

**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
March 1, 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 March 1, 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:

Charles Stepanek, District Manager
Clare Panarese, District Treasurer
Mary Jayne Dreyer, 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.

Clare Panarese, District Treasurer, reviewed the 2018 budget. There was a discussion regarding anticipated revenue streams, anticipated expenditures, cash flow, projected cash balance, and the pilot excess tax levy. The Board requested the treasurer provide financial reports quarterly.

The meeting adjourned at 5:00 pm.

The meeting reconvened at 5:35 pm. Only the Board of Commissioners was in attendance.

Commissioner Sauvigne made a MOTION to go into an Executive Session at 5:35 pm. All in favor.

The adoption of the foregoing Resolution (#W63-18) was duly put to a vote on roll call, which resulted as follows:

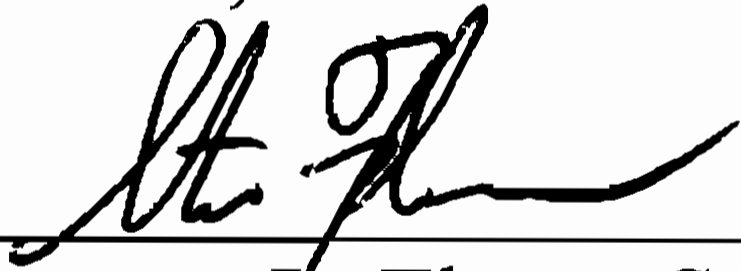
Ayes: Commissioner Morris, Commissioner Sauvigne, Commissioner Flynn
Nays: None

Commissioner Flynn made MOTION that the Board terminate the Executive Session and return to regular session at 6:05 pm. Personnel issues. No action taken.

The adoption of the foregoing Resolution (#W64-18) was duly put to a vote on roll call, which resulted as follows:

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

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 March 1, 2018.



Steven. L. 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
March 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 March 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

Steven L. Flynn, Water District
Secretary

Also present:

Charles Stepanek, District Manager
Paul Schrader, Superintendent
Chris Prior, District Counsel
James Bradley, District Counsel
Joe Todaro, District Engineer
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	No response to boundary letters. No response from Village regarding tree removals.
Valley Well casing	Will try "Clearitas" a specialty product for the removal of biofilm from the well.
AMI Project	Migration to the Analytics underway. New transceiver installed at Thomaston.
Pembroke Water Main	Tentative March 19 start date. Lining portion of project approved by NCDOH.
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	Review latest sample results.
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 this week weather permitting.
Annual Contracts	Permanent Pavement Restoration and Caustic award resolutions.
2 Meadow Woods	Trina Mordo is returning the release. Reduced from \$1,500 to \$1,100 as she had Tri-County lower their bill.
2017 AWQR	Draft sent to NCDOH. Supplement under construction.
Conservation – water sense rebate program	New production meters. Leak survey quotes.
Munsey School	High bill inquiry. Leak Adjustment.

**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 3/6/18 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: 3/6/18/18

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, 3/6/18, 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 1209 Thru Check Number 1210 this date.

The adoption of the foregoing Resolution (#W64-18) 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 3/6/18 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: 3/6/18/18

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, 3/6/18, 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 6139 Thru Check Number 6158 this date.

The adoption of the foregoing Resolution (#W65-18) 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 Sauvigne, seconded by Commissioner Flynn, the following resolution was adopted,

RESOLVED,

WHEREAS, the Board of Commissioners solicited sealed bids on for a one-year contract (with the option on extending the contract for two successive one-year periods) for Permanent Pavement Restoration with a contract period between March 1, 2018 – February 28, 2019, and

WHEREAS the Water District received two bids for this service as follows:

Stasi Brothers	unit pricing
DeRosa Paving	unit pricing

WHEREAS, the lowest bid was submitted by DeRosa Paving of 137-09 Eastgate Plaza, Springfiled Gardens, NY 11413, and

WHEREAS, DeRosa Paving has performed similar services for the Water District in the past in a satisfactory manner.

NOW, THEREFORE, the Board of Commissioners of the Manhasset-Lakeville Water District hereby awards the aforesaid contract to DeRosa Paving in accordance with that firm's written proposal and the conditions and specifications upon which it was based.

The adoption of the foregoing Resolution (#W66-18) 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 Sauvigne, seconded by Commissioner Flynn, the following resolution was adopted,

RESOLVED,

WHEREAS, the Board of Commissioners solicited sealed bids on for a one-year contract for Annual Supply of Sodium Hydroxide with a contract period commencing the date the contract is signed, and

WHEREAS the Water District received two bids for this service as follows:

Keuhne Chemical	unit pricing
Univar USA, Inc.	unit pricing

WHEREAS, the lowest bid was submitted by Univar USA, Inc. of 200 Dean Sievers Place, Morrisville, PA 19067, and

WHEREAS, Univar USA, Inc. has performed similar services for the Water District in the past in a satisfactory manner.

