

June 21, 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, June 7, 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
Jeff Zdrowoski, Pure Technologies

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 June 14, 2017, were read and approved.

The Board further reviewed the District's account balances as follows as of June 21, 2017:

General Checking	\$349,562.48
Money Market	\$475,218.33
Tap Fee Account	\$105,671.60
Repair Reserve Equipment	\$716,419.38
Repair Reserve Bldg & Grounds	\$700,000.00

Superintendent Granger reported on the following:

1. The NYCDEP Queens Wells reactivation hearing will be held at the Nassau County Legislature at 7:00 tonight. Superintendent Granger and Commissioner Germain will be attending and providing public comments on the planned reactivation.
2. The NYSDEC conducted their tri-annual inspection of all chemical bulk storage (CBS) facilities on Thursday, June 15th. The inspection went very well. No corrective action required and everything was found to be compliance with DEC CBS regulations.
3. Requested permission to attend the NYSAWWA Summer Planning Workshop from July 13 to July 14, 2017. The workshop will be held in Troy, New York with workshop, meal and lodging costs covered by NYSAWWA. The Superintendent will be using his water district issued vehicle for transportation to the workshop. A motion was made by Commissioner Meyer and seconded by Commissioner Germain to approve the attendance of the workshop by the Superintendent. Carried.
4. The Nassau County Department of Health has scheduled their tri-annual sanitary inspection of the Water District for August 3rd and 4th.
5. Inspection of the Neulist water storage tank DN Tanks commenced yesterday and will be completed today. Preliminary reports find the tank to be in good structural and sanitary condition. A full report will be issued shortly.
6. Provided the Board with a status update on the customer service software upgrade. Data and process validation is currently underway.
7. Provide the Board with an expense and revenue budget summary through May 31, 2017.

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

1. Beacon Hill Road Tank Replacement – Finalizing the New York State Grant Application. Coordination with PSEG is underway.
2. Neulist Electrical Upgrade – Contract signing and construction kick-off meeting is scheduled for

tomorrow at the District.

- 3. Upgrade of pH and Chlorine monitors - Electrical and control review for the Sandy Hollow Road and Neulist Plant sites is underway.
- 4. ERP / VA updates – work is underway.

Peter Fishbein, Esq. reported the Port Washington Fire Department has the signed lease agreement from the Water District. Insurance requirements are under review at this time.

Old / New Business:

Jeff Zdrowoski of Pure Technologies provided a presentation to the Board and discussed his firm’s technical proposal for the inspection and assessment of the 24-inch transmission water main.

RESOLUTION 2017-62 - Amended

For leasing new Xerox scanner copier WC5330PT including maintenance for 60 month term not to exceed \$220.18 per month as per PEPPM (NYS Cooperative Purchasing) Contract 072706200 through authorized Xerox reseller Ray-Block Stationary Co., Inc.. A motion was made by Commissioner Meyer to authorize the lease of the aforementioned scanner copier. Seconded by Commissioner Germain. The motion was unanimously approved.

RESOLUTION 2017-73

For the transfer of \$250,000.00 of unreserved fund balance to the Capital Reserve Buildings and Grounds Account and \$250,000.00 of unreserved fund balance to the Capital Reserve Equipment Account. A motion was made by Commissioner Meyer to transfer monies from the unreserved fund balance:

Capital Reserve Fund Type	Amount Transferred from unreserved fund balance
Building and Grounds	\$250,000.00
Equipment	\$250,000.00

Seconded by Commissioner Brackett. The motion was unanimously approved.

Checks for payment of claims, due from the Port Washington Water District totaling \$178,656.93 were approved for payment by the Board.

There being no further business to discuss the meeting was adjourned at 9:50am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on June 21, 2017.

Peter Meyer, Secretary