

February 14, 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 14, 2018 at 8:00am.

PRESENT: COMMISSIONERS:

David Brackett, Chairman
Peter Meyer, Secretary
Mindy Germain, Treasurer

Paul J. Granger, P.E., Superintendent
William Merklin, P.E., Engineer
David Chauvin, Zimmerman/Edelson
Greg Gordon, Zimmerman/Edelson

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 February 7, 2018, were read and approved.

The Board further reviewed the District's account balances as follows as of February 14, 2018:

General Checking	\$86,752.59
General Checking	\$438,408.39
Money Market	\$225,612.82
Tap Fee Account	\$115,619.07
Repair Reserve Equipment	\$894,714.21
Repair Reserve Bldg & Grounds	\$548,749.89

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

1. Bee, Ready, Fishbein, Hatter & Donovan, LLP Retainer January 2018 \$2,405.00

Superintendent Granger reported on the following:

1. Water District Computer / IT consultant recommends replacement of the computer server based on its age to improve cyber security, increase processing speed and increase storage and reliability.
2. Reviewed bids received for Contract No. 2018-01 – Annual Mechanical Maintenance and Repair. A tabulation sheet was prepared and provided to the Board. Maccarone Plumbing of Glen Cove, New York submitted the low bid. Based on the review of the low bidders credentials and response to a follow-up letter issued by the Superintendent to obtain detailed experience information, Maccarone Plumbing has issued a letter indicating that they submitted the bid in error and misunderstood the scope of the work. Maccarone Plumbing has requested that they be allowed to withdraw their bid. The Superintendent recommends that the Board allow the Maccarone Plumbing to withdraw their bid without penalty. The second lowest bidder is Philip Ross Industries of Wyandanch, New York who has extensive experience with potable water chemical feed systems, large piping and valves, small piping and valves, wellhead treatment systems and related components and hydraulic control valves. Therefore the Superintendent recommends award of Contract No. 2018-01 – Annual Mechanical Maintenance and Repair to the lowest qualified and responsible bidder, Philip Ross Industries.
3. Reviewed bids received for Contract No. 2018-02 – Purchasing Liquid Caustic Soda. Based on the bid results that were tabulated and provided to the Board, JCI Jones Chemical submitted the lowest bid. The low bidder has previously supplied caustic soda too the District. Based on the qualifications of the vendor and past performance of the low bidder the Superintendent recommends awarded of Contract No. 2018-02 – Purchasing Liquid Caustic Soda to the lowest responsible bidder, JCI Jones Chemical.

4. The television inspection for Neulist Well 3 has been completed by AC Schultes. Based on the result of the inspection, cleaning and redevelopment of the well is recommended.

William Merklin P.E. reported on the following:

1. Presented a draft copy of the feasibility study on Repurposing a Town of North Hempstead Leachate Aeration Tank for Potable Water Storage for review by the Board and Superintendent.
2. Repair of the damaged waveguides for the Nassau County Police Department communications antenna on the Southport tank should be completed today.
3. Reviewed revisions to the Beacon Hill Tank final restoration plan with the Board.

Old / New Business

Board concurred with the Superintendent's recommendation to grant water availability for new single family structures that will be replacing existing homes at 62 Country Club Drive and 118 Middle Neck Road.

David Chauvin and Greg Gordon of Zimmerman / Edleson discussed planning for water conservation community outreach and aquifer protection.

RESOLUTION 2018-29

For the purchase of one new Dell Inc. computer system server at cost not to exceed \$6,500.00 pursuant to Dell NYS Government pricing. A motion was made by Commissioner Meyer to authorize the purchase of the new server. Seconded by Commissioner Germain. The motion was unanimously approved.

RESOLUTION 2018-30

Award of Contract No. 2018-01 – Annual Mechanical Maintenance and Repair to Phillip Ross Industries based on the unit prices provided in the February 7, 2018 bid and as recommended by the Superintendent. A motion was made by Commissioner Germain to award Contract No. 2018-01 – Annual Mechanical Maintenance and Repair to Phillip Ross Industries. Seconded by Commissioner Meyer. The motion was unanimously approved.

RESOLUTION 2018-31

Award of Contract No. 2018-02 – Purchasing Liquid Caustic Soda to JCI Jones Chemical based on the prices provided in the February 7, 2018 bid and as recommended by the Superintendent. A motion was made by Commissioner Meyer to award of Contract No. 2018-02 – Purchasing Liquid Caustic Soda to JCI Jones Chemical. Seconded by Commissioner Germain. The motion was unanimously approved.

RESOLUTION 2018-32

Authorizes the well development, cleaning and television inspection of Neulist Well 3 by A.C. Schultes under the Water District Annual Well and Booster Pump Repair and Maintenance Contract / Contract No. 2016-04 at a cost not to exceed \$10,500.00. A motion was made by Commissioner Germain to authorize the work for Neulist Well 3. Seconded by Commissioner Brackett. The motion was unanimously approved.

RESOLUTION 2018-33

Authorizes the Chairman to execute Contract No. 2018-01 for Annual Distribution System Repair and Maintenance with Merrick Utility of Farmingdale, New York and Bancker Construction of Islandia, New York. A motion was made by Commissioner Germain to authorize the Chairman to execute the Contracts. Seconded by Commissioner Meyer. The motion was unanimously approved.

RESOLUTION 2018-34

Proposal submitted by H2M Architects + Engineers for the sanitary inspection of the Southport and Beacon Hill water storage tanks for the first and second halves of 2018. Fee for the professional service will be a lump sum of \$3,900.00. 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 \$3,900.00. Seconded by Commissioner Germain. The motion was unanimously approved.

RESOLUTION 2018-35

Accepting the resignation of Peter Whitcomb effective February 27, 2018 for the purpose of retirement. A motion was made by Commissioner Meyer to accept the resignation of Peter Whitcomb effective February 27, 2018 for the purpose of retirement. Seconded by Commissioner Meyer. The motion was unanimously approved.

Checks for payment of claims, due from the Port Washington Water District totaling \$54,593.63 were approved for payment by the Board.

There being no further business to discuss the meeting was adjourned at 10:00am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on February 14, 2018.

Peter Meyer, Secretary