

August 15, 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, August 15, 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

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 August 8, 2018, were read and approved.

The Board further reviewed the District's account balances as follows as of August 15, 2018:

General Checking	\$108,383.95
Money Market	\$226,621.60
Tap Fee Account	\$128,158.21
Repair Reserve Equipment	\$470,514.33
Repair Reserve Bldg & Grounds	\$548,077.59

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

1. Bee, Ready, Fishbein, Hatter & Donovan, LLP Professional Services July 2018	\$3,137.50
2. D & B Engineers & Architects, Engineering, Second Quarter Retainer	\$2,000.00
3. D & B Engineers & Architects, Engineering, 1 <sup>st</sup> Half Sanitary Inspections	\$2,400.00

At 8:15am Commissioner Brackett announced that bids would be opened for Contract No. 2018-06 – White Crystal Solar Salt. The following bid was received:

<b>Bidder</b>	<b>Deposit</b>	<b>Unit Price per Ton</b>	<b>Total Price based on 140 Tons</b>
Morton Salt, Inc.	Bid Bond	\$174.70	\$24,458.00

Commissioner Brackett requested that the Superintendent review the bid and report his findings and recommendations at the next Board meeting.

Superintendent Granger reported on the following:

1. Advised the Board that the Annual Well and Booster Pump Maintenance and Repair contract is set to expire at the end of September. Therefore, the contract will require bidding. Bids are scheduled to be received by the Board at 8:15am on Wednesday, September 5<sup>th</sup>.
2. Advised the Board that a water main break occurred on west side of Shore Road at the intersection with Soundview Drive on Friday, August 10, 2018. District personnel attempted to make the repair but road conditions and conflicts with other utilities required outside contractor assistance. Bancker Construction Corp. was called in on an emergency basis under the provisions of the contract with the Water District to complete the repair. The repair was successfully completed on Saturday, August 11<sup>th</sup>.
3. Based on water quality data, the Superintendent recommends that the carbon for the filter vessel located at the Sandy Hollow Road Plant be replaced.

William Merklin P.E. reported on the following:

1. Beacon Hill Tank Replacement – Fence work has commenced. The contractor is working on project punch list items at this time.
2. Water main improvements - Staff is working on a cost estimate at this time.

Peter Fishbein, Esq. reported on the following:

1. Discussed the easement agreement with the Port Washington School District.
2. Advised that the Iroquois Gas case has been marked off of the calendar by the court.

Old / New Business

#### **RESOLUTION 2018-96**

Recent water sampling results for Sandy Hollow Road granular activated carbon (GAC) filtration unit indicates that a carbon change is required. The Superintendent recommends that the GAC be replaced this fall. The District presently has a contract with Calgon Carbon for the GAC change out services. For this location the cost will be \$42,200.00 for a 20,000lb change out. The change out can be performed during this fall. A motion was made by Commissioner Germain to proceed with the Carbon change out. Seconded by Commissioner Meyer. The motion was unanimously approved.

#### **RESOLUTION 2018-97**

Proposal submitted by H.O. Penn Machinery, Inc. dated August 13, 2018 to replace the antifreeze and install new batteries for the Morley Park generator in the amount of \$2,489.07. A motion was made by Commissioner Meyer and seconded by Commissioner Germain to authorize the work. The motion was unanimously approved.

A motion was made by Commissioner Germain to enter into executive session to discuss employee matters at 8:45am. The regular meeting resumed at 8:55am.

#### **RESOLUTION 2018-98**

Authorizes the Water District Attorney to execute Notice of Charges dated August 15, 2018 to initiate disciplinary proceeding pursuant to Section 75 of the New York State Civil Service Law to address employee misconduct. A motion was made by Commissioner Brackett to authorize the Water District Attorney to execute Notice of Charges dated August 15, 2018 to initiate disciplinary proceeding pursuant to Section 75 of the New York State Civil Service Law to address employee misconduct. Seconded by Commissioner Germain. Commissioner Meyer abstained. The motion was approved.

Review of the 2019 budget was performed. A minor water rate increase will require consideration based on the operating and capital needs of the District. The Board directed the Superintendent to provide public notice for a public hearing to be held at 7pm on Thursday, September 6, 2018 to consider a water rate increase.

Checks for payment of claims, due from the Port Washington Water District totaling \$178,344.86 were approved for payment by the Board.

There being no further business to discuss the meeting was adjourned at 9:30am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on August 15, 2018.

---

Peter Meyer, Secretary