

**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 1, 2018**

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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, NY, on February 1, 2018 at 7:00 am (Prevailing time),

There were present:

Commissioner(s):

Honorable Brian J. Morris, Chairman of the
Board of Water Commissioners

Honorable Mark S. Sauvigne, Water District
Treasurer (via telephone)

Honorable Steven Flynn, Water District
Secretary

Also present:

None

* * *

Meeting called to order by the Chairman at 7:00 am.


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

Incoming and outgoing communications were considered by the Board.

The Board discussed employee benefits and compensation.

There was no board correspondence.

Meeting adjourned at 8:00 am. I hereby certify the aforementioned is a true and exact copy of the Minutes of Meeting held on February 1, 2018.



Steven Flynn, Secretary

:mjd

**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 6, 2018**

* * *

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, NY, on February 6, 2018 at 4:30 p.m. (Prevailing time),

There were present:

Commissioner(s):

Honorable Brian J. Morris, Chairman of the
Board of Water Commissioners

Honorable Mark S. Sauvigne, Water District
Treasurer

Honorable Steven Flynn, Water District
Secretary

Also present:

Paul Schrader, Superintendent
Charles Stepanek, District Manager
Timothy McGuire, Engineer, H2M
Chris Prior, Attorney
Antonia Romeo, clerk

* * *

Meeting called to order by the Chairman at 4:30 p.m.

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

Incoming and outgoing communications were considered by the Board.

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	Letter and agreement to neighbors not party to the lawsuit to go out this week.
Valley Well casing	2 nd set had one bad bacti, resampled today.
AMI Project	Eden repeater still not working. Reached out to sensus for a plan of action.
Pembroke Water Main	Scheduled for spring start.
Emergency Response Plans and Vulnerability Analysis	Waiting for NCDOH approval/comments.
Searingtown Nitrate Plant	Subsurface Technologies expressing doubts in their ability to be successful with the wash.
1,4-Dioxane	Working on data request.
Shelter Rock Well #1 and #2	H2M working on engineering report and well permit application.
Searingtown PLC upgrades	Schneider manufacturing new equipment.
Annual Contracts	Sodium hydroxide to be re-bid.
ESR PLC	PLC upgrade and replacement, \$7,862.
Searingtown reservoir inspections	Scheduled for May.
New mid-size Dump truck	On order

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

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 2/6/18 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 Flynn
Manhasset-Lakeville Water District

Date: 2/6/18

Commissioner Sauvigne proposed the following motion, seconded by Commissioner Morris

WHEREAS the purchases for goods and services identified and presented to the Board of Commissioners this date, 2/6/18, 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 6035 Thru Check Number 6062 this date.

The adoption of the foregoing Resolution (#W49-18) was duly put to a vote on roll call, which resulted as follows:

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

The Board was informed that Antonia Romeo's application for a part time typist-clerk was approved by Nassau County Civil Service. It is resolved that the Board approves to hire Antonia Romeo as a part time typist-clerk with a salary of \$32.89 / hour.

The adoption of the foregoing Resolution (#W50-18) was duly put to a vote on roll call, which resulted as follows:

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

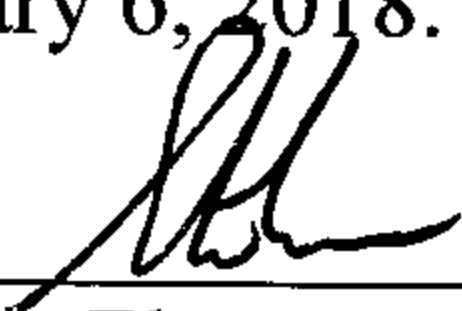
The Board of Commissioners signed the Water Utility Easement for 3400 New Hyde Park Road. It was notarized by Charles Stepanek, District Manager.

The Board acknowledged receipt of and discussed the information contained in a letter to Brian Morris from Deborah Boyd, Nassau County Civil Service, informing him their records have been updated to add his name as the Appointing Officer.

The Board acknowledged receipt of and discussed the information contained in a letter from American Water Works Association (AWWA) including membership cards for Commissioners Morris and Sauvigne.

The Board acknowledged receipt of and discussed the information contained in a notice from the Workers' Compensation Board regarding Roy Cole's notice of proposed decision.

Meeting adjourned at 6:15 p.m. I hereby certify the aforementioned is a true and exact copy of the Minutes of Meeting held on February 6, 2018.



