

April 18, 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, April 18, 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  
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 April 4, 2018, were read and approved.

The Board further reviewed the District's account balances as follows as of April 18, 2018:

General Checking	\$86,610.12
General Checking	\$544,845.72
Money Market	\$225,941.16
Tap Fee Account	\$120,289.18
Repair Reserve Equipment	\$826,984.62
Repair Reserve Bldg & Grounds	\$451,905.34

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

1. Bee, Ready, Fishbein, Hatter & Donovan, LLP Professional Services March 2018	\$2,637.50
2. D & B Engineers & Architects, Engineering, NYSDEC for Munsey & Plaza Cleaners	\$544.96
3. D & B Engineers & Architects, Engineering, Intersection Maps	\$591.89
4. D & B Engineers & Architects, Engineering, Annual Water Quality Report	\$3,575.00
5. D & B Engineers & Architects, Engineering, Southport Elevated Tank	\$1,956.81
6. Caldwell Tanks, Inc., Req.#6, Beacon Hill Tank (Bond Issue)	\$144,000.00

Superintendent Granger reported on the following:

1. Reviewed draft copies of the Annual Drinking Water Quality Report and Newsletter with the Board.
2. The Water District will be participating in the annual Long Island Water Conference drinking water taste contest. The contest will be held during the first week of May at SUNY Farmingdale College.
3. Will be attending the "Physical and Cyber security for Critical Infrastructure Course" sponsored by the New York State Homeland Security and Emergency Services on May 10, 2018. The full day course will be held at the Nassau County OEM Morrelly Center in Bethpage, New York. There is no cost for the training.
4. Advised the Board that the agreement for environmental laboratory services has been reviewed by the Water District attorney.
5. Advised the Board that the contract for online auction services has been reviewed by the Water District attorney.
6. Reviewed options for upgrading landline phone service and the phone system based on updated information from the service provider. It was determined that replacement of the phone system wiring will be required at a significant cost. Therefore, a full service and system upgrade through Optimum business hosted voice is no longer recommended. The option to replace the existing phone system and use the Optimum Voice for business is recommended. This will replace Verizon as the primary phone service and reduce month phone service costs by more than 50 percent.

William Merklin P.E. reported on the following:

1. Beacon Hill Tank Replacement – Tank painting subcontractor has completed sandblasting and priming of the exterior of the new tank. The intermediate coating has been applied to approximately 80 percent of the tank exterior.
2. Neulist Tank Investigation and Repair Work – Reviewed letter dated April 3, 2018 requesting additional fee for unanticipated work due to field conditions.

Peter Fishbein, Esq. – Reported in executive session.

Old / New Business

**RESOLUTION 2018-60**

Authorizes the Chairman to execute an Agreement with Pace Analytical Services, LLC for Environmental Laboratory Services. A motion was made by Commissioner Germain to authorize the Chairman to execute the Agreement. Seconded by Commissioner Meyer. The motion was unanimously approved.

**RESOLUTION 2018-61**

Authorizes the Chairman to execute a contract with Auction International, Inc. for online auction services for the sale of surplus equipment. A motion was made by Commissioner Meyer to authorize the Chairman to execute the Contract. Seconded by Commissioner Meyer. The motion was unanimously approved.

**RESOLUTION 2018-62**

For authorizing a fee increase requested by D&B Engineers and Architects, P.C. in the amount not to exceed \$7,500.00 for professional services related to for unanticipated work due to field conditions for the Neulist Tank Investigation and Repair Work. A motion was made by Commissioner Meyer to authorize the professional services fee increase in the amount not to exceed \$7,500.00. Seconded by Commissioner Germain. The motion was unanimously approved.

**RESOLUTION 2018-63**

WHEREAS, a general discussion was held by the members of the Board of Commissioners concerning the replacement of the Water District phone system and the related transfer of funds; and

WHEREAS, the Board of Commissioners has decided to expend a sum not to exceed \$12,500.00 for such replacement and further, authorizes a transfer of funds not to exceed the sum of \$12,500.00 from the equipment capital repair reserve fund, in accordance with General Municipal Law, for the replacement of the Water District phone system.

NOW THEREFORE BE IT RESOLVED that, the Board of Commissioners of the Port Washington Water District, Town of North Hempstead, Nassau County, withdraw a sum not to exceed \$ 12,500.00 from the Equipment capital repair reserve fund for the replacement of the Water District phone system.

This Resolution is adopted subject to a Permissive Referendum.

The above RESOLUTION was offered by Commissioner Mindy Germain and was seconded by Commissioner Peter Meyer.

A roll call vote was taken as follows:

A roll call vote was taken as follows:

Commissioner Brackett Aye

Commissioner Meyer Aye  
Commissioner Germain Aye

Approved and so ordered

The Board directed that the following Legal Notice be published in the next issue of the Port Washington News.

**RESOLUTION 2018-64**

Authorizes Graybar Electric Company, Inc. to replace the Water District landline phone system pursuant to the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with the City of Kansas City, Missouri (Lead Agency) and U.S. Communities (contract number EV-2370) and GB Quote number 0229634379 in the amount not to exceed \$10,200.00. A motion was made by Commissioner Germain authorize Graybar Electric Company, Inc. to replace the Water District landline phone system in the amount not to exceed \$10,200.00. Seconded by Commissioner Meyer. The motion was unanimously approved.

A motion was made by Commissioner Meyer to enter into executive session to discuss legal and employee matters at 8:50am. The regular meeting resumed at 9:15am.

Checks for payment of claims, due from the Port Washington Water District totaling \$134,796.62 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 April 18, 2018.

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Peter Meyer, Secretary