

July 20, 2016

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, July 20, 2016 at 8:00am.

PRESENT: COMMISSIONERS:

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

Paul J. Granger, P.E., Superintendent
Peter Fishbein, Esq., Attorney
Also Present: Ron DeMeo, Resident

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 July 13, 2016, were read and approved.

The Board further reviewed the District's account balances as follows as of July 20, 2016:

General Checking	\$172,294.60
Money Market	\$975,218.33
Tap Fee Account	\$70,971.60
Repair Reserve Fund	\$416,419.38

Superintendent Granger reported on the following:

1. Planning for the 2017 budget is underway. The budget must be submitted to the Town by August 22, 2016.
2. Road restoration for the Circle Drive water main project has been moving ahead of schedule. If weather and field conditions continue to remain good, all work could be completed by July 22, 2016.
3. Bids for procuring solar salt for the Water District nitrate treatment system are scheduled for submission and opening at 8:15am on Wednesday, July 27, 2016.
4. The Superintendent will be meeting with officials from the City of Long Beach at 10AM today (July 20, 2016) to review and discuss the Port Washington Water District water conservation pilot program. The City is seeking to implement proactive water conservation measure to address potential saltwater intrusion concerns.
5. As reported during the July 6th board meeting, the blow off drainage structure at the Bar Beach water plant is no longer draining properly. During heavy rain storms water will back up into the well station pipe trench. Water District personnel have manually pumped out the structure six times since last May. Bancker Construction has provided the Water District with a proposal to vacuum and clean out the blow off the structure utilizing Nassau County Department of Public Works Contract No. S80030Z in the amount not to exceed \$25,980. It should be noted that if Bancker can complete the work in two days, a credit in the amount of \$6,500 will be provided to the District. The Superintendent also solicited proposals from other qualified firms that included Earth Repair LLC, Bensin Contracting, DeJana, National Water Main Restoration and ADJO Contracting. The contractors were provided with a July 15th deadline to provide a response. Out of the five contractors only one provided a quotation. Earth Repair LLC provided a proposal in the amount of \$29,500 which is \$3,520 more than the proposal provided by Bancker Construction of Islandia, New York. Therefore the Superintendent recommends that the work be awarded to Bancker Construction so that the project can commence as soon as possible. A motion was made by Commissioner Meyer to award the blow off chamber restoration work to Bancker Construction. Seconded by Commissioner Germain. The motion was unanimously approved.

6. The Water District has recently completed the inspection and inventory of all hydraulic control valves within the system. These valves are critical for regulating pressure within District and to the operation of our supply well and booster pumping facilities. Proactive maintenance and repair is essential for the proper operation of the valves. Harper Haines provided a quotation in the amount of \$32,820 for the repair and maintenance of the above valves. Based on Water District procurement policy, public work projects that range from \$10,000 to \$34,999 require three quotations. Accordingly, the District solicited quotes from four other contractor and received written proposals from Bancker Construction and Bensin Contracting. Harper Haines has provided the Water District with the lowest proposal. Based on the qualifications and experience of the contractor, the Superintendent recommends award of the Phase I maintenance and repair work to Harper Haines of Milford Ct. A motion was made by Commissioner Germain to award the Phase 1 hydraulic control valve maintenance and repair work to Harper Haines. Seconded by Commissioner Meyer. The motion was unanimously approved.
7. H.O. Penn Machinery Co. has submitted a renewal agreement for the preventative maintenance of the Water District back-up engine generator units. The District presently maintains four back-up engine generator units. These back-up units are vital to the emergency operation of the District during regional power outages. This is essential for providing water for public health and fire protection during emergencies and severe storms. H.O. Penn has been successfully providing preventative maintenance and emergency response services with factory trained mechanics. The cost of the Agreement is \$22,961.13 for annual services to be provided for two years commencing August 1, 2016. The Current Agreement expires on July 31, 2016. Commissioner Meyer made a motion to renew the preventative maintenance Agreement with H.O. Penn Machinery Company for two years. Seconded by Commissioner Germain. The motion was unanimously approved.

A motion was made by Commissioner Bracket to enter into executive session to discuss employee and litigation matters at 8:35 AM. The regular meeting resumed at 8:55AM.

Peter Fishbein, Esq. – Reported in executive session.

A motion was made by Commissioner Bracket to increase the Superintendent's salary by \$5,000 per year now that he has successfully completed his probationary period and in accordance with discussion at the time of hiring that the Board would provide consideration for the increase after completing the 6 month probation period. The raise will be effective the pay period commencing July 23, 2016. It was seconded by Commissioner Meyer. The motion was unanimously approved.

Checks for payment of claims, due from the Port Washington Water District totaling \$182,575.47 were approved for payment by the Board.

There being no further business to discuss the meeting was adjourned at 9:10am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on July 20, 2016.

Peter Meyer, Secretary