

KENT COUNTY WATER AUTHORITY

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS

February 20, 2025

A meeting of the Board of Directors of the Kent County Water Authority was held on the 20th day of February 2025, at 3:30 p.m. at the offices of the Authority 35 Technology Way, West Greenwich, RI, in the Robert B. Boyer Board Room.

Secretary Scott Duckworth opened the meeting at 3:30 p.m. Board members Geoff Rousselle, Charles Donovan, Brian Kortz, and Ken Mason were all in attendance along with Executive Director/Chief Engineer David L. Simmons, Legal Counsel Marisa Desautel, Esq., Chief of Operations, Rick Burns, Chief of Administration, John Duchesneau and Sr. Director of Technical Services Nicole Campagnone, were also in attendance.

Mr. Duckworth led the room in the pledge of allegiance.

Executive Session: Pursuant to RIGL 42-46-5(2): Discussions pertaining to litigation - RIDOT- Construction Pipe Gantry Issues-KCWA v. D'Ambra Construction and RIDOT-KC-2021-0704.

Mr. Duckworth moved that the executive session go to the top of the agenda, and it was approved by the board unanimously.

Mr. Duckworth read the agenda item and moved to go into executive session. The board was polled individually, and it was unanimously passed.

The board went into executive session at 3:35 pm.

The board convenes in regular session at 3:50 pm.

Mr. Duckworth moved, seconded by Mr. Donovan, to seal the minutes of the executive session. Unanimously approved.

Approval Of The Minutes

The minutes of the board meetings held on January 16, 2025, were presented for approval. Mr. Rousselle moved the approval, seconded by Mr. Donovan. The minutes were approved unanimously.

Director of Finance Report:

Closing Report/ Cash Report February 2025

Mr. Simmons, Executive Director/Chief Engineer presented the financial report as submitted by Michael Lanfredi, Director of Finance and HR. The report presented on the Cash Receipts and Disbursements and Statement of Cash Location FY 2024-2025 as of January 2025 and Statement of Revenues, Expenditures, and Changes in Fund Balance as of January 2025, attached as exhibit "A", and a thorough discussion ensued with regard to the sales and revenue.

Mr. Simmons also submitted the delinquencies, payment plans and shutoffs for the past month.

Mr. Rousselle moved, seconded by Mr. Donovan, to accept the reports and attach the same as an exhibit and that the same be incorporated by reference and be made a part of these minutes.

Upon Motion duly made and seconded, it was unanimously,

VOTED: That the Cash Receipts and Disbursements and Statement of Cash Location FY 2024-2025 as of January 2025 and Statement of Revenues, Expenditures, and Changes in Fund Balance as of December 2025, attached as exhibit "A", be approved as submitted and be incorporated herein and are made a part hereof.

Personal Privilege and Communication

Nothing to report here.

EXECUTIVE DIRECTOR/CHIEF ENGINEER'S REPORT

ONGOING PROJECTS

Coventry Projects Update- Coventry High School Sewer Extension Project / KCWA Coordination Reservoir Road. Coordination and discussion with RI National Guard to provide water service inclusive of the evaluation of a new pressure gradient on Read Schoolhouse Road.

Mr. Simmons introduced two coordination projects in various stages of development in Coventry. The first is the High School sewer extension project on Reservoir Road on which

KCWA is partnering with the Town to coordinate the simultaneous consolidation of water lines with the sewer work being performed. He stated that as of now the Reservoir Road sewer project is still full speed ahead due to its criticality and it is our understanding that it is currently \$1 million dollars over budget. KCWA is going to continue to move forward with consolidating the two water mains as long as the project remains in motion. There will be an escrow account established for just the water consolidation portion of the job and will be funded by KCWA. KCWA will be monitoring the water portion of the job to make sure quantities are being used according to the contract amounts and installed to our specifications

