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 24, 2016 at 8:00am.

PRESENT: COMMISSIONERS:

David Brackett, Chairman   Paul J. Granger, P.E., Superintendent
Peter Meyer, Secretary   Peter Fishbein, Esq., Attorney
Mindy Germain, Treasurer   William Merklin, P.E., Engineer
                                                      David Chauvin, Zimmerman/Edelson
                                                      Greg Gordon, Zimmerman/Edelson

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 10, 2016, were read and approved.

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

1. National Wash Authority, LLC, Pressure Washing of Storage Facilities $22,397.00
2. D & B Engineers & Architects, Engineering, Circle Drive Water Mains (Bond Issue) $5,314.49

The Board further reviewed the District's account balances as follows as of August 24, 2016:

General Checking	$128,327.18
Money Market	$975,218.33
Tap Fee Account	$73,221.60
Repair Reserve Fund	$416,419.38

Superintendent Granger reported on the following:

1. 20 applications were received for the water servicer trainee position. Based on the review of the applications received, 11 interviews have been scheduled. The interview process is scheduled to conclude on Tuesday, August 30th.
2. Obtained proposals from to perform an in-service remotely operated vehicle inspection of the 20 million gallon Neulist water storage tank from the following firms:
   a. H2M architects and engineers $11,000.00
   b. Liquid Engineering Corporation $ 3,985.00

   The inspection is required in order to assess the interior condition of the storage tank. Based on the scope of services provide, experience and fee provided, Supt. Granger recommends award of the inspection service to Liquid Engineering Corporation. A motion was made by Commissioner Meyer to authorize the water storage tank inspection services. Seconded by Commissioner Germain. The motion was unanimously approved.
3. Supt. Granger obtained proposals from Bowne AE&T Group, D&B Engineers and Architects and H2M Architects & Engineers for the development of a Geographical Information System (GIS) for the Water District. This first phase of development will include illustration of the entire water main distribution system (valves, hydrants, tanks, wells, pump stations, and mains); Valve sketch linking to individual main valves and linking record maps to water mains and the installation of GIS software on any District computer. Bowne and H2M have demonstrated comprehensive experience that will meet the requirements and needs of the Water District. H2M has created the recent Port Washington Fire Protection District map and has firsthand experience with water district system data attributes. In addition H2M has submitted the lowest fee for the requested services in the

amount of $14,000. Therefore the Superintendent recommends that the Water District retain H2M for GIS creation and development. A motion was made by Commissioner Brackett to authorize the water storage tank 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 – Contractor is working on the project punch list this week.
2. Detailed design for the Beacon Hill Tank Replacement project is underway.

The Board met with representative of Zimmerman Edelson to discuss the Water District water conservation public outreach program. Planning for initiatives during 2017 was also reviewed.

Checks for payment of claims, due from the Port Washington Water District totaling $113,251.63 were approved for payment by the Board.

There being no further business to discuss the meeting was adjourned at 9:20am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on August 24, 2016.

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Peter Meyer, Secretary