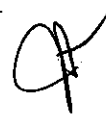


CROMWELL WATER POLLUTION CONTROL AUTHORITY
REGULAR MEETING
MONDAY, April 9, 2018
7:00 PM ROOM 224/5
MINUTES

RECEIVED FOR RECORD
APR 10, 2018 10:32A
JOAN AHLQUIST
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1. Call to Order

Vice Chairman Eric Zeilor called the meeting to order at 7:07 PM.

2. Roll Call and Seating of Alternates

Present: Vice Chairman Eric Zeilor, Robert Jahn, Timothy Griffin, Allan Spotts

Also Present: Sewer Administrator Rich Peck, Commission Clerk Sarah Voog

Absent: Chairman Alice Kelly

3. Approve/Amend Agenda

Allan Spotts made a motion to approve the Agenda 2nd by Tim Griffin.

All in Favor. Motion Passed.

4. Approve/Amend Minutes

a. February 12, 2018 Public Hearing/ Regular Meeting – Tabled (AK,RJ,AS)

b. March 12, 2018 Public Hearing/ Regular Meeting

There was no quorum for either of the minutes.

Vice Chairman Eric Zeilor tabled the minutes.

5. Report of Chairman

a. **Member's Report** - None

b. **Staff Report** - None

6. Citizen Comments

Eric Zeilor asked if there were any citizen comments, there were none.

7. New Business

- a. Sanitary Sewer I/I Project- VMS Construction Company is Contractor Recommended by Cardinal Engineering for the Sanitary Sewer I/I Removal Project. (Bid Recommendation Letter) Discussion & Action (Approve Vice Chair or Chairman to Sign Contract)

Rich Peck said the bids were opened and there were two: 1. VMS Construction Company 2. Paganelli Construction Company. He said the low bid was awarded to VMS and that Cardinal Engineering is currently working with them. He checked with the work references and all are satisfied with VMS's performance. Eric Zeilor asked if the bid contained all the specs required and Rich Peck said yes it did. He noted that an inspector will be on site for all the work as is it being done so only the work performed will be billed. He said the approximate start date is May 14th. Allan Spotts asked what the purpose of the project is and Rich Peck explained that it is the rehabilitation of the sewers to remove the inflow and infiltration from the system that includes replacement and relining of the system's pipe. He commented that sewer personnel will be rehabbing the project manholes in-house, which will save money on contracting the work out. He said the contract allows for 240 days to completion, so the work should be done before the winter weather becomes a factor.

Allan Spotts made a motion to approve awarding VMS Construction Company with a bid of \$1,431,970 the Sewer I/I Removal Project, 2nd by Eric Zeilor.

All in Favor. Motion Passed.

Rich Peck asked that the Authority approve the Chair or Vice Chair to sign the contract.

Eric Zeilor made a motion approve the Chair or Vice Chair to sign the contract, 2nd by Allan Spotts.

All in Favor. Motion Passed.

- b. Motion to Appropriate Funds within CNR Fund 260. (R. Peck Memo)

A brief discussion was held.

Allan Spotts made a motion to appropriate funds within the CNR Fund 260 in the amount of \$264,000 and move funds into Line Item 77317 for the Sanitary Sewer I/I Project.

Vote: Yes: Eric Zeilor, Allan Spotts, Tim Griffin

No: Robert Jahn.

Motion Passed.

8. Old Business

- a. Cardinal Engineering's Agreement for Engineering Design and Construction Contract Administration. Bids Opened on Tuesday, March 13, 2018.

9. Bills and Correspondence

- a. Engineering- Request to Approve to Pay Invoice No. 2236/8 in the Amount of \$4,945.50 for the Bid/Award Assistance and Direct Costs.

Rich Peck reviewed and approved payment of the invoice.

Allan Spotts made a motion to approve payment of invoice No. 2236/8, 2nd by Tim Griffin.

All in Favor. Motion Passed.

10. Financial Reports

- a. Receivables/Delinquent Assessment & Usage Account Updates
- b. Budget Update Revenues/Expenditures – Assessment, Usage & CNR
- c. Bond & SIF Status

The Authority members reviewed items 10 a.-c. with no action.

11. Miscellaneous

Robert Jahn asked to have an index created for the CWPCA Binder.

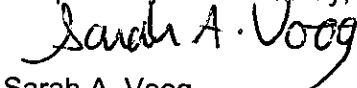
Rich Peck noted that Timothy Griffin will attend the May and June meeting before he resigns from the commission.

12. Adjournment

Eric Zeilor made a motion to adjourn the meeting at 7:38 PM, 2nd by Allan Spots.

All in Favor. Meeting Adjourned.

Respectfully Submitted By,



Sarah A. Voog
CWPCA Commission Clerk