

December 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, December 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 November 30, 2016, were read and approved.

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

General Checking	\$854,001.87
Money Market	\$975,218.33
Tap Fee Account	\$77,221.60
Repair Reserve Fund	\$416,419.38

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

1. Bee, Ready, Fishbein, Hatter & Donovan, LLP Professional Services November 2016	\$2,931.25
2. D & B Engineers & Architects, Engineering, Updating Intersection Maps	\$1,094.63
3. D & B Engineers & Architects, Engineering, Sandy Hollow Garage	\$247.67
4. D & B Engineers & Architects, Engineering, Morley Park Station	\$1,919.70
5. D & B Engineers & Architects, Engineering, Sanitary Inspections	\$2,400.00
6. D & B Engineers & Architects, Engineering, Beacon Hill Tank (Bond Issue)	\$23,167.17

The Statement of Canvas from the Special District Election held on Tuesday December 13, 2016 was as follows:

Three (3) year term January 1, 2017 to December 31, 2019

Total number of votes cast	180
Total number of votes cast for Mindy Germain	178
Total number of votes cast for Ron Henderson	1
Total number of votes cast for Paul Oleksice	1

The Board directed that the above results be filed with, the Town Clerk of the Town of North Hempstead.

It was agreed that the Commissioners will attend a meeting of the Nassau-Suffolk Water Commissioners on December 19, 2016 in Franklin Square and the Commissioners and Superintendent Granger will attend a meeting of the Long Island Water Conference on December 20, 2016 in Mineola.

At 8:15am Commissioner Brackett announced that bids would be opened for Contract No. 2016-05 – Water Service Supplies, Fire Hydrants & Water Main Appurtenances. Ferguson Waterworks and T. Mina Supply Inc submitted bids that were provided with bid bonds pursuant to water district requirements. The bid contains numerous unit bid pricing schedules that will require detailed review

by district staff. The Board requested that the Superintendent review the bids and report his findings and recommendations at the next Board meeting.

Superintendent Granger reported on the following:

1. Requested reimbursement in the amount of \$373.00 for the renewal of his annual membership with the National Society of Professional Engineers (NSPE). Approved.
2. Water District personnel successfully repaired a water main break located on Channel Drive on Sunday, December 11<sup>th</sup>.
3. The Nassau County Legislature adopted a revised water conservation ordinance on November 23, 2016. The revised ordinance will have no impact on the Water District since our regulations and requirements are more comprehensive.
4. The Workers compensation insurance renewal premium for 2017 will be \$58,834 with the Public Employer Management Risk Association (PERMA). The premium is less than the \$66,000 allocated under the 2017 budget. The Water District Risk Management consultant also obtained quotations from the State Insurance Fund that ranged from \$72,606 \$82,000 depending upon the fund group. Based on the premium and service provided by PERMA which includes free safety and workplace training, the Superintendent recommends that the Water District renew with PERMA. Commissioner Meyer made a motion to renew the water district workers compensation insurance with PERMA. Seconded by Commissioner Germain. The motion was unanimously approved.
5. Sandy Hollow Wells 1 and 2 were video inspected last week. Well cleaning operations will commence in early January.
6. All outside staff completed potable water sample collection training completed last week at Pace Labs. Continuing education credits were also provided to staff.

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

1. Beacon Hill tank Replacement – The bid opening has been pushed back to December 21, 2106 to provide bidders with additional time for preparing a response. This will have no impact to the overall project schedule.
2. Neulist Avenue Electrical Upgrade –Working on the mark out and survey portion of the project at this time.
3. Circle Drive Water Main – working on the close-out documents at this time.
4. Currently finalizing technical specifications for the rehabilitation of Morley Park Boosters 1 and 2.

Peter Fishbein, Esq. reported that the intermunicipal agreement with the Port Washington Fire Department was sent out last week. He also reported in executive session.

Checks for payment of claims, due from the Port Washington Water District totaling \$89,159.80 were approved for payment by the Board.

A motion was made by Commissioner Germain to go into executive session to discuss personnel and legal matters at 8:50 am. The regular meeting resumed at 9:10 am.

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 December 14, 2016.

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Peter Meyer, Secretary