Steven Flynn, Secretary

:mjd

**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 13, 2018**

* * *

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, NY, on February 13, 2018 at 4:30 p.m. (Prevailing time),

There were present:

Commissioner(s):

Honorable Brian J. Morris, Chairman of the
Board of Water Commissioners

Honorable Mark S. Sauvigne, Water District
Treasurer

Honorable Steven Flynn, Water District
Secretary

Also present:

Paul Schrader, Superintendent
Charles Stepanek, District Manager
Antonia Romeo, Clerk

* * *

Meeting called to order by the Chairman at 4:30 p.m.

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

Incoming and outgoing communications were considered by the Board.

Bid Opening for Annual Maintenance of Generators and Engines:

At 4:30 pm there was a public bid opening for the annual maintenance of Generators and Engines. As per the instructions published on or about January 25, 2018 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 have been received up until 4:30 pm on this date February 13, 2018 by the District Office and now to be opened.

Commander Power Systems	\$31,885.00
National Grid Energy Management	\$24,900.00
Cellgen, Inc.	\$39,985.00

The concluded the bid openings. The time being 4:45 pm. The bid was closed.

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

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 2/13/18 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 Flynn
Manhasset-Lakeville Water District

Date: 2/13/18

Commissioner Sauvigne proposed the following motion, seconded by Commissioner Morris

WHEREAS the purchases for goods and services identified and presented to the Board of Commissioners this date, 2/13/18, 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 6063 Thru Check Number 6098 this date.

The adoption of the foregoing Resolution (#W51-18) was duly put to a vote on roll call, which resulted as follows:

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

On MOTION of Commissioner Morris, seconded by Commissioner Sauvigne, the following RESOLUTION was adopted,

RESOLVED,

WHEREAS, this Board of Commissioners solicited sealed bids for a one-year contract (with the District having the option of extending the contract for two successive one year periods) for the annual maintenance of generators and engines, with a contract period between March 1, 2018 and February 28, 2019, and

WHEREAS, the WATER DISTRICT received three bids for this service as follows:

Commander Power Systems	\$31,885.00
National Grid Energy Management	\$24,900.00
Cellgen, Inc.	\$39,985.00

WHEREAS, the lowest bid was submitted by National Grid Energy Management

NOW, THEREFORE, the Board of Commissioner of Manhasset-Lakeville Water District hereby awards the aforesaid contract to National Grid Energy Management for a price of \$24,900.00 in accordance with that firm's written proposal and the conditions and specifications upon which it was based.

The adoption of the foregoing Resolution (#W52-18) was duly put to a vote on roll call, which resulted as follows:

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

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	Letters printed, waiting on current version of agreement.
Valley Well casing	Pace Analytical to speciate samples.
AMI Project	Sensus to provide an additional base station. Migration to the Analytics software set to begin next week.
Pembroke Water Main	Scheduled for spring start.
Emergency Response Plans and Vulnerability Analysis	Waiting for NCDOH approval/comments.
Searingtown Nitrate Plant	Subsurface Technologies withdrew their proposal. Will try calcium hypo with a Nu Well additive.
1,4-Dioxane	Working on data request.
Shelter Rock Well #1 and #2	H2M working on engineering report and well permit application.
Searingtown PLC upgrades	Wire to Water to start on fiber loop this week. Panels scheduled for delivery in mid-march.
Annual Contracts	Reject Permanent Restoration bid. Re bids due February 27, 2018.
ESR PLC	Schneider to install new PLC's this week.
Searingtown reservoir inspections	Inspections scheduled for May.
New mid-size Dump truck	Cancelled. Advertised for bids, due February 22, 2018
Wire to Water	Open Invoices

The Board rejected the Annual Permanent Pavement Restoration bid which was opened at the January 23, 2018 bid opening. This will be re-bid on February 27, 2018.

The adoption of the foregoing Resolution (#W53-18) was duly put to a vote on roll call, which resulted as follows:

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

There was a discussion on the possible purchase of a large dump truck.

**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 2/13/18 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 Flynn
Manhasset-Lakeville Water District

Date: 2/13/18

Commissioner Sauvigne proposed the following motion, seconded by Commissioner Morris

WHEREAS the purchases for goods and services identified and presented to the Board of Commissioners this date, 2/13/18, 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 1204 Thru Check Number 1205 this date.

The adoption of the foregoing Resolution (#W54-18) was duly put to a vote on roll call, which resulted as follows:

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

The Board acknowledged receipt of and discussed the information contained in a letter to Brian Morris from the Manhasset Chamber of Commerce thanking him for membership and detailing upcoming events.

