



Passaic Valley Water Commission

Executive Director Report by Jim Mueller

April 26, 2023

Board Meeting

1) Operational Highlights

Project Highlight: On Thursday, 4/13/23, PVWC received a call from the Belleville Police Department to inform PVWC of a leak that surfaced on the exit ramp off of Route 21 North (Exit 6) in Belleville (Kearny Multiples). The ramp was closed on Monday, 4/17/23 to excavate and evaluate the leak. After assessing the leak, PVWC reopened the ramp on Wednesday, 4/19/23. PVWC’s engineering team determined that the ramp did not need to be closed at this stage of the repair process. PVWC will keep its customers informed as we work with local and state authorities on permanent repairs.

Laboratory and Water Quality

- Jory Bell and Ariel Williams attended the AWWA/WEF Young Professionals Summit.
- Interviews have been initiated for Sample Collector.
- Met with Hazen and Sawyer, and Raftelis for follow-ups about water quality/laboratory dashboards to get lab-generated information to the rest of PVWC stakeholders.

Organizational Development and Human Resources

- Fully transitioned all PVWC staff to Paylocity to track time & labor.
- Deployed the self-service portal on 4/2/23

Environmental Health & Safety

- Coagulant Ferric Sulfate Tank #4 required 5-year testing/inspection. Tank required repairs after initial inspection was conducted. Repairs were made, EHS Dept. coordinating re-inspection and finalization of payments to contractors for this work. Final inspection scheduled for April 25, 2023. Coagulant Tank #5 due in September, 2023.
- Training Summary below:

EH&S Training Summary March 15 - April 15, 2023			
Training Course	Departments	Total Staff Trained	Total Hours
Fast Track to Safety	Maintenance	34	102
	Purification	8	16
Toolbox Talks	Maintenance	12	13.25
New Hire Orientation	Distribution	2	48
Refresher Training	Distribution	2	14
Trenching Training (Consultant)	Distribution	14	56
JIF-based Training	Distribution	6	36
Total Hours			285.25

Pumping and Power

- PVWC’s contractor, Siemens, has started the second round of the inspection, testing, calibration, and maintenance of the electrical systems at the Little Falls site. Equipment tested this month includes work in the Filter Building Substation including the motor control centers and the switchgear and motor starters for the Backwash Pumps and the Wash Water Transfer Pumps. This work is ongoing and has required several hydraulic outages of the Filter Plant.
- Assisted in the planning for the demonstration testing and the performance testing of the new emergency generators. The demonstration testing is currently slated to start on April 25, 2023.

Distribution:

- Staff held hydrant training with the owner city fire departments on March 30, 2023.

Finance

- FEMA reimbursement for Hurricane Ida was received in the amount of \$2,369,843.16.
- Successfully went through an interview process for the Senior Accountant role.

Customer Service

- Finalizing logistics for in-person customer appointments which should be in place by 5/1/23.
- Exploring how to move forward with video chats in collaboration with the IT Department to better communicate with our customers.
- Training with Mark Romain to educate customer service staff on the different meter types which will assist in troubleshooting potential leaks with customers.
- Continuing to identify educational opportunities for customer service representatives to visit job sites to better understand the nature and complexities of the work performed. This will assist with customer communications.

Purification

- Completed preventative maintenance activities ahead of the peak flow demand period during the summer months: EQ basins, 4 Ozone Contactors, 4 Actiflo Trains, 4 TSB, 2 Thickeners.
- Treatment Plant production 45-50mgd – Ready for summer draft (75mgd).
- Accommodated Electrical shutdowns (Startup / Shutdowns of Treatment Plant).
- Remotes Systems ready for summer draft.
- Geese Control started for the Plant and reservoirs.

Purchasing

- All forms of procurement are now originating with the Buyer, who is creating specifications, bid packages and distributing same to potential bidders.
- HTE access has continued to be granted to departments who did not previously have that access and training has now commenced so that each department will be responsible for entry and maintenance of their purchases and spending.
- Monthly meetings have been instituted with all departments to ensure that all procurement needs are being met so that we can project are needs in advance so that we are proactive rather than reactive. This will ensure that we will be able to determine the best way to procure goods and services at the best prices.

Information Technology

- Starting to formally discuss PVWC's GIS roadmap.
- Continuing end-user CMMS training ahead of full system deployment.
- Training will be available soon for Microsoft productivity suite and other applications.