NOW, THEREFORE, the Board of Commissioners of the Manhasset-Lakeville Water District hereby awards the aforesaid contract to Univar USA, Inc. in accordance with that firm's written proposal and the conditions and specifications upon which it was based.

The adoption of the foregoing Resolution (#W67-18) 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, 3/6/18 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
New York Leak Detection	Leak Survey – Half of Distribution System	\$ 12,495.00	8340.475.E	WQ
	TOT. AMT. REQ.	\$ 12,495.00		

The adoption of the foregoing Resolution (#W68-18) 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 proposed by Commissioner Sauvigne and seconded by Commissioner Flynn:

WHEREAS the District is obligated to present in its annual audited financial reports postemployment benefits (“OPEB”) other than pensions, in accordance with Government Accounting Standards Board Statement 45 (“GASB 45”) and,

WHEREAS, the OPEB cost (expense) is calculated based on the annual required contributions (“ARC”) reported in the financial statements are generated by a model supplied by Milliman, Inc., considered an alternative measurement method permitted by GASB 45 and that the fees for this model are approximately \$2,800 per annum, it is hereby

RESOLVED that the District Manager is authorized to sign on behalf of the Board of Commissioners the agreements presented to the Board by Milliman, Inc. for the generation of the valuations needed for reporting.

The adoption of the foregoing Resolution (#W69-18) was duly put to a vote on roll call, which resulted as follows:

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


James Bradley, District Attorney, led the discussion regarding letters to Munsey Park residents non plaintiffs) on the boundaries of the Munsey Park Tank.

The Board was in receipt of and discussed the information contained in a FOIL requesting legal fees associated with the Munsey Park Elevated Tank.

The Board was in receipt of and discussed the information contained in a letter from H2M to Clare Panarese, District Treasurer, requesting confirmation of the amounts on certain unpaid invoices, due to an audit of their financial statements.

The Board was in receipt of and discussed the information contained in a Certificate of Liability from JPI Painting.

Meeting adjourned at 6:10 p.m. I hereby certify the aforementioned is a true and exact copy of the Minutes of Meeting held on March 6, 2018.



Steven. L. Flynn, Sceretary

: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
March 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 March 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

Steven L. Flynn, Water District
Secretary

Also present:

Charles Stepanek, District Manager
Paul Schrader, Superintendent
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	Review second boundary letter.
Valley Well casing	HTH tablets to be introduced to the well sump.
AMI Project	FBS exchanging file formats with Sensus for Analytics. The new transceiver installed at Thomaston shows no improvement. Sensus engineers to provide a solution.
Pembroke Water Main	April 2 start date. Notice to proceed issued to Bancker. Review customer notice.
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	Nothing new from Scher.
Shelter Rock Well #1 and #2	H2M working on engineering report and well permit application.
Searingtown PLC upgrades	Panels delivered, installation underway. Additional trenching for fiber.
Annual Contracts	Landscape Maintenance due March 27, 2018.
2017 AWQR	Draft approved by NCDOH. Supplement under construction.
Conservation – water sense rebate program	Comments received from DEC on our conservation plan.
Munsey School	The school thanked us and promised a prompt payment.

**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 3/13/18 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: 3/13/18/18

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, 3/13/18, 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 6159 Thru Check Number 6184 this date.

The adoption of the foregoing Resolution (#W70-18) 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, 3/13/18 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
Schneider Electric	ESR New Main SCADA PLC's change \$8,773 on blanket PO 47 from 8320.475.B to 8310.300.0	\$ 8,773.00	8310.300.0	AC

	TOT. AMT. REQ.	\$ 8,773.00		
--	----------------	-------------	--	--

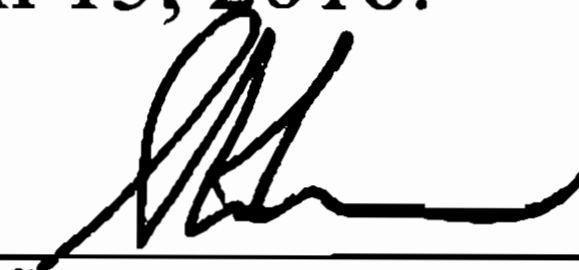
The adoption of the foregoing Resolution (#W71-18) was duly put to a vote on roll call, which resulted as follows:

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

The Board of Commissioners signed the National Grid Energy Management Contract for the annual maintenance of generators and engines.

