

September 4, 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, September 4, 2019 at 8:00am.

PRESENT: COMMISSIONERS:

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

Italo Vacchio, Superintendent  
Peter Fishbein, Attorney  
Michael Savarese, P.E., Engineer  
Robert Johnson, CPA, Accountant  
Michelle Handley, Office Manager

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 28, 2019, were read and approved.

The Board further reviewed the District's account balances as follows as of September 4, 2019:

General Checking	\$244,946.23
Money Market	\$28,311.88
Tap Fee Account	\$3,735.95
Repair Reserve Equipment	\$341,975.06
Repair Reserve Bldg & Grounds	\$111,449.19

Robert Johnson, CPA discussed with the Board the annual financial report of the independent auditor's report of Cullen & Danowski. There were several comments that we made on the 2018 audit. There were several items that will be implemented to assure that the District is in compliance. The Board thanked Mr. Johnson for his review.

Superintendent Vacchio reported on the following:

1. Bensin Contracting is making progress on the repair at Stonytown Well No. 10.
2. Reviewed with the Board the August pumpage report. Well pumpage was up 7% over the same time period of 2018.
3. NewGen Strategies & Solutions submitted their cost proposal to provide a water rate study. It was agreed to table the report by the Board for the Commissioners and D&B to study the report.
4. Reported that new insurance renewal program has been received in the amount of \$126,189.68. After review by the Board a motion was made by Commissioner Meyer and seconded by Commissioner Brackett to approve the new insurance program. Carried.
5. A memo was received from Greg Gordon of Zimmerman/Edelson enclosing social media posts to schedule for the next couple of weeks. He would like the Board to make any edits if needed. Also asked the Board if they would like to again have a pharmaceutical take back day again on October 26, 2019. The Board approved the new social media posts and agreed to have another take back day.
6. It was agreed that the Commissioner and Superintendent will attend a meeting of the Long Island Water Conference on September 18, 2019 in Massapequa Park.
7. As requested by D&B forwarded an estimate of amounts needed under the 2019 Bond Issue for the first six months. The total would be \$1,500,000.00 dollars. A motion was made by Commissioner Germain and seconded by Commissioner Meyer to forward the estimate to the Town of North Hempstead to include in their fall borrowing. Carried.

A letter was received from D&B for the Water Main Improvements Soundview Area bids taken on August 14, 2019. The letter included a revised phase 1 only price of \$1,700,450.75 after D&B discussed with Bancker's bid which offered a lower unit price for item 3A titled making 6-inch and 8-inch water mains. The unit price was changed from \$32,800.00 to \$31,365.00. The revised estimated cost for phase 1 was revised accordingly. D&B recommends the award to Bancker Construction in the amount of \$1,700,450.75. This was approved by the Board.

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

1. Following review of bid documents, pre-award/bid-review meeting and letter from Bancker Construction dated 8/29/19, D&B is recommending award of contract for Phase I work to Bancker Construction.
2. Morley Park AOP Treatment – Still awaiting comments from Nassau County with proposed easement, building floor plan and building elevations.
3. Hewlett AOP Treatment – Provided comment-response and revised protocol from NCDOH. Preparing grant application package and obtaining support letters.
4. Hewlett Drainage Investigation – The District and D&B to arrange for District personnel to use their equipment to clear storm water manhole grating and re-access issues.
5. Stonytown AOP Treatment - Preparing grant application package. Still awaiting comments from NCDOH and NYSDOH on pilot protocol that was submitted for review.
6. Stonytown Facility Investigation – Bensin Contracting is replacing required piping to replace pipe with caustic scale build-up.
7. 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 still awaiting the revised submittal.
8. Capital Plan / Bond Planning – Preparing draft report in conjunction with hydraulic modeling development.
9. Hydraulic Modeling – Building hydraulic model with use of data received from the District and GIS files from H2M.

Attorney Peter Fishbein reported that he has set up a meeting with the union on October 16, 2019 at the District to start negotiations towards a new contract.

Checks for payment of claims, due from the Port Washington Water District totaling \$14,700.01 were approved for payment by the Board.

There being no further business to discuss the meeting was adjourned at 9:25am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on September 4, 2019.

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Peter Meyer, Secretary