

**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
April 25, 2023**

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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 April 25, 2023 at 4:00 p.m. (Prevailing time),

There were present:

Commissioner(s): Honorable Mark Sauvigne, Chairman of the
 Board of Water Commissioners

 Honorable Brian Morris, Water District
 Treasurer

 Honorable Steven Flynn, Water District
 Secretary

Also present: Superintendent Paul J. Schrader
 Business Manager Hilary Grossman

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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.

Shelter Rock #1 and #2	Exterior grading and site work, interior paint, and soffits. Noise complaint.
251 Searingtown (Toll Bros)	Phase 3 water main start date pushed to late April. All plant work at Campbell halted until fall. Water test for dome?
Spruce Ponds Well GAC's	Waiting on NCDOH for second round of samples. Building bid set for June 2023.
Jayson Ave & Nassau Rd	Service installations underway.
315 Manhasset Woods Rd	Waiting NC subdivision approval
Univerus Inc.	Data transfer and Sensus integration next.
Highland Ave	Water main installation complete. Disinfection and sampling next.
Annual Water Quality Report	NCDOH approved, in print. Supplement under construction.
Annual NYSDEC Conservation Report	Complete, due date April 28.
Annual Contracts	Recommendation of awards for Univar, sodium hydroxide & Autochem, sodium hypochlorite. Renew contracts for T.Mina, Core & Main, DeRosa, JT Masonry, and Keyspan Energy Management

**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 4/25/23 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: 4/25/23

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, 4/25/23, 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 12621 Thru Check Number 12621 this date.

The adoption of the foregoing Resolution (#W92-23) was duly put to a vote on roll call, which resulted as follows:

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

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- The obligation was incurred by an authorized official.
- The goods or commodities for which payment is claimed were actually rendered.
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- 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 12622 Thru Check Number 12634 this date.

The adoption of the foregoing Resolution (#W93-23) was duly put to a vote on roll call, which resulted as follows:

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

Commissioner Morris proposed the following motion, seconded by Commissioner Sauvigne,

WHEREAS, the Board of Commissioners of the Manhasset Lakeville Water District (“the District”) solicited sealed bids for Sodium Hydroxide and received bids for this annual contract, and

WHEREAS, the district received the following bids for this service as follows:

<u>Company</u>	<u>Bid</u>
Univar	\$65.35 Item 1
	\$63.80 Item 2
	\$63.80 Item 3

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

WHEREAS, the Board of Commissioners of the Manhasset Lakeville Water District (“the District”) solicited sealed bids for Annual Supply of Hypochlorite and received bids for this annual contract, and

WHEREAS, the district received the following bids for this service as follows:

<u>Company</u>	<u>Bid</u>
Tortorella Autochem Inc.	\$3.85 Item 1
	\$3.75 Item 2
	\$3.65 Item 3

NOW, THEREFORE, based upon the recommendation of the District’s Superintendent, the Board of Commissioner of Manhasset-Lakeville Water District hereby awards the aforesaid contract to Tortorella Autochem, Inc. in accordance with that firm’s written proposal and the conditions and specifications upon which it was based.

WHEREAS, the Board of Commissioners of the Manhasset Lakeville Water District (“the District”) have extended the following contracts an additional year as per the original bids.

T.Mina Supply-	Hydrants, Pipe & Fittings (2023 & 2024)
Core & Main-	Cold Water Meters (2023 & 2024)
JT Masonry-	Landscape Maintenance (final year)
DeRosa Paving-	Pavement Restoration (final year)
Keyspan Energy Management-	Generator Maintenance (final year)

The adoption of the foregoing Resolution (#W94-23) 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, 4/25/2023 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
Plug Hug	Replacement Descaling Kit	\$5,184.13	8310.474.0	SP
TOTAL	REQUESTED	\$5,184.13		

The adoption of the foregoing Resolution (#W95-23) 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 5:00 p.m. I hereby certify the aforementioned is a true and exact copy of the Minutes of Meeting held on April 25, 2023.

Steven Flynn, Secretary

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