

**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
July 14, 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 July 14, 2020 at 4:00 pm (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
Chris Prior – District Counsel
Town of N. Hempstead- Rachel Brinn, Steven Pollack
Daniel Gullermo (via zoom)

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Meeting called to order by the Chairman at 4:00 pm

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	Zheng and Yenicag still outstanding. Falcone and Papa signed
Valley Well rehabilitation	Waiting on feedback from Redland.
Vepo Crossconnex	1256 out 4171 tests completed.
Shelter Rock #1 and #2	Full scale AOP design underway.
Searingtown	AOP plant in preliminary design.
Plandome Park	ADJO agreed final payment less liquidated damages as per H2M letter
Bond	TONH postcard mailed. Hearing set for July 23, 2020. Zoom today
Marcus Ave Water Main	Bacti tests passed. H2M to get NCDOH approval, then service tie ins.
Park Avenue Water Main	In Design. Meeting with the Village once plans are complete?
Lead and copper Rule	16 tests so far. 14 to go. Second letters sent week.
Searingtown Well #1	A.C. Schultes done developing the well. TV inspection this week
EBay	Resolution for sale of 2008 Ford Escape as surplus
Office Staffing	Covid 19 and working from home

**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 7/14/20 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: 7/14/2020

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, 7/14/20, 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 9470 Thru Check Number 9496 this date.

The adoption of the foregoing Resolution (#W106-20) 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 7/14/20 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: 7/14/2020

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, 7/14/20, 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 1374 Thru Check Number 1375 this date.

The adoption of the foregoing Resolution (#W107-20) was duly put to a vote on roll call, which resulted as follows:

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

**FORM OF RESOLUTION
OF BOARD OF COMMISSIONERS OF THE
MANHASSET-LAKEVILLE WATER DISTRICT
AUTHORIZING SALE OF SURPLUS EQUIPMENT
THROUGH EBAY**

Superintendent Paul Schrader advised the Board that the following equipment and/or personal property owned by the District is surplus, not needed for Water District purposes. Mr. Schrader reported that the surplus equipment/property had been made the subject of an advertisement through the electronic marketplace known as e-Bay, for the purpose of soliciting bids for the sale of same.

The Board notes that there is no formal competitive bidding process required when the District seeks to sell what it has determined to be surplus equipment not needed for District purposes. The obligation of the Board in such a case is to take reasonable steps to obtain terms of sale that are in the best interests of the Water District. The Board noted that the Water District is expressly authorized pursuant to Nassau County Civil Division Act. § 255.4(b) to sell or lease any real or personal property owned, but not needed by the Water District, without any requirement to hold a public hearing, which would be required of the District pursuant to Town Law § 215(8) or §198(12), rather than under Nassau County Civil Division Act. § 255.4(b), and the property is worth more than \$1,000.

The Board confirmed that it intends to pursue the sale under the Nassau County Civil Divisions Act. The Board members discussed the increasing use of electronic marketplaces such as E-Bay as forums for soliciting offers for items to be sold, such as surplus items, and that such electronic marketplaces are becoming more desirable forums for soliciting bids than traditional forums such as advertisements in newspapers and other printed media.

Mr. Schrader advised the Board that Doriane Warner submitted the highest bid to the District for the Surplus items in response to the e-Bay auction. After discussion, upon motion duly made, seconded and unanimously carried the Board:

RESOLVED, that the Water District be, and it hereby is, authorized to sell pursuant to Nassau County Civil Divisions Act § 255.4(b), the 2008 FORD ESCAPE to Doraine Warner for a price of \$5,600.00, and that such sale be made on an “as-is”, no representation or warranty basis; and it is hereby further

RESOLVED, that Superintendent Schrader be, and he hereby is, authorized and directed to execute and deliver such documents and instruments, and to take such further actions, he deems necessary or appropriate in order to more fully effectuate the purposes and intent of the foregoing resolution, including, without limitation, execution and delivery of a bill of sale with respect to the surplus items authorized for sale hereunder.

The adoption of the foregoing Resolution (#W108-20) 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 Morris 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, 7/14/20 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
National Auto Fleet Group	2021 Chevy Tahoe	\$53,497.41	8310.225.A	GC
	TOT. AMT. REQ.	\$53,497.41		

The adoption of the foregoing Resolution (#W109-20) was duly put to a vote on roll call, which resulted as follows:

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

The Board, Superintendent Schrader and Town of N. Hempstead Rachel Brinn, Steven Pollack Daniel Gullermo met on Zoom to prepare and practice for the Bond Hearing on July 23, 2020.

Meeting adjourned at 5:30 pm. I hereby certify the aforementioned is a true and exact copy of the Minutes of Meeting held on July 14, 2020.

Brian J. Morris, Secretary

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