The Board was in receipt of and discussed the information contained in the BNY Mellon Collateral Statement for 2/1/18 – 2/28/18.

Meeting adjourned at 5:30 p.m. I hereby certify the aforementioned is a true and exact copy of the Minutes of Meeting held on March 13, 2018.



Steven. L. 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
March 15, 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 March 15, 2018 at 5:40 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:

Charles Stepanek, District Manager
Antonia Romeo, Clerk

* * *

Meeting called to order by the Chairman at 5:40 p.m.

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

Incoming and outgoing communications were considered by the Board.

District Manager, Charles Stepanek, reviewed the Component Finance Unit Report (CUFR) with the Board. The CUFR was signed by Commissioner Morris.

Commissioner Sauvigne made a MOTION to go into an Executive Session at 5:45 pm. All in favor.

The adoption of the foregoing Resolution (#W72-18) was duly put to a vote on roll call, which resulted as follows:

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

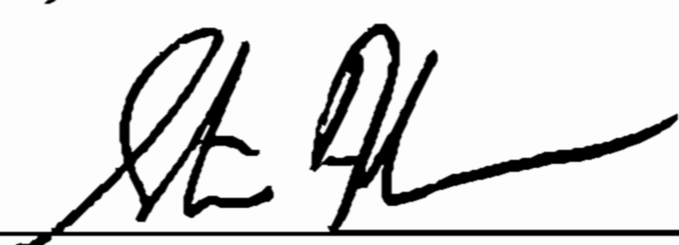
Commissioner Flynn made MOTION that the Board terminate the Executive Session and return to regular session at 6:40 pm. Personnel and litigation issues. No action taken.

The adoption of the foregoing Resolution (#W73-18) 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 letter from Nicole Morton, Salerno Brokerage, to Charles Stepanek regarding NYS Disability from ShelterPoint Life. The letter enclosed a policy reflecting the approval of Voluntary Coverage for managerial, clerical and labor employees of the District.

Meeting adjourned at 6:40 p.m. I hereby certify the aforementioned is a true and exact copy of the Minutes of Meeting held on March 15, 2018.



Steven. L. 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
March 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 March 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

Steven L. Flynn, Water District
Secretary

Also present:

Paul Schrader, Superintendent
Charles Stepanek, District Manager
Chris Prior, Counsel
Joe Todaro, Engineer
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	Second notice to go out Thursday. Extend reply date?
Valley Well casing	HTH tablets introduced to the well, didn't work. Bring in subsurface Technologies as an emergency contractor.
AMI Project	Sensus engineer visited last week recommends additional base station and antenna at Eden.
Pembroke Water Main	April 2 start date. Customer notice sent. A few calls coming in.
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	Scher request for initial detections in wells.
Shelter Rock Well #1 and #2	H2M working on engineering report and well permit application.
Searingtown PLC upgrades	Panels installation underway. MLWD employees completed additional trenching for fiber loop.
Annual Contracts	Landscape Maintenance due March 27, 2018.
2017 AWQR	Draft approved by NCDOH. Supplement under construction.
Conservation	Comments received from DEC on our conservation plan.
Sensus Reach Conference	Resolution for attendance.
Thomaston Tank	AT&T request for permission and Village application.

**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 3/20/18 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: 3/20/18

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, 3/20/18, 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 6185 Thru Check Number 6207 this date.

The adoption of the foregoing Resolution (#W74-18) was duly put to a vote on roll call, which resulted as follows:

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

Commissioners Sauvigne, Morris, Flynn; Superintendent Schrader; and District Manager Stepanek have requested to attend the Sensus Reach 18 conference in Hollywood, FL. The conference provides information to assist companies and utilities in adapting to remain competitive and staying current. The conference brings together visionary leaders for a collaborative conference.

Pursuant to the Resolution approved at the Annual Organizational meeting, the Board of Commissioners hereby authorizes the attendance of the above named person(s) to attend the Sensus Reach18 conference in Hollywood, FL. from October 21st through October 24, 2018. A travel day before and after the event is allowed. The discussion of meals being paid for via GSA rates or a daily meal allowance will be held at a subsequent meeting. All expenses are as per the district travel guidelines.

The amount expended for this attendance shall not exceed the amount appropriated for that purpose in the Water District annual budget.

The adoption of the foregoing Resolution (#W75-18) 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 authorized proceeding to hire a seasonal employee to work part time to help with workloads and vacation coverage in the District Office.

