

May 3, 2017

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, May 3, 2017 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

Also Present:

Nancy Vincent, D&B Engineers  
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 April 19, 2017, were read and approved.

The Board further reviewed the District's account balances as follows as of May 3, 2017:

General Checking	\$426,270.02
Money Market	\$475,218.33
Tap Fee Account	\$95,091.60
Repair Reserve Equipment	\$716,419.38
Repair Reserve Bldg & Grounds	\$700,000.00

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

1. D & B Engineers & Architects, Engineering, Updating Intersection Maps	\$1,251.23
2. D & B Engineers & Architects, Engineering, Annual water Quality Report	\$2,032.36
3. D & B Engineers & Architects, Engineering, Neulist Avenue Station	\$5,540.89
4. D & B Engineers & Architects, Engineering, Retainer 4 <sup>th</sup> Quarter	\$2,000.00
5. D & B Engineers & Architects, Engineering, TONH Leachate Tank (Bond Issue)	\$1,869.31
6. D & B Engineers & Architects, Engineering, Property Acquisition (Bond Issue)	\$118.47

At 8:15am Commissioner Brackett announced that bids would be opened for Contract No. 2017-02 – Improvements to Electrical Services at Neulist Avenue Station. The following bids were received:

Bidder	Deposit	Total Bid Amount
ADA	Certified Check	\$102,570
Bancker Electric	Bid Bond	\$151,958
Bensin Contracting	Bid Bond	\$182,800
Eldor	Bid Bond	\$112,000
Hinck	Bid Bond	\$184,800

Commissioner Brackett requested that the D&B Engineers and Architects (D&B) review the bids and report their findings and recommendations at the next Board meeting. D&B to return the original bid documents to the Water District upon completion of review.

Superintendent Granger reported on the following:

1. 88.03 million gallons of water was pumped during the month of April. During April of 2016, 90.97 million gallons of water was produced. When compared to April 2017 this represents a 2.9 million gallon decrease in pumpage for the month. Year to date pumpage when compared to 2016 has decreased by 6.3 MG.
2. Provided the Board with a draft copy of the 2016 Water District budget versus revenue and expenses through March 31, 2107 report for review.
3. Water leak in front of 48 Neulist Avenue, which was discovered as part of the District's leak detection program, was successfully repaired last Wednesday.
4. The Water District will participate in community truck day events on May 10<sup>th</sup> and May 25<sup>th</sup>.
5. Bids are being prepared for granular activated carbon replacement and for the purchase of a new medium duty pick-up truck.

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

1. Beacon Hill Road Tank Replacement – A meeting with the Village of Sands Point Water Department is scheduled for tomorrow to discuss water supply coordination during construction. Caldwell has provided submittals for the tank and foundation design to D&B for review.
2. Neulist Electrical Upgrade – D&B will review the bid results and report back to the Board with a recommendation for award shortly.

Peter Fishbein, Esq. is working on revisions to the Agreement with the Port Washington Fire Department. He is waiting for comments from the risk management consultant for the Water District.

Old / New Business:

It was agreed that the Board and Superintendent would attend the following meetings:

- 2017 Groundwater Science Summit on May 5, 2017 in Huntington Station.
- Nassau Suffolk Water Commissioners Association on May 15, 2017 in Farmingdale.
- Long Island Water Conference on May 17, 2017 in Plainview.

Representatives from Zimmerman & Edelson provided a presentation to the Board on water conservation community outreach initiatives.

#### **RESOLUTION 2017-49**

For conducting a design bench test and preparation of technical report for the removal of 1, 4-dioxane in anticipation of future regulatory action. Calgon Carbon UV Technologies of Moon Township Pennsylvania submitted a proposal in the lump sum amount of \$3,000.00 to perform a bench test and provide a detailed technical report. A motion was made by Commissioner Germain to authorize the technical services. Seconded by Commissioner Meyer. The motion was unanimously approved.

#### **RESOLUTION 2017-50**

For the installation of pipe trench grating for Neulist Well 1 to address safety concerns. Two proposals were received by the Water District. Bensin Contracting of Holtsville, New York submitted the lowest proposal in the amount of \$6,950.00. Based on the qualifications and experience of the contractor, the Superintendent recommends award of the work to Bensin Contracting. A motion was made by Commissioner Meyer to award the grating installation work to Bensin Contracting. Seconded by Commissioner Germain. The motion was unanimously approved.

**RESOLUTION 2017-51**

Replacement of a damaged fire hydrant that was struck in front of 36 North Plandome Road. Bancker Construction Corp. has provided a proposal dated March 28, 2017 under Nassau County Department of Public Works Requirements Contract no. S80030Z to perform the hydrant replacement work based on a lump sum amount of \$5,750.00. A motion was made by Commissioner Meyer to approve Resolution 2017-51. Seconded by Commissioner Germain. The motion was unanimously approved.

**RESOLUTION 2017-52**

For extending Contract 2015-01 for Furnishing Calcium Hypochlorite (Tablet Chlorine) from May 6, 2017 to April 30, 2018 based on a unit price of \$114.10 per 50 lb container. A motion was made by Commissioner Germain to authorize the contract extension. Seconded by Commissioner Meyer. The motion was unanimously approved.

**RESOLUTION 2017-53**

For creating a temporary summer position at an hourly rate not to exceed \$15.00. Hours to range from 20 to 40 hours per week based on need. The position will be used to assist the Superintendent with water quality analysis, water conservation program outreach and GIS maintenance. A motion was made by Commissioner Germain to authorize the temporary position. Seconded by Commissioner Meyer. The motion was unanimously approved.

**RESOLUTION 2017-54**

Proposal provided by D&B Engineers and Architects (D&B) for providing engineering services to update the Water District emergency response plan and vulnerability assessment dated April 19, 2017. The professional services also include a cyber security assessment in accordance with health department guidance documents. Fee for the professional service will be a lump sum of \$10,000.00. A motion was made by Commissioner Meyer to the engineering services in the lump sum amount of \$10,000. Seconded by Commissioner Germain. The motion was unanimously approved.

Checks for payment of claims, due from the Port Washington Water District totaling \$34,450.32 were approved for payment by the Board.

There being no further business to discuss the meeting was adjourned at 9:40am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on May 3, 2017.

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Peter Meyer, Secretary