

February 7, 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, February 7, 2018 at 8:00am.

PRESENT: COMMISSIONERS:

David Brackett, Chairman
Mindy Germain, Treasurer

Paul J. Granger, P.E., Superintendent
Peter Fishbein, Esq., Attorney
William Merklin, P.E., Engineer
Gary Cucchi, Progressive Marketing
Melissa Arguetta, Progressive Marketing

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 24, 2018, were read and approved.

The Board further reviewed the District's account balances as follows as of February 7, 2018:

General Checking	\$88,262.50
General Checking	\$295,508.97
Money Market	\$225,612.82
Tap Fee Account	\$115,619.07
Repair Reserve Equipment	\$899,574.21
Repair Reserve Bldg & Grounds	\$685,278.89

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

1. D & B Engineers & Architects, Engineering, Beacon Hill Tank (Bond Issue) \$11,801.19

At 8:15 am Commissioner Brackett announced that bids would be opened for the following contracts:

Contract No. 2018-01 – Annual Distribution System Repair & Maintenance
Contract No. 2018-02 – Purchasing Liquid Caustic Soda

Chairman Brackett requested that the Superintendent to review the bids and report his findings at the next Board meeting. Bid results are attached to the minutes.

Superintendent Granger reported on the following:

1. Provided a summary of the NYSAWWA Water Utility Council / Public Affair Summit meeting that was attended by the Superintendent last week.
2. Reported that 78.129 million gallons was pumped during the month of January. This is 127,000 gallons less when compared to the prior year.
3. Requested permission to attend the New York section of the American Water Works Association Spring Meeting from April 10, 2018 to April 12, 2018, the cost not to exceed \$1,500.00. A motion was made by Commissioner Brackett and seconded by Commissioner Germain to approve the Superintendent to attend this meeting. Carried.
4. NYSDEC included testing 1,4-dioxane of the monitoring wells for the Munsey / Plaza Cleaners spills during 2017 testing. Testing will also be performed at lower detection levels during 2018 to be consistent with potable water testing. The 2017 test results did not detect any 1,4 dioxane.
5. Wire-to-Water is requesting additional compensation for work performed at the Neulist Avenue plant site. A letter from the contractor detailing the requested was provided to the Board for review.

William Merklin P.E. reported on the following:

1. Beacon Hill Road Tank Replacement – Work on tank will not be performed today due to the poor weather conditions. The Landscape Architect is working on revisions to the final site restoration plan.
2. Neulist Electrical Upgrade – The contractor has completed most of the punch list work.
3. Water Storage Tank Inspections – Discussed the proposal dated January 22, 2018 for the first half inspections of the Neulist Avenue and Sand Hollow Road tanks.
4. Neulist Tank Evaluation – Advised the board that the proposed maintenance and repairs to the Neulist Avenue tank is consistent with a TYPE II Action under 6NYCRR Part 317.5 (c) (1).

Peter Fishbein, Esq. – Reported in executive session.

Old / New Business

Gary Cucchi and Melissa Arguetta of Progressive Marketing Group discussed topics for the annual Water District newsletter.

RESOLUTION 2018-27

Proposal submitted by D&B Engineers and Architects for the sanitary inspection of the Neulist Avenue and Sandy Hollow Road water storage tanks for the first half of 2018. Fee for the professional service will be a lump sum of \$2,400.00. The biannual inspection is required for local health department compliance. A motion was made by Commissioner Brackett to authorize the sanitary water storage tank inspections in the lump sum amount of \$2,400.00. Seconded by Commissioner Germain. The motion was unanimously approved.

RESOLUTION 2018-28

New York State Environmental Quality Review Determination of Type II Action under Part 617.5 for the Neulist Water Storage Tank Repair. The Port Washington Water District proposes to perform routine maintenance and repairs at its Neulist Water Storage Tank involving removal of selected trees and intrusive roots, and repair of areas with cracks in the tank roof and sidewalls in order to prevent and contain leaks and damage to the tank. The District has determined that the nature, scope and extent of the work involves maintenance and repair involving no substantial changes to the structure and the site consistent with a Type II Action under 6NYCRR Part 617.5(c)(1). Based on the above, it is the determination of the District that the proposed maintenance and repair is not subject to review under Part 617 of New York State's Environmental Quality Review Act. A motion was made by Commissioner Germain to adopt the determination. Seconded by Commissioner Brackett. The motion was unanimously approved.

A motion was made by Commissioner Germain to enter into executive session to discuss employee matters at 9:05am. The regular meeting resumed at 9:15am.

Checks for payment of claims, due from the Port Washington Water District totaling \$26,105.52 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 February 7, 2018.

Mindy Germain, Acting Secretary