

February 21, 2018

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, February 21, 2018 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

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 February 14, 2018, were read and approved.

The Board further reviewed the District's account balances as follows as of February 21, 2018:

General Checking	\$86,752.59
General Checking	\$388,338.82
Money Market	\$225,612.82
Tap Fee Account	\$115,619.07
Repair Reserve Equipment	\$894,714.21
Repair Reserve Bldg & Grounds	\$548,749.89

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

1. Caldwell Tanks, Inc., Req.#3, Beacon Hill Tank (Bond Issue)	\$911,444.82
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Superintendent Granger reported on the following:

1. Reviewed the budget to actual report through December 31, 2017. The yearend audit by the Water District accountant is underway at this time.
2. Reported to the Board that a cash flow analysis with review by our consulting engineer for the active Beacon Hill Road Tank Replacement project has been completed. Through September 2018 the District will need \$2,070,000.00 for the project. With \$3,699,706.00 cash on hand the District will need to borrow at \$2,070,000.00 during the April 2018 offering. The District currently has \$7,700,000.00 in authorized but unissued debt. Therefore it is recommended that \$2,070,000 of debt be issued as bonds through the Town of North Hempstead. The next debt issuance date will be September 2018 so the District will reassess borrowing needs at that time.
3. The Superintendent will be attending the quarterly meeting of the New York State Drinking Water Quality Council in New York City on Monday, February 26, 2018.
4. Evaluation of the pump and motor for Neulist Well 3 has been completed by AC Schultes. Based on the result of the report, replacement of the well pump and motor is recommended.
5. PCA Engineering, Inc. has provided proposals to provide an external inspection of the three aboveground chemical bulk storage tanks and a survey of the cathodic protection system for five underground chemical bulk storage tanks maintained by the District in the total amount of \$6,080.00. Superintendent Granger advises that the professional engineering service is required for conformance with NYSDEC Chemical Bulk Storage Regulations.
6. Proposals were received from four contractors for tree removal at the Neulist site pursuant to the plans and specifications developed by D&B Engineers and Architects dated January 2017. Danny DP Tree Service or Port Washington, New York submitted the lowest proposal in the amount of \$24,800.00.

William Merklin P.E. reported on the following:

1. Southport Tank – Work on the damage waveguides for the Nassau County Police Department radio antenna has been completed. Minor touch-up to the tank coating system is required at two locations.
2. Beacon Hill Tank Replacement - The landscape architect is working on the final site restoration plan.

Old / New Business

It was agreed that the Commissioners and Superintendent will attend a meeting of the Long Island Water Conference on February 26, 2018 in Mineola.

**RESOLUTION 2018-36**

Authorizes the issuance of \$2,070,000.00 of bonds through the Town of North Hempstead during the April 2018 offering as per the recommendation of the Superintendent. A motion was made by Commissioner Meyer to authorize the issuance of \$2,070,000.00 of bonds through the Town of North Hempstead. Seconded by Commissioner Germain. The motion was unanimously approved

**RESOLUTION 2018-37**

Proposal submitted by PCA Engineering, Inc for external inspection of the three aboveground chemical bulk storage tanks and a survey of the cathodic protection system for five underground chemical bulk storage tanks maintained by the District in the total amount of \$6,080.00 for regulatory compliance. A motion was made by Commissioner Germain and seconded by Commissioner Meyer to authorize the professional inspection services. The motion was unanimously approved.

**RESOLUTION 2018-38**

For professional community relations services to for public outreach and education to promote water conservation within the Water District in an effort to mitigate water demand and minimize potential saltwater intrusion impacts. Zimmerman and Edelson of Great Neck, New York has provided a detail proposal and addendum to build on the success of past and current water conservation effort. The cost of the services will be provided for \$3,250.00 per month. The professional services are authorized from March 1, 2018 through September 30, 2018 to coincide with the irrigation season. Production work involving graphics (flyers, newsletters, etc.) will be additional to the retainer when authorized by the District. A motion was made by Commissioner Germain to approve Resolution 2018-38. Seconded by Commissioner Meyer. The motion was unanimously approved.

**RESOLUTION 2018-39**

Authorizes the replacement of the pump and motor for Neulist Well 3 by A.C. Schultes under the Water District Annual Well and Booster Pump Repair and Maintenance Contract / Contract no. 2016-04 at a cost not to exceed \$35,590.00. A motion was made by Commissioner Germain to authorize the work for Neulist Well 3. Seconded by Commissioner Brackett. The motion was unanimously approved.

**RESOLUTION 2018-40**

Award of tree removal work at the Neulist Avenue Plant site to Danny DP Tree Service, subject to the execution of a contract with the Water District and providing the required insurance, in the amount of \$24,800.00. A motion was made by Commissioner Meyer to award the tree removal work at the Neulist Avenue Plant site to Danny DP Tree Service, subject to the execution of a contract with the Water District and providing the required insurance. Seconded by Commissioner Germain. The motion was unanimously approved.

Checks for payment of claims, due from the Port Washington Water District totaling \$105,204.17 were approved for payment by the Board.

There being no further business to discuss the meeting was adjourned at 09:05am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on February 21, 2018.

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Peter Meyer, Secretary