The second project is at the Rhode Island National Guard site on Read School House Road. About a month ago the National Guard approached us because they have high levels of PFAS contamination in their 4-5 wells. All are above 20 parts per trillion MCL. He stated that the RING were exploring ways to possibly get public water up to the site from the KCWA water tank below and had an RFP on the street to hire an A&E firm. Mr. Simmons explained that the best solution is the installation of a new pump station that could provide water up to the higher elevation, establishing a new pressure gradient. Mr. Simmons discussed that there were already two separate private locations that are operating on similar pressure gradients in the area. He said the Washington Oak School and Walker Ridge Homeowners Association residential subdivision are currently two private systems operating this way, each with their own pump station. He said by having the National Guard construct a pump station to KCWA's design standards provides a perfect opportunity to consolidate and have KCWA take control of a single pump station to service the area and solve all the ongoing problems that have plagued these systems for decades. He went onto to say that this partnership will allow KCWA and the National Guard to utilize the existing piping infrastructure heading up the hill from these systems which will save a tremendous amount of money for the National Guard. In turn, the National Guard would be financing the construction of a pump station that benefits everyone. The most important aspect of this project is its importance for public health and safety in providing clean drinking water for both consumption and fire protection. Also, this would resolve some dead end mains that are currently stagnant. The Town and the subdivision are eager and very much in favor of solving these issues.

Mr. Mason said that the National Guard project needs to have a signed construction contract by September 30th and they have not even hired an engineer yet and questioned how is this going to happen?

Mr. Kortz said that if they do not need permits then they might have a chance. He said he would make a call. Mr. Simmons said it could be an RFP. Mr. Duckworth said that getting Coventry on board with all the land legalities might be tricky.

East Greenwich Well Treatment Plant Update - Pilot skid buildout, final design and progress toward RIDOH (Certificate of Approval). DPUC debt service filing.

Mr. Simmons introduced the topic. He said they finished constructing the pilot skid from the design specification provided by our engineers. He said we are still waiting for the pilot plan approval from DOH but the skid was built to be ready for implementation once received. RIDOH stated that pilot would only require 15 days of data but we are going to run it longer to determine the breakthrough period. He said that the plan includes testing three different manufacturers versions of granulated activated carbon and one ion exchange resin media. KCWA will transport the pilot skid and set up on the site in preparation of starting the pilot study hopefully in March if there are not too many comments and concerns from RIDOH in regards to the plan presented. He said the debt service filing is complete. Reviewing cover letters to PUC, Attorney General, then the public hearing. This should be submitted within the next week for public hearing. We are obtaining wetland delineation data for DEM to support the determination of the floodplain elevation. Floodplain standards in excess of 28 feet will require alterations to the site design to include additional compensatory storage. The Town of East Greenwich maintains an industrial pretreatment program that KCWA will be required to comply with for its waste discharge. The engineer that reviews the pretreatment applications has been notified of the project and sees no glaring issue regarding the iron and manganese residuals or capacity. No PFAS will be sent to the sewer collection system as the GAC filter holds those residuals onto the media. A separate waste line will be required into a manhole via Franklin Rd onto Chestnut Drive. Off-peak pumping should not affect flow of the sewer system. The current waste line at the facility was approved for domestic sewage only and that the Town wanted to attach to the main for a condo project that they connected to. He said this new line has to be completely separate and dedicated to the process to allow the water plant to operate.

IFR 2021 ACTION ITEM: CO-14 Special Conditions -Adjustments for Asphaltic Products

Mr. Simmons requested approval of CO-14 in the amount of \$281,582.01 for final asphalt and fluctuations. There are enough funds in escrow from staples plaza that will cover the cost of this change order.

Mr. Kortz recused himself.

Mr. Duckworth moved approval, seconded by Mr. Donovan.

Motion made and duly seconded, it was unanimously

VOTED: that KCWA approves Change Order 14 in the amount of \$281,582.01 for final asphalt and fluctuations

EPA Revised Lead and Copper Rule Lead service line inventory update.

Ms. Campagnone introduced the agenda item. She said they verified about 350 services; about 60 were verified on both customer side and our side and the rest were verified by KCWA. This is ongoing. DOH released a map that shows the lead service line status. There is very low exposure here in Kent County, less than 250 lead and galvanized which is confirmed. KCWA will need to obtain funding which will likely be a small amount but certainly needs to be on the list/radar. We have 10 years to get this done, however, we would like to get it done in 2.

