

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, February 8, 2017 at 8:00am.

PRESENT: COMMISSIONERS:

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

Paul J. Granger, P.E., Superintendent  
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 February 1, 2017, were read and approved.

The Board further reviewed the District's account balances as follows as of February 8, 2017:

General Checking	\$1,012,230.41
Money Market	\$975,218.33
Tap Fee Account	\$85,301.60
Repair Reserve Equipment	\$216,419.38
Repair Reserve Bldg & Grounds	\$200,000.00

Superintendent Granger reported on the following:

1. 78.256 million gallons of water was pumped during the month of January. During January of 2016 79.772 million gallons of water was pumped. When compared to January 2016 this represents a 1.5 MG decrease in pumpage for the month.
2. Leak detection survey of the second half of the distribution system should be completed by the week of February 13<sup>th</sup>.
3. Hydrant Maintenance Program – 109 hydrants have been completed through February 2, 2017.
4. Layne completed repairs to the Hewlett Nitrate Treatment System this past Friday.
5. Advised the Board that the Ground Maintenance Contract that is currently held by Landscapes of Long Island has a provision to extend the contract for an additional season at the current annual amount of \$13,000. Based on the performance of the contractor and pricing, the Superintendent recommends that the contract be extended from April 1, 2017 through November 20, 2017. A motion was made by Commissioner Meyer and seconded by Commissioner Germain to extend the Ground Maintenance Contact for an additional season. The motion was unanimously approved.
6. PCA Engineering, Inc. has provided a proposal to provide an external inspection of the three above ground chemical bulk storage tanks maintained by the District in the total amount of \$4,755.00. Superintendent Granger advises that the professional engineering service is required for conformance with NYSDEC Chemical Bulk Storage Regulations (6NYCRR 568.7D). A motion was made by Commissioner Germain and seconded by Commissioner Meyer to authorize the professional inspection services. The motion was unanimously approved.

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

1. Beacon Hill Tank Replacement – The contractor has completed submission of bonds and insurance documents. Conformed contracts will be completed shortly.
2. Circle Drive Water Main Replacement – As-built drawings have been completed and have been submitted to the Superintendent for review.
3. The biannual inspection of the Sandy Hollow Road and Neulist Avenue water storage tanks will be scheduled in the spring.

4. Neulist Avenue Electrical Upgrade –survey work has been completed. Work on the detailed design document is underway.

Old / New Business:

**RESOLUTION 2017-26**

Based on the recommendation of the Water District Engineer, approval of Change Orders 1 through 6 in the amount of \$93,230.57 for Project 2014-01 Circle Drive and Irma Avenue Water Main Improvements. A motion was made by Commissioner Meyer to approve Resolution 2017-26 and have the Chairman execute the Change Order Documents. Seconded by Commissioner Germain. The motion was unanimously approved.

**RESOLUTION 2017-27**

Based on the recommendation of the Water District Engineer, approval of Change Order 1 in the amount of \$ 18,556.75 for Control Valve Preventative Maintenance and Repair. A motion was made by Commissioner Germain to approve Resolution 2017-27 and have the Chairman execute the Change Order Document. Seconded by Commissioner Meyer. The motion was unanimously approved.

**RESOLUTION 2017-28**

The Port Washington Water District is a member of the Long Island Water Conference Purchasing Cooperative. Bids were received on January 26, 2017 with regards to furnishing and delivering liquid 25% and 50% sodium hydroxide (caustic soda) at various sites for the Bethpage Water District along with an extension to members of the Long Island Water Conference. The District contract for purchasing caustic soda will expire on March 31, 2017. Therefore it is desirable to purchase caustic soda through the Long Island Water Conference Purchasing Cooperative effective April 1, 2017. A motion was made by Commissioner Meyer to authorize the purchase of caustic soda through the Long Island Water Conference Purchasing Cooperative effective April 1, 2017. Seconded by Commissioner Germain. The motion was unanimously approved.

Checks for payment of claims, due from the Port Washington Water District totaling \$17,037.91 were approved for payment by the Board.

A motion was made by Commissioner Meyer to go into executive session to discuss personnel matters at 8:35 am. The regular meeting resumed at 8:45 am.

There being no further business to discuss the meeting was adjourned at 8:50am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on February 8, 2017.

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Peter Meyer, Secretary