

**BUREAU OF PUBLIC WORKS
SPECIAL MEETING**

555 Main Street, Hartford
Monday, November 22, 2021

Present: Commissioners Andrew Adil, Richard Bush, David Drake, Raymond Sweezy, Calixto Torres, Richard W. Vicino and District Chairman William DiBella (7)

Remote

Attendance: Commissioners Allen Hoffman, Maureen Magnan, Bhupen Patel and James Woulfe (4)

Absent: Commissioners John Avedisian, Donald Currey, James Healy, Byron Lester, Alphonse Marotta, Dominic Pane and Alvin Taylor (7)

Also

Present: Commissioner Peter Gardow
Commissioner Jacqueline Mandyck
Commissioner Jean Holloway (Remote Attendance)
Scott W. Jellison, Chief Executive Officer
Christopher Stone, District Counsel
John S. Mirtle, District Clerk
Christopher Levesque, Chief Operating Officer
Kelly Shane, Chief Administrative Officer
Robert Barron, Chief Financial Officer / Director of Finance
Sue Negrelli, Director of Engineering
Robert Schwarm, Director of Information Technology (Remote Attendance)
Tom Tyler, Director of Facilities (Remote Attendance)
Lisa Remsen, Manager of Budget and Analysis
Nefertere Whittingham, Financial Analyst
Sally Keating, Manager of Environment, Health and Safety
Michael Curley, Manager of Technical Services
Jason Waterbury, Senior Project Manager
Peter Krzyk, Financial Analyst (Remote Attendance)
Carrie Blardo, Assistant to the Chief Operating Officer (Remote Attendance)
Victoria Escoriza, Executive Assistant
David Silverstone, Independent Consumer Advocate
Brian McCarthy, CDM Smith

CALL TO ORDER

The meeting was called to order by Chairman Vicino at 4:05 PM

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

Judy Allen of West Hartford spoke regarding the Raftelis Memo and the Sewer Customer Service Charge

Independent Consumer Advocate David Silverstone spoke regarding agenda item #4, the Customer Service Charge and agenda item #7, the Sewer User Charge.

The approval of Meeting Minutes was postponed until after agenda item #4, when a quorum was present.

SEWER CUSTOMER SERVICE CHARGE

Chief Operating Officer Christopher Levesque gave a presentation regarding the Sewer Customer Service Charge

APPROVAL OF MEETING MINUTES

On motion made by Commissioner Adil and duly seconded, the meeting minutes of September 22, 2021 were approved.

LETTER TO CT DEEP REGARDING MS4 & REFERRAL TO COMMITTEE ON MDC GOVERNMENT OF NEW SEWER ORDINANCE RE: CONNECTIONS TO COMBINED SEWERS & STORM SEWERS

Without Objection, Commissioner Vicino postponed agenda items #5, "Letter to CT DEEP Regarding MS4" and #6, "Connections to Combined Sewers & Storm Sewers" to a future meeting.

Commissioner Patel entered the meeting at 4:33 PM

FISCAL YEAR 2022 - REVISIONS TO DISTRICT SEWER USER CHARGE RATES AND OTHER SEWER CHARGES

To: Bureau of Public Works for consideration on November 22, 2021

In accordance with Section S12j of the District's Ordinances, sewer use unit charge rates shall be determined annually in conjunction with adoption of the District Budget. The 2022 budget in support of sewer operations calls for a sewer user charge rate increase from \$5.31 to \$5.90 or 11.1% effective January 1, 2022.

Additionally, in support of the 2022 budget and in accordance with Section S12l of the District's Ordinances, the monthly sewer customer service charge per connection will increase from \$7.00 to \$9.00 or 29.0% effective January 1, 2022.

There will be an Administrative Review Fee for work performed by the Utility Services department, Engineering, Real Estate, Environment, Health & Safety, and others related to customer requests. The Administrative Review Fee includes, but is not limited to, the following individual services: availability and capacity analysis, assessment calculation, permit applications for non-domestic sewage wastewater discharges (including, but not limited to, individual permits, Significant Industrial Users, Categorical Industrial User Wastewater to a

POTW, Food Service Establishment Wastewater, Groundwater Remediation Wastewater, Miscellaneous Discharges of Sewer Compatible (MISC) Wastewater, Vehicle Maintenance Wastewater), encroachment permits, abandonment of infrastructure, Engineering/Environmental surveys and documentation requests.

There will be an Annual Wastewater Discharge Compliance Fee for all permitted wastewater discharges categorized as non-domestic sewage discharges, including but limited to, individual permits, Significant Industrial Users, Categorical Industrial User Wastewater to a POTW, Food Service Establishment Wastewater, Groundwater Remediation Wastewater, Miscellaneous Discharges of Sewer Compatible (MISC) Wastewater, Vehicle Maintenance Wastewater. The charge is related costs associated with annual administration and review of discharge monitoring reports, verification of discharges and inventorying and management of customer data.

