

January 24, 2018

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, January 24, 2018 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
Michael Savarese, P.E., Engineer
Michael Michel, Landscape Architect
Claudia Breckling, Landscape Architect

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 January 17, 2018, were read and approved.

The Board further reviewed the District's account balances as follows as of January 24, 2018:

| | |
|-------------------------------|--------------|
| General Checking | \$235,992.85 |
| General Checking | \$200,000.00 |
| Money Market | \$225,440.50 |
| Tap Fee Account | \$112,531.28 |
| Repair Reserve Equipment | \$951,437.02 |
| Repair Reserve Bldg & Grounds | \$700,690.53 |

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

| | |
|--|-------------|
| 1. D & B Engineers & Architects, Engineering, Neulist Tank Investigation | \$15,944.48 |
| 2. D & B Engineers & Architects, Engineering, Vulnerability Assessment | \$2,639.70 |

Superintendent Granger reported on the following:

1. The bid for Annual Mechanical Maintenance and Repair was been rescheduled for 8:15am, Wednesday, February 7, 2018. An addendum has been issued to all bidders.
2. Presently reviewing the NYSDEC sampling report issued for the Plaza / Munsey Cleaners superfund sites.
3. Emergency response plan training is scheduled for February 8th with all outside employees. The Superintendent has developed and will administer the training.
4. Workplace Violence and Harassment Training will be conducted free of charge by the Water District workers compensation insurance carrier on March 20th. All Water District employees will be participating in the training.
5. Hydrant repair and maintenance training was provided to outside staff yesterday by a representative from the Mueller Company.
6. Requested approval to obtain new carpeting for the downstairs offices based on a budget not to exceed \$1,650.00. A motion was made by Commissioner Meyer and seconded by Commissioner Germain to approve the carpet replacement budget. Carried

William Merklin P.E. reported on the following:

1. Beacon Hill Road Tank Replacement – aerial steel welding work has been postponed today due to high wind conditions.

2. Neulist Electrical Upgrade – The contractor is continuing to work on the punch list.
3. Southport Tank – The contractor for the Nassau County Police Department will be making repairs to the damaged radio system wave guides on February 6th. D&B will provide inspection under the budget and authorization established for the Southport Tank repairs.
4. Neulist Tank Evaluation – A site meeting to review the scope of tree removal is schedule for Friday morning with the District.

Peter Fishbein, Esq. - No report.

Old / New Business

It was agreed that the Board meeting scheduled for Wednesday, January 31, 2018 will be canceled.

It was agreed that the Superintendent will attend a meeting of the Long Island Water Conference on January 29, 2018 in Syosset.

Michael Michel and Claudia Breckling of Michel & Associates Landscape Architects discussed final site restoration and landscaping options for the Beacon Hill Road water tank site.

RESOLUTION 2018-26

For the Approval of Water District Salary Schedule 2018-03 effective January 20, 2018. A motion was made by Commissioner Germain approve Salary Schedule 2018-03 effective January 20, 2018. Seconded by Commissioner Meyer. The motion was unanimously approved.

Checks for payment of claims, due from the Port Washington Water District totaling \$156,741.58 were approved for payment by the Board.

There being no further business to discuss the meeting was adjourned at 9:10am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on January 24, 2018.

Peter Meyer, Secretary