

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, March 6, 2019 at 8:00am.

PRESENT: COMMISSIONERS:

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

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

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

Minutes for the meeting held on February 20, 2019, were read and approved.

The Board further reviewed the District's account balances as follows as of March 6, 2019:

General Checking	\$111,034.84
Money Market	\$227,651.74
Tap Fee Account	\$33,288.81
Repair Reserve Equipment	\$438,312.80
Repair Reserve Bldg & Grounds	\$388,352.35

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

1. D & B Engineers & Architects, Engineering, Neulist Avenue Assessment	\$3,194.20
2. D & B Engineers & Architects, Engineering, Retainer 4 <sup>th</sup> Quarter 2018	\$2,000.00
3. D & B Engineers & Architects, Engineering, Water Main Improvements (Bond Issue)	\$15,900.41

Superintendent Granger reported on the following:

- 64.2 million gallons was pumped during the month of February. During February of 2017, 62.3 million gallons of water was pumped. When compared to the same month last year this represents a 2.9 percent increase in pumpage for the month. Year to date pumpage is approximately 4.6 million gallons less when compared to 2017.
- Reviewed water availability request for one single family structure located at 4 Mullon Avenue, Port Washington. The Superintendent recommends that water availability be granted. A motion was made by Commissioner Germain and seconded by Commissioner Meyer to grant water availability. Carried
- On Wednesday, February 20, 2019 the Water District received sealed bids for "Maintenance of Grounds – Contract 2019-01". A legal notice was placed in the Port Washington News. M. Solomito Landscaping of Glen Head, New York, submitted the lowest bid in the amount of \$15,199.00. M. Solomito Landscaping is a qualified contractor who has successfully completed work of similar nature for the various municipal entities in the region. A review of the bid found the documents to be in order. Therefore, it is recommended that the contract for the period of April 1, 2019 through November 30, 2019 be awarded to the lowest responsible bidder, M. Solomito Landscaping of Glen Head, New York.
- On Wednesday, February 20, 2019 sealed bids were received by the Water District for the purchase of Water Service Supplies, Fire Hydrants & Water Main Appurtenances Contract 2019-02. A legal notice was placed in the Port Washington News. Direct invitations were also sent to qualified companies. As indicated in the bid summary sheet, the award recommendation is based on individual items. A total of two vendors (Ferguson and T, Mina) submitted bids. Based on the unit prices submitted and the qualifications of the low bidders, the prices provided are deemed to be reasonable. Furthermore, comparisons of the current unit prices to prior bid prices have varied from slight decreases to minor increases for most items. Therefore, it is recommended that the bid be awarded based on individual items to the vendors recommended in the

summary sheet.

5. Advised the Board that two buried 16 -inch valves require replacement at the Neulist Avenue Plant. The valves are vital to the operation of the facility. Proposals were received by Merrick Utility and Bancker Construction under provisions of the Annual Distribution System Repair and Maintenance - Contract no. 2017-08 with the Water District. Merrick Utility submitted the low proposal in the amount of \$22,757.00. The Superintendent recommends that Merrick Utility be authorized to perform the work.
6. Field Supervisor Jim Gildea permission to attend the New York Section of the American Water Works Association Water Annual Spring Meeting from April 16 through April 18, 2019 in Saratoga Springs, New York, the cost not to exceed \$950.00. Motion was made by Commissioner Brackett and seconded by Commissioner Germain to approve the Field Supervisor to attend this meeting. Carried

Michael Savarese P.E. reported on the following:

1. 1.4 dioxane pilot study – D&B has been in contact with the health department to review the protocol for conducting a pilot test.
2. Annual Drinking Water Quality Report – A draft copy of the report has been submitted to the Health Department for review. Comments are due back by March 8<sup>th</sup>.
3. Master Plan Report - A kickoff meeting with Superintendent Granger was held last week.
4. Water Main Replacement – A plan review meeting with representative from the Village of Port Washington North is scheduled for Friday afternoon.

Peter Fishbein, Esq. - No report.

Old / New Business

#### **RESOLUTION 2019-43**

For professional community relations services to produce, write and fulfill the annual Water District newsletter. Progressive Marketing Group, Inc. of Melville, New York has submitted a proposal in the amount not to exceed \$16,800.00 to provide the professional services. A motion was made by Commissioner Germain to approve Resolution 2019-43. Seconded by Commissioner Meyer. The motion was unanimously approved.

#### **RESOLUTION 2019-44**

Award of Contract No. 2019-01 – Maintenance of Grounds to M. Solomito Landscaping of Glen Head, New York, in the low bid in the amount of \$15,199.00 for the period of April 1, 2019 to November 30, 2019. The Superintendent recommends bid award based on the bid price submitted and the qualifications of the low bidders. A motion was made by Commissioner Germain to award Contract No. 2019-01 – Maintenance of Grounds to M. Solomito Landscaping of Glen Head, New York, in the low bid in the amount of \$ 15,199.00 for the period of April 1, 2019 to November 30, 2019. Seconded by Commissioner Meyer. The motion was unanimously approved.

#### **RESOLUTION 2019-45**

Award of Contract No. 2019-02 – Water Service Supplies, Fire Hydrants & Water Main Appurtenances to Ferguson Waterworks and T. Mina Supply Inc. submitted bids based on unit prices for individual items in accordance with the attached bid summary sheet for the period of March 1, 2019 through December 31, 2019. The Superintendent recommends bid award based on the unit prices submitted and the qualifications of the low bidders. A motion was made by Commissioner Meyer to award Contract No. 2019-02 – Water Service Supplies, Fire Hydrants & Water Main Appurtenances to Ferguson Waterworks and T. Mina Supply Inc. submitted bids based on unit prices for individual items in accordance with the attached bid summary sheet for the period of March 1, 2019 through December 31, 2019. Seconded by Commissioner Germain. The motion was unanimously approved.

#### **RESOLUTION 2019-46**

WHEREAS, a general discussion was held by the members of the Board of Commissioners concerning

certain water main and valve repairs on Port Washington Boulevard and Neulist Avenue Road facility and the related transfer of funds; and

WHEREAS, the Board of Commissioners has decided to expend a sum not to exceed \$160,000.00 for such replacement and repairs and further, authorizes a transfer of funds not to exceed the sum of \$160,000.00 from the building and grounds capital repair reserve fund, in accordance with General Municipal Law, for the water main and valve repairs on Port Washington Boulevard and Neulist Avenue Road facility.

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 \$160,000.00 from the building and grounds capital repair reserve fund for the water main and valve repairs on Port Washington Boulevard and Neulist Avenue Road facility.

This Resolution is adopted subject to a Permissive Referendum.

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

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 2019-47**

For replacement of a defective 16-inch buried valves by Merrick Utility Associates in an amount not to exceed \$22,757.00 in accordance with Annual Distribution System Repair and Maintenance - Contract No. 2017-08. A motion was made by Commissioner Meyer to authorize the valve replacement work in an amount not to exceed \$22,757.00 in accordance with Annual Distribution System Repair and Maintenance - Contract No. 2017-08. Seconded by Commissioner Brackett. The motion was unanimously approved.

A motion was made by Commissioner Germain to enter into executive session to discuss employee matters at 9:05 am. The regular meeting resumed at 9:25 am.

Checks for payment of claims, due from the Port Washington Water District totaling \$87,619.92 were approved for payment by the Board.

There being no further business to discuss the meeting was adjourned at 9:30am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on March 6, 2019.

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Peter Meyer, Secretary