The Board acknowledged receipt of and discussed the information contained in a letter from Wayne Wink, Town Clerk, which enclosed resolution No. 81-2018 by the Town of North Hempstead authorizing appointment of professionals for Manhasset Lakeville Water District: H2M for engineering; McLaughlin & Stern, and Bee Ready Fishbein Hatter & Donovan for legal.

Meeting adjourned at 5:45 p.m. I hereby certify the aforementioned is a true and exact copy of the Minutes of Meeting held on February 13, 2018.



Steven Flynn, Secretary

:mjd

**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 20, 2018**

* * *

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, NY, on February 20, 2018 at 4:30 p.m. (Prevailing time),

There were present:

Commissioner(s):

Honorable Brian J. Morris, Chairman of the
Board of Water Commissioners

Honorable Mark S. Sauvigne, Water District
Treasurer

Honorable Steven Flynn, Water District
Secretary

Also present:

Paul Schrader, Superintendent
Joe Todaro, Engineer
Chris Prior, Counsel
Antonia Romeo, Clerk

* * *

Meeting called to order by the Chairman at 4:30 p.m.

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

Incoming and outgoing communications were considered by the Board.

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	Boundary letters and agreement mailed.
Valley Well casing	Pace Analytical to speciate samples, waiting on results.
AMI Project	Sensus in to check base stations. Migration to the Analytics underway. Friendly Bytes in direct contact with Sensus.
Pembroke Water Main	Scheduled for spring start.
Emergency Response Plans and Vulnerability Analysis	Waiting for NCDOH approval/comments.
Searingtown Nitrate Plant	Chlorine enhancer scheduled for delivery tomorrow.
1,4-Dioxane	Working on data request. Signed litigation hold letter. Anything existing related to 1,4 Dioxane should not be destroyed.
Shelter Rock Well #1 and #2	H2M working on engineering report and well permit application.
Searingtown PLC upgrades	Wire to Water to start on fiber loop this week. Panels scheduled for delivery next week.
Annual Contracts	Reject Permanent Restoration bid. Re bids due February 27, 2018.
ESR PLC	Project complete
Searingtown reservoir inspections	Inspections scheduled for May.
New mid-size Dump truck	Bids due February 22, 2018
Wire to Water	Open Invoices
Manhasset School District	MLWD will meet with Manhasset School District to discuss failure to pay Munsey Park School water bill.

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

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 2/20/18 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 Flynn
Manhasset-Lakeville Water District

Date: 2/20/18

Commissioner Sauvigne proposed the following motion, seconded by Commissioner Morris

WHEREAS the purchases for goods and services identified and presented to the Board of Commissioners this date, 2/20/18, 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 6099 Thru Check Number 6099 this date.

The adoption of the foregoing Resolution (#W55-18) 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 (general fund)**

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 2/20/18 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 Flynn
Manhasset-Lakeville Water District

Date: 2/20/18

Commissioner Sauvigne proposed the following motion, seconded by Commissioner Morris

WHEREAS the purchases for goods and services identified and presented to the Board of Commissioners this date, 2/20/18, 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 6100 Thru Check Number 6120 this date.

The adoption of the foregoing Resolution (#W56-18) 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 EXPENDITURES

Commissioner Flynn proposed the following motion, seconded by Commissioner Sauvigne

WHEREAS, the purchase of goods and services identified and presented to the Board of Commissioners this date, 2/20/18 have been found to be properly acknowledged as requested expenditures, according to the Procurement Policy of the Manhasset-Lakeville Water District,

NOW, THEREFORE, it is hereby

RESOLVED to approve purchase to the vendors identified on Board of Commissioners Expenditure Request form submitted to the Board by the Superintendent as follows:

Approval of Expenditures:

VENDOR	DESCRIPTION	AMOUNT	BUDGET NUMBER	PURCHASE SUPPORT
Landscapes by Doreste	Munsey tree work – Park Ave	\$4,000.00	8320.475.E	WQ
Bancker	Emergency repair – Shelter Rock Hydrant PO 2017-1217	\$6,074.59	8340.475.E	E.P.

**Meeting #10-18W
February 20, 2018**

Wire to Water	Service call – Campbell blower VFD, \$2,500 on a 2017 PO, \$1,745 on a 2018 PO	\$4,245.00	8320.475.B	A.C.
H2M	CBS Annual Compliance Audit	\$4,800.00	8310.451.0	P.S.
	TOT. AMT. REQ.	\$19,119.59		

The adoption of the foregoing Resolution (#W57-18) 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 6:05 p.m. I hereby certify the aforementioned is a true and exact copy of the Minutes of Meeting held on February 20, 2018.



