

An Executive Session of the Board of Directors of Hammond Water Works Department was held on Thursday, July 25, 2024 to discuss litigation and personnel matters prior to the commencement of the regular meeting of the Board of Directors. President, Vice President, Secretary, Assist. Secretary/Treasurer, Chief Executive Operator and Deputy Chief Executive Operator were present. No other matters were discussed by the Board.

MEETING MINUTES, BOARD OF DIRECTORS  
HAMMOND WATERWORKS DEPARTMENT  
Thursday, July 25, 2024

Electronic Communication was available via Zoom – No public attended

B. Grisolia appeared via Zoom

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		

Those not present: S. Levinson and R. Lendi

- The Board President called the meeting to order.
- A motion was made by B. Grisolia seconded by P. Gavrilos and motion carried to approve the previous Minutes as submitted to the Board.

ROLL CALL VOTE (Minutes)

YES: Gavrilos, Grisolia, Walker, Daniels

NO: NONE

ABSENT: Lendi

Motion carried

- A motion was made by B. Grisolia seconded by P. Gavrilos and motion carried to approve Accounts Payable Voucher Ledger (Claims List), Refund Vouchers and Payroll Vouchers as submitted to the Board.

ROLL CALL VOTE (Claims List, Refund Voucher and Payroll Vouchers)

YES: Gavrilos, Grisolia, Walker, Daniels

NO: NONE

ABSENT: Lendi

Motion carried

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- A motion was made by B. Grisolia, seconded by P. Walker and motion carried to approve the miscellaneous reports as submitted.

Board Meeting Claims – Operating Fund \$5,817,413.90  
Board Meeting Claims – Capital Improvement \$0.00  
Board Meeting Claims – Depreciation \$8,865,684.68  
3 Year Pumpage Comparison for May  
Filtration Plant Overtime Report – 28 Hours of Overtime 6/30/24 & 7/7/24  
Bank of New York Bond Bank – \$0.00

ROLL CALL VOTE (Reports)  
YES: Gavrilos, Grisolia, Walker, Daniels  
NO: NONE  
ABSENT: Lendi  
Motion carried

- The Deputy Chief Executive Operator submitted his report as follows:

*CEO/Deputy CEO Report for Board Meeting 7/25/24*

*On July 15<sup>th</sup>, HWW had a follow up phone call with the EPA regarding Cybersecurity and mechanisms we have in place. It was a short phone call that answered every question the EPA had. On that call we also had reps from Metropolitan Industries, which takes care of our SCADA and handles the cybersecurity for our plant. We also received EPA's final inspection report from their visit on May 20<sup>th</sup>.*

*Calls have gone down about bills, which was to be expected. Everyone now has their first bill printed by Lithographics.*

*Other than that, business as usual with on-going Plant and Distribution projects.*

- The Board President congratulated everybody at The Filtration Plant for their hard work in passing the EPA audit.
- A motion was made by B. Grisolia, seconded by P. Walker and motion carried to approve Resolution No. 2024-11 "A Resolution Creating the Position of Project Facilitator".

ROLL CALL VOTE (Resolution 2024-11)

YES: Gavrilos, Grisolia, Walker, Daniels

NO: NONE

ABSENT: Lendi

Motion carried

- A motion was made by B. Grisolia, seconded by P. Walker and motion carried to approve Resolution No. 2024-12 "A Resolution Reducing the Number of Distribution AP Analysts and Creating the Position of Administrative Assistant in Distribution".

ROLL CALL VOTE (Resolution 2024-12)

YES: Gavrilos, Grisolia, Walker, Daniels

NO: NONE

ABSENT: Lendi

Motion carried

- A motion was made by B. Grisolia, seconded by P. Walker and motion carried to approve Resolution No. 2024-13 "A Resolution Creating the Position of GIS Analyst 1".

ROLL CALL VOTE (Resolution 2024-13)

YES: Gavrilos, Grisolia, Walker, Daniels

NO: NONE

ABSENT: Lendi

Motion carried

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- A motion was made by B. Grisolia, seconded by P. Walker and motion carried to approve Resolution No. 2024-14 "A Resolution Creating the Position of Assistant Foreman of Distribution".

ROLL CALL VOTE (Resolution 2024-14)

YES: Gavrilos, Grisolia, Walker, Daniels

NO: NONE

ABSENT: Lendi

Motion carried

- Deputy CEO informed The Board we have 458 meters left of 1", 1 ½" and 2" to install, and 5/8" meters which is the more common residential we have 42 left to install.
- There was no new or unfinished business.
- The Distribution Superintendent submitted his report as follows:

*Distribution monthly work summary 6/27/2024 thru 7/24/2024*

*(10) Service line issues resolved*

*(8) Corp issues resolved*

*(6) Fire Hydrant replaced*

*(5) Fire Hydrant repaired*

*(9) New valves installed*

*(39) Valves exercised*

*(3) Valve marker installed*

*(3) Valve boxes installed*

*(30) Meters exchanged*

*(1) Hot tap performed*

*Crews seal coated Harrison Tank driveway and parking area.*

*Crews worked with contractor to black top 167<sup>th</sup> St from New Hampshire to Rhode Island.*

*Crews are working with Grimmer on the service line replacements and water main protection required for the installing of a large sewer from 176<sup>th</sup> Pl & Kentucky to 176<sup>th</sup> Pl & Parrish Ave.*

*Crews are installing 300ft of new water main to the 6500 blk. of Lyman.*

*Sincerely,*


*Bruce Long*



*Distribution Superintendent*

- The Board President asked if anyone had anything further.
  
- A motion was made by P. Walker seconded P. Gavrilos and motion carried to adjourn the meeting.

ROLL CALL VOTE (Adjourn)  
YES: Gavrilos, Grisolia, Walker, Daniels  
NO: NONE  
ABSENT: Lendi  
Motion carried

ATTEST:

  
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SECRETARY

  
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PRESIDENT  
  
TREASURER