

An Executive Session of the Board of Directors of Hammond Water Works Department was held on Thursday, October 28, 2021 to discuss litigation and personnel matters prior to the commencement of the regular meeting of the Board of Directors. President, Secretary, Assist. Secretary/Treasurer, Chief Executive Operator, Deputy 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 28, 2021

Electronic Communication was available via Zoom – No Public Attended

Those members in person:

S. Daniels	President	M. McLaughlin, Chief Executive Operator
P. Walker	Secretary	J. Prieto, Deputy Chief Executive Operator
P. Gavrilos	Assist. Secretary/Treasurer	S. Levinson, Board Attorney

Those not present: B. Grisolia and R. Lendi

- 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 P. Gavrilos seconded by P. Walker.
- A motion was made by P. Gavrilos seconded by P. Walker to approve Accounts Payable Voucher Ledger (Claims List) and Refund Voucher list for 10/28/2021.
- A motion was made by P. Gavrilos seconded by P. Walker to approve the miscellaneous reports submitted to the Board.

Miscellaneous Reports submitted:

Board Meeting Claims – Operating Fund \$252,938.36
Board Meeting Claims – Capital Improvement \$10,000.00
Board Meeting Claims – Depreciation \$26,067.14
3 Year Pumpage Comparison for October
Filtration Plant Overtime Report – 30.5 hours OT October 8th – October 17th

- Howard Jones from NIES Engineering introduced himself to the Board. Mr. Jones appeared before the Board to update the Board on the Valve and Hydrant study. He had prepared a visual presentation for the Board to understand where the project is at this point in time and where they would like to get to. He explained to the Board that while the existing GIS Mapping is useful it is not geographically accurate. Explaining by way of an example sometimes it will show a main is on the East side but in reality it is on the West side. He said the valve cards will help locate where a main is located. Hydrant valve screens will show locations and are color coded for the Fire Department. He explained their objective was to survey all of the valves and hydrant valves and update the GIS map and redraw the water mains in the atlas where needed and relate some of that information that's already existing to the map. This database will also allow us to create an asset management system. This would help with funding from IFA. The initial contract was \$30,000.00 to do about 20% of all the valves and hydrants, get it into an atlas and demonstrate some of the GIS capabilities. The initial phase has been completed with an actual number of 30%. He showed the Board a visual of the existing GIS and what they have since completed. The system will allow the workers in the field to access a valve card from in the field rather than having to head into the office to locate a valve card when there is a broken main. Mr. Jones explained the cost to complete the remaining 70%, with some contingencies, would not exceed \$130,000.00. Mr. Jones also explained some of the other smaller features the system would be capable of.

The Board thanked Mr. Jones for his presentation and time.

- A motion was made by P. Gavrilos, seconded by P. Walker and motion carried to write off the bad debt as follows: Water \$8,293.16, Sanitary \$5,064.30, Storm \$18.00 and Refuse \$2,932.02. Total \$16,307.48
- A motion was made by P. Gavrilos, seconded by P. Walker and motion carried to approve Change Order No. 1 for the Fencing project -\$226,447.60 changing the contract price to \$341,052.40.
- The Chief Executive Operator informed the Board that our Chlorine vendor JCI has increased their price to \$784.00/ton. The increase is stemming from a force majeure.
- The Deputy Chief Executive Operator informed the Board that the department will no longer be utilizing Bridging the Gap for security around the Water Department's perimeter. In place we will be utilizing four part timers as security temporarily. This will give a savings of \$2,100.00 a week.
- For informational purposes the Board President announced Ronald Wlekinski has submitted his resignation letter and begin the steps to retire on November 1, 2021. The Board President wished Mr. Wlekinski well and thanked him for his years of service on behalf of the Board.

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- The Chief Executive Operator reported to the Board that approximately 3,300 water meters remain to be changed out from the meter exchange program. This project should be completed sometime next year.
- The Chief Executive Operator also reported to the Board that the Business Manager has not utilized any work from home hours to date.
- The Distribution Superintendent submitted his report as follows:

Distribution monthly work summary 9/24/2021 thru 10/27/2021

*(14) Service line issues resolved
(3) Fire Hydrants replaced
(17) Fire Hydrants repaired
(470) Meters exchanged
(1) Valve repaired
(3) New Valves installed
(1) 1" hot tap
(1) Large hot tap*

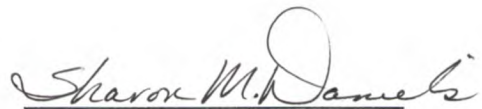
Fall Hydrant flushing will continue.

*Sincerely,
Bruce Long
Distribution Superintendent*

- The Board President asked the Board if they had anything further.

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- A motion was made by P. Gavrilos, seconded by P. Walker and motion carried to adjourn the meeting.


PRESIDENT

ATTEST:

SECRETARY