

October 20, 2021

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, October 20, 2021 at 8:00am.

PRESENT: COMMISSIONERS:

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

William DeWitt, Attorney
Michael Savarese, P.E., Engineer
Michelle Handley, Office Manager

Also Present: Brandon Kurz, Resident

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 October 13, 2021 were read and approved.

The Board further reviewed the District's account balances as follows as of October 20, 2021:

General Checking	\$2,502,822.67
Money Market	\$28,641.27
Tap Fee Account	\$33,173.70
Repair Reserve Equipment	\$87,126.66
Repair Reserve Bldg & Grounds	\$112,748.44

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

1. D & B Engineers & Architects, Engineering, Retainer 3 rd Quarter 2021	\$2,000.00
2. D & B Engineers & Architects, Engineering, AOP Treatment Stonytown (Bond Issue)	\$2,877.15
3. D & B Engineers & Architects, Engineering, Neulist Electrical Improvements (Bond Issue)	\$20,959.13

Michelle Handley reported on the following:

1. Reminded the Board that the Town Budget meeting is tomorrow October 20, 2021 at 7:00pm. The meeting will be held virtually.
2. Pharmaceutical Take Back Day is this Saturday October 23rd, employees Andrew Prignano and Phil Settepani will be working along with the Port Washington Police Department.

Michael Savarese, P.E. reported on the following:

1. Boost Nassau Recovery Resources Grant – Received confirmation that the grant application will be changing, and the deadline will be extended accordingly.
2. Grant Funding Opportunities – Discussed the approach for obtaining letters of support for the WIA Grant applications for the Sandy Hollow and Neulist Avenue projects. D&B proposes to send a draft letter to Z&E for circulation to local officials, consistent with the process used previously.
3. Chloride and Nitrate Tracking – Reviewed the chloride and nitrate tracking summary table and graphs.
4. Stonytown AOP and Nitrate Treatment – Incorporating comments discussed during last week's meeting and preparing revised architectural elevations for combined AOP/Nitrate treatment building. Will provide revisions for discussion prior to the October 27th meeting.
5. Hewlett Transformer Relocation – PSEG was onsite Thursday 10/14 and expected back shortly with the Contractor to complete the connections.

6. Hewlett AOP Treatment – Reviewed additional information regarding bid evaluation process, below:
- Electrical Contract: Reviewed motion to formally allow Palace electric to withdraw their bid. Hinck Electrical is next apparent low bidder. D&B has contacted Hinck Electrical and they are preparing their EFC paperwork.
 - Plumbing Contract: Hirsh and Co: Conducted bid evaluation conference on Monday 10/18 with Hirsch & Co. Discuss information obtained. D&B has contacted references provided by Hirsch & Co, but not all of them had active project contacts. D&B awaiting additional information from Hirsh regarding other project references.

Preparing design modification for inclusion of the 2-hour fire-resistant wall requested by NCDH to be constructed between H2O2 tank and property line.

After discussion, a motion was made by Commissioner Meyer, seconded by Commissioner Germain and unanimously approved to allow Palace Electrical Contractors, Inc. to withdraw the bid it submitted for the Electrical Contract for the 1,4-Dioxane, PFOA, and PFOS Removal at Hewlett Well 4 on September 29, 2021 with no prejudice and return the bid and bid bond. The following Resolution was adopted:

WHEREAS, the Board of Commissioners of the Port Washington Water District have reviewed the October 8, 2021 letter from Palace Electrical Contractors, Inc. requesting withdrawal of the bid it submitted for the Electrical Contract for the 1,4-Dioxane, PFOA, and PFOS Removal at Hewlett Well 4 on September 29, 2021 with no prejudice and return the bid and bid bond due to mathematical error in preparing the bid.

WHEREAS, the District's engineering firm D&B Engineers and Architects has reviewed all of the bids submitted for the Electrical Contract for the 1,4-Dioxane, PFOA, and PFOS Removal at Hewlett Well 4 and recommends that the District approve the request for withdrawal by Palace Electrical Contractors, Inc, as the submitted bid is clearly in error as it is significantly less than the value of the work as estimated by the District and also significantly less than the bids submitted by other contractors for this contract.

WHEREAS, the District's attorney Bee Ready Fishbein Hatter & Donovan has advised that the District may allow the withdrawal of a bid after bid opening when there is a significant error in the calculation of a bid, as there is in this case.

NOW THEREFORE BE IT RESOLVED that the District approves the request from Palace Electrical Contractors, Inc. to withdraw the bid it submitted for the Electrical Contract for the 1,4-Dioxane, PFOA, and PFOS Removal at Hewlett Well 4 on September 29, 2021 with no prejudice and return the bid and bid bond.

At 9:00am a motion was made to go into executive session.

At 9:30am the regular meeting resumed.

The Board announced that employee Michelle Handley has been given the in house title of Business Manager for the District.

Checks for payment of claims, due from the Port Washington Water District totaling \$134,894.80 were approved for payment by the Board.

There being no further business to discuss the meeting was adjourned at 9:40am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on October 20, 2021.

Peter Meyer, Secretary