

An Executive Session of the Board of Directors of Hammond Water Works Department was held on Thursday, October 22, 2020 to discuss litigation and personnel matters prior to the commencement of the regular meeting of the Board of Directors. President, Secretary, Treasurer, Asst. Secretary/Treasurer, the Chief Executive Operator and the Board Attorney were present. No other matters were discussed by the Board.

MEETING MINUTES, BOARD OF DIRECTORS
HAMMOND WATERWORKS DEPARTMENT
Thursday, October 22, 2020

S. Daniels	President	M. McLaughlin, Chief Executive Operator
P. Walker	Secretary	S. Levinson, Board Attorney
R. Lendi	Treasurer	
P. Gavrilos	Asst. Secretary/Treasurer	

Those not present: B. Grisolia

The Board President called the meeting to order.

The Minutes from the previous meeting were approved and accepted as submitted to be placed on file upon motion made by R. Lendi seconded by P. Gavrilos and motion carried.

The following reports were received to be placed on file upon motion made by R. Lendi; seconded by P. Gavrilos, and motion carried: Three-Year Monthly Pumpage Comparison for October, Pumpage Report, Filtration Overtime Report for October, Operations Reports, Sick and Personnel Absentee Reports.

Upon motion made by R. Lendi seconded P. Walker; to approve the payment of the claims listed on Accounts Payable Voucher Ledger and UB Check Writer Deposit Refund register for 10/22/2020.

The Chief Executive Operator read aloud the Cash Flow Report for 10/22/2020.

The Chief Executive Operator informed the Board that there were no changes to the investments.

A motion was made by R. Lendi, seconded by P. Gavrilos and motion carried to: suspend regular business.

A discussion was made deciding how the November meetings would take place due to the Holidays. The Board had decided that after speaking with the Board Vice President on his availability that they would most likely have the second meeting in November take place on November 24, 2020.

The Board decided that it would be in the Water Department's best interest to advertise for bids on trucks, a backhoe and a bobcat. A motion was made by R. Lendi, seconded by P. Walker and motion carried to: advertise for bids on November 10th and November 17th. Return the bids on November 24th and award on December 10th.

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A motion was made by R. Lendi, seconded by P. Gavrilos and motion carried to return to regular business.

The annual bad debt write offs have been completed for 2020. A motion was made by R. Lendi, seconded by P. Gavrilos and motion carried to; write off the bad debt as follows: Water \$4,404.33, Sanitary \$5,584.71 Storm \$58.00 and Refuse \$2,970.00, totaling \$13,017.04. Sanitary as well as the Controller's Office have been notified of the write offs as well.

The Distribution Superintendent submitted his update to the Board as follows:

DISTRIBUTION SUPERINTENDENT REPORT SUMMARY FROM 9/24/2020 THRU 10/20/2020

- (1) 1" WATER TAP PERFORMED*
- (7) FIRE HYDRANTS REPAIRED*
- (2) FIRE HYDRANTS REPLACED*
- (15) SERVICE LINE ISSUES RESOLVED*
- (2) BROKEN MAINS REPAIRED*
- (70) METERS EXCHANGED*
- (60) WATER SHUTOFFS*
- (36) WATER TURN ONS*
- (18) LARGE TOWN METER TEST PERFORMED*
- (4) NEW COMMERCIAL PROPERTY SERVICE LINE, PRESSURE TEST AND BAC-T TEST PERFORMED*
(Data Center, Verizon Wireless, O'Reilly Auto Parts, Nicks)

**COMPLETED THE FALL HYDRANT FLUSHING.*

**IRRIGATION SYSTEMS WINTERIZED AT PARRISH TANK AND HOHMAN TANK.*

ON OCTOBER 5TH- 6TH

AT THE N.E. CORNER OF STATELINE & WILLIAMS ST.

6" INSERTION VALVE WAS INSTALLED TO REPLACE THE EXISITING BROKEN VALVE AND A NEW FIRE HYDRANT INSTALLED.

THE VALVE REPALCED WILL IMPROVE WATER PRESSURE AND FIRE PROTECTION FOR THE SCHOOL CITY OF HAMMOND ADMINISTRATION BUILDING AND THE NIEGHBORHOOD.

*SINCERELY,
BRUCE LONG
DISTRIBUTION SUPERINTENDENT*

The Board President asked if anyone had any other business.

