Poughkeepsies' Joint Water Board

June 5, 2012
3:30 PM

Poughkeepsies' Water Treatment Facility

Agenda

1. **Approval of May 1, 2011 Minutes**
2. **Public Participation**
3. **Plant Status Report**
4. **Operating Budget Status**
5. **Disinfection Byproduct Status Report**
6. **Distribution Model Status**
7. **Bottled Water Investigation Report**
8. **Old Business**
9. **New Business**

Next meeting: July 2, 2012 4:30 PM?
POUGHKEEPSIES' WATER TREATMENT FACILITY

PWTF OPERATING BUDGET: Status Report 5-31-12

REVENUE

Type	Description	Amended Budget	Encumbrances	Actual Revenues	Remaining Balance	Percent Received
2140.001	Metered Sales Vill Wapprs	$468,800.00	$0.00	$0.00	$468,800.00	0%
2142	Unmetered Sales-City/Town	$1,800,000.00	$0.00	$800,000.00	$1,000,000.00	44%
2143	Water Sales-Cobey Terr	$500.00	$0.00	$212.97	$287.03	43%
2145	Water Sales-Dutchess Co	$1,420,000.00	$0.00	$354,379.45	$1,065,620.55	25%
2146	Water sales- HP Green/Arb	$77,400.00	$0.00	$0.00	$77,400.00	0%
2149	Payments Hess Energy	$20,000.00	$0.00	$508.25	$19,491.75	3%
2378.02	Services to City Water	$60,000.00	$0.00	$0.00	$60,000.00	0%
2401	Interest & Earnings	$200.00	$0.00	$30.93	$169.07	15%
2650	Sale Scrap & Excess Mat	$0.00	$0.00	$0.00	$0.00	+++
2701	Refund Prior Yr. Expenses	$0.00	$0.00	$78.83	($78.83)	+++
2770	Other Unclass Revenue	$0.00	$0.00	$0.00	$0.00	+++
5040	IFT from Risk Retention	$0.00	$0.00	$0.00	$0.00	+++
5091	IFT from Jt Water Capital	$0.00	$0.00	$0.00	$0.00	+++

EXPENSES

Account Number	Description	Amended Budget	Encumbrances	Expenses	Remaining Balance	Percent Expended
			90-19-8310			
7102	Salaries-Management	$111,002.00	$0.00	$42,692.80	$68,309.20	38%
7166	Reimburse-Health Ins.	$7,200.00	$0.00	$0.00	$7,200.00	0%
7202	Computer Equipment	$2,036.40	$1,386.40	$648.50	$1.50	32%
7401	Office-General	$9,330.00	$0.00	$300.15	$9,029.85	3%
7405	Office-Printing	$3,200.00	$3,060.00	$0.00	$140.00	0%
7406	Office-Postage	$3,000.00	$1,249.66	$53.93	$1,696.41	2%
7407	Office-Fees/Permits	$4,381.00	$0.00	($18.00)	$4,399.00	0%
7408	Office-Telephones	$6,420.00	$0.00	$2,433.75	$3,986.25	38%
7410	Employees-Travel	$1,426.00	$0.00	$0.00	$1,426.00	0%
7411	Employees-Training/Devel.	$200.00	$0.00	$0.00	$200.00	0%
7435	***Rent/Lease-Equipment***	***$1,680.00***	***$0.00***	***$1,036.73***	***$643.27***	***62%***
7460	Contracted Services-Legal	$10,200.00	$0.00	$2,187.50	$8,012.50	21%
7461	***Contract Ser-Engineering***	***$70,215.00***	***$22,627.46***	***$45,993.54***	***$1,594.00***	***66%***

