

January 15, 2020

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, January 15, 2020 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

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

Minutes for the meetings held on January 08, 2020 were read and approved.

The Board further reviewed the District's account balances as follows as of January 15, 2020:

General Checking	\$252,820.45
Money Market	\$28,418.65
Tap Fee Account	\$6,754.71
Repair Reserve Equipment	\$343,264.77
Repair Reserve Bldg & Grounds	\$111,872.07

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

1. Bee, Ready, Fishbein, Hatter & Donovan, LLP Professional Services December 2019	\$5,241.14
2. Robert A. Johnson, CPA, Accounting Services for year end 2019	\$12,500.00
3. D & B Engineers & Architects, Engineering, PWPD Antenna Installation	\$610.78
4. D & B Engineers & Architects, Engineering, PCCP Evaluation	\$670.76
5. D & B Engineers & Architects, Engineering, 5 Year Capital Plan	\$823.83
6. D & B Engineers & Architects, Engineering, 5 Year Capital Plan	\$961.02
7. D & B Engineers & Architects, Engineering, Elevated Storage Tank Antenna Installation	\$1,667.93
8. D & B Engineers & Architects, Engineering, Information for Emerging Contaminant Lawsuit	\$2,247.89
9. D & B Engineers & Architects, Engineering, Intersection Maps	\$2,952.16
10. D & B Engineers & Architects, Engineering, Hydraulic Model for Distribution System	\$16,664.75
11. D & B Engineers & Architects, Engineering, Beacon Hill Tank (Bond Issue)	\$847.04
12. D & B Engineers & Architects, Engineering, Neulist Electrical Improvements (Bond Issue)	\$29,005.66

Superintendent Vacchio reported on the following:

1. The District had two (2) main breaks. One on Sunday January 12<sup>th</sup> near 5 Marlin Lane and one on Beacon Hill Drive on Tuesday January 14<sup>th</sup>. District personnel made both repairs and service was restored at both locations.
2. Pilot Testing has been completed at Hewlett Well No. 4.
3. The Board reviewed a press release on the \$18 million in grant funding to install treatment facilities.

William Merklin and Michael Savarese, P.E. reported on the following:

1. Neulist Station Electrical and Miscellaneous Improvements - Utility mark out and topographic survey for base site plan being completed this week. Revising basis of design report for resubmittal on 1/29.
2. Neulist Tank Evaluation - Preparing draft contract documents for tank cleaning, inspection and evaluation.
3. Hewlett AOP Treatment - Completed final, optimal AOP pilot test runs and awaiting laboratory sample results. Preparing base site plan from topographic survey. Preparing draft basis of design report.
4. Stonytown AOP Treatment – Preparing base site plan from topographic survey.
5. Soundview Water Main Replacement – Pre-construction meeting scheduled for this Thursday, 1/16.
6. Water Rate Study - Discuss schedule for rate increase implementation. Coordinating with NewGen to provide requested information for preparation of rate study.

William Merklin reviewed with the Board the draft for the 5 year Capital Improvement Plan and the Cost Evaluation summary sheet. The Board will review the report and discuss at a later Board meeting.

Checks for payment of claims, due from the Port Washington Water District totaling \$62,533.34 were approved for payment by the Board.

At 9:11am a motion was made to go into executive session to discuss a personnel issue. The regular meeting resumed at 9:30am.

There being no further business to discuss the meeting was adjourned at 9:35am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on January 08, 2020.

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Peter Meyer, Secretary