

August 23, 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, August 23, 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 August 16, 2017, were read and approved.

The Board further reviewed the District's account balances as follows as of August 23, 2017:

General Checking	\$134,629.08
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. D & B Engineers & Architects, Engineering, Installation of Sampling Stations	\$1,893.14
2. D & B Engineers & Architects, Engineering, Updating Intersection Maps	\$450.85
3. D & B Engineers & Architects, Engineering, Vulnerability Assessment	\$1,232.50
4. D & B Engineers & Architects, Engineering, Installation pH & Chlorine Analyzers	\$2,862.05
5. D & B Engineers & Architects, Engineering, 1 <sup>st</sup> Half Sanitary Inspections	\$2,400.00
6. D & B Engineers & Architects, Engineering, Neulist Avenue Grating Repairs	\$532.79
7. D & B Engineers & Architects, Engineering, Neulist Avenue Electrical Improvements	\$1,878.67
8. D & B Engineers & Architects, Engineering, Beacon Hill Tank (Bond Issue)	\$7,515.47

Superintendent Granger reported on the following:

1. Reported that the recent sanitary survey conducted by the Nassau County Department of Health last week went very well. The Water System Field Compliance Report provided by the Health Department recommended minor corrective measures for the Water District to follow-up on.
2. The Superintendent met with representatives of the NYSDEC Region 1 office and Irrigation Association of New York last Thursday to discuss smart irrigation system controllers and the Water District rebate and public outreach program.
3. Work on the Beacon Hill Road tank site commenced on Monday. Reviewed the project checklist with the Board.
4. Advised the Board that the Port Washington Pollution Control and Police Districts will be changing their special election date from December 12th to December 5th as permitted by a recently enacted law pertaining to Nassau County Special District Elections for 2017. The Port Washington Garbage District will consider changing the date to December 5<sup>th</sup> since the aforementioned special districts including the Water District share the same polling place and related expenses. For this year, the second Tuesday in December is the 12th and falls on the first night of Hanukkah. This law allows special districts in Nassau County which subject to this provision of law the ability to move the date of the election from

December 12th to December 5th in order to avoid landing on the holiday. The Superintendent recommends changing the Water District election date to December 5<sup>th</sup>.

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

1. No response has been received by the Town of North Hempstead concerning the evaluation of the leachate storage tank.
2. Work on the emergency response plan (ERP) and vulnerability assessment (VA) update is underway. This also includes an assessment of cyber security. Mr. Merklin noted that the Nassau County Department of Health and New York State Department of Health issued detailed guidance and requirements for conducting cyber security assessments after D&B issued their original proposal for updating the Water District ERP and VA. This will require additional effort. A fee increase request is provided in a letter to the Superintendent Dated August 4, 2017.
3. Most shop drawings for the Neulist Electrical Upgrade project have been reviewed and returned to the contractor.

Peter Fishbein, Esq. – No report.

Old / New Business:

The Board reviewed the proposed Port Washington Water District 2018 Budget and directed that it be sent to the Town of North Hempstead. The budget will stay within the tax cap and have provisions for a 9 percent water rate increase to fund operating and capital improvements.

#### **RESOLUTION 2017-91**

For changing the Port Washington Water District Commissioner Election from December 12, 2017 to December 5, 2017 as permitted by a recently enacted law pertaining to Nassau County Special District Elections for 2017. A motion was made by Commissioner Germain to change the Water District Commissioner Election date to December 5, 2017. It was seconded by Commissioner Meyer. The motion was unanimously approved.

#### **RESOLUTION 2017-92**

For authorizing a fee increase requested by D&B Engineers and Architects, P.C. in the amount not to exceed \$4,000.00 for professional services related to Cyber security Vulnerability Assessment for the Port Washington Water District. A motion was made by Commissioner Meyer to authorize the professional services fee increase in the amount not to exceed \$4,000.00. Seconded by Commissioner Germain. The motion was unanimously approved.

Checks for payment of claims, due from the Port Washington Water District totaling \$63,022.20 were approved for payment by the Board.

There being no further business to discuss the meeting was adjourned at 9:35am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on August 23, 2017.

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Peter Meyer, Secretary