

July 19, 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, July 19, 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 July 5, 2017, were read and approved.

The Board further reviewed the District's account balances as follows as of July 19, 2017:

General Checking	\$198,497.76
Money Market	\$475,218.33
Tap Fee Account	\$105,671.60
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. Bee, Ready, Fishbein, Hatter & Donovan, LLP Professional Services June 2017	\$2,516.25
2. D & B Engineers & Architects, Engineering, Installation of Sampling Stations	\$2,911.87
3. D & B Engineers & Architects, Engineering, Beacon Hill Tank (Bond Issue)	\$6,879.46

Superintendent Granger reported on the following:

1. A meeting with representatives from the National Weather Service is scheduled for Thursday to review and discuss the potential installation of a local weather station within the Water District service area.
2. Reviewed recommendation memo issued by the Superintendent for the Water District meter replacement program. The Superintendent will provide the board with a cost summary and comparison of reading systems at the next meeting.
3. All Contractors and utility workers who perform any type of work on Long Island Rail Road property are required to annually attend the LIRR Contractor Safety Training. This course is a 3 hour session held weekly on Wednesdays at 3:30 p.m. in the Training Center at the Long Island Rail Road Hillside Support Facility. Since the railroad runs through the district service area and our employees will require access to LIRR property to mark our water mains, the Superintendent recommends that the District send a minimum of two employees to the training. The Board agreed with the recommendation.
4. Requested permission to attend the New York section of the American Water Works Association Fall Meeting from September 19, 2017 to September 21, 2017, the cost not to exceed \$1,500.00. A motion was made by Commissioner Meyer and seconded by Commissioner Germain to approve the Superintendent to attend this meeting. Carried

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

1. Beacon Hill Road Tank Replacement – A meeting with the Port Washington Fire Department and tank contractor is scheduled for next Wednesday to review the offsite staging area located on West Shore Road.

2. Upgrade of pH and Chlorine monitors - A draft set of plans and specifications have been submitted to the Superintendent for review.
3. ERP / VA updates – Discussed the new health department cyber security requirements.

Peter Fishbein, Esq. reported on the paid family leave act to the Board.

Old / New Business:

**RESOLUTION 2017-77**

For the purchase of replacement pH and chlorine monitor controllers at the Hewlett and Stonytown plant sites and new pH probe at the Bar Beach plant site from Hach Company in the amount of \$4,857.42. The units replace older units that have lost operational reliability. A motion was made by Commissioner Germain to authorize the purchase of the replacement equipment. Seconded by Commissioner Meyer. The motion was unanimously approved.

**RESOLUTION 2017-78**

Proposal submitted by D&B Engineers and Architects for the sanitary inspection of the Neulist and Sandy Hollow Road ground water storage tanks for the second half of 2017. Fee for the professional service will be \$2,400 for both tanks. The biannual inspection is required for local health department compliance. A motion was made by Commissioner Meyer to authorize the sanitary water storage tank inspections in the lump sum fee \$2,400. Seconded by Commissioner Germain. The motion was unanimously approved

**RESOLUTION 2017-79**

WHEREAS, a general discussion was held by the members of the Board of Commissioners concerning water meter reading system equipment upgrades at the District’s facilities and the related transfer of funds; and

WHEREAS, the Board of Commissioners has decided to expend a sum not to exceed \$200,000.00 for such upgrades and further, authorizes a transfer of funds not to exceed the sum of \$200,000.00 from the equipment and capital repair reserve fund, in accordance with General Municipal Law, for the water meter reading system equipment upgrades.

NOW THEREFORE BE IT RESOLVED that, the Board of Commissioners of the Port Washington Water District, Town of North Hempstead, Nassau County, withdraw a sum not to exceed \$200,000.00 from the equipment and capital repair reserve fund for water meter reading system equipment upgrades.

This Resolution is adopted subject to a Permissive Referendum.

The above RESOLUTION was offered by Commissioner Peter Meyer and was seconded by Commissioner Mindy Germain.

A roll call vote was taken as follows:

A roll call vote was taken as follows:

Commissioner Brackett Aye

Commissioner Meyer Aye

Commissioner Germain Aye

Approved and so ordered

The Board directed that the following Legal Notice be published in the next issue of the Port Washington News.

Checks for payment of claims, due from the Port Washington Water District totaling \$104,868.40 were approved for payment by the Board.

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 July 19, 2017.

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Peter Meyer, Secretary