

June 20, 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, June 20, 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
Nicholas Beumudez – Coastal Landscaping
Jerome Zuhocher - Gatz Landscaping &
Sitework

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 June 6, 2018, were read and approved.

The Board further reviewed the District's account balances as follows as of June 20, 2018:

General Checking	\$109,344.77
Money Market	\$226,281.12
Tap Fee Account	\$124,219.76
Repair Reserve Equipment	\$786,287.70
Repair Reserve Bldg & Grounds	\$547,254.15

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

1. Bee, Ready, Fishbein, Hatter & Donovan, LLP Professional Services May 2018	\$2,512.50
2. D & B Engineers & Architects, Engineering, Annual Water Quality Report	\$919.10
3. D & B Engineers & Architects, Engineering, Southport Elevated Tank	\$416.81
4. Caldwell Tanks, Inc., Req.#6, Beacon Hill Tank (Bond Issue)	\$396,788.30

Superintendent Granger reported on the following:

1. Provided the budget to actual expense and revenue reports through May 31, 2018 to the Board.
2. Reviewed water availability request for new single-family structures located at 53 Country Club Drive, 106 Irma Avenue, 108 Irma Avenue and 64 Sandy Hollow Road, Port Washington, New York. 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
3. Will be attending PERMA regional Safety Coordinator Basic Training on July 16th. The training will be held in Farmingdale. The Superintendent will see if he can bring an additional outside employee with him to the training.
4. Advised the Board that the pH probe for the Hewlett Plant requires replacement and the new pH and chlorine analyzer at the Sandy Hollow Plant will need to be included in the bi-annual preventative maintenance program.
5. A total of 2 days was required to cut and clear the roots from the 18 inch drain line located at the Hewlett Plant. The work was more extensive than originally estimated based on site conditions.
6. Recommended the purchase of a handheld valve exerciser to obtain quick and effective water main shutdowns and for preventative valve maintenance. Proposals were obtained from two companies. It is recommended that the E.H. Wachs unit be purchased based on maximum torque rating of 800 ft / lbs; weight; electronic torque control and over torque protection and ability to interface with a data logger. Other manufacturers cannot not meet the required specification.

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

Contract No. 2018-05 – Beacon Hill Site Final Restoration & Landscaping

Bidder	Total Bid
Coastal Contracting	\$ 139,500.00
Gatz Landscaping & Sitework	\$ 129,726.00

The Board requested that D&B Engineers and Architects, who prepared the bid documents, review the bids and report their findings at the next Board meeting.

William Merklin P.E. reported on the following:

1. Beacon Hill Tank Replacement – reported that sampling of the new tank was completed on Monday. Bacteria testing results were good (negative). The remaining test results should be issued by Friday.

Peter Fishbein, Esq. – No Report

RESOLUTION 2018-81

Based on the additional work required to effectively perform heavy cleaning and root removal in the existing 18 inch RCP drain line for the Hewlett Plant site by Earth Repair LLC, an increase authorization of \$11,100.00 is required. A motion was made by Commissioner Meyer to authorize the digital pipeline evaluation / heavy cleaning / root removal in the existing 18 inch RCP drain line for the Hewlett Plant site in the amount not to exceed \$ 11,100.00. Seconded by Commissioner Germain. The motion was unanimously approved.

RESOLUTION 2018-82

Proposal submitted by E.H. Wachs for a handheld valve exerciser in the amount of \$8,695.00. A motion was made by Commissioner Germain to authorize the purchase of a handheld valve exerciser in the amount of \$ 8,695.00. Seconded by Commissioner Meyer. The motion was unanimously approved.

RESOLUTION 2018-83

Proposals submitted by Hach for a replacement pH probe for Hewlett Plant in the amount of \$957.79 and for preventive maintenance and calibration services for pH and chlorine analyzers at Sandy Hollow Plant in the amount of \$1,673.00. A motion was made by Commissioner Germain to authorize the purchase of the replacement pH probe for Hewlett Plant in the amount of \$957.79 and for preventive maintenance and calibration services for pH and chlorine analyzers at Sandy Hollow Plant in the amount of \$1,673.00. Seconded by Commissioner Meyer. The motion was unanimously approved.

A motion was made by Commissioner Germain to enter into executive session to discuss employee matters at 8:40am. The regular meeting resumed at 8:55am.

Checks for payment of claims, due from the Port Washington Water District totaling \$165,097.33 were approved for payment by the Board.

There being no further business to discuss the meeting was adjourned at 9:05am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on June 20, 2018.

Peter Meyer, Secretary