Office and Maintenance Facility: Punchlist and project closeout items.

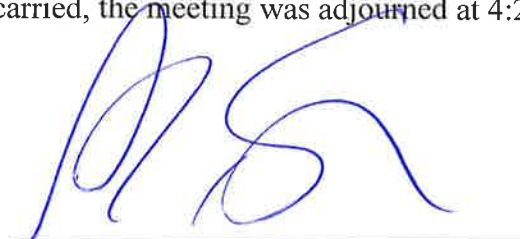
Mr. Duchesneau discussed two sewer backups and an email to the contractor from Mr. Simmons identifying the waste pipe causing the backup of solids. He stated that there is about 4 inches of concrete over top of it and the pipe drains out to the manhole. Mr. Duchesneau also reported that the overhead high speed doors are on order for the PEMB building by the contractor and that we will continue to use the ones we have until they are installed. There are a number of electronic issues that still need to be solved and it has been challenging to obtain feedback. We are still holding \$1 million but just released \$500,000. KCWA is still retaining a little over \$500,000 if something needs to be done or fixed. We have looked into slip lining the 4-inch line for low flow toilets and determined that this will not work. Waiting for the as-built plans – no additional cash disbursement until that happens until we have good records and notes on the locations

1072 Main Street Update on sale.

Mr. Simmons reported that the transaction was moving forward as planned. He said he had to answer environmental questions to the buyer but it is in the Town's lap and their meeting is the 25th where they can exercise their right of first refusal. The Town has no interest in the real estate. There is a 45-day due diligence period then 21 days to close. They are doing their Phase I and Phase II now and doing all their environmental stuff now. The sale price is \$750k.

There being no further business before this board, on motion duly made by Mr. Rousselle, seconded by Mr. Kortz, and carried, the meeting was adjourned at 4:20 p.m.

Dated: March 20, 2025



Patrick J. Sullivan
Legal Counsel

KENT COUNTY WATER AUTHORITY
CASH LOCATION
FISCAL YEAR 2024-2025

CASH LOCATION: JULY AUGUST SEPTEMBER OCTOBER NOVEMBER DECEMBER JANUARY FEBRUARY MARCH APRIL MAY JUNE

	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
Washington Trust - Deposit	866,126	1,244,548	1,137,334	799,544	935,186	1,344,916	531,864					
Washington Trust - Checking	99,238	7,393	106,852	17,917	9,061	13,285	100,720					
Washington Trust - Bald Hill Rd Escrow	601,906	603,662	605,367	606,746	606,796	309,441	310,347					
BNYM - 2022B Debt Svc Fund (112326)	121,722	134,275	19,602	31,758	43,922	56,126	68,376					
BNYM - 2022B Debt Svc Res (112328)	154,188	154,832	155,476	156,085	156,680	157,234	157,788					
BNYM - CIP (112541)	1,102,869	649,260	326,514	541,146	330,732	505,464	244,685					
BNYM - IFR (112542)	3,577,974	3,095,294	2,515,535	2,126,228	1,599,783	1,537,102	1,232,011					
BNYM - Revenue Fund (112549)	43,346	9,891	780,723	21,301	21,486	19,007	19,250					
BNYM - Cap Equipment (112552)	126,072	134,905	143,771	152,641	20,937	29,504	37,920					
BNYM - 2022A Debt Svc Fund (112553)	1,225,092	1,229,838	342,298	421,982	501,663	581,540	661,725					
BNYM - O&M Reserve (112554)	3,275,343	3,338,867	3,402,583	3,465,747	3,528,787	3,566,127	3,578,630					
BNYM - R&R Reserve (112590)	172,157	172,877	173,596	174,275	174,940	175,559	176,177					
BNYM - Op Rev Allow (112591)	1,758,918	1,766,267	1,773,615	1,780,559	1,787,344	1,793,669	1,799,989					
BNYM - 2022A Debt Svc Res (112597)	1,278,769	1,284,113	1,289,455	1,294,503	1,299,436	1,304,034	1,308,629					
RIB - SDW 2022A Fund	33,120	33,120	33,120	33,120								
RIB - EBF 2022B Fund												
Total	14,436,840	13,859,142	12,805,841	11,623,552	11,016,751	11,393,008	10,228,113					
Total All Accounts	\$ 14,436,840	\$ 13,859,142	\$ 12,805,841	\$ 11,623,552	\$ 11,016,751	\$ 11,393,008	\$ 10,228,113	\$ -	\$ -	\$ -	\$ -	\$ -
Cash Receipts and Disb report	14,436,840	13,859,142	12,805,841	11,623,551	11,016,750	11,393,008	10,228,113	10,228,113	10,228,113	10,228,113	10,228,113	10,228,113
	0	0	0	0	0	0	0	(10,228,113)	(10,228,113)	(10,228,113)	(10,228,113)	(10,228,113)

