

**Meeting of the Board of Water Commissioners
Of the Manhasset-Lakeville Water District
In the Town of North Hempstead
In the County of Nassau, New York
February 11, 2020**

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At a regular meeting of the Board of Water Commissioners of the Manhasset-Lakeville Water District, in the Town of North Hempstead, in the County of Nassau, New York, held at the Water District Office, 170 East Shore Road, Great Neck, New York, on February 11, 2020 at 4:00 p.m. (Prevailing time),

There were present:

Commissioner(s): Honorable Mark S. Sauvigne, Chairman of the
Board of Water Commissioners

Honorable Steven Flynn, Water District
Treasurer

Honorable Brian J. Morris, Water District
Secretary

Also present:

Paul Schrader - Superintendent
Antonia Pisani – District Clerk
Carmine Rivera – Autochem (bid opening)

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Meeting called to order by the Chairman at 4:00 p.m.

Minutes of the previous meeting to stand approved by the Board.

Incoming and outgoing communications were considered by the Board.

**Meeting #09-20W
February 11, 2020**

Chairman Sauvigne announced: It is now 4:00 pm and this is a public bid opening for the Annual Supply of Sodium Hypochlorite. As per instructions published on or about January 23, 2020 in the following newspapers, recognized by the Board of Commissioners as the official newspapers of the Manhasset-Lakeville Water District: the Manhasset Press, the New Hyde Park Illustrated, the Great Neck Record, sealed bids were received up until 4:00 pm on this date, February 11, 2020 by the District Office and now to be opened:

AutoChem \$1.65 gallons for year 2020-2021
 \$1.70 gallons for year 2021-2022
 \$1.75 gallons for year 2022-2023

That concludes the bid opening. The information will be presented to the District Superintendent for evaluation.

Chairman Sauvigne announced: It is now 4:05 pm and this is a public bid opening for Granular Activated Carbon (GAC). As per instructions published on or about January 23, 2020 in the following newspapers, recognized by the Board of Commissioners as the official newspapers of the Manhasset-Lakeville Water District: the Manhasset Press, the New Hyde Park Illustrated, the Great Neck Record, sealed bids were received up until 4:00 pm on this date, February 11, 2020 by the District Office and now to be opened:

Calgon Carbon \$88,000 per 40k lbs of carbon

That concludes the bid opening. The information will be presented to the District Superintendent for evaluation.

Superintendent Schrader provided documentation with the activities of the Water District for the current week. General discussions were held relating to the operation of the District as follows. Discussions were held on each project.

Munsey Tank	Response due no later than February 20, 2020. The three we have not heard from are Zheng, Falcone, & Yenicag. Genset drawings to Munsey Park.
Valley Well rehabilitation	Redland meeting this Thursday?
Vepo Crossconnex	NCDOH Annual report next. 2020 Intro letter to all backflow owners.
Shelter Rock #1 and #2	In design.
Searingtown	AOP Pilot equipment set up to start tomorrow.
Plandome Park	H2M preparing liquidated damages analysis. (August 12, 2019 Notice to Proceed).
Excelsior Court	Letter for signature.
PSN	System is up and running. Still working out the reconciliations.
Macy's redevelopment	H2M response sent including a request for a deposit.
NYSDEC	Survey sent via email last week.
Bond	H2M preparing engineer's report for 2020 bond issue.
VOP	Annual water Supply Agreement, extension letter for signature.
Annual Contracts	Chlorine and GAC, bid opening tonight.
External Auditing	RFPs awarded to Sheehan.
Procurement Policy	Proposed changes pending.
Employment	Employee status
AWQR	2019 annual report is under construction.

**RESOLUTION OF THE MANHASSET-LAKEVILLE WATER DISTRICT
RELATING TO APPROVAL OF CHECKS
ORGANIZATION NUMBER 1**

To the Treasurer:

I certify that the vouchers on the submitted check register were audited by the Board of Commissioners of the Manhasset-Lakeville WATER District on 2/11/20 and are allowed in the amounts shown. You are hereby authorized and directed to pay to each of the claimants the amount indicated on the opposite of his name.

Commissioner Morris
Manhasset-Lakeville Water District

Date: 2/11/20

Commissioner Sauvigne proposed the following motion, seconded by Commissioner Flynn

WHEREAS the purchases for goods and services identified and presented to the Board of Commissioners this date, 2/11/20, have been found to be properly acknowledged as received or due, and have been audited according to the tenets of Town Law §176 (4a) and in compliance with the Procurement Policy of the Manhasset-Lakeville WATER District and,

WHEREAS, the audit of claims by the Board of Commissioners is a deliberate process to determine that the proposed payment is proper and just and satisfies the following criteria:

- The proposed payment is for a valid and legal purpose.
- The obligation was incurred by an authorized official.
- The goods or commodities for which payment is claimed were actually rendered.
- The obligation does not exceed the available appropriation.
- The claim is in proper form; it is mathematically correct; it meets legal requirements; it does not include any charges for taxes from which the organization is exempt; it includes discounts to which the organization is entitled it does not include charges previously claimed and paid; and it is in agreement with an attached invoice.