Following the cost trend for the sewer user charge rate, it is recommended the BOD and COD rates be increased from \$0.63 to \$0.70 per pound or 11.1% effective January 1, 2022. In addition, the suspended solids strength charge will increase from \$0.52 to \$0.58 per pound or 11.1% effective January 1, 2022. These unit charges, which apply to high flow users, low flow/high strength users and non-municipal tax-exempt users, are for the following:

1. Liquid flow charge rate based on sewer flow in hundreds of cubic feet (CCF).
2. BOD (biochemical oxygen demand) strength charge rate based on pounds of BOD for the concentration of BOD exceeding 300 milligrams per liter (mg/l); AND/OR COD (chemical oxygen demand) strength charge rate based on pounds of COD for that concentration of COD exceeding 700 mg/l.
3. Suspended solids strength charge rate based on pounds of suspended solids for that concentration exceeding 300 mg/l.

In accordance with Section S12p of the District's Ordinances, sewer user charge Late Filing/Sewage Evaluation Fees will remain at \$250.00 for the 2022 budget.

Additionally, Section S12x of the District's Ordinances provides for the Clean Water Project Charge, primarily for payment of principal and interest on certain bonds and loans which proceeds are used to finance the costs associated with the Clean Water Project. The clean water project charge is set annually in conjunction with adoption of the District Budget. Effective January 1, 2022, said charge shall be \$4.10 per hundred cubic feet (ccf) to be uniformly applied and to be proportional to the quantity of water used by District customers who utilize the District sewer system and are furnished water directly by the Metropolitan District. The clean Water Project charge shall appear separately on the water bills of the District.

Liquid Waste Discharge Fee (other than Acceptable Septage): A fee is required as part of the approval from MDC for its acceptance, by whatever means, of the discharge of liquid waste other than Acceptable Septage, as provided by §S13b of the District's Sewer Ordinances. For example, but without limiting the forms of liquid waste subject to this fee, this fee shall apply to the following without limitation: groundwater; remediated groundwater; contaminated stormwater; contaminated groundwater permitted through a CT DEEP Groundwater

Remediation General Permit or other CT DEEP Miscellaneous General or Individual Permit; landfill leachate; process equipment condensate; groundwater used for process water including cooling water; discharges granted temporary authorization to discharge by CT DEEP; and stormwater discharged into a separated sanitary sewer system.

Liquid Waste Discharge Fee (other than Acceptable Septage)

Tier 1--	0-500,000 gallons per month	\$0.13/gal
Tier 2--	500,001 to 700,000 gallons per month	\$0.07/gal
Tier 3--	700,000+ gallons per month	\$0.05/gal

FOG Charges: Fees are charged to Class III and IV and FDA class 2, 3, and 4 Food Service Establishments FSE or any other facility that is likely to discharge fats, oils and grease above the effluent limit of 100 mg/l to offset the costs of managing the Fats, Oils and Grease (FOG) program. This program is required by the CT Department of Energy and Environmental Protection General Permit for the Discharge of Wastewater Associated with Food Service Establishments.

It is **RECOMMENDED** that it be

Voted: That the District Board approve the following resolution:

Resolved: That, in accordance with Section S12j of the District Ordinances, Unit Charges For Computing The Sewer User Charge, a sewer user charge rate of five dollars and ninety cents (\$5.90) per hundred cubic feet of sewer flow be effective for meter readings on and after January 1, 2022 and that, effective January 1, 2022, a sewer user customer service charge per connection of nine dollars (\$9.00) per month, a BOD strength charge of seventy cents (\$0.70) per pound be billed on sewer flow for that concentration of BOD exceeding 300 milligrams per liter; a COD strength charge of seventy cents (\$0.70) per pound be billed on sewer flow for that concentration of COD exceeding 700 milligrams per liter; and a suspended solids strength charge of fifty eight cents (\$0.58) per pound be billed on sewer flow for that concentration of suspended solids exceeding 300 milligrams per liter.

Further

Resolved: In accordance with Section S12x of the District's Ordinances, the rate for the Clean Water Project Charge (f/k/a Special Sewer Service Charge) shall be \$4.10 per ccf commencing January 1, 2022.

Also Voted: That the following fee schedule remains unchanged from 2021 and the District Board hereby approves the following fees effective January 1, 2022.

Installation, Repair or Replacement of Sewer Meters

Fees are charged to wastewater dischargers that require metering of discharges for billing purposes. The charge is

for the initial District meter installation and required repair or replacement of District meter as needed during the permitted discharge period.