7463	***Contract Ser-Accounting***	***$7,500.00***	***$0.00***	***$5,355.00***	***$2,145.00***	***71%***
7803	Social Security Tax	$7,400.00	$0.00	$2,654.58	$4,745.42	36%
7803.M	Medicare Tax	$1,800.00	$0.00	$620.83	$1,179.17	34%
7805	Life Insurance	$1.00	$0.00	$0.10	$0.90	10%
			90-19-8320			
7107	Sal-UFOPJtWat	$422,452.00	$0.00	$163,035.87	$259,416.13	39%
7117	Overtime-UFOP	$45,200.00	$0.00	$9,250.36	$35,949.64	20%
7140	***Allowances-Meals***	***$160.00***	***$0.00***	***$112.00***	***$48.00***	***70%***
7166	Reimburse-Health Ins.	$4,000.00	$0.00	$0.00	$4,000.00	0%
7202	Computer Equipment	$900.00	$0.00	$199.00	$701.00	22%
7215	Water Equipment	$15,000.00	$0.00	$0.00	$15,000.00	0%
7217	Building Equipment	$18,000.00	$0.00	$1,404.00	$16,596.00	8%
7410	***Employees-Travel***	***$100.00***	***$0.00***	***$89.10***	***$10.90***	***89%***
7411	Employees-Training/Devel.	$4,600.00	$0.00	$625.00	$3,975.00	14%
7412	Employees-Wearing Apparel	$1,225.00	$0.00	$104.28	$1,120.72	9%
7420	Mat & Supplies-Buildings	$10,000.00	$0.00	$1,811.46	$8,188.54	18%
7423	Mat & Supplies-General	$40,000.00	$0.00	$12,372.38	$27,627.62	31%
7424	Mat & Supplies-Vehicles	$5,000.00	$0.00	$184.79	$4,815.21	4%
7426	***Mat & Supplies-Water***	***$180.00***	***$0.00***	***$173.60***	***$6.40***	***96%***
7434	Rent/Lease-Uniforms	$8,300.00	$0.00	$1,852.50	$6,447.50	22%
7435	Rent/Lease-Equipment	$3,000.00	$0.00	$0.00	$3,000.00	0%
7440	Repair/Maint-Buildings	$32,000.00	$0.00	$3,826.70	$28,173.30	12%
7443	Repair/Maint-Equipment	$66,500.00	$4,738.53	$16,928.69	$44,832.78	25%
7444	Repair/Maint-Vehicles	$10,000.00	$4,311.51	$1,185.98	$4,502.51	12%
7446	Repair/Maint-WaterSystems	$66,320.00	$9,047.00	$12,890.53	$44,382.47	19%
7448	Repair/Maint-Gasoline	$10,000.00	$0.00	$1,451.77	$8,548.23	15%
7449	Rpr/Maint-ServiceContract	$54,756.00	$4,500.00	$17,521.64	$32,734.36	32%
7468	Contract Ser-Refuse Disp.	$5,200.00	$0.00	$747.46	$4,452.54	14%
7470	Utilities-Electric-Power	$650,000.00	$450,916.62	$120,340.55	$78,742.83	19%
7477	Utilities-Fuel Oil/Gas	$60,000.00	$35,962.71	$22,037.29	$2,000.00	37%
7479	Refuse Disposal	$1,500.00	$0.00	$0.00	$1,500.00	0%
7803	Social Security Tax	$52,834.00	$0.00	$10,233.16	$42,600.84	19%
7803.M	Medicare Tax	$29,300.00	$0.00	$2,393.24	$26,906.76	8%
			90-19-8330			
7107	Sal-UFOPJtWat	$519,353.00	$0.00	$202,545.74	$316,807.26	39%
7117	***Overtime-UFOP***	***$80,000.00***	***$0.00***	***$41,120.84***	***$38,879.16***	***51%***

