back with non-detect which has been the goal of the Department. Well 2 is the only active well on the North side of Westfield. The well is permitted to be on temporarily until late summer/early fall.

The Water Treatment Plant on Dry Bridge is in its final stages for design. The Department is looking to start the permitting process and neighborhood outreach meeting is scheduled for later this month. The expected time for the bid to go out is later this year.

The turbine production is 400 to 500 KWH daily.

The water level at the reservoir is currently full and is going over the flashboards.

East Mountain Tank Replacement is still at 90% design. Once the Department is confident of the delivery of water from Wells 7 & 8 to customers, the bid will go out for East Mountain. The construction is expected to begin in the fall with completion next construction season.

The City has received a grant in the amount of \$396,000.00 for the Tekoa Dam Removal. It has been accepted by Council and will go out to bid. It is expected to be completed by next summer.

The next meeting of the Board of Water Commission meeting will be on Tuesday, June 4, 2019

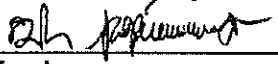
Adjourn

Motion made by Commissioner Popielarczyk to adjourn; Motion seconded by Commissioner Cole, Motion approved. ADJOURN: 8:09 P.M.

Chairman



Secretary



Member

