

September 14, 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 14, 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 September 7, 2016, were read and approved.

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

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| 1. Bee, Ready, Fishbein, Hatter & Donovan, LLP Professional Services August 2016 | \$2,200.00 |
| 2. D & B Engineers & Architects, Engineering, Updating Intersection Maps | \$219.25 |

The Board further reviewed the District's account balances as follows as of September 14, 2016:

General Checking	\$442,949.66
Money Market	\$975,218.33
Tap Fee Account	\$75,471.60
Repair Reserve Fund	\$416,419.38

It was agreed that the Commissioner Brackett and Meyer may attend a meeting of the Nassau Suffolk Water Commissioners Association on September 19, 2016 in Franklin Square.

It was agreed that the Commissioners and Superintendent will attend a meeting of the Long Island Water Conference on September 26, 2016 in Syosset.

It was agreed that the Board meeting scheduled for September 21, 2016 will be canceled.

Superintendent Granger provided a recap from the September 8, 2016 budget hearing to the Board. He advised that the 2017 expense budget will be \$5,946,295 which represents a 2.4 percent when compared to the 2016 budget. The Water District will be able remain within the 0.68 percent property tax cap established for 2017.

The following motion was made.

MOTION: Commissioner Brackett put forth a motion to approve the 2017 Annual Budget. The Board was polled as follows:

Commissioner Brackett	- Yea
Commissioner Meyer	- Yea
Commissioner Germain	- Yea

By unanimous vote of all three Commissioners, the motion was passed to approve the 2017 Annual Budget and forward same to the Town of North Hempstead.

Superintendent Granger reported on the following:

On Wednesday, September 7, 2016 the Water District received bids for Annual Well and Booster Pump Repair and Maintenance Contract - Contract no. 2016-04. A total of five bids were received. A.C. Schultes of Woodbury Heights, New Jersey submitted the low bid for well and booster pump repair and maintenance and service from October 1, 2016 through September 30, 2017 in the amount of \$65,130. Based on the Superintendent's review of the low bidder's references, A.C. Schultes has successfully completed work of similar nature for other water suppliers. Therefore, it is recommended that the above referenced project be awarded to the lowest responsible bidder, A.C. Schultes for the period of October 1, 2016 through September 30, 2017. A motion was made by Commissioner Brackett to award Contract no. 2016-04 to A.C. Schultes. Seconded by Commissioner Meyer. The motion was unanimously approved.

On Wednesday, September 7, 2016 the Water District received bids to Supply Caustic Metering Pumps for pH Adjustment - Contract no. 2016-03. A total of two bids were received. A bid notice was advertised in the official Water District newspaper on August 24, 2016. Process Equipment Sales & Service (PESS) of East Hanover, New Jersey submitted a total bid in the amount of \$25,520.00. Review of the bid documents revealed that the low bidder provided a substitution for the specified pump. PESS submitted a Milton Roy MacRoy G Series Pump Model No. G51X8PM4N1N positive displacement, diaphragm pump. The pump specified in the bid documents is the UGSI Chemical Feed Inc., Model Encore 700.

Detailed review of the substitute pump submittal documents revealed that the unit has a 150 psi rating. This is not acceptable and must have a rating of at least 175 psi based on District operating pressures that can be near or exceed 150 psi. The Encore 700 series pump is designed to operate against a backpressure from 0 to 175 psi. A pump with a lower pressure rating is generally less expensive since the materials are not as robust when compared to a pump with a higher pressure rating. This would provide the low bidder with an unfair advantage. Aside from that the substitute pump is not compatible with our operations. Therefore, it is recommended that the bid provided by PESS be rejected. The second and only other bidder was Eagle Control of Yaphank, New York who submitted a total bid in the amount of \$40,500. The unit bid price per pump (including accessories) is \$6,750. This is comparable to recent unit bid pricing obtained by the neighboring Roslyn Water District from Eagle Control. The Superintendent advised that he was satisfied with the vendor and performance of the pump. Therefore, it is recommended that the above referenced contract be awarded to the lowest responsible bidder, Eagle Control based on providing a pump that meets the bid specifications. A motion was made by Commissioner Meyer to award Contract no. 2016-03 to Eagle Control. Seconded by Commissioner Germain. The motion was unanimously approved.

Superintendent Granger provided the Board with a summary of the joint New York State Senate and Assembly Public Hearing on Water Quality and Contamination that was held on September 12 at the Suffolk County Legislative Auditorium in Smithtown.

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

1. Circle Drive Water Main Replacement – Project close-out paperwork pending.
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 on schedule.

Checks for payment of claims, due from the Port Washington Water District totaling \$22,218.20 were approved for payment by the Board.

A motion was made by Commissioner Meyer to go into executive session to discuss personnel matters at 8:40 am. The regular meeting resumed at 9:10 am.

There being no further business to discuss the meeting was adjourned at 9:25am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on September 14, 2016.

Peter Meyer, Secretary