**KENT COUNTY WATER AUTHORITY
MONTHLY FINANCE REPORT
FOR THE MONTH ENDING JANUARY 31, 2025**

	<u>Jan 2025</u>	<u>Jan 2024</u>
<u>Cash Receipts & Disbursements</u>		
Washington Trust-Deposit Account	\$ 531,864	\$ 1,780,727
Washington Trust-Checking Account	100,720	16,839
Washington Trust-Bald Hill Escrow Acct	310,347	-
RIIB-Revenue Bond Fund	-	2,979,676
BNYM Restricted Accounts	9,285,182	18,354,893
	<u>\$ 10,228,113</u>	<u>\$ 23,132,135</u>
Collections	\$ 1,786,948	\$ 1,711,310
Disbursements	\$ 2,986,551	\$ 3,696,692
<u>Revenues</u>		
Monthly Budgeted	\$ 1,584,917	\$ 1,507,084
Monthly Actual	1,557,280	1,506,245
Over/(Under) Budget	<u>\$ (27,637)</u>	<u>\$ (839)</u>
YTD Budgeted	\$ 13,377,417	\$ 14,191,583
YTD Actual	13,989,589	13,370,188
Over/(Under) Budget	<u>\$ 612,172</u>	<u>\$ (821,396)</u>
<u>Expenditures</u>		
Monthly Budgeted	\$ 1,436,417	\$ 1,427,333
Monthly Actual	1,573,163	1,488,052
(Over)/Under Budget	<u>\$ (136,746)</u>	<u>\$ (60,719)</u>
YTD Budgeted	\$ 10,910,416	\$ 10,669,090
YTD Actual	11,580,744	11,069,900
(Over)/Under Budget	<u>\$ (670,328)</u>	<u>\$ (400,810)</u>
YTD Budgeted Surplus/(Deficit)	\$ (58,156)	\$ (1,222,205)
Sales	\$ 1,559,285	\$ 1,487,966
<u>Open Receivables</u>		
0-30 Days	\$ 1,510,657	\$ 1,634,672
31-60 Days	237,338	(12,974)
61-90	82,712	74,896
Over 90 Days	77,294	47,393
	<u>\$ 1,908,002</u>	<u>\$ 1,743,987</u>

Kent County Water Authority
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 AS OF 01/2025

