

REGULAR MEETING
SUFFOLK COUNTY WATER AUTHORITY

February 25, 2021

Oakdale, New York

Present: Patrick Halpin, Chairman
Jane Devine, Secretary
Tim Bishop, Member
Elizabeth Mercado, Member
Jacqueline Gordon, Member

Jeffrey W. Szabo, Chief Executive Officer

The meeting was also attended by Counsel T. Hopkins and Counsel J. Milazzo, and by Messrs. Bova, Brady, Brand, Brooks, Cecchetto, Doscher, Durk, Finello, Fuller, Galante, Given, Kilcommons, Kleinman, Kuzman, Litka, Motz, O'Connell, Pokorny, Reinfrank, Roccaro, Schneider, Torres, Wahl, Wallach, Warner and by Mmes. Berkoski, Cameron, Cassagne, Hannan, Lowe, Mancuso, Palillo, Pfeiffer, Simson, Spaulding, Tinsley, Tullo, Vassallo and Yatauro.

Members of the public and Local 393 were also in attendance.

Booklets containing detailed information for all Agenda items were distributed to each Member, Executive Staff and Counsel to the Authority.

At 4:03 p.m. Mr. Szabo called the meeting to order.

At this time, Mr. Hopkins stated this meeting is being held in accordance with Executive Order No. 202.2 dated March 7, 2020, which authorizes public meetings to be held remotely by conference call or other similar service. Members of the public can call in on the number on SCWA's website and listen to the meeting or participate electronically through Zoom.

Mr. Szabo began by Introducing the Goals for 2021. The presentation

featured one or more slides by each Department Head and included itemized goals for the year to come in the areas of Emergency Management, Customer Service, Production Control, Administration, Construction Maintenance, Engineering, Information Technology, Water Quality and Lab Services, Strategic Initiatives, Finance and Communications. Time was allocated for questions and comments by the Board Members following each presenter.

Mr. Szabo then introduced Rich Bova (Deputy Director of Strategic Initiatives) to review the Emergency Preparedness plan with regard to recent data breaches in both Florida and California. Mr. Bova elaborated on the various security and safety measures regularly enforced by the Authority to protect against such breaches.

The public was advised by Steve Galante (Director of IT) that the public may speak during the public comment portion of the meeting by raising their hand in Zoom or dialing “*9” on the telephone.

Mr. Halpin then opened the meeting for public comment. Public comment was made by Barbara Yatauro, Union President. Barbara described her disappointment in the preparation taken by the Authority during the recent snowstorm to allow employees to work remotely. She also noted that the Construction Maintenance employees working from Oakdale were not paid overtime in their weekly paycheck due to the long holiday weekend. Mr. Hopkins referred to the Collective Bargaining Agreement and stated that the snowstorm was handled in accordance with the negotiated terms for working conditions. If the Union is interested in negotiating changes to terms in the current contract, the Authority would meet with them to discuss. He also responded that due to the long holiday weekend and payroll processing on a Tuesday, the union clerical staff in Finance were unable to complete the entries for overtime that week and that the overtime payments would be made in the following paycheck. There were no further comments from the public. Before the meeting is adjourned, the email inbox will be checked again.

Mr. Halpin presented the minutes of the regular meeting of January 28, 2021, for approval. On motion made by Ms. Mercado, duly seconded by

Mr. Bishop, with one abstention by Ms. Gordon, the minutes of the regular meeting held on January 28, 2021, were approved.

Mr. Szabo then referred to contracts scheduled to expire shortly, and he recommended that the Authority exercise its option to extend these contracts in accordance with the letters of recommendation. These items were considered on consent and on motion made by Ms. Gordon, duly seconded by Ms. Devine, and unanimously carried, it was

(032-02-2021) RESOLVED, To extend for one year beginning April 1, 2021, Contract 7603 for the sampling of monitor and observation wells with WRS Environmental Services Inc., in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend for one year beginning April 1, 2021, Contract 7670 for the furnishing and delivery of calcium hypochlorite tablets for various pump stations with Eagle Control Corp., in accordance with the specifications, terms and conditions of the contract.

Mr. Szabo then reviewed Contracts 7739, 7747 and 7748, he recommended that these contracts be awarded/rejected in accordance with the letters of recommendation. Mr. Szabo referred to Mr. Kilcommons, Chief Engineer with regard to Contract 7739 and the proposals which were received. Mr. Kilcommons reviewed his memorandum to the board members and the recommendation for award. On motion made by Ms. Devine, duly seconded by Mr. Bishop, and unanimously carried, it was

(033-02-2021) RESOLVED, That the low bid received under Contract 7739 for the furnishing and delivery of sixteen (16) advanced oxidation process treatment systems submitted by Xylem Water Solutions USA, Inc of Charlotte, North Carolina on a unit-price basis as stipulated in the bidder's proposal and calculated on estimated quantities indicated in the contract documents, at an estimated total amount of Two Million Six Hundred Forty-One Thousand Six Hundred Forty-Five Dollars (\$2,641,645), be and hereby is accepted, contingent upon satisfactory answers to technical questions prepared by the Engineering department; and that any Member and/or the Chief Executive Officer be and hereby is authorized to execute this agreement on behalf of the Authority.

