

December 18, 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, December 18, 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
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 December 11, 2019, were read and approved.

The Board further reviewed the District's account balances as follows as of December 18, 2019:

General Checking	\$497,927.38
Money Market	\$28,381.95
Tap Fee Account	\$6,739.55
Repair Reserve Equipment	\$343,002.58
Repair Reserve Bldg & Grounds	\$111,786.62

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

1. Bee, Ready, Fishbein, Hatter & Donovan, LLP Professional Services November 2019	\$6,945.00
2. D & B Engineers & Architects, Engineering, Intersection Maps	\$1,137.92
3. D & B Engineers & Architects, Engineering, PWPD Antenna Installation	\$821.70
4. D & B Engineers & Architects, Engineering, Nassau County Antenna Installation	\$495.66
5. D & B Engineers & Architects, Engineering, 2 nd Half Sanitary Inspections	\$2,400.00
6. D & B Engineers & Architects, Engineering, Hydraulic Model for Distribution System	\$4,035.78
7. D & B Engineers & Architects, Engineering, Review of Service Application	\$1,015.48
8. D & B Engineers & Architects, Engineering, Assistance with Rate Consultant	\$1,184.72
9. D & B Engineers & Architects, Engineering, Beacon Hill Tank (Bond Issue)	\$2,038.94
10. D & B Engineers & Architects, Engineering, Water Main Improvements (Bond Issue)	\$698.96
11. D & B Engineers & Architects, Engineering, Land Acquisition (Bond Issue)	\$3,325.59
12. D & B Engineers & Architects, Engineering, Pilot Testing Pilot Testing Hewlett (Bond Issue)	\$4,893.70
13. D & B Engineers & Architects, Engineering, Pilot Testing Stonytown Well 10(Bond Issue)	\$2,206.84
14. D & B Engineers & Architects, Engineering, Pilot Testing Morley Park Station(Bond Issue)	\$585.09
15. D & B Engineers & Architects, Engineering, Neulist Avenue Station (Bond Issue)	\$5,278.89

Superintendent Vacchio reported on the following:

1. There is a leak on the well blow off line at Well No. 11. Bensin Contracting has been called into to make the needed repair as the well is out of service due to the leak.
2. The owner of 8 Sandy Hollow Lane sent an email advising that he plans to install a geo-thermal heating system, which would drill down 450 feet. The Board directed the Superintendent to contact the DEC and Health Department on this matter.
3. A proposal was received from D&B for preparing the 2019 Annual Water Quality Report for the Port Washington Water District. The fee will be not to exceed \$7,250.00. The Board approved the expense.

4. D&B submitted a proposal for appointment of engineers for the year 2020. The general retainer for the year ending December 31, 2020 shall be \$8,000.00. The Board tabled this until the organization meeting on January 8, 2020.
5. The existing access control system for the District needs to be upgraded as in some cases it is not working at some of the stations. It was agreed by the Board that due to the expense it should put out to bid. D&B will work on specifications for this project.

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

1. Neulist Station Electrical and Miscellaneous Improvements – Obtaining information from generator vendor to revise basis of design report based on comments from last week’s review workshop.
2. Neulist Tank Evaluation - Preparing draft contract documents for cleaning, inspection and evaluation project.
3. Morley Park AOP Treatment – Discuss revised site plan, building plan and elevation, as well as submittal to Nassau County for review. Conducting conference call with NYS Environmental Facilities Corporation regarding grant (11:00am on 12/18/19).
4. Hewlett AOP Treatment – Optimal pilot test run proposal submitted to NCDH. Final pilot test runs scheduled for January 2020.
5. Stonytown AOP Treatment - D&B prepared a revised site plan to identify areas which can be used for staging during construction. Discuss revised site plan.

Attorney Peter Fishbein reported that he on behalf of the District reached a settlement with Friendly Bytes for a disputed balance on the current contract. The Board approved \$3,000.00 to settle and Mr. Fishbein will have a signed agreement between both parties.

Checks for payment of claims, due from the Port Washington Water District totaling \$120,556.79 were approved for payment by the Board.

There being no further business to discuss the meeting was adjourned at 9:10am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on December 18, 2019.

Peter Meyer, Secretary