The adoption of the foregoing Resolution (#W76-18) was duly put to a vote on roll call, which resulted as follows:

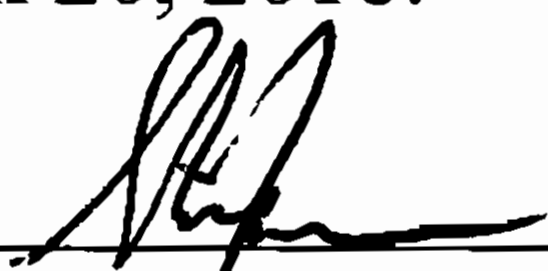
Ayes: Commissioner Morris, Commissioner Sauvigne, Commissioner Flynn
Nays: None

The Board was in receipt of and discussed the information contained in a letter from the US Department of the Interior US Geological survey enclosing 2 signed original contracts of the standard joint-funding agreement for the project New York Water Science Center Water Resources Investigations.

The Board was in receipt of and discussed the information contained in a letter from the Nassau County Department of Health to Paul Schrader enclosing a copy of approved plans and specifications for the MLWD spray-in-place epoxy lining of water mains in the Pembroke Area.

The Board was in receipt of and discussed the information contained in the BNY Collateral statement.

Meeting adjourned at 5:40 p.m. I hereby certify the aforementioned is a true and exact copy of the Minutes of Meeting held on March 20, 2018.



Steven. L. 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
March 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 March 27, 2018 at 4:15 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
Mary Jayne Dreyer, Senior Clerk-Typist

* * *

Meeting called to order by the Chairman at 4:15 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 Contract Landscape Maintenance:

At 4:30 pm there was a public bid opening for the Annual Contract for Landscape Maintenance. As per the instructions published on or about March 8, 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 March 27, 2018 by the District Office and now to be opened.

Del Graz Enterprises, Inc. d/b/a/ R&R Landscaping	
2018	\$38,920.00
2019	\$39,698.40
2020	\$40,492.37

That concluded the bid openings. The time being 4:40 pm. The bid was closed. 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	Second notice sent certified return receipt requested on Friday March 23, nothing back yet.
Valley Well casing	Waiting on quote from Subsurface Technologies. Running well to waste.
AMI Project	No change.
Pembroke Water Main	Start date pushed to April 16 due to Nor' Easter
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	Initial detections for all wells sent to Scher.
Shelter Rock Well #1 and #2	H2M working on engineering report and well permit application.
Searingtown PLC upgrades	Installation of new cabinets to be finished this week, programming next.
Annual Contracts	Landscape Maintenance opening tonight.
2017 AWQR	AWQR ready for printer. Supplement ready for printer.
Conservation	Comments received from DEC on our conservation plan.
Thomaston Tank	AT&T request for upgrades.
Saratoga	NYS AWWA Spring Meeting, April 10-12.

**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 3/27/18 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: 3/27/18

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, 3/27/18, 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 6208 Thru Check Number 6226 this date.

The adoption of the foregoing Resolution (#W77-18) 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 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 3/27/18 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: 3/27/18

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, 3/27/18, 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 1211 Thru Check Number 1212 this date.

The adoption of the foregoing Resolution (#W78-18) 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, 3/27/18 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
Instruments direct	10" Magmeter Valley Well	\$ 5,430.00	8310.250.0	WQ
Navistar	7500 SBA 6x4 Dump Truck	\$ 143,826.00	8310.225.0	GC
	TOT. AMT. REQ.	\$149,256.00		

The adoption of the foregoing Resolution (#W79-18) was duly put to a vote on roll call, which resulted as follows:

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

The Board had a discussion with the District Superintendent regarding creating an inclement weather overtime policy.

The Board was in receipt of and discussed the information contained in a letter from Veena Garyali regarding his water bill at 321 Thompson Shore Rd., Manhasset, NY.

The Board was in receipt of and discussed the information contained in a letter from the CSEA enclosing the original contract between the Manhasset Lakeville Water District and the CSEA Employee Benefit Fund for the Horizon Dental Plan and the Silver 12 Vision Plan.

The Board was in receipt of and discussed the information contained in a letter from the NYS Workers Compensation Board approving the application for Voluntary Coverage of the Disability and Paid Family Benefits Law for disability benefits only.

The Board was in receipt of and discussed the information contained in a letter from H2M to Paul Schrader attaching the Inspection of Water Storage Facilities for the Manhasset Lakeville Water District dated March 2018.

The Board was in receipt of and discussed the information contained in a letter from H2M to Paul Schrader regarding the chemical Bulk Storage (CBS) Annual Compliance Audit.

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 March 27, 2018.



Steven. L. Flynn, Secretary

:mjd