5/8" meter	\$360
3/4" meter	\$375
1" meter	\$445
1-1/2" meter	\$1,140
2" meter	\$1,250

Installation, Repair or Replacement of Sewer Meters (cont'd)

3" meter	\$2,630
4" meter	\$3,180
6" meter	\$4,960
8" meter	\$14,840
10" meter	\$17,110
12" meter	\$17,800
Meter Box (5/8" to 1")	\$1,750
Meter Pit (1 1/2" and larger)	Actual Cost* + Overhead
Open Channel Sewer	\$15,300
Meter Chamber for Open Channel	Actual Cost* + overhead
Radio transmitter unit	\$200

Liquid Waste Discharge Fee (other than Acceptable Septage)

Tier 1--	0-500,000 gallons per month	\$0.13/gal
Tier 2--	500,001 to 700,000 gallons per month	\$0.07
Tier 3--	700,000+ gallons per month	\$0.05

Sewer User Charge Late Filing/Sewage Evaluation Fees \$250

Administrative Review for Sewer Services Fee \$540

Includes, but is not limited to, the following individual services: availability and capacity analysis, assessment calculation, permit applications for non-domestic sewage wastewater discharges (individual permits, Significant Industrial Users, Categorical Industrial User Wastewater to a POTW, Food Service Establishment Wastewater, Groundwater Remediation Wastewater, Miscellaneous Discharges of Sewer Compatible (MISC) Wastewater,

* The charge will be the District's cost of material, labor and equipment used, plus overhead at prevailing rates. In circumstances where this procedure for charging a customer would significantly delay the final billing, the District will use an appropriate estimate of its cost.

Vehicle Maintenance Wastewater), encroachment permits, abandonment of infrastructure, Engineering/Environmental surveys and documentation requests

Annual Wastewater Discharge Compliance Fee \$150

For all permitted wastewater discharges categorized as non-domestic sewage discharges, including but limited to, individual permits, Significant Industrial Users, Categorical Industrial User Wastewater to a POTW, Food Service Establishment Wastewater, Groundwater Remediation Wastewater, Miscellaneous Discharges of Sewer Compatible (MISC) Wastewater, Vehicle Maintenance Wastewater. The charge is related costs associated with annual administration and review of discharge monitoring reports, verification of discharges and inventorying and management of customer data.

Wastewater Discharge Compliance Fees

Failure to submit Registration or Variance Applications	\$500
Disallow Inspection	\$225
Failure to maintain discharge records including analytical results and discharge volumes	\$200
No FOG management or pre-treatment equipment installed	\$200
Non-compliant FOG management or pre-treatment equipment installed	\$200
Failure to properly maintain/service FOG and pre-treatment equipment to maintain proper working order and provide inspection and maintenance records as required.	\$100
Failure to maintain FOG management equipment in proper working order	\$200
Failure to clean FOG management equipment quarterly or when 25% of the depth of the trap is filled with food solids and FOG, whichever comes first.	\$200
Failure to properly dispose of brown and/or yellow grease	\$200
Source of sewer blockage	\$1,000
Source of sanitary sewer overflow - Actual costs will be billed to the facility for time and materials related to the overflow	minimum \$1,000 or Actual Cost whichever is greater

Wastewater Discharge Violation Correction Schedule

Discharge and/or Equipment not registered	7 days
No FOG management or pre-treatment equipment installed	30 days
FOG management equipment in need of repair or cleaning	7 days
Failure to maintain written records of FOG management equipment cleaning and inspection	7 days
Disallow an inspection – Inspection must be scheduled within 7 days of initial inspection attempt	7 days
Failure to clean and maintain FOG management equipment as required	7 days
Source of sewer blockage	24 Hours
Source of sanitary sewer overflow (minimum)	24 Hours

Respectfully Submitted,



John S. Mirtle, Esq.
District Clerk

On motion made by Commissioner Sweezy and duly seconded, the report was received and resolution adopted by unanimous vote of those present.

ACCEPTANCE OF SEWERS BUILT BY DEVELOPER'S PERMIT-AGREEMENT

To: Bureau of Public Works for consideration on November 22, 2021

The sewers outlined in the following resolution have been constructed under Developer's Permit-Agreement in accordance with the plans, specifications and standards of the District, and the Director of Engineering has certified to all of the foregoing.

It is therefore **RECOMMENDED** that, pursuant to Section S8g of the Sewer Ordinances re: "Acceptance of Developer's Sewers," it be

Voted: That the Bureau of Public Works recommends to the District Board passage of the following resolution:

Resolved: That, in accordance with Section S8g of the District Ordinances, the following is incorporated into the sewer system of The Metropolitan District as of the date of passage of this resolution:

	<u>Sewers In</u>	<u>Built By</u>	<u>Completion Date</u>
1	Oleski Farms Stone Brook Crossing, Rocky Hill DVSRKH07	Developer: Rocky Hill Development Co Contractor: Earth Excavations	July 16, 2021

Respectfully submitted,



Scott W. Jellison
Chief Executive Officer

On motion made by Commissioner Sweezy and duly seconded, the report was received and resolution adopted by unanimous vote of those present.

CONTRACT 3 TUNNEL PUMP STATION

Brian McCarthy of CDM gave a presentation regarding the Contract 3 Tunnel Pump Station

OPPORTUNITY FOR GENERAL PUBLIC COMMENTS

No one from the public appeared to be heard.

COMMISSIONER COMMENTS & QUESTIONS

There were no additional Commissioner comments or questions.

ADJOURNMENT

The meeting was adjourned at 4:47 PM

ATTEST:

John S. Mirtle
District Clerk

Date of Approval