

May 31, 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, May 31, 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
Robert Johnson, CPA, Accountant

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 May 17, 2017, were read and approved.

The Board further reviewed the District's account balances as follows as of May 31, 2017:

General Checking	\$518,776.98
Money Market	\$475,218.33
Tap Fee Account	\$101,921.60
Repair Reserve Equipment	\$716,419.38
Repair Reserve Bldg & Grounds	\$700,000.00

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

1. D & B Engineers & Architects, Engineering, Neulist Avenue Station	\$2,579.84
2. D & B Engineers & Architects, Engineering, Neulist Avenue Station	\$2,827.94

Superintendent Granger reported on the following:

1. Reported that notification letters for the Beacon Hill Tank replacement community briefing meeting scheduled for 7:30 pm on Monday, June 5th at the Port Washington Public Library were sent out to all residents in the vicinity of the project location and local elected officials on May 18th.
2. The Water District website upgrade has been completed.
3. The Annual Drinking Water Quality Report and newsletter was mailed out to all customers on May 19th for delivery before May 31st.
4. Discussed that EFC is currently offering \$225 million in New York State Water Infrastructure Improvement Act of 2017 (WIIA) grants for clean and drinking water projects. EFC will provide \$112.5 million to selected municipalities with eligible drinking water projects. Projects that not have been completed before October 1, 2016 are eligible. The Beacon Hill Road tank replacement project may qualify for a grant.

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

1. Beacon Hill Road Tank Replacement – Working on shop submittal reviews at this time.
2. Neulist Electrical Upgrade – The contractor has issued bonds and insurance for review by the District.
3. Upgrade of pH and Chlorine monitors - Working on drawings for the Sandy Hollow Road and Neulist Plant sites.

Peter Fishbein, Esq. reported that revisions to the Agreement with the Port Washington Fire Department have been completed.

Old / New Business:

Accountant Robert Johnson provided a summary and reviewed the 2016 Port Washington Water District's financial report with the Board.

RESOLUTION 2017-61

For the preparation of a grant application by D&B Engineers and Architects for the Beacon Hill Road Water Storage Tank Replacement Project pursuant to the New York State Water Infrastructure Improvement Act of 2017 not to exceed \$5,000.00. A motion was made by Commissioner Germain to authorize the preparation of the grant application in the amount not to exceed \$5,000.00. Seconded by Commissioner Meyer. The motion was unanimously approved.

RESOLUTION 2017-62

For leasing new Xerox scanner copier WC5330PT including maintenance for 60 month term not to exceed \$215.08 per month as per NYS PEPPM 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 2017-63

For the installation of a new solid state starter for the administration building elevator in order to improve safety and operational reliability in the amount of \$3,000.00 based on May 10, 2017 proposal provided by ThyssenKrupp Elevator. A motion was made by Commissioner Meyer to authorize replacement of the elevator starter. Seconded by Commissioner Germain. The motion was unanimously approved.

Checks for payment of claims, due from the Port Washington Water District totaling \$22,729.99 were approved for payment by the Board.

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 May 31, 2017.

Peter Meyer, Secretary