

September 7, 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, September 7, 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  
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 August 31, 2016, were read and approved.

The Board further reviewed the District's account balances as follows as of September 7, 2016:

General Checking	\$137,939.12
Money Market	\$975,218.33
Tap Fee Account	\$75,471.60
Repair Reserve Fund	\$416,419.38

Superintendent Granger reported on the following:

1. 189 million gallons of water was pumped during the month of August. During August of 2015, 204 million gallons of water was pumped. When compared to August 2016 this represents an 8.3 percent decrease in pumpage for the month. The peak day pumpage for the month was 7.6 million gallons. Year to date pumpage is approximately 23 million gallons less when compared to 2015.
2. Pilot testing of the smart irrigation controller at the administration building has resulted in an approximate 38,400 gallons of water savings through the month of August.
3. The Town of North Hempstead recently decided to serialize the outstanding BANS coming due in October 2016. As a result, the Water District will need to adjust its 2017 Budget to include bond principal in the amount of \$226,078 and bond interest in the amount of \$74,355. Payments will be due September 2017. Superintendent Granger advised that the Water District budget can be adjusted to stay within the tax cap.
4. Superintendent Granger passed a NYSDEC examination and is now a Class A/B operator of Underground Storage Tank (UST) systems. The requirement to have authorized operators applies to USTs at CBS facilities regulated under 6 NYCRR 596-599. Facilities with USTs that are subject to federal and state regulation must designate at least one Class A, Class B, and Class C Operator for those tanks. Superintendent Granger will be providing training to Water District staff for Class C operator designation.

At 8:25am Commissioner Brackett announced that bids would be opened for the following contracts:

Contract No. 2016-03 – Supply Caustic Metering Pumps for pH Adjustment

<b>Bidder</b>	<b>Total Bid Price</b>	<b>Notes</b>
Eagle Control	\$40,500.00	
Process Equipment Sales and Service	\$25,520.00	Did not base price on specified pump

Contract No. 2016-04 – annual Well & Booster Pump Repair & Maintenance

<b>Bidder</b>	<b>Year 1</b>	<b>Year 2</b>
A.C. Schultes	\$65,130.00	\$70,930.00
Delta Well & Pump	\$73,740.00	\$81,000.00
Eagle Control	\$72,852.00	\$79,616.00
Layne Christensen	\$68,530.00	\$74,886.00
R & L Well Drilling	\$79,370.00	\$86,120.00

The Board requested that the Superintendent to review the bids and report his findings at the next Board meeting.

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

1. Circle Drive Water Main Replacement – The Contractor has very minor punch list work to complete.
2. Southport Tank – Waiting to hear back from the Nassau County Police Department on the contractor settlement for repair to the emergency communication system.
3. Beacon Hill Tank Replacement – Design continues to progress.

Peter Fishbein, Esq. reported on the procedures for establishing reserve funds and expenditures from repair reserve funds.

Checks for payment of claims, due from the Port Washington Water District totaling \$19,266.55 were approved for payment by the Board.

A motion was made by Commissioner Meyer to go into executive session to discuss personnel matters at 8:50 am. The regular meeting resumed at 9:05 am.

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 September 7, 2016.

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Peter Meyer, Secretary