



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 Papa's are moving forward, JB preparing final document. No other responses.
Valley Well rehabilitation	Redland & NYSDEC meeting scheduled for January 29, 2020 2:30pm in Stonybrook.
Vepo Crossconnex	NCDOH Annual report next. 2020 Intro letter to all backflow owners.
Shelter Rock #1 and #2	In design.
Searingtown	Moving forward with AOP Pilot.
Plandome Park	Punch list items remain. (August 12, 2019 Notice to Proceed).
Excelsior Court	Final reconciliation being prepared. Clare.
PSN	Waiting on Sterling for confirmation allowing PSN to deposit and withdraw.
Macy's redevelopment	H2M response sent including a request for a deposit.
NYSDEC	Survey completed. In review before being finalized.
Bond	H2M preparing engineer's report for 2020 bond issue.
Part time employment	Resolution for review and consideration.
VOP	Annual water Supply Agreement.
Annual Contracts	Chlorine and GAC set to advertise January 23, 2020. Bids due February 11, 2020.
External Auditing	RFPs due January 31, 2020
Procurement Policy	Proposed changes
Rebate Program	Extend through December 31, 2020? Resolution?

The district accountants discussed current status of work and findings.

**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 1/21/20 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.

Commissioneer Morris  
Manhasset-Lakeville Water District

Date: 1/21/20

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, 1/21/20, 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 8972 Thru Check Number 8991 this date.

The adoption of the foregoing Resolution (#W34-20) was duly put to a vote on roll call, which resulted as follows:

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

**JOINT RESOLUTION OF BOARD OF COMMISSIONERS  
OF THE MANHASSET-LAKEVILLE WATER DISTRICT  
AND MANHASSET-LAKEVILLE FIRE DISTRICT**

Insert to Minutes of Meeting of January 21, 2020

MLWD Resolution W35-20:

MLFD Resolution F38-20:

Authorizing Paid Time Off for Qualifying Part-time Employees

After discussion, upon motion duly made by Commissioner Morris and seconded by Commissioner Sauvigne, the Board unanimously adopted the following resolution:

BE IT HEREBY RESOLVED as follows:

WHEREAS, the Board of Commissioners of the Manhasset-Lakeville Water District and the Board of Commissioners of the Manhasset-Lakeville Fire District jointly determine that the best interests of the Water District and the Fire District are served by incentivizing part time employees to develop long-term employment relationships with the Districts; and

WHEREAS, the Boards of both Districts find that awarding paid time off to part-time employees who have reasonably regular work schedules, and accumulate certain minimum numbers of hours worked, and who have been employed by the Water District or the Fire District for at least 5 consecutive years, will promote such long-term employment relationships;

NOW, THEREFORE, the Board of the Water District and the Board of the Fire District hereby jointly determine as follows:

1. Class A Part-time Employees. (a) PTO Days and Paid Legal Holidays (as defined below) shall be earned by each part-time employee for each calendar year commencing on January 1, 2020, as to which he or she satisfies each of the following conditions (each, a "Class A Qualifying Year"): (i) is employed by one or both Districts for not less than 5 consecutive years; and (ii) actually works not fewer than 1,600 hours combined for the Water District and the Fire District in the calendar year most recently ended at the time of calculation. (b) An employee who satisfies each such condition (a "Class A Part-time Employee") shall be entitled to (i) twenty (20) days of paid time off (each, a "PTO Day") for such Class A Qualifying Year, and (ii) a paid day for each legal holiday during which the Districts' offices are closed that falls within the calendar year following such Class A Qualifying Year (each, a "Paid Legal Holiday").
2. Class B Part-time Employees. (a) PTO Days shall be earned by each part-time employee for each calendar year commencing on January 1, 2020, as to which he or she satisfies each of the following conditions (each, a "Class B Qualifying Year"): (i) is employed by either District for not less than 5 consecutive years; and (ii) actually works not fewer than 900 hours for either District in the calendar year most recently ended at the time of calculation. (b) An employee who satisfies each such condition, but is not a Class A Part-time employee, is a "Class B Part-time Employee," and shall be entitled to 10 PTO Days for such Class B Qualifying Year.
3. Only part-time employees may qualify as a Class A Part-time Employee or a Class B Part-time employee. A part-time employee who qualifies as a Class A Part-time Employee with respect to any calendar quarter shall not also qualify as a Class B Part-time Employee with respect to such calendar quarter.
4. For purposes hereof, each PTO Day and each Paid Legal Holiday shall consist of 7.5 hours.
5. Each District shall be responsible for one half of the PTO vested for a Qualifying Year for a Class A Part-time Employee. The District that employs a Class B Part-time Employee shall be responsible for all PTO vested for a Qualifying Year for such employee.

- 6. PTO Days and Paid Legal Holidays shall vest as of the first day of the month that commences after a Qualifying Calendar Year. All PTO Days must be taken during the calendar year in which same vests, unless the Board elects to allow same to be taken during the subsequent calendar year.

The adoption of the foregoing Resolution (#W35-20) 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 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, 1/21/20 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
H2M Architects & engineers	Chemical Bulk Storage (CBS) annual compliance audit	\$4,800.00	831.451.0	PS
	TOT. AMT. REQ.	\$4,800.00		

The adoption of the foregoing Resolution (#W36-20) was duly put to a vote on roll call, which resulted as follows:

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

The Board was in receipt of and discussed the information contained in a workers compensation notice of decision for Lawrence Pascullo.

Meeting adjourned at 6:20 p.m. I hereby certify the aforementioned is a true and exact copy of the Minutes of Meeting held on January 21, 2020.

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Brian J. Morris, Secretary

:mjd