7140	Allowances-Meals	$800.00	$0.00	$272.00	$528.00	34%
7166	Reimburse-Health Ins.	$4,000.00	$0.00	$0.00	$4,000.00	0%
7215	Water Equipment	$4,600.00	$0.00	$0.00	$4,600.00	0%
7407	Office-Fees/Permits	$380.00	$0.00	$0.00	$380.00	0%
7410	Employees-Travel	$425.00	$0.00	$0.00	$425.00	0%
7411	***Employees-Training/Devel.***	***$1,500.00***	***$0.00***	***$675.00***	***$825.00***	***45%***
7412	Employees-Wearing Apparel	$1,800.00	$0.00	$0.00	$1,800.00	0%
7426	Mat & Supplies-Water	$25,271.36	$0.00	$8,280.47	$16,990.89	33%
7428	Mat & Supplies-Chemicals	$420,000.00	$329,155.83	$80,348.47	$10,495.70	19%
7443	Repair/Maint-Equipment	$29,900.00	$28,265.26	$1,604.26	$30.48	5%
7449	Rpr/Maint-ServiceContract	$9,480.00	$0.00	$0.00	$9,480.00	0%
7469	Contract Ser-Other	$33,765.00	$4,800.00	$2,583.85	$26,381.15	8%
7478	Sludge Disposal	$75,000.00	$56,458.52	$18,541.48	$0.00	25%
7482	Lab Analsis & Chemicals	$35,400.00	$0.00	$8,440.98	$26,959.02	24%
7803	Social Security Tax	$37,500.00	$0.00	$14,827.11	$22,672.89	40%
7803.M	Medicare Tax	$8,800.00	$0.00	$3,467.62	$5,332.38	39%

GENERAL NON DEPARTMENTAL

Account Number	Description	Amended Budget	Encumbrances	Expenses	Remaining Balance	Percent Expended
7460	Contracted Services-Legal	$10,000.00	$0.00	$0.00	$10,000.00	0%
7465	Contract Ser-TPAs	$3,000.00	$0.00	$0.00	$3,000.00	0%
7490	Judgments/Claims	$5,000.00	$0.00	$0.00	$5,000.00	0%
7492	Insurance-Unallocated	$60,000.00	$0.00	$39,822.28	$20,177.72	66%
7499	City Overhead	$156,000.00	$0.00	$0.00	$156,000.00	0%

EMPLOYEE BENEFITS

Account Number	Description	Amended Budget	Encumbrances	Expenses	Remaining Balance	Percent Expended
7801	State Retirement	$201,250.00	$0.00	$0.00	$201,250.00	0%
7804	Workers Compensation	$70,000.00	$0.00	$219.41	$69,780.59	0%
7805	Life Insurance	$2,415.00	$0.00	$935.90	$1,479.10	39%
7806	Unemployment Insurance	$1,500.00	$0.00	$0.00	$1,500.00	0%
7807	Disability Insurance	$800.00	$0.00	$164.22	$635.78	21%
7808	Health Insurance	$250,000.00	$0.00	$92,317.78	$157,682.22	37%
7811	Medicare Reimbursement	$5,200.00	$0.00	$1,498.50	$3,701.50	29%

7813	MTA Payroll Emplyr Tax	$3,815.00	$0.00	$1,217.65	$2,597.35	32%

INTERFUND TRANSFERS

Type	Description	Amended Budget	Encumbrances	Expenses	Remaining Balance	Percent Expended
	IFT to Debt Service Fund	$25,700.00	$0.00	$0.00	$25,700.00	0%
	IFT to Joint Water-Capt'l	$0.00	$0.00	$0.00	$0.00	0%

Poughkeepsies' Joint Water Board

May 1, 2012
Minutes

Board Members	**Others**
Mark Newton	Randy Alstadt, Administrator
Mayor John Tkazyik	Don Beer, Morris Associates
Paul Herman	David Wise, Gellert & Klein
Todd Tancredi	Mike Long, City Administrator
Rich DuPilka	Milo Bunyi, City Finance Commissioner
Sean Eagleton	Keith Ballard, Town Water
	Jessie Purcell, City Water
	Brian Morris, Maintenance Supervisor
	Joe Marcinelli, Head Maintenance Mechanic
	Jim Wojtowicz, Town Comptroller
	Doreen Tignanelli, Customer

1. **Approval of April 10, 2012 Minutes**

   Minutes were approved as written.

2. **Public Participation** Doreen Tignanelli stated she appreciated having info posted on website in a single post. This made it easy to find all information. Randy Alstadt replied that he is working with Al Gernhardt of the City who is performing an excellent job on organizing and quickly updating website.

3. **Plant Status Report**

   Randy Alstadt reviewed his written report. Randy stated that plant ran well, flow was stable, river turbidity slightly less than March.

