

April 5, 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, April 5, 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 March 29, 2017, were read and approved.

The Board further reviewed the District's account balances as follows as of April 5, 2017:

General Checking	\$1,039,870.13
Money Market	\$975,218.33
Tap Fee Account	\$88,301.60
Repair Reserve Equipment	\$216,419.38
Repair Reserve Bldg & Grounds	\$200,000.00

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

1. H2M Architects & Engineers, Professional Services – Valve Identification System	\$306.42
2. H2M Architects & Engineers, Professional Services – GIS Creation & Development	\$2,400.00

Superintendent Granger reported on the following:

1. 80.412 million gallons of water was pumped during the month of March. During March of 2016, 78.353 million gallons of water was pumped. When compared to the prior year this represents a 3 million gallon increase in pumpage for the month. Year to date pumpage when compared to 2016 has decreased by 3.2 million gallons.
2. The 2017-2018 New York State budget includes \$2.5 billion for water infrastructure projects. At least \$1 billion for water and wastewater infrastructure will be allocated and administered by the Environmental Facilities Corporation. Also at least \$150 million will be available for inter-municipal water infrastructure projects.
3. The Superintendent will be working on developing a formal procedures and policy manual for the Water District.
4. Provided the Board with an update on the grant application processing for the Beacon Hill Road elevated tank replacement project.
5. Progressive Marketing will have a draft copy of the spring newsletter available for Board review by the end of the week. PMG also updated their proposal for on-location professional photography services for the website upgrade and newsletter not to exceed \$2,600. Commissioner Germain made a motion to authorize the on-location professional photography services. Seconded by Commissioner Meyer. The motion was unanimously approved.
6. Updated the Board on the 2017 leak detection and repair program. All leaks have been addressed and will reduce water leakage by at least an estimated 20,600 gallons per day.

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

1. Beacon Hill Tank Replacement – awaiting submission of revised schedule from the contractor. The painting subcontractor qualifications are under review at this time.
2. Neulist Avenue Electrical Upgrade – A draft set of plans were provided to Superintendent Granger for review last week.

Peter Fishbein, Esq. reported in executive session.

Old / New Business:

RESOLUTION 2017-42

Repair of the concrete ceiling in the vicinity of the Stonytown Well 10 access hatch is recommended by the Superintendent in order to address the poor condition of the concrete. Four qualified contractors were invited to provide proposals. Only two written proposals were received for the repair work which ranged from \$6,000 to \$ 10,470. Phillip Ross Industries of Wyandanch, New York submitted the lowest proposal in the amount of \$6,000. Based on the qualifications and experience of the contractor, the Superintendent recommends award of the repair work to Phillip Ross Industries. A motion was made by Commissioner Meyer to award of the repair work to Phillip Ross Industries. Seconded by Commissioner Brackett. The motion was unanimously approved.

RESOLUTION 2017-43

Emergency repairs to Unit 10 (2014 Ford F-350) which is used for snow plowing operations and needed to be in operation before the March 14, 2017 major snow storm. Repairs were performed by Bob's Quality Auto Inc. of Port Washington, New York in the amount of \$4,892.29. A motion was made by Commissioner Meyer authorize payment for the repairs to Bob's Quality Auto, Inc. Seconded by Commissioner Germain. The motion was unanimously approved.

Checks for payment of claims, due from the Port Washington Water District totaling \$84,724.42 were approved for payment by the Board.

A motion was made by Commissioner Germain to go into executive session to discuss legal matters at 8:45 am. The regular meeting resumed at 8:55 am.

There being no further business to discuss the meeting was adjourned at 9:15am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on April 5, 2017.

Peter Meyer, Secretary