Steven Flynn, Secretary

:mjd

**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 22, 2018**

* * *

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, NY, on February 22, 2018 at 4:30 p.m. (Prevailing time),

There were present:

Commissioner(s): Honorable Brian J. Morris, Chairman of the
Board of Water Commissioners

Honorable Mark S. Sauvigne, Water District
Treasurer

Absent: Steven L. Flynn, Water District
Secretary

Also present: Paul Schrader, Superintendent
Charles Stepanek, District Manager
Mary Jayne Dreyer, Senior Clerk

* * *

Meeting called to order by the Chairman at 4:30 p.m.

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

Incoming and outgoing communications were considered by the Board.

Bid Opening for 2018 Ford F550 mid-sized dump truck

At 4:30 pm there was a public bid opening for a 2018 Ford F550 mid-sized dump truck. As per the instructions published on or about February 14, 2018 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 4:30 pm on this date February 22, 2018 by the District Office and now to be opened:

Tower Ford	\$67,872.00
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The bid opening concluded at 4:35 pm.

The district superintendent will review the bid.

The board had a discussion about Munsey Park School not paying their bill. A meeting is scheduled for the week ending March 2, 2018.

The meeting adjourned at 4:45 pm.

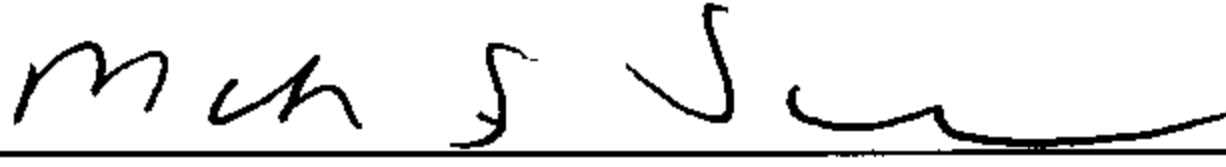
The meeting reconvened at 6:00 pm.

The Board discussed the pending bills from Wire to Water.

The Board discussed the water main break at 170 East Shore road due to an electrical problem related to the snow. The pump house and parts of the dispatch functionality were damaged. There was a discussion regarding putting a claim through for reimbursement for the damages.

The Board acknowledged receipt of and discussed the information contained in the BNY Mellon Collateral Statement.

Meeting adjourned at 6:30 p.m. I hereby certify the aforementioned is a true and exact copy of the Minutes of Meeting held on February 22, 2018.



Mark S. Sauvigne, Treasurer

:mjd

**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 27, 2018**

* * *

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, NY, on February 27, 2018 at 4:30 p.m. (Prevailing time),

There were present:

Commissioner(s):

Honorable Brian J. Morris, Chairman of the
Board of Water Commissioners

Honorable Mark S. Sauvigne, Water District
Treasurer

Steven L. Flynn, Water District
Secretary

Also present:

Paul Schrader, Superintendent
Charles Stepanek, District Manager
Antonia Romeo, Clerk

* * *

Meeting called to order by the Chairman at 4:30 p.m.

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

Incoming and outgoing communications were considered by the Board.

Bid Opening for Permanent Pavement Restoration

At 4:30 pm there was a public bid opening for Permanent Pavement Restoration. As per the instructions published on or about February 15, 2018 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 4:30 pm on this date February 27, 2018 by the District Office and now to be opened. Two (2) bids were received:

Stasi Brothers
DeRosa Paving

The bid opening concluded at 4:40 pm.

The information will be presented to the District Superintendent for evaluation.

Bid Opening for Annual Supply of Sodium Hydroxide

At 4:40 pm there was a public bid opening for Annual Supply of Sodium Hydroxide. As per the instructions published on or about February 15, 2018 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 4:30 pm on this date February 27, 2018 by the District Office and now to be opened. Two (2) bids were received:

Kuehne Chemical
Univar

The bid opening concluded at 4:45 pm.

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	No response to boundary letters. Notice sent to neighbors.
Valley Well casing	Lab report shows "Citrobacter" species. Indicative of persistent biofilm growth.
AMI Project	Migration to the Analytics underway. Sensus tech found an issue with the Thomaston base station. Waiting on a new transceiver.
Pembroke Water Main	Tentative March 19 start date. Resolution authorizing funding a change for construction from the WDGS reserve fund to the 2018 capital budget line 8310.300.0 \$1,600,000.00
Emergency Response Plans and Vulnerability Analysis	Waiting for NCDOH approval/comments.