NOW, THEREFORE, it is hereby

RESOLVED to approve payment to the vendors identified on Check Number 9043 Thru Check Number 9060 this date.

The adoption of the foregoing Resolution (#W43-20) was duly put to a vote on roll call, which resulted as follows:

Ayes: Commissioner Morris, Commissioner Sauvigne, Commissioner Flynn
Nays: None

**RESOLUTION OF THE MANHASSET-LAKEVILLE WATER DISTRICT
RELATING TO APPROVAL OF CHECKS
ORGANIZATION NUMBER 8**

To the Treasurer:

I certify that the vouchers on the submitted check register were audited by the Board of Commissioners of the Manhasset-Lakeville WATER District on 2/11/20 and are allowed in the amounts shown. You are hereby authorized and directed to pay to each of the claimants the amount indicated on the opposite of his name.

Commissioner Morris
Manhasset-Lakeville Water District

Date: 2/11/20

Commissioner Sauvigne proposed the following motion, seconded by Commissioner Flynn

WHEREAS the purchases for goods and services identified and presented to the Board of Commissioners this date, 2/11/20, have been found to be properly acknowledged as received or due, and have been audited according to the tenets of Town Law §176 (4a) and in compliance with the Procurement Policy of the Manhasset-Lakeville WATER District and,

WHEREAS, the audit of claims by the Board of Commissioners is a deliberate process to determine that the proposed payment is proper and just and satisfies the following criteria:

- The proposed payment is for a valid and legal purpose.
- The obligation was incurred by an authorized official.
- The goods or commodities for which payment is claimed were actually rendered.
- The obligation does not exceed the available appropriation.
- The claim is in proper form; it is mathematically correct; it meets legal requirements; it does not include any charges for taxes from which the organization is exempt; it includes discounts to which the organization is entitled it does not include charges previously claimed and paid; and it is in agreement with an attached invoice.

NOW, THEREFORE, it is hereby

RESOLVED to approve payment to the vendors identified on Check Number 1346 Thru Check Number 1347 this date.

The adoption of the foregoing Resolution (#W44-20) was duly put to a vote on roll call, which resulted as follows:

Ayes: Commissioner Morris, Commissioner Sauvigne, Commissioner Flynn
Nays: None

**RESOLUTION OF THE MANHASSET-LAKEVILLE WATER DISTRICT
RELATING TO APPROVAL OF CHECKS
ORGANIZATION NUMBER 1**

To the Treasurer:

I certify that the vouchers on the submitted check register were audited by the Board of Commissioners of the Manhasset-Lakeville WATER District on 2/13/20 and are allowed in the amounts shown. You are hereby authorized and directed to pay to each of the claimants the amount indicated on the opposite of his name.

Commissioner Morris
Manhasset-Lakeville Water District

Date: 2/13/20

Commissioner Sauvigne proposed the following motion, seconded by Commissioner Flynn

WHEREAS the purchases for goods and services identified and presented to the Board of Commissioners this date, 2/13/20, have been found to be properly acknowledged as received or due, and have been audited according to the tenets of Town Law §176 (4a) and in compliance with the Procurement Policy of the Manhasset-Lakeville WATER District and,

WHEREAS, the audit of claims by the Board of Commissioners is a deliberate process to determine that the proposed payment is proper and just and satisfies the following criteria:

- The proposed payment is for a valid and legal purpose.
- The obligation was incurred by an authorized official.
- The goods or commodities for which payment is claimed were actually rendered.
- The obligation does not exceed the available appropriation.
- The claim is in proper form; it is mathematically correct; it meets legal requirements; it does not include any charges for taxes from which the organization is exempt; it includes discounts to which the organization is entitled it does not include charges previously claimed and paid; and it is in agreement with an attached invoice.

NOW, THEREFORE, it is hereby

RESOLVED to approve payment to the vendors identified on Check Number 9061 Thru Check Number 9061 this date.

The adoption of the foregoing Resolution (#W45-20) was duly put to a vote on roll call, which resulted as follows:

Ayes: Commissioner Morris, Commissioner Sauvigne, Commissioner Flynn
Nays: None

There was no board correspondence.

Meeting adjourned at 5:00 pm. I hereby certify the aforementioned is a true and exact copy of the Minutes of Meeting held on February 11, 2020.

Brian J. Morris, Secretary

:mjd