   Randy stated that he has filed response to DEC March audit. Randy stated all noncompliance issues identified were resolved with the exception of audible alarm and tank levels at fill stations. Randy stated that Smith Controls will be performing that work and once completed he will advise DEC. Rand state he filed and received a permit for Petroleum Bulk Storage certificate for our emergency generator which stores 2,500 gallons of diesel. Randy stated he has since filled the application and that we would perform an internal audit.

4. **Operating Budget Status**

   Randy Alstadt provided Board 2011 operating budget status. Randy stated that some lines show negative due to bills not appropriately being applied to Purchase Orders. Randy stated he will be working with Finance to resolve issues in April.

5. **Disinfection Byproduct Study**

Randy Alstadt stated that report was delayed and he expects to receive it shortly.

Rich DuPilka questioned what State Revolving fund application was based upon. Randy responded that he submitted costs for ozone option.

6. Budget Adjustments due to Reduced Water Sales

Mayor Tkazyik proposed Board enter into executive session to discuss Village of Wappingers Falls contract. David Wise agreed based upon possible litigation.

Executive Session was held after audience was excused.

Board returned from Executive session. Audience did not return.

7. Old Business

Randy Alstadt questioned if we are going to go forward with the model. Todd Tancredi stated there is a bases for going forward as Board has approved model. Mayor Tancredi expressed concern that we will need to find savings elsewhere. Mark Newton stated he did not believe a contingency plan is needed. Rich DuPilka suggested Town could go forward on model.

Mayor Tkazyik stated he is concerned that we need to address loss of Village of Wappingers Falls revenue. Mayor Tkazyik emphatically pointed out that should the Village of Wappinger Falls money not materialize a "contingent budget adjustment should be placed to address the potential budget gap for 2012". Mark Newton expressed his opposition to the plan and contended that any shortfall should be shouldered by the City and the Town. Mayor Tkazyik asked Mark Newton if the taxpayers should come up with the money and Mark Newton said yes.

Sean Eagleton suggested Board look into selling bottled water. Todd Tancredi agreed. Randy Alstadt stated he would look into this and report back at next Board meeting.

8. New Business

Board set next meeting date to be held June 5th at 4:30 PM.

Poughkeepsies' Water Treatment Facility

MEMORANDUM

June 2, 2012

To: Joint Water Board

From: Randy J. Alstadt, P.E.
Water Plant Administrator

Subject: **May 2012 Status Report**

Water Quality/Production Issues

Process data for May 2012 and April 2012 are presented in the following tables. Average Daily Flow was up 0.38 MGD in May. Quality was excellent. Plant effluent turbidity averaged 0.07 NTU while influent turbidity averaged 52 NTU (99.9% reduction).

Treatment Process Comparison April 2012 vs. May 2012

Parameter	Apr-12			May-12		
	Average	Maximum	Minimum	Average	Maximum	Minimum
Flow, MGD	8.76	13.43	4.85	9.14	11.17	6.65
Raw Turbidity, NTU	43	118	17	52	198	15
Effluent Turbidity, NTU	0.06	0.11	0.04	0.07	0.1	0.05

Sludge Process Comparison April 2012 vs. May 2012

Parameter	Apr-12	May-12	Change	
			Gallons	Percent
Residual Solids, gallons	1,131,615	1,000,341	(131,274)	-12%
Backwash, gallons	1,182,000	979,000	(203,000)	-17%
Thickener, gallons	256,862	217,633	(39,229)	-15%
Plate Settler, gallons	12,456	11,816	(640)	-5%
Centrifuge #1 gallons	131,577	89,505	(42,072)	-32%
Centrifuge #2 gallons	105,574	137,243	31,669	30%
Centrifuge Total	237,151	226,748	(10,403)	-4%
Solis Hauled, tons	321.12	409.22	88.10	27%

Plant Update

Plant operated well.

Centrifuges were in service throughout the month. A sludge trailer failed to pass inspection limiting sludge production on centrifuge #1 by 47,738 gallons (4 feet of solids in sludge thickener or hauled as liquid cost was $9,500). As of May 31st the solids thickener solids level was up from 3.5 foot to 5 feet.