Searingtown Nitrate Plant	Disinfection on hold until PLC work is complete
1,4-Dioxane	Submitted test data and pumpage from 2001-2017, and well logs
Shelter Rock Well #1 and #2	H2M working on engineering report and well permit application.
Searingtown PLC upgrades	Wire to Water to continue fiber installation. Panels scheduled for delivery next week. Estimated completion date March 31.
Annual Contracts	Permanent Pavement Restoration and Caustic bids this evening
New Mid-sized Dump truck	Recommend award to Tower Ford for \$67,872.00
2 Meadow Woods	Letter and release sent for consequential damages due to grounding issue.
2017 AWQR	Under construction
PUCC	New PUCC schedule resolution
Conservation – water sense rebate program	New irrigation system rules. Water sense requirement?

**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 2/27/18 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 Flynn
Manhasset-Lakeville Water District

Date: 2/27/18

Commissioner Sauvigne proposed the following motion, seconded by Commissioner Morris

WHEREAS the purchases for goods and services identified and presented to the Board of Commissioners this date, 2/27/18, 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 1206 Thru Check Number 1208 this date.

The adoption of the foregoing Resolution (#W58-18) 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 2/27/18 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 Flynn
Manhasset-Lakeville Water District

Date: 2/27/18

Commissioner Morris 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, 2/27/18, 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 6121 Thru Check Number 6138 this date.

The adoption of the foregoing Resolution (#W59-18) was duly put to a vote on roll call, which resulted as follows:

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

The following motion was presented by Commissioner Sauvigne and seconded by Commissioner Flynn:

WHEREAS, at a Board meeting on August 8, 2017, meeting #41-17W, resolution #W169-17 appropriating the sum of \$1,600,000.00 from the 2017 budget and the sum of \$1,600,000.00 from the Water District's WGDS Capital reserve system to finance costs relating to the Water District's Pembroke Area Water Main Installation Project was passed, and

WHEREAS, the Pembroke Area Water Main Installation Project was not begun in 2017, and the appropriation of the sum of \$1,600,000.00 from the 2017 budget was encumbered into the 2018 budget, and further, that the 2018 Water District Budget Appropriated Balance for the Capital Improvements to the District was increased to \$2,800,000.00, excluding the 2017 encumbrance, it is hereby

RESOLVED, that Board amends that section of resolution #W169-17 regarding the appropriation of funding for the Water District's Pembroke Area Water Main Installation Project, to the extent that the \$3,200,000.00 funding for the Water District's Pembroke Area Water Main Installation Project be appropriated from the Capital Improvement expenditure line 8310.300.0, and it is further RESOLVED that funding will not be from the Water District's WGDS Capital reserve system to finance costs relating to the Water District's Pembroke Area Water Main Installation Project unless the Board deems it necessary at a future date and it is hereby

RESOLVED, that the Superintendent of the Water District, and his designees, he and they hereby are authorized and directed to execute and deliver such documents and instruments, and to take such further actions as he or they deem necessary or appropriate in order to fully effectuate the purposes and intent of the forgoing resolution.

The adoption of the foregoing Resolution (#W60-18) was duly put to a vote on roll call, which resulted as follows:

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

WHEREAS, this Board of Commissioners solicited sealed bids for a F 500 mid-sized dump truck on February 22, 2018, and

WHEREAS, the WATER DISTRICT received one bid as follows:

Tower Ford \$67,872.00

WHEREAS, the lowest bid was submitted by Tower Ford

NOW, THEREFORE, the Board of Commissioner of Manhasset-Lakeville Water District hereby awards the aforesaid contract to Tower Ford for a price of \$67,872.00 in accordance with that firm's written proposal and the conditions and specifications upon which it was based.

The adoption of the foregoing Resolution (#W61-18) was duly put to a vote on roll call, which resulted as follows:

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

The Board of Commissioners approved and adopted the new Personal Use of Company Car (PUCC) calculations based on the Leased Value Rule as per IRS Publication 15-b. Bi-weekly PUCC calculations are as follows:

P. Schrader	\$116.04
M. Sauvigne	\$134.00
B. Morris	\$ 74.04
S. Flynn	\$170.99

The adoption of the foregoing Resolution (#W62-18) was duly put to a vote on roll call, which resulted as follows:

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

The Board was in receipt of and discussed the information contained in the CSEA Annual Report.

Meeting adjourned at 6:00 p.m. I hereby certify the aforementioned is a true and exact copy of the Minutes of Meeting held on February 27, 2018.



Steven. L. Flynn, Sceretary

:mjd