

August 21, 2019

A regular meeting of the Board of Commissioners of the Port Washington Water District was held at the District offices located at 38 Sandy Hollow Road, Port Washington, New York, on Wednesday, August 21, 2019 at 8:00am.

**PRESENT: COMMISSIONERS:**

David Brackett, Chairman  
Peter Meyer, Secretary  
Mindy Germain, Treasurer

Italo Vacchio, Superintendent  
Peter Fishbein, Attorney  
William Merklin, P.E., Engineer  
Michael Savarese, P.E., Engineer  
Michelle Handley, Office Manager

Also Present:  
Michael Maker, NewGen Strategies & Solutions

The meeting was called to order by David Brackett, Chairman of the Board of Commissioners, with the Pledge to the flag.

Minutes for the meeting held on August 14, 2019, were read and approved.

The Board further reviewed the District's account balances as follows as of August 21, 2019:

General Checking	\$142,187.79
Money Market	\$28,311.88
Tap Fee Account	\$3,735.95
Repair Reserve Equipment	\$341,975.06
Repair Reserve Bldg & Grounds	\$111,449.19

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

1. D & B Engineers & Architects, Engineering, PWPD Antenna Installation	\$465.34
2. D & B Engineers & Architects, Engineering, 5-year Capital Plan	\$10,617.79
3. D & B Engineers & Architects, Engineering, AOP Pilot Testing Hewlett Well 4	\$8,913.93
4. D & B Engineers & Architects, Engineering, Christopher Morley Markout & Survey	\$5,900.00
5. D & B Engineers & Architects, Engineering, Christopher Morley Markout & Survey	\$1,952.33
6. D & B Engineers & Architects, Engineering, Water Main Improvements (Bond Issue)	\$2,579.85
7. D & B Engineers & Architects, Engineering, Water Main Improvements (Bond Issue)	\$1,006.64

Superintendent Vacchio reported on the following:

1. Gave the Board an update on the problem at Stonytown Well 10 and the progress on it.
2. Reviewed with the Board the 2020 Budget after reviewing and discussing the budget. The Board directed that it be sent to the Town of North Hempstead as per their request.
3. Advised the Board that the second half tax check in the amount of \$109,762.10 was received. The current District accounts were reviewed by the Board and the following resolution was made by and approved by the Board:

WHEREAS, a general discussion was held by the members of the Board of Commissioners concerning the certain improvements at the District's facilities and the related transfer of funds; and  
WHEREAS, the Board of Commissioners has decided to expend a sum not to exceed \$200,000.00 for such improvements and further, authorizes a transfer of funds not to exceed the sum of \$200,000.00 from the repair reserve fund, in accordance with General Municipal Law, for the improvements.

NOW THEREFORE BE IT RESOLVED that, the Board of Commissioners of the Port

Washington Water District, Town of North Hempstead, Nassau County, withdraw a sum not to exceed \$200,000.00 from the equipment and capital repair reserve fund for the facility improvements.

This Resolution is adopted subject to a Permissive Referendum.

The above RESOLUTION was offered by Commissioner Peter Meyer and was seconded by Commissioner Mindy Germain.

A roll call vote was taken as follows:

Commissioner Brackett	Aye
Commissioner Meyer	Aye
Commissioner Germain	Aye

Approved and so ordered

The Board directed that the following Legal Notice be published in the next issue of the Port Washington News.

4. There are an outstanding number of bills from Johnson Controls on the CCTV system. There is a question of is the system fully up and running. The bills are being reviewed and in addition a copy of the contract will be sent to our attorney, Mr. Fishbein, for review.

Mr. Michael Maker from NewGen Strategies & Solutions gave a presentation to the Board on setting water rates, water rate designs, and the rate setting process. Mr. Maker was asked to forward a quote for a rate study by him for the Boards decision.

Michael Savarese, P.E. reported on the following:

1. Morley Park AOP Treatment – Awaiting comments from Nassau County with proposed easement, building floor plan and building elevations.
2. Hewlett AOP Treatment – Waiting approval from NCDOH to proceed with pilot. Preparing grant application package.
3. Hewlett and Stonytown Emerging Contaminant Grant Application Packages – An authorizing resolution is required for both applications. Commissioner Brackett made the following resolution and moved for its adoption:

**RESOLUTION AUTHORIZING THE TREASURER OF THE PORT WASHINGTON WATER DISTRICT WITH THE AUTHORITY TO SIGN DOCUMENTATION REQUIRED BY THE NEW YORK STATE DEPARTMENT OF HEALTH ENVIRONMENTAL FACILITIES CORPORATION IN CONJUNCTION WITH THE DISTRICT’S APPLICATIONS FOR GRANTS TO FUND WATER TREATMENT FACILITY IMPROVEMENTS**

WHEREAS, the Port Washington Water District has applied and will apply for various funding grants issued through the New York State Department of Health’s Environmental Facilities Corporation to fund infrastructure improvement; and

WHEREAS, as part of these grant applications, the District must arrange for and designate an “Authorized Representative” to sign the grant Applications and other certain related documents; and

WHEREAS, to facilitate an efficient Grant application process, and in order to comply with the requirements to have an “Authorized Representative,” it is recommended that the Treasurer of the Port Washington Water District be granted the authority to sign Grant applications and related documents relating to the New York State Department of Health’s Environmental Facilities Corporation Grants and Water Infrastructure Improvement Act (WIIA) Funding;

NOW, THEREFORE BE IT

RESOLVED, that the Treasurer of the Port Washington Water District be and hereby is authorized to sign all Grant application documentation relating to the New York State Department of Health’s Environmental Facilities Corporation Grants; and

BE IT FURTHER RESOLVED, that any and all such New York State Department of Health’s Environmental Facilities Corporation Grant documentation related to projects for which the District has

applied for WIIA funding, signed prior to the date of this Resolution by the Treasurer of the Port Washington Water District are each hereby duly ratified and affirmed.

The foregoing resolution was adopted upon roll call as follows:

Commissioner Brackett	Aye
Commissioner Meyer	Aye
Commissioner Germain	Aye

4. Hewlett Drainage Investigation – D & B will visit site during wet weather to further investigate drainage concerns.
5. Stonytown AOP Treatment - Preparing grant application package. Awaiting comments from NCDOH and NYSDOH on pilot protocol that was submitted for review.
6. Stonytown Facility Investigation – Video inspection conducted on 8/19 showed caustic scale build-up in piping up to isolation valve.
7. Soundview Water Main Replacement – D&B is reviewing the bid documents from the 8/14 bid opening.
8. Southport Antenna Inspections – The project is currently on hold as the Port Washington Police District is coordinating with Nassau County regarding approval to utilize one of their conduits for antenna wiring. Also, D&B completed initial review of the project drawings for best practices and structural and submitted their comments and is awaiting the revised submittal.
9. Capital Plan / Bond Planning – Preparing the draft master plan report for review by the District.
10. Hydraulic Modeling – Building hydraulic model with use of data received from the District and GIS files from H2M.

Checks for payment of claims, due from the Port Washington Water District totaling \$112,061.93 were approved for payment by the Board.

At 9:06am a motion was made by Commissioner Brackett to go into executive session to discuss a legal matter. The regular meeting resumed at 9:17am.

There being no further business to discuss the meeting was adjourned at 9:20am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on August 21, 2019.

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Peter Meyer, Secretary