Filter #4 UV had multiple failures during the month which was resolved by maintenance staff.

telephone (845) 451-4173 x 2003 *fax (845) 451-4175*
e-mail: ralstadt@pokwater.com

Filter #2 quartz sleeves were replaced and electric wiring was replaced to resolve operating problems. Wiring to 5 of 6 UV units has been replaced. Conduit run during intial construction trapped water in units which was cause of multiple failures

Engineering Study

CH2M Hill, Morris Associates have submitted final report.

Disinfection By-products

Our second quarter data are summarized in following table. For historical trends See charts on following page.

2nd Quarter Disinfection By-product Results						
Site	THM, ug/L			HAA, ug/L		
	Average	Maximum	Minimum	Average	Maximum	Minimum
Stage 1 sites	69.6	76.7	59.4	19.5	20.6	18.9
Stage 2 sites	66.6	70.5	59.5	20.5	21.7	21.1
Overrocker Road	48.7			15.7		
Fairview Pump Station	54			16.3		

Annual Consumer Confidence Report

The City and Water Treatment Facility report was advertised in the Legal Section of the Poughkeepsie Journal May 26, 2012. Certification of Compliance was sent to the Department of Health and Department of Environmental Conservation as required.

State Revolving Fund Application

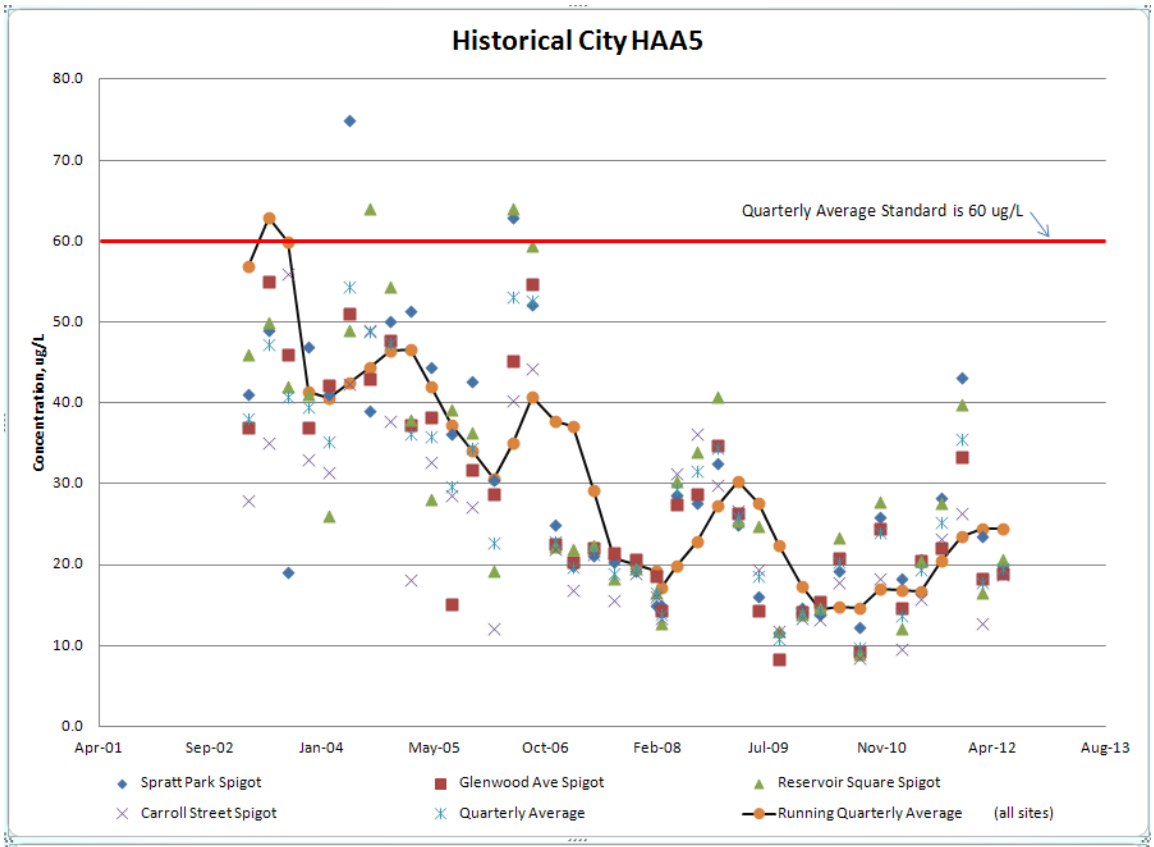
No activity.

