

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, March 27, 2019 at 8:00am.

PRESENT: COMMISSIONERS:

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

Paul J. Granger, P.E., Superintendent
Peter Fishbein, Attorney
William Merklin, P.E., Engineer
Michael Savarese, P.E., Engineer

The meeting was called to order by David Brackett, Chairman of the Board of Commissioners, with the Pledge to the flag.

Minutes for the meeting held on March 20, 2019, were read and approved.

The Board further reviewed the District's account balances as follows as of March 20, 2019:

General Checking	\$74,205.24
Money Market	\$227,808.91
Tap Fee Account	\$34,130.74
Repair Reserve Equipment	\$438,615.42
Repair Reserve Bldg & Grounds	\$388,620.47

Superintendent Granger reported on the following:

1. Provided budget to actual expense and revenue reports through January 31, 2019 and February 28, 2019 to the Board for review.
2. On Wednesday, March 20, 2019 the Water District received sealed bids for "GAC Replacement – Contract 2019-04". Bids were publicly opened at 8:15am at the regular meeting of the Board of Commissioners. A legal notice was placed in the Port Washington News. Calgon Carbon Corporation was the only bidder. The last bid for carbon was during June of 2017. Prices have remained the same at \$2.11 per pound of carbon. This translates into a total cost of \$84,400.00 for a 40,000.00 pound change out and \$42,200.00 for a 20,000 pound change out. Calgon Carbon has successfully completed work of similar nature for the water district. Therefore, it is recommended that the contract be awarded to the lowest responsible bidder, Calgon Carbon Corporation of Moon Township, PA.
3. On Wednesday, March 20, 2019 the Water District received sealed bids for "Single Valve Turning Trailer and Accessories – Contract 2019-03". Bids were publicly opened at 8:15am at the regular meeting of the Board of Commissioners. A legal notice was placed in the Port Washington News. E.H. Wachs submitted the only bid. E.H. Wachs is a qualified manufacturer of water valve turning machines who has successfully provided similar equipment for various water systems in the region. A review of the bid found the documents to be in order. Based on the needs of the district and pricing provided, it is recommended that a purchase in the amount of \$78,542.30 be authorized and paid from the District capital reserve fund for equipment. Therefore, it is recommended that the equipment purchase contract be awarded to the lowest responsible bidder, E.H. Wachs Division of ITW of Lincolnshire, IL.
4. Reviewed a recommended hydrant flow testing policy and charges with the Board. The policy is recommended to address labor costs, customer notification, testing and liability concerns.

William Merklin, P.E. reported on the following:

1. 1,4 dioxane pilot study – Pilot unit delivery is scheduled for late April.
2. Master Plan Report - Site visit is scheduled for Thursday.

3. Water Main Replacement – Finalizing pavement restoration memorandum and contract documents for District’s final review before submittal to the Nassau County Department of Health.

Peter Fishbein, Esq. reported on the following:

1. Reviewed the Town of North Hempstead bond authorization schedule.

Old / New Business

RESOLUTION 2019-52

Award of Contract No. 2019-04 – GAC replacement to Calgon Carbon Corporation of Moon Township, PA, in the low bid in the amount of \$2.11 per pound of carbon replaced for the period of July 1, 2019 through June 30, 2020. The Superintendent recommends bid award based on the bid price submitted and the qualifications of the low bidder. A motion was made by Commissioner Germain to award Contract No. 2019-04 – GAC replacement to Calgon Carbon Corporation of Moon Township, PA, in the low bid in the amount of \$2.11 per pound of carbon replaced for the period of July 1, 2019 through June 30, 2020. Seconded by Commissioner Meyer. The motion was unanimously approved.

RESOLUTION 2019-53

Award of Contract No. 2019-03 – Single Valve Turning Trailer and Accessories to E.H. Wachs Division of ITW of Lincolnshire, IL. in the bid amount of \$78,542.30. The Superintendent recommends bid award based on the bid price submitted and the qualifications of the low bidder. A motion was made by Commissioner Germain to award Contract No. 2019-03 – Single Valve Turning Trailer and Accessories to E.H. Wachs Division of ITW of Lincolnshire, IL. in the bid amount of \$78,542.30. Seconded by Commissioner Meyer. The motion was unanimously approved.

RESOLUTION 2019-54

WHEREAS, a general discussion was held by the members of the Board of Commissioners concerning the purchase of a Single Turner Valve Trailer for water valve maintenance and operation and the related transfer of funds; and

WHEREAS, the Board of Commissioners has decided to expend a sum not to exceed \$80,000.00 for such purchase and further, authorizes a transfer of funds not to exceed the sum of \$80,000.00 from the equipment capital repair reserve fund, in accordance with General Municipal Law, for the purchase of a Single Turner Valve Trailer for water valve maintenance and operation.

NOW THEREFORE BE IT RESOLVED that, the Board of Commissioners of the Port Washington Water District, Town of North Hempstead, Nassau County, withdraw a sum not to exceed \$ 80,000.00 from the equipment capital repair reserve fund for the purchase of a Single Turner Valve Trailer for water valve maintenance and operation.

This Resolution is adopted subject to a Permissive Referendum.

The above RESOLUTION was offered by Commissioner Peter Meyer and was seconded by Commissioner Mindy Germain.

A roll call vote was taken as follows:

Commissioner Brackett Aye
Commissioner Meyer Aye
Commissioner Germain Aye

Approved and so ordered

RESOLUTION 2019-55

Adoption of Hydrant Flow Test policy dated March 27, 2019 and charge of \$600.00 per test based on an hourly labor rate of \$150.00 per hour. A motion was made by Commissioner Germain to adopt the Hydrant Flow Test policy dated March 27, 2019 and charge of \$600.00 per test based on an hourly labor rate of \$150.00 per hour. Seconded by Commissioner Meyer. The motion was unanimously approved.

RESOLUTION 2019-56

For the Approval of Water District Salary Schedule 2019-3 with effective dates of April 1 and April 8, 2019. A motion was made by Commissioner Meyer approve Schedule 2019-3 with effective dates of April 1 and April 8, 2019. Seconded by Commissioner Germain. The motion was unanimously approved.

A motion was made by Commissioner Bracket to enter into executive session to discuss legal matters at 8:50am. The regular meeting resumed at 9:05am.

Checks for payment of claims, due from the Port Washington Water District totaling \$17,410.99 were approved for payment by the Board.

There being no further business to discuss the meeting was adjourned at 9:10am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on March 27, 2019.

Peter Meyer, Secretary