ACCOUNT DESCRIPTION	CURRENT MONTH		YEAR-TOTAL		ACTUAL OVER/ UNDER BUDGET
	BUDGET	ACTUAL	BUDGET	ACTUAL	
REVENUES					
1-4190 INTEREST & DIVIDEND INC.	77083.33	34708.59	539583.31	337637.48	-201945.83
1-4210 MISCELLANEOUS INCOME	8333.33		58333.31	16482.79	-41850.52
1-4750 OTHER REVENUE-SAMPLES	750.00	600.00	5250.00	5400.00	150.00
TOTALS FOR OTHER INCOME	86166.66	35308.59	603166.62	359520.27	-243646.35
1-1184 MISC BILLABLE WORK	416.66	-655.08	2916.62	1419.56	-1497.06
1-461A METERED SALES - GC	1000000.00	1006950.09	8700000.00	9419157.39	719157.39
1-461B METERED SALES - IC	230000.00	238118.85	2015000.00	2061158.20	46158.20
1-4620 PRIVATE FIRE PROTECTION	30000.00	30331.60	210000.00	211868.66	1868.66
1-4630 PUBLIC FIRE PROTECTION	131250.00	130006.26	918750.00	918901.98	151.98
1-4640 SALES -PUBLIC AUTHORITIES	35000.00	40208.65	380000.00	421602.54	41602.54
1-4660 SALES FOR RESALE	57000.00	55444.20	451000.00	463236.29	12236.29
1-4710 SERVICE AND LATE CHARGE	8000.00	8064.53	47000.00	55767.73	8767.73
1-4730 OTHER REVENUE-INSPECTIONS	3333.33	10366.80	23333.31	47395.20	24061.89
1-4740 OTHER REVENUES & W.P.6.9%	3750.00	3135.45	26250.00	29560.75	3310.75
TOTALS FOR OPERATING REVENUE ACCTS.	1498749.99	1521971.35	12774249.93	13630068.30	855818.37
TOTALS FOR REVENUES	1584916.65	1557279.94	13377416.55	13989588.57	612172.02
EXPENDITURES					
1-6020 PURCHASED WATER	500000.00	512252.38	3525000.00	3808782.79	-283782.79
TOTALS FOR SOURCE OF SUPPLY EXPENSES	500000.00	512252.38	3525000.00	3808782.79	-283782.79
1-6210 FUEL FOR PUMPING	11666.66	11593.15	81666.62	56582.62	25084.00
1-6230 POWER PURCHASED	66666.66	90246.51	466666.62	499082.45	-32415.83
1-624A PUMPING LABOR	17500.00	16782.94	122500.00	128529.52	-6029.52
1-624B PUMPING EXPENSES	833.33		5833.31		5833.31
1-6310 STRUCTURE/IMPROVE LABOR	18750.00	7264.79	131250.00	176877.36	-45627.36

Kent County Water Authority
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

AS OF 01/2025

ACCOUNT DESCRIPTION	C U R R E N T M O N T H		Y E A R - T O - D A T E		ACTUAL OVER/ UNDER BUDGET
	BUDGET	ACTUAL	BUDGET	ACTUAL	
1-6330 PUMPING EQUIPMENT LABOR	10000.00	8491.89	70000.00	40352.21	29647.79
TOTALS FOR PUMPING EXPENSES	125416.65	134379.28	877916.55	901424.16	-23507.61
1-6410 CHEMICALS	10416.66	1247.12	72916.62	22698.95	50217.67
1-642A WATER TREATMENT LABOR	16666.66	14904.94	116666.62	104959.42	11707.20
1-642B OPERATION EXPENSES	7500.00	3551.49	52500.00	93841.17	-41341.17
1-6510 MAINT STRUCT & IMPROVE	2083.33		14583.31	48455.02	-33871.71
1-6520 TREATMENT EQUIPMENT	4166.66	19476.89	29166.62	27025.15	2141.47
TOTALS FOR WATER TREATMENT EXPENSES	40833.31	39180.44	285833.17	296979.71	-11146.54
1-662A T & D LINE LABOR	1250.00		8750.00	13158.24	-4408.24
1-662B T & D SUPPLIES & EXP	5416.66	1707.25	37916.62	17252.24	20664.38
1-663A T & D METER LABOR	3333.33	5129.22	23333.31	37483.28	-14149.97
1-6650 T & D MISC	1250.00	489.95	8750.00	17408.62	-8658.62
1-6720 RESERVOIR & STANDPIPE	6250.00	3411.49	43750.00	28485.05	15264.95
1-6730 MAINT T & D MAINS	75000.00	92515.26	525000.00	726333.30	-201333.30
1-6750 SERVICE & CURB BOX	20833.33	21493.67	145833.31	135731.18	10102.13
1-6760 METER REPAIRS	10416.66	5458.73	72916.62	69281.88	3634.74
1-6770 HYDRANT MAINTENANCE	4166.66	13551.36	29166.62	79788.15	-50621.53
TOTALS FOR TRANS. & DISTR. EXPENSES	127916.64	143756.93	895416.48	1124921.94	-229505.46
1-902A METER READING LABOR	3333.33	4985.09	23333.31	22259.46	1073.85
1-903A OFFICE ADMIN LABOR	18333.33	20964.73	128333.31	134834.96	-6501.65
1-903B CUSTOMER BILLING SUPPORT	15000.00	14383.70	105000.00	99599.32	5400.68
TOTALS FOR CUSTOMER ACCT. EXPENSES	36666.66	40333.52	256666.62	256693.74	-27.12
1-9090 SHIPPING & FREIGHT	750.00	899.91	5250.00	7759.44	-2509.44
1-9100 COMMUNICATIONS EXPENSE	10000.00	11938.53	70000.00	83405.58	-13405.58
1-9160 PROPERTY TAXES	4583.33		32083.31	51467.32	-19384.01