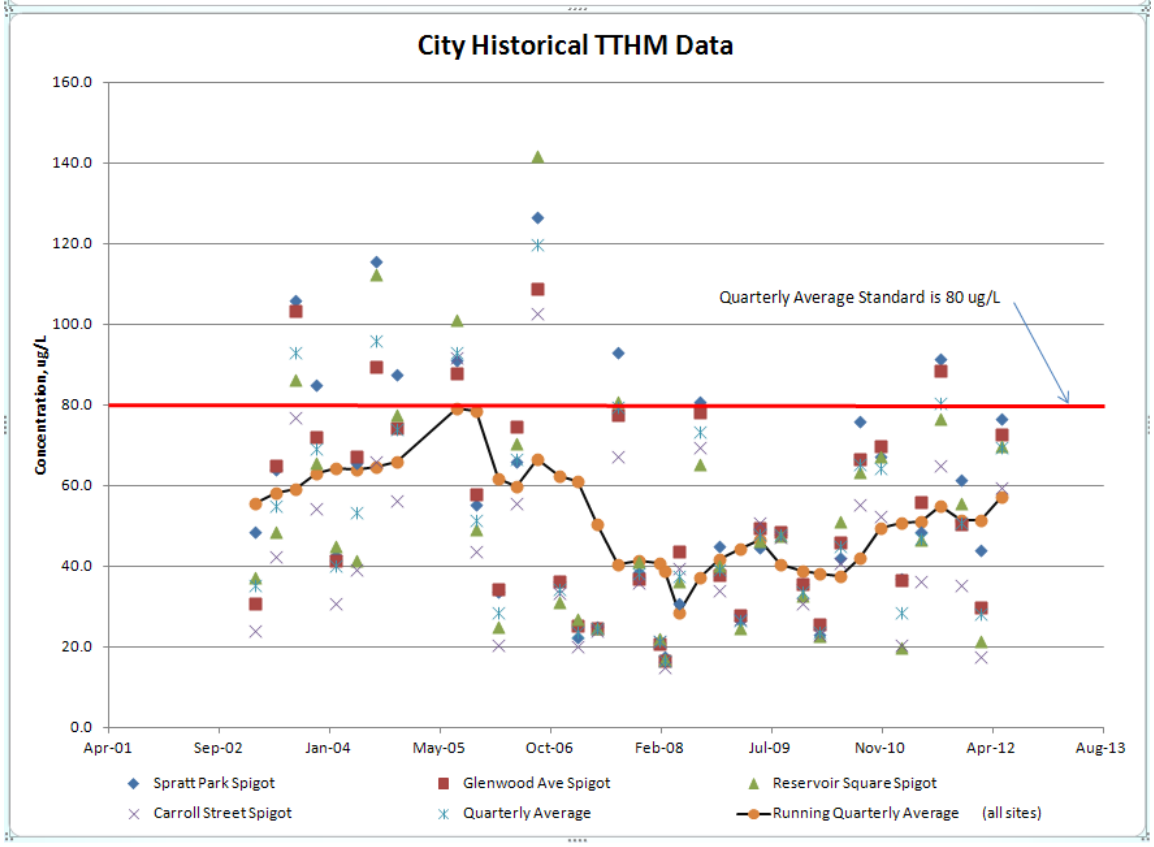
New York State DEC (NYSDEC) Bulk Chemical Storage Review

We have issued Smith Controls Purchase Orders to design and install alarms for our Bulk Chemical Storage Tanks.

New York State DEC (NYSDEC) Petroleum Bulk Storage Permit

We have received the permit which expires January 3, 2016.





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