Communications & Intergovernmental Coordination

- Communications Department published six (6) press releases since the March 2023 board meeting:
 - Exit 6 Ramp off Rt 21 North will be Closed for Several Days as 16-inch Water Main is Repaired
 - PVWC Continues Upgrades, Replacing nearly 1,100 Hydrants
 - PVWC will Continue Targeted Flushing
 - PVWC Employee Will Lead American Water Works Association, New Jersey Section
 - PVWC Will Restart Shutoffs in April as Winter Termination Program Ends
 - PVWC to Conduct Routine Hydrant Flushing in Clifton



Passaic Valley Water Commission

- As we approach Earth Day, we are organizing a “Reservoir Cleanup” to take place on 4/21/23, at Levine and New Street Reservoirs, where employees volunteer their lunch hour to collect trash near the reservoirs.
- PVWC Proud: we publish a monthly letter company-wide, highlighting employees and extracurricular activities they may be involved in outside of work. In March, we highlighted Joe Aldighieri for being named President of the NJ Section of the AWWA, as well Alex Wells for receiving the NJ Section 2023 Dedication Award.
- Clifton City Councilmembers Latona and Pino toured the treatment plant on 4/18/2023

2) Organizational Highlights – Succession Planning

- Q1 2023 - performance evaluations for Department Heads have been scheduled and will be completed by April 28th.
- Q1 2023 - performance evaluations will roll out to the direct reports of the Department Heads.
- Continuing to work on PVWC’s Strategic Plan and finalizing organizational charts for each Department to support continued staffing needs.
- Each Department Head has instituted regular weekly/bi-weekly staff meetings and the Executive Director has begun to attend on a rotating basis to discuss any key issues and organizational strategies.

New Hires: The following staff have joined PVWC over the last month. These new hires will be introduced at next week’s Board meeting.

<u>Names</u>	<u>Start Date</u>	<u>Department</u>
Miata Frierson	4/3/2023	Purification
Elyjah Perez	4/10/2023	Distribution
Brandon Healy	4/10/2023	Distribution
Austin Romanelli	4/17/2023	Maintenance
Edwin Guzman	4/17/2023	Pumping

3) Regulatory Issues

Lead Service Line Replacement Status:

The contract with Pacific Construction (Contract 22-B-8) started in July 2022 and the contract with CDM-Smith for CM and service line inspections began in the Spring. The overall program is estimated at \$36M and we have received 77% principal forgiveness (\$27M) from the NJ I-Bank. Work has begun on replacement of lead line in all cities with a summary listed on the next page.



Passaic Valley Water Commission Lead Service Line Tracking Summary					
	CLIFTON	PASSAIC	PATERSON	PROSPECT PARK	TOTAL
Inspections					
Remaining Unknowns LSLR Program ⁽¹⁾	684	521	951	15	2,171
Total Inspection Completed	531	348	271	33	1,183
<i>LSLR Inspection Lead Verified ⁽²⁾</i>	55	14	22	9	100
<i>LSLR Inspection Unable to Verify ⁽³⁾</i>	40	17	30	1	88
<i>LSLR Inspection, Non Lead Verified</i>	436	317	219	23	995
<i>Submitted Photo Inspection</i>	3	1	3	-	7
Total Inspections Attempted by Address	1,651	960	893	130	3,634
Test Pit Program, Non Lead Verified	1,932	725	1,739	43	4,439
Test Pit Program, Lead Verified	36	19	67	1	123
% Found to Be Lead	10%	4%	8%	27%	8%
Replacements					
Contract 22-B-8 Remaining ⁽⁴⁾	1,641	770	2,684	63	5,158
Replaced Lead Service Lines	228	315	292	98	933
Verified Non Lead by Test Pit	29	75	89	29	222
% Complete	14%	34%	12%	67%	18%
<i>Completed Pavement Restoration</i>	8	4	5	8	25
<i>Pending Pavement Restoration</i>	21	14	21	9	65
<i>Completed Sidewalk Restoration</i>	9	60	151	37	257
<i>Pending Sidewalk Restoration</i>	20	75	111	15	221
<i>Completed Lawn Restoration</i>	218	231	118	133	700
<i>Pending Lawn Restoration</i>	54	100	69	20	243
<i>Completed Interior Restoration</i>	30	91	128	3	252
<i>Pending Interior Restoration</i>	6	21	20	2	49
NON LEAD	20,562	7,250	20,251	1,095	49,158
Total	22,887	8,541	23,886	1,173	56,487

Notes:

(1) denotes the number of unknown service lines remaining to be inspected

(2) denotes the number of lead and galvanized steel assigned to Contract 22-B-8

(3) denotes the number of lines not able to be visually verified assigned to Contract 22-B-8

(4) denotes the number of remaining service lines to be replaced under Contract 22-B-8

