

August 10, 2016

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, August 10, 2016 at 8:00am.

PRESENT: COMMISSIONERS:

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

Paul J. Granger, P.E., Superintendent
Peter Fishbein, Esq., Attorney
William Merklin, P.E., Engineer
Michael Savarese, P.E., Engineer

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

Minutes of the meeting held on August 3, 2016, were read and approved.

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

1. Bee, Ready, Fishbein, Hatter & Donovan, LLP Professional Services July 2016	\$2,200.00
2. D & B Engineers & Architects, Engineering, 2 nd Quarter Retainer	\$2,000.00
3. D & B Engineers & Architects, Engineering, Beacon Hill Tank (Bond Issue)	\$4,284.93

The Board further reviewed the District's account balances as follows as of August 10, 2016:

General Checking	\$220,567.87
Money Market	\$975,218.33
Tap Fee Account	\$73,221.60
Repair Reserve Fund	\$416,419.38

Superintendent Granger reported on the following:

1. Attended a Special District budget kickoff meeting at the Town of North Hempstead on Thursday, August 4th. The Town will be scheduling budget hearings on Thursday, October 13th and Tuesday, October 25th.
2. The tank and GAC filter pressure washing project was completed by National Wash Authority last Friday.
3. The cleaning and restoration of the Bar Beach Blow-off Chamber project was completed by Bancker Construction on Monday. The chamber no longer floods and is working properly.
4. Prepared bid documents for the procurement of caustic metering pumps. The current pumps are old, decreased in performance and are no longer manufactured. In addition, spare parts are very expensive. Therefore, new metering pump are required. The bid will be advertised on August 24, 2016 with bids scheduled to be received on September 7, 2016. Superintendent Granger is currently preparing bid documents for well and booster pump maintenance and repair and will be advertising and receiving bids on the same dates.
5. Proposal for the second half (2016) sanitary inspections of the District's two ground storage tanks was provided by D&B Engineers and Architects in the lump sum amount of \$2,400. Superintendent Granger recommends that the services be authorized to conform with county health department requirements. A motion was made by Commissioner Meyer to authorize the sanitary inspection services. Seconded by Commissioner Germain. The motion was unanimously approved.

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

1. Circle Drive Water Main Replacement – A final walk through inspection of the paving restoration work with the Village has been pushed back to Thursday.
2. Provided a general status update on the detailed design for the Beacon Hill Tank Replacement project. A draft site plan was also presented to and reviewed with the Board.

Peter Fishbein, Esq. reported on the following:

1. Reviewed IT services agreement provided by Friendly Bytes Software and provided the Superintendent with comments and recommended revisions.
2. Reviewed retiree Medicare affidavits for the Superintendent.

Checks for payment of claims, due from the Port Washington Water District totaling \$17,640.36 were approved for payment by the Board.

There being no further business to discuss the meeting was adjourned at 9:10am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on August 10, 2016.

Peter Meyer, Secretary