

January 25, 2017

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, January 25, 2017 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 January 18, 2017, were read and approved.

The Board further reviewed the District's account balances as follows as of January 25, 2017:

General Checking	\$965,806.06
Money Market	\$975,218.33
Tap Fee Account	\$85,301.60
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	\$6,829.50
2. D & B Engineers & Architects, Engineering, Retainer 4 <sup>th</sup> Quarter	\$2,000.00

Superintendent Granger reported on the following:

1. Leak detection survey of the second half of the distribution system will commence today. The survey should be completed within the next 2 to 3 weeks depending upon weather conditions.
2. Hydrant maintenance commenced today. Half of all District hydrants are scheduled for maintenance this year. Depending upon weather conditions, the program for 2017 should be completed within 6 to 8 weeks.
3. Layne is scheduled to perform repairs to the Hewlett Nitrate Treatment System on Monday, January 30<sup>th</sup>. The work is to repair a leak on the treatment system and will be at no cost to the District since it is a warranty issue. The Hewlett plant will be off line for approximately 1 week.

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

1. Beacon Hill Tank Replacement – Provided the Board with a recommendation of award letter dated January 24, 2017. As the Board may recall Caldwell Tanks, Inc. of Louisville, Kentucky submitted the only bid in the total amount of \$5,093,000 on December 21, 2016. The bid was higher than the original cost estimate. D&B Engineers and Architects reviewed the bid pricing with Caldwell Tanks, Inc. and was able to clarify the project scope which has resulted in reduced total bid price in the amount of \$4,776,000.00. Caldwell Tanks, Inc. issued a letter dated January 23, 2017 which confirms the reduced total bid amount. Based on the revised bid amount and verification that the bidder has successfully performed work of similar scope, D&B Engineers and Architects recommends award of the Beacon Hill Elevated Tank Replacement Project – Contract No. 2016-06 to Caldwell Tanks of Louisville, Kentucky.
2. Circle Drive Water Main – the contractor has agreed to finalize all change orders. Change Order 7 has been submitted to the District for review.
3. Neulist Avenue Electrical Upgrade – utility mark-out has been completed and the site survey work is scheduled for completion today.

Peter Fishbein, Esq. reported in executive session.

Old / New Business:

**RESOLUTION 2017-21:**

A.C Schultes submitted an estimate for the replacement of Boosters 1 and 2 and Transfer Pump 3 at the Christopher Morley Park water plant in accordance with the provisions in the Annual Well and Booster Pump Repair and Maintenance Contract / Contract no. 2016-04. Technical specifications were prepared by D&B Engineers and Architects which was used by the contractor to formulate the cost estimate for the pump replacement work. The estimated cost for replacement of all three pumps is \$114,530.00. Based on the age, hours of operation and critical need to have reliable pump operation, Supt. Granger recommends that the Board authorize the replacement work. In addition the price estimate provided by the contractor is deemed to be fair and reasonable. A motion was made by Commissioner Meyer to authorize the pump replacement work. Seconded by Commissioner Germain. The motion was unanimously approved.

**RESOLUTION 2017-22:**

Garland / DBS, Inc. has provided the Water District with a proposal for professional roof assessment services dated January 23, 2017 for the lump sum amount of \$4,000. The assessment will cover 20 buildings. The Superintendent recommends that the assessment be performed so that a proactive maintenance program can be implemented. Garland / DBS, Inc. has successfully provided similar services to other local municipal entities. A motion was made by Commissioner Germain to authorize Garland / DBS, Inc. to provide roof assessment services. Seconded by Commissioner Meyer. The motion was unanimously approved.

**RESOLUTION 2017-23:**

Service Agreement (Reference No 3016-284139-ACIA-17ZPYO) submitted by ThyssenKrupp Elevator Corporation for the periodic inspection, service and maintenance of the administration building hydraulic elevator. Fee for the service is \$370.00 per month. The service is required for the safe operation of the elevator and local building code inspection requirements. A motion was made by Commissioner Meyer to authorize the Chairman to execute the Service Agreement. Seconded by Commissioner Germain. The motion was unanimously approved.

**RESOLUTION 2017-24:**

Award of the Beacon Hill Elevated Tank Replacement Project – Contract No. 2016-06 to Caldwell Tanks of Louisville, Kentucky in accordance with Recommendation of Award by D&B Engineers and Architects dated January 24, 2017 in the total revised bid amount of \$4,776,000.00. A motion was made by Commissioner Germain to award the Beacon Hill Elevated Tank Replacement Project – Contract No. 2016-06 to Caldwell Tanks of Louisville, Kentucky in the total revised bid amount of \$4,776,000.00. Seconded by Commissioner Meyer. The motion was unanimously approved.

Checks for payment of claims, due from the Port Washington Water District totaling \$153,907.27 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 8:40 am. The regular meeting resumed at 9:00 am.

There being no further business to discuss the meeting was adjourned at 9:05am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on January 25, 2017.

---

Peter Meyer, Secretary