

PORT WASHINGTON WATER DISTRICT

Organizational Meeting of the BOARD OF COMMISSIONERS

Held: January 8th, 2014

The Organizational Meeting of the Commissioners of the Port Washington Water District was held at the Office of the Board, 38 Sandy Hollow Road, Port Washington, New York at 8:00 am on January 8, 2014.

Present: Commissioners:
David R. Brackett, *Chairman*
Peter Meyer, *Secretary*
Mindy Germain, *Treasurer*

Also Present: Italo J. Vacchio, *Superintendent*
William Merklin, *District Engineer*
Peter Fishbein, *District Attorney*

MOTION: A motion was made to approve the minutes from the Board Meeting held on December 18, 2013.

The Board of Commissioners proceeded with the business of appointing the officers for the year 2014, as follows:

1. **Chairman:** David R. Brackett
 Nominated by: Mindy Germain
 Seconded by: Peter Meyer

2. **Secretary:** Peter Meyer
 Nominated by: David R. Brackett
 Seconded by: Mindy Germain

3. **Treasurer:** Mindy Germain
 Nominated by: Peter Meyer
 Seconded by: David R. Brackett

RESOLUTION: **Designation of Depositories (Banks)**

Capitol One Bank
933 Port Washington Boulevard
Port Washington, NY 11050

Bank of New York
805 Port Washington Boulevard
Port Washington, NY 11050

RESOLUTION: **Travel Expenses** – That the Commissioners and Superintendent be allowed all expenses including travel incurred while attending meetings, conventions and other business in connection with the water industry.

RESOLUTION: **Employment of Auditor (CPA):** Johnson & Meyer, CPA
75 Prospect Street
Huntington, NY 11743

RESOLUTION: Employment of Attorney: Bee, Ready, Fishbein, Hatter & Donovan LLP
170 Old Country Road
Mineola, NY 11501

RESOLUTION: Employment of Consulting Eng: Dvirka & Bartilucci
330 Crossways Park Drive
Woodbury, NY 11797

RESOLUTION: Official Newspaper: Newsday / Port Washington News
Either or both will be used according to the direction of the Board of Commissioners.

RESOLUTION: The following legal advertisement is to be published in the next issue of the Port Washington News:

Please take notice that the Port Washington Water District will hold regular Board meetings every Wednesday at 8:00a.m. Except the second Tuesday of each month, when the Board will meet at 7:30p.m. In the event that a regularly scheduled meeting needs to be changed, a notice shall be posted in advance at the District Business Office, 38 Sandy Hollow Road. The meetings will take place at the business office, Board Room, 38 Sandy Hollow Road, Port Washington, New York. All interested parties are invited to attend.

RESOLUTION: To appoint Italo J. Vacchio, Superintendent, as Record Access Officer for Freedom of Information requests made to the District.

RESOLUTION: To appoint Italo Vacchio, Superintendent, as Records Management Officer (RMO) for the Port Washington Water District.

The following claims were received for payment and approved by the Board:

1. Divirka and Bartilucci, Engineering, Nitrate Plant Hewlett Well No. 4 (Bond Issue) \$1,804.00
2. Divirka and Bartilucci, Preliminary Design, Harbor Park Booster Station (Bond Issue) \$4,374.70

The Board further reviewed the District's account balances as follows as of January 8, 2014:

General Checking	\$421,361.62
Money Market	\$429,151.94
Tap Fee Account	\$23,983.79
Repair Reserve Fund	\$16,332.48

At 8:15am, Commissioner Brackett announced that bids would be opened for Contract 2013-05 Chemical Injection and Metering Upgrades at Well No. 7 as follows:

1. Bensin Contracting \$95,400.00
2. Atlantic Wells \$116,790.00
3. Philip Ross Ind. \$155,000.00
4. Bancker Construction \$195,780.00

The Board reserved decision and directed that Divirka and Bartilucci review the bids and report back at the next Board meeting the results of who is the successful bidder.

It was agreed that the Commissioners would attend a meeting of the Nassau-Suffolk Water Commissioners Association on January 20, 2014.

It was also agreed that the Commissioners and Superintendent would attend a legislative meeting of the Long Island Water Conference on Thursday January 30, 2014.

Superintendent Vacchio reported on the following:

1. Reviewed the January 2014 Board schedule with the Board.
2. Reviewed with the Board the December well pumpage report and the yearly pumpage total for 2013.
3. Reported that the District issued 76 irrigation (sprinkler) violations for 2013, these were found while checking for high readings or from neighbor complaints.
4. Reported on the extreme cold weather and the effects it has on the District.

William Merklin reported on the following:

1. Reviewed with the Board the final design report "Evaluation of Water Rates". After a careful review by the Board, a motion was made by Commissioner Brackett and seconded by Commissioner Meyer to accept the report and set February 11, 2014 to hold a public hearing to consider a water rate increase. It was further directed that a notice of the hearing be put in the Port Washington News.
2. Divirka and Bartilucci is working on the design for the Irma Avenue water main upgrade.
3. Divirka and Bartilucci will start working on the 2013 Annual Quality Water Report.

Checks for payment of claims, due from the Port Washington Water District totaling \$18,219.27 were approved by the Board.

There being no further business to discuss, the meeting was adjourned at 9:07 am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on Wednesday, January 8, 2014.

Peter Meyer, *Secretary*