Lead and Copper

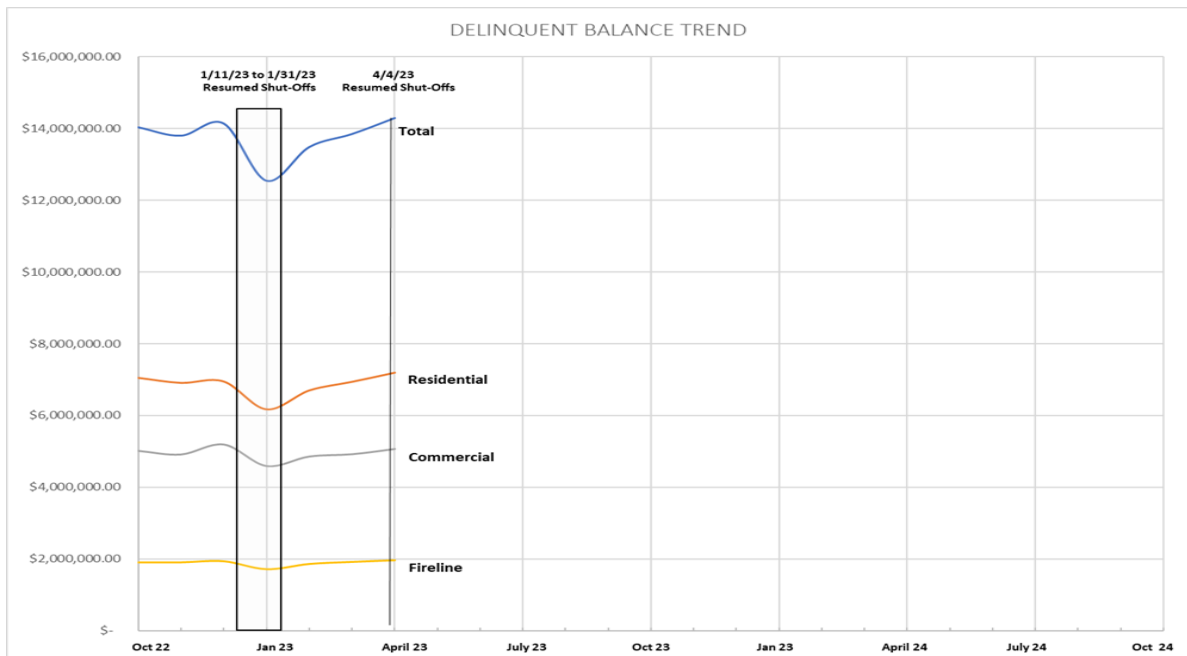
NJDEP published new rules for lead and copper that go into effect in 2024. These rules impact sampling methodologies and public notification policies that require optimizing and modifying internal PVWC business processes and resources. We have established an internal working group comprised of Executive, Laboratory, Engineering, Distribution, Communications, and Purification staff to develop workflows, identify needed resources and prepare a plan for compliance that will be in place when the new rules take effect. We continue to meet on a monthly basis.

4) Delinquent Accounts

As of January 30, 2023, PVWC ceased shut-offs due to the cold weather. We continue to work with the Low Income Household Water Assistance Program and the NJ Winter Termination Program. The NJ Board of Public Utilities (BPU) maintained a written policy known as the Winter Termination Program (WTP) by which regulated electric or gas utility companies could not discontinue service to certain household which ended on March 15, 2023. We resumed shut offs on April 4, 2023.

A summary table of delinquent accounts and the associated trends are provided below and on the next page.

Retail System - Delinquent Account Summary					
Account Type	\$	% \$	# Accounts	% Accounts	\$/Account
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Residential	\$ 7,200,854	50%	7,822	76%	\$ 920.59
Small Commercial-< 2'	\$ 3,172,275	22%	1,774	17%	\$ 1,788.20
Fireline	\$ 1,962,078	14%	280	3%	\$ 7,007.42
Commercial-up to 6" mtr	\$ 1,015,887	7%	262	3%	\$ 3,877.43
Industrial- 6" & above	\$ 874,831	6%	58	1%	\$ 15,083.29
Municipal	\$ 67,776	0.5%	40	0.4%	\$ 1,694.40
Total	\$ 14,293,701	100%	10,236	100%	\$ 1,396.41



5) External Communications

- Quarterly status meetings have been held with the Mayors and/or key staff from the following retail system: The meeting agenda covered the lead service line replacement program status, unauthorized hydrant access/misuse, LIHWAP and shutoffs.
 - a. Clifton Attended council meeting to give updates on 3/7/23
 - b. Passaic Scheduled for 4/25/24
 - c. Paterson Being scheduled for June
 - d. North Arlington Being scheduled for June
 - e. Prospect Park Scheduled for 6/19/23
 - f. Lodi Being scheduled for June/July
- A community outreach strategy is being developed for the distribution water main replacement program, the Levine storage tank construction and Great Falls PS upgrade projects with community meetings anticipated to begin in late June 2023.
- Jim Mueller and Lendel Jones were interviewed by Clifton Times on 3/14/23, resulting in a positive article updating the public on changes happening at PVWC. This article resulted in TV news coverage on News 12 and print coverage on northjersey.com, Tap Into, Yahoo, nj.com and Clifton Times.