

May 30, 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, May 30, 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  
Robert Johnson, CPA

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 May 16, 2018, were read and approved.

The Board further reviewed the District's account balances as follows as of May 30, 2018:

General Checking	\$195,216.08
Money Market	\$226,108.29
Tap Fee Account	\$120,377.75
Repair Reserve Equipment	\$785,687.13
Repair Reserve Bldg & Grounds	\$552,242.03

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

1. Caldwell Tanks, Inc., Req.#6, Beacon Hill Tank (Bond Issue)	\$711,394.68
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Superintendent Granger reported on the following:

1. Reviewed water availability request for a new single-family structure located at 40 Revere Road, Port Washington, New York. The existing structure will be demolished and replaced with a new home. The Superintendent recommends that water availability be granted. A motion was made by Commissioner Germain and seconded by Commissioner Meyer to grant water availability. Carried
2. H.O. Penn Machinery Co. has submitted a renewal agreement for the preventative maintenance of the Water District back-up engine generator units. The District presently maintains four back-up engine generator units. These back-up units are vital to the emergency operation of the District during regional power outages. This is essential for providing water for public health and fire protection during emergencies and severe storms. H.O. Penn has been successfully providing preventative maintenance and emergency response services with factory trained mechanics to work on Caterpillar engine generators. The cost of the Agreement is \$23,879.51 for annual services to be provided for two years commencing August 1, 2018. The current Agreement expires on July 31, 2018. The Superintendent recommends renewal of the Agreement.

William Merklin P.E. reported on the following:

1. Retaining wall at the Beacon Hill tank site has commenced. Fill and testing of the water storage tanks is scheduled for the week of June 11<sup>th</sup>.

Peter Fishbein, Esq. – No Report

Old / New Business

Accountant Robert Johnson provided a summary and reviewed the 2017 Port Washington Water District's financial report with the Board.

**RESOLUTION 2018-75**

Authorizes the renewal agreement for the preventative maintenance of the Water District back-up engine generator units by H.O. Penn Machinery Company in the amount of \$23,879.51 for annual services to be provided for two years commencing August 1, 2018. Commissioner Meyer made a motion to renew the preventative maintenance Agreement with H.O. Penn Machinery Company for two years. Seconded by Commissioner Germain. The motion was unanimously approved.

A motion was made by Commissioner Bracket to enter into executive session to discuss employee and litigation matters at 8:25am. The regular meeting resumed at 8:50am.

Checks for payment of claims, due from the Port Washington Water District totaling \$32,223.33 were approved for payment by the Board.

There being no further business to discuss the meeting was adjourned at 9:25am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on May 30, 2018.

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Peter Meyer, Secretary