

February 24, 2021

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, February 24, 2021 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.

Minutes for the meetings held on February 17, 2021 were read and approved.

The Board further reviewed the District's account balances as follows as of February 24, 2021:

General Checking – Dime	\$1,328,303.77
Money Market	\$28,601.83
Tap Fee Account	\$28,631.78
Repair Reserve Equipment	\$173,413.99
Repair Reserve Bldg & Grounds	\$112,593.14

At 8:15 Chairman Brackett said that bids will be opened for furnishing and delivering Liquid Caustic Soda:

JCI- Jones Chemicals Inc. bid as follows:

JCI- Jones Chemicals Inc. 1,000 gallons \$1,920.00/ 1,000 gallons delivered

The Board requested the Superintendent review the bid and report back his findings at the next board meeting.

Superintendent Vacchio reported the following:

1. The owner of 62 Soundview Dr. requested that her current bill in the amount \$850.90 be adjusted as she feels the bill is too high. The Superintendent reported that the District has checked the meter two (2) times and the reading is going up. Further, the owner would not allow District employees into her home to verify if any toilets were leaking/ running. The Board directed that she be informed that the bill stands as issued.
2. Hewlett well #4 is still off-line due to the on-site computer crash. Layne will be sending written instruction to reboot the computer.
3. DeJana Holdings is requesting an extension of water availability letter that was issued on 9/26/19. The Board, after review of this project, directed a one year extension from 11/13/20. Approved.

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

1. Capital Plan & Bond Report: Review of project milestones and schedule document. Preparation of capital plan and bond issue documents.
2. Stonytown AOP Treatment: Review of research for potential land acquisition procedure. AOP design on hold while land acquisition alternatives for nitrate plant locations are developed.
3. Hewlett AOP Treatment: Coordination for submittal of courtesy review copy of plans to Village of Flower Hill.

4. Morley Park AOP Treatment: Finishing BODR. Conducting site visit for structural review this Monday.
5. Southern Land Development: Performing evaluation of documents received by developer. Draft evaluation memorandum to be available for review with board during the March 10<sup>th</sup> meeting.
6. Beacon Hill Tank: Project closed out. Final contractor payment recommendation, O&M manual and maintenance bond submitted to District.

At 8:40 a motion was made to go into executive session to discuss a legal matter. Carried

The regular meeting resumed at 8:55 am.

Checks for payment of claims, due from the Port Washington Water District totaling \$10,729.54 were approved for payment by the Board.

There being no further business to discuss the meeting was adjourned at 8:57am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on February 24, 2021.

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Peter Meyer, Secretary