

**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
January 12, 2021**

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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 January 12, 2021 at 4:00 pm (Prevailing time),

There were present:

Commissioner(s):

Honorable Brian Morris, Chairman of the
Board of Water Commissioners

Honorable Mark Sauvigne, Water District
Treasurer

Honorable Steven Flynn, Water District
Secretary

Also present:

Superintendent Paul J. Schrader

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

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

Incoming and outgoing communications were considered by the Board.

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 willing to sign, currently still in China. Requested appraisal quote from Geronimo for the Yenicag property. Expect Crowley's estate to sign.
Valley Well Rehabilitation	USGS sustainability update scheduled for January 13, 1PM.
Vepo Crossconnex	Vepo putting together NCDOH reports. Software updates, communication platforms, customer data capture.
Shelter Rock #1 and #2	AOP in design. Final engineering report submission this week. Agreement next.
Searingtown	Both wells out of Service. AOP in design.
Marcus Ave Water Main	Waiting on final invoice.
Park Ave water Main	Munsey Park roadwork on Park and area. Bancker may get started on hydrants earlier than planned.
251 Searingtown	Advertisements in paper tomorrow for electrical rebid. Letter to developer for funding to follow.
IU Willets	Well out of service for PFAS. GAC Plant in design. GAC adsorbers on order.
VOP	IMA's
Employee	Office staff compensation resolution.
Annual Contracts	Sodium Hydroxide, Paving, Landscape Maint, Generator Maintenance.

Resolution to Establish “Non-Union Employees Corrective Lens and Miscellaneous Health Care Expense Reimbursement Policy”

IT IS HEREBY RESOLVED AS FOLLOWS:

WHEREAS, the Board of Commissioners desires to replace its existing policy to reimburse full-time non-union employees for certain expenses relating to corrective lenses required by an employee or an employee's immediate family; and

WHEREAS, the Board desires to increase from \$1,600 per year to \$2,000 per year the amount that each full-time employee shall be reimbursed for annual corrective lenses and certain other health care expenditures made by such employee for himself or herself and for those members of his or her family who qualify for family coverage under the NYSHIP plan in which the Manhasset-Lakeville Water District is a participating employer, whether or not such employee and his family members are enrolled in NYSHIP (“Covered Family Members”); and

WHEREAS, the Board desires to restrict this reimbursement policy to those qualifying expenditures that are not otherwise covered by or reimbursable under NYSHIP, or any other health, vision or dental insurance coverage protecting such employee and his or her Covered Family Members, or any other District policy; and

WHEREAS, the Board, recognizing that the current policy does not permit an employee to carry over into a subsequent year any unused portion of such reimbursable amount, desires to establish the right of each employee to carry over from year to year an unused portion not to exceed

\$1,000 of the maximum annual reimbursable amount, subject to a maximum carry-over amount of \$4,000; and

WHEREAS, the Board desires to expand the type of health care related expenditures eligible for reimbursement under such policy:

NOW, THEREFORE:

1. The Board of Commissioners hereby establishes the “Manhasset-Lakeville Water District Non-Union Full-Time Employees Corrective Lens and Miscellaneous Health Care Expense Reimbursement Policy” (herein, the “Health Reimbursement Policy”).
2. The following employees are deemed covered by the Health Reimbursement Policy:
 - (a) All full-time District employees not members of any collective bargaining unit representing District employees; and
 - (b) any other District employee not a member of any collective bargaining unit representing District employees who (i) is employed by one or both Districts for not less than 5 consecutive years; (ii) is ordinarily assigned a work schedule of not fewer than 19.5 hours per week by the Water District, and not fewer than 15 hours per week by the Fire District; and (iii) actually works not fewer than 1,600 hours combined for the Water District and/or the Fire District in the calendar year most recently ended at the time of calculation.
3. Each covered employee shall be entitled to reimbursement of up to \$2,000 per year for the following health care related expenditures made by the employee for himself or herself, or for his or her Covered Family Members: (a) vision care, including corrective lenses; (b) dental care; and (c) “co-pays”, deductibles or other self-insured amounts relating to vision, dental or health care.
4. Notwithstanding the foregoing, no expenditure otherwise reimbursable under the Health Reimbursement Policy shall be reimbursable if same is otherwise covered by or reimbursable under NYSHIP, or any other health insurance coverage protecting such employee and his or her Covered Family Members, or any vision, corrective lens or dental insurance plan protecting such employee, or any other District policy.
5. All amounts reimbursable hereunder shall be reimbursed only after the employee seeking reimbursement has provided to the District documentation satisfactory in all respects to the District establishing the incurring and payment of such expenditure by such employee.
6. If the aggregate annual amounts reimbursed to any eligible employee hereunder is less than \$2,000, then such employee may carry-forward into subsequent years the amount of the shortfall, up to a maximum annual carry-forward of \$1,000, which shall increase the amount reimbursable to him or her under the Policy in any year; provided, however, that the maximum amount that may be available for reimbursement in any year shall not exceed \$4,000, including all such carry-forwards.
7. Any amounts reimbursable hereunder, including any carry-forward, shall expire upon termination of employment for any reason.

The adoption of the foregoing Resolution (#W27-21) 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 1/12/21 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: 1/12/21

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, 1/12/21, 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 10017 Thru Check Number 10044 this date.

The adoption of the foregoing Resolution (#W28-21) was duly put to a vote on roll call, which resulted as follows:

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

Commissioner Morris made a motion to go into an Executive Session at 3:00 pm. All in favor.

The adoption of the foregoing Resolution (#W29-21) was duly put to a vote on roll call, which resulted as follows:

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

Commissioner Morris made motion that the Board terminate the Executive Session and return to regular session at 4:00 pm. Employee relations. No action taken.

The adoption of the foregoing Resolution (#W30-21) was duly put to a vote on roll call, which resulted as follows:

Ayes: Commissioner Flynn, Commissioner Sauvigne, Commissioner Morris
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 1/12/21 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: 1/12/21

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, 1/12/21, 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 1407 Thru Check Number 1408 this date.

The adoption of the foregoing Resolution (#W31-21) was duly put to a vote on roll call, which resulted as follows:

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

RESOLVED, that the Board of Commissioners approved annual raises to base salaries effective as of January 1, 2021 for the non-CSEA Water District office employees, as set forth in a schedule of proposed salary increases presented to and reviewed by the Board. Mary Jayne Dreyer, Senior Typist-clerk will receive a \$2,000 raise, Cathy Marini, Account Clerk, will receive a \$2,000 raise, Clare Panarese, Treasurer, will receive a 2.5% raise, Paul Schrader, Superintendent, will receive a 2.9% raise, Antonia Pisani, Clerk will receive a 2.73% raise.

The adoption of the foregoing Resolution (#W32-21) was duly put to a vote on roll call, which resulted as follows:

Ayes: Commissioner Flynn, Commissioner Sauvigne, Commissioner Morris
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, 1/12/2021 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:

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VENDOR	DESCRIPTION	AMOUNT	BUDGET NUMBER	PURCHASE SUPPORT
National Grid Energy Management	Additional repairs to Shelter Rock's Genset. Amend Res 176-20. Oil Cooler gasket replacement	\$1,725.35	8320.475.B	AC
	TOT. AMT. REQ.	\$1,725.35		

The adoption of the foregoing Resolution (#W33-21) was duly put to a vote on roll call, which resulted as follows:

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

There was no board correspondence.

Meeting adjourned at 5:15 p.m. I hereby certify the aforementioned is a true and exact copy of the Minutes of Meeting held on January 12, 2021.

Steven Flynn, Secretary

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