Kent County Water Authority
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 AS OF 01/2025

ACCOUNT DESCRIPTION	C U R R E N T M O N T H		Y E A R - T O - D A T E		ACTUAL OVER/ UNDER BUDGET
	BUDGET	ACTUAL	BUDGET	ACTUAL	
1-9170	12500.00	14912.71	239000.00	330424.18	-91424.18
COMPUTER EXPENSE					
1-9180	416.66	500.00	2916.62	2700.00	216.62
LICENSES & PERMITS					
1-9190	27083.33	25708.64	189583.31	185042.25	4541.06
BANK CHARGES					
1-9200	44166.66	38428.06	309166.62	304885.42	4281.20
OFFICE SALARY LABOR					
1-9210	4166.66	7238.36	29166.62	48106.77	-18940.15
OFFICE SUPPLIES & EXP					
1-9230	17000.00	21749.25	119000.00	166585.49	-47585.49
OUTSIDE SERVICES					
1-9240	21666.66	22533.08	151666.62	173834.59	-22167.97
INSURANCE EXPENSE					
1-9260	60000.00	80417.21	710000.00	792875.28	-82875.28
EMPLOYEE BENEFITS					
1-9270			80000.00		80000.00
O.P.E.B. EXPENSE					
1-9280	4000.00		133000.00	102107.63	30892.37
REGULATORY COMM EXP					
1-930A	83.33	7.92	583.31	7.92	575.39
MISC GENERAL EXPENSE					
1-930B	1750.00	1750.00	12250.00	12250.00	
MISC-BOD EXPENSE					
1-9310				931.60	-931.60
LOSS ON DISPOSAL OF ASSET					
1-932A	16666.66	30332.67	116666.62	207808.76	-91142.14
GENERAL PLANT LABOR					
1-932B	8333.33	14483.88	58333.31	76301.31	-17968.00
GARAGE/TRUCK LABOR					
1-9330	17000.00	76622.00	119000.00	116888.76	2111.24
PAID TIME OFF					
1-9340	416.66		2916.62		2916.62
UNCOLLECTIBLE (WRITE OFF)					
TOTALS FOR ADM. & GENERAL EXPENSES	250583.28	347522.22	2380582.96	2663382.30	-282799.34
1-4030					
DEPRECIATION EXPENSE					
1-4080	337500.00	334855.84	2362500.00	2343990.88	18509.12
PAYROLL TAXES					
1-4270	17500.00	20881.97	122500.00	116968.00	5532.00
INTEREST EXPENSE					
TOTALS FOR OTHER EXPENSES	355000.00	355737.81	2689000.00	2528559.09	160440.91
TOTALS FOR EXPENDITURES	1436416.54	1573162.58	10910415.78	11580743.73	-670327.95
EXCESS OF REVENUE OVER EXPENDITURES	148500.11	-15882.64	2467000.77	2408844.84	-58155.93
FOR general					

REPORT-DATE 02/13/2025
 SYSTEM DATE 02/13/2025
 FILES ID Z

Kent County Water Authority
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

PAGE 4
 TIME 10:50:08
 USER MLANFREDI

AS OF 01/2025

ACCOUNT DESCRIPTION

OTHER ADJUSTMENTS TO FUND BALANCE

FUND BALANCES - JULY 1
 FUND BALANCES - JANUARY 31

CURRENT MONTH		YEAR - T O - D A T E	
BUDGET	ACTUAL	BUDGET	ACTUAL
		ACTUAL OVER/ UNDER BUDGET	
			0.00
			178962773.08
			181371617.92
			=====