

August 13, 2025

A regular meeting of the Board of Commissioners of the Port Washington Water District was held at the District office located at 38 Sandy Hollow Road, Port Washington, New York, on Wednesday, August 13, 2025 at 8:00am.

PRESENT: COMMISSIONERS:

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

Paul Prignano, Superintendent
William DeWitt, Attorney
William Merklin, P.E., Engineer
Michelle Handley, Office Manager

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

Minutes for the meeting held on August 06, 2025 were read and approved.

The Board further reviewed the District's account balances as follows as of August 13, 2025:

General Checking	\$4,082,781.45
Money Market	\$3,572,961.23
Tap Fee Account	\$129,456.24
Repair Reserve Equipment	\$2,471,709.02
Repair Reserve Bldg. & Grounds	\$1,927,474.00

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

1. D & B Engineers & Architects, Engineering, Well 4 Grant & PFAS (Bond Issue)	\$311.37
2. D & B Engineers & Architects, Engineering, Neulist Electrical Improvements (Bond Issue)	\$2,274.61
3. D & B Engineers & Architects, Engineering, 1 st Half 2024 Sanitary Inspections	\$2,800.00
4. D & B Engineers & Architects, Engineering, AOP Morley (Bond Issue)	\$9,771.22
5. D & B Engineers & Architects, Engineering, Ricks Well#7 (Bond Issue)	\$17,887.96
6. D & B Engineers & Architects, Engineering, Sandy Hollow Wells 1 & 2 (Bond Issue)	\$35,354.65

Michelle Handley reported on the following:

1. The budget hearing for the District will be held Thursday September 4th at 7:00pm at the District main office. Notice of the hearing will be published in the Port News.
2. The total of watering violations given out so far this season is 260 and there has only been five addresses that have had two violations.

Superintendent Prignano reported on the following:

1. There was an issue at Morley this past weekend. Trojan came in on Monday and replaced a relay switch.
2. Neulist is offline for the permanent equipment switchover and should be back online Friday 8/15.
3. The Village of Flower Hill requested a meeting out on Brookside Drive and Country Club Drive regarding a water issue. He meet with them and showed them a video of water on the roads due to irrigation and no drainage.
4. Requested to replace two vehicles, 2016 Ford Pickup and 2020 Ford Expedition, through the BOCES bid with a 2026 Chevy Colorado in the amount of \$42,494.00 and a 2026 Chevy Tahoe in the amount of \$74,844.00. After discussion Commissioner Meyer made a motion to approve the replacement and was seconded by Commissioner Germain. The motion was unanimously approved.

William Merklin, P.E. reported on the following:

1. Morley Park AOP Treatment – Contractors are working on the punch list items. D&B and the District will coordinate to meet with Michael Michel to review the installed landscaping conformance to the contract plans and discuss any changes that the District would like made. D&B is preparing a scope amendment as discussed during the project review meeting with the District on Thursday 08/07 for remaining work required for the additional scope requested to be added to the project.
2. Neulist Station Electrical and Miscellaneous Improvements – As requested during the project review meeting with the District on Thursday 08/07, D&B is preparing a scope amendment to address the additional construction services required due to the Contractors delays significantly beyond the contract time. D&B and District to review the real damages associated with the delays, including the District's overtime required to run the station in manual mode last summer when the new equipment was not yet available and D&B's additional engineering services for the extended time period since scheduled contract final completion (02/18/24).
3. Stonytown AOP Treatment – There is nothing being done on site. Stalco still has not installed the sills for the trusses and the short trusses were delivered and are sitting on the site taking up space and preventing Bensin from working on the Nitrate vessels.
4. Water Main Improvement Program – Miscellaneous CO's and payment requisitions are currently being coordinated with the contractor for the final closeouts..
5. Sandy Hollow Station PFAS Treatment Improvements and Station Upgrades – Internal final QA/QC on the plans and specifications in preparation for bidding has begun. D&B is preparing a proposal for engineering services to support the upcoming bidding, construction and inspections phase services of the project.
6. Bar Beach Well 6 PFAS Treatment and Station Upgrades – The underground utility mark out is being conducted at the site this week. In addition, D&B is preparing the Basis of Design Report.

Checks for payment of claims, due from the Port Washington Water District totaling \$204,001.16 were approved for payment by the Board.

At 9:00, a motion was made to go into executive session. At 9:10am, the regular meeting resumed. There being no further business to discuss the meeting was adjourned at 9:15am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on August 13, 2025.

Peter Meyer, Secretary