

**A G E N D A**  
**REGULAR MEETING ON DECEMBER 19, 2024**  
**3:00 P.M. AT OAKDALE, NEW YORK**

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MINUTES FOR APPROVAL

1. Regular Meeting – November 20, 2024

CONTRACTS- AWARD/ REJECT

2a. **Contract 8080-** furnish and deliver electrical conduit, fitting and associated electrical items during a one-year period beginning March 1, 2025

2b. **Contract 8081-** supply coconut shell based granular activated carbon (GAC Media) and related services- Zone A during a one-year period beginning March 1, 2025

2c. **Contract 8082-** furnish and deliver stainless steel tapping sleeves (items 1-29,31-35) during a one-year period beginning March 1, 2025

2d. **Contract 8084-** boiler removal and installation located at the Hauppauge Laboratory

2e. **Contract 8087-**excavating and backfilling construction holes during a one-year period beginning May 1, 2025

2f. **Contract 8088-** furnish and deliver cement lined iron pipe (push-on and flanged) and PVC pipe (groups III & IV) during a one-year period beginning April 1, 2025

EQUIPMENT-

3a. **Purchase of Fume Hood and Cabinets**

The Facilities Department seeks approval to purchase a fume hood and cabinets for use in the Laboratory, from Fisher Scientific, Hanover Park, IL in the total amount of \$14,492.55

3b. **Steps for the Generator Enclosures**

The Engineering Department seeks approval to purchase 15 aluminum generator steps, from Sims Steel Corp, Lindenhurst, NY in the total amount of \$11,220

**3c. Survey Equipment Procurement**

The Engineering Department seeks approval to purchase a new robotic total station and survey grade GPS base station, from Transit and Level Clinic, Cary, NC in the total amount of \$39,795.30

**3d. Transportation Fiscal Year 2025 Blanket Purchase Orders-Amendment**

The Transportation Department seeks approval to issue an amendment to the Fiscal Year 2025 Blanket purchase order, the requested authorization is for \$400,000 to new vendor, Sprague for Diesel Fuel under NYS Contract

**3e. VEGA Radar Sensor**

The Engineering Department seeks approval to purchase 12 VEGA Radar sensors from VEGA Radar Sensor, Mason, OH in the total amount of \$8,501.28

**3f. SAP License and Support Maintenance Agreement**

Renew license and support maintenance agreement with SAP for a one-year period beginning January 1, 2025, in the total amount of \$473,003.56

**3g. Thermo Electron Preventative Maintenance Services for Two IC Systems**

Enter into preventive service agreement for 2 IC systems for the Laboratory from March 1, 2025- February 28, 2026, in the total amount of \$21,404

**3h. Confirm Award-Salt Spreader**

Confirm award by CEO to furnish and install a salt spreader on Authority vehicle to lowest bidder, Trius Inc, in the total amount of \$11,562

**3i. RFQ - Audit Software**

Furnish and install cloud-based audit management software that integrates with SAP, from Workiva/ Vantage Point, Lake Success, NY, at a one-time purchase cost of \$59,526

**3j. Annual Nitrate Probe Maintenance Agreement**

Enter into service agreement with HACH Corporation of Lindberg, CO for the nitrate probes during the period of March 1, 2025- February 28, 2026, in the total amount of \$23,247.02

**FINANCE (BUDGET)-****4a. Budget Amendment #6- F/Y/E May 31, 2025**

Budget increase request for Construction Maintenance, increase to item 196 (Grant Projects) in the amount of \$5,500,000, this will increase the capital budget of \$105.8 million to \$111.3 million

**4b. Budget Increase for 031- Construction Contract Tapping and 035-Developer Contracts**

An increase in the budget is necessary for Budget Line 031-Construction Contracts Tapping and 035-Developer Contracts, this will increase to the budget of \$500,000

**PERSONNEL-**

**5a. Renewal of Flexible Spending Account (FSA & DCA) with Ameriflex**

Renew FSA program with Ameriflex of Mount Laurel, NJ, for a one-year period beginning January 1, 2025; approximate annual cost of \$4,000

**5b. Revising Policy 105-Vacation**

The revised policy will be effective January 1, 2025, employees may not request to carry over access vacation time if the employee doesn't exercise the maximum vacation buyback

**5c. Revising 413- Motor Vehicle Accident/ Incident Discipline Policy**

The revised policy will be effective January 1, 2025, employees are responsible for their own actions and are expected to adhere to company safety and defensive driving programs and trainings throughout the course of their employment; decreases the amount of time between disciplinary steps

**5d. NYSHIP/ Empire Plan Renewal for 2025 Plan Year**

Renew the New York State Health Insurance Program at the stated monthly premium changes for the 2025 plan year: the aggregate increase in the plan premiums is .8% effective January 1, 2025

**CONFERENCES AND TRAINING-**

**6a. American Water Works Association (AWWA) Webinar Bundle 2025**

Purchase the webinar bundle for 2025 from American Water Works Association (AWWA) which consists of 22 educational webcasts throughout the year at a cost \$2,900

**SPECIAL SERVICES-**

**7a. RFP 1612**

Radiological analysis of drinking water samples; January 1, 2025- December 31, 2025- extend with GEL Laboratories, LLC, Charleston, South Carolina

**7b. RFP 1621**

Screening, locating, and marketing of underground facilities; May 1, 2025- April 30, 2026- extend with One Call Concepts Locating Services, Inc., Hanover, Maryland

**7c. Structural Monitoring Services at Coram Complex**

Enter into agreement with LiRo Engineers, Inc of Mineola, NY to provide bi-weekly monitoring inspections at all five buildings in Coram complex, in the amount of \$2,200 per bi-weekly visit or \$57,770 annually

**7d. Coram Building 5 Roof Replacement Design Study**

Accept proposal and enter into agreement with LiRo Engineers, Inc of Mineola, NY to complete design study for roof replacement on building 5 in Coram, in the total amount of \$54,400

**7e. RFP-1638-Financial Auditing Services**

The Finance and Auditing evaluation committee recommends awarding RFP-1638-Financial Auditing Services to KPMG LLP, Melville, NY, during the period of January 1, 2025- October 31, 2027, in the total amount of \$1,167,000 over a 5-year period

**INVOICES- To be paid from the Operating Fund:**

Bond, Schoeneck & King	\$3,245.00
Corrtech Inc	\$73,648.00
Dvirka & Bartilucci	\$22,555.25
Milber Markis Plousadis & Seiden, LLP	\$975.00
Sobel Pevzner, LLC	\$3854.00

**NEXT MEETING-** Scheduled for January 23<sup>rd</sup>, at 3:00 p.m. at Oakdale

**2025 Board Meeting Schedule**

January 23, 2025  
 February 20, 2025  
 March 20, 2025  
 April 24, 2025  
 May 22, 2025  
 June 26, 2025  
 July 24, 2025  
 August 21, 2025  
 September 25, 2025  
 October 23, 2025  
 November 20, 2025  
 December 18, 2025

**NEW BUSINESS & PUBLIC COMMENT**  
**EXECUTIVE SESSION**