On motion made by Ms. Gordon, duly seconded by Ms. Mercado, and unanimously carried, it was

(034-02-2021) RESOLVED, That the low bids received under Contract 7747 for landscape and lawn maintenance at office locations in Coram, East Hampton, Oakdale, Great River, and the pump stations in East Hampton submitted by Del Graz Enterprise of Sayville, New York, on a unit-price basis as stipulated in the bidder's proposal and calculated on estimated quantities indicated in the contract documents, at an estimated total amount of Sixty-Nine Thousand Four Hundred Forty-One Dollars (\$69,441), be and hereby is accepted; and be it

FURTHER RESOLVED, that the low bid received under Contract 7747 for landscaping and lawn maintenance at office locations in Brentwood, Hauppauge, Huntington, Bay Shore, 21 McKinney Ave and the pump stations in Babylon, Bay Shore, Patchogue, Huntington, Smithtown and Port Jefferson submitted by DGB Landscaping Inc. of Huntington, New York, on a unit-price basis as stipulated in the bidder's proposal and calculated on estimated quantities indicated in the contract documents, at an estimated total amount of Two Hundred Twenty Thousand, Five Hundred Ninety Dollars (\$220,590), be and hereby is accepted; and be it

FURTHER RESOLVED, that any Member and/or the Chief Executive Officer be and hereby is authorized to execute these contracts on behalf of the Authority.

On motion made by Ms. Mercado, duly seconded by Ms. Devine, and unanimously carried, it was

(035-02-2021) RESOLVED, that the low bid received under Contract 7748 for the construction of a 20" x 10" diameter well (No. 2A) at Commercial Boulevard Well Field in Brentwood, submitted by Steffen Drilling LLC of Glassboro New Jersey, on a unit-price basis as stipulated in the bidder's proposal and calculated on estimated quantities indicated in the contract documents, at an estimated total amount of Four Hundred Forty-Nine Thousand Dollars (\$449,000), be and hereby is accepted; and that any Member and/or the Chief Executive Officer be and hereby is authorized to execute this agreement on behalf of the Authority.

Mr. Szabo referred to a request regarding special service agreements. After further explanation of details, and on motion made by Ms. Devine, duly seconded by Mr. Bishop, and unanimously carried, it was

(036-02-2021) RESOLVED, To authorize the renewal of agreement with Check Free Pay Corporation of Wallingford, Connecticut, for customers to pay their water bill with cash or money order at participating stores, at a fee of \$1.00 per transaction; and that any Member and/or the Chief Executive Officer be and hereby is authorized to execute this agreement on behalf of the Authority.

Mr. Szabo reviewed a request relating to government. On motion made by Ms. Gordon, duly seconded by Mr. Bishop, and unanimously carried, it was

(037-02-2021) RESOLVED, by the Suffolk County Water Authority Board of Directors that Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein; and be it

FURTHER RESOLVED, that in accordance with Article 57-A: only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein; only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods

Mr. Szabo then referred a request relating to finance. Mr. Hopkins, Chief Legal Officer highlighted the fact that the latest rate of borrowing at the time the surcharge contract is offered to the customer would be the rate applicable for the present as well as future surcharge contracts. On motion made by Ms. Mercado, duly seconded by Ms. Devine, and unanimously carried, it was

(038-02-2021) RESOLVED, To authorize the use of the latest rate of borrowing at the time the surcharge contract is offered to the customer as the rate applicable to all future surcharge contracts, which rate shall be based upon the total interest cost of the latest Authority bond issuance.

Mr. Szabo then reviewed a request regarding rates, rules and regulations. On motion made by Mr. Bishop, duly seconded by Ms. Gordon, and unanimously carried, it was

(039-02-2021) RESOLVED, To amend the Authority's rates, rules and regulations with regard to afterhours fees related to same-day service and move-in requests as follows:

Current rates and times:

Monday – Friday 5:00 PM - 8:00 PM	\$ 60.00
Weekdays after 8:00 PM, Saturdays after 4:00, Sundays & Holidays	\$ 200.00

Proposed rates and times:

Monday – Friday 5:00 PM - 6:30 PM	\$ 60.00
Weekdays after 6:30 PM, Saturdays after 2:30, Sundays & Holidays	\$ 200.00

Mr. Szabo then reviewed two requests relating to Equipment. On motion made by Ms. Gordon, duly seconded by Ms. Mercado, and unanimously carried, it was

(040-02-2021) RESOLVED, To authorize the purchase of laptop vehicle mounts and appurtenances for Production Control Vehicles to be installed as part of the implementation of the Mobile Workforce Management System from Island Tech Services of Ronkonkoma, New York on a unit-price basis as stipulated in the bidder's proposal and calculated on estimated quantities indicated in the contract documents, at an estimated total amount of Thirty-Eight Thousand, Seven Hundred Twenty-Five and 66/100 Dollars (\$38,725.66) under NYS/GSA contract.

On motion made by Ms. Mercado, duly seconded by Mr. Bishop, and unanimously carried, it was

(041-02-2021) RESOLVED, To authorize the purchase of a replacement HP T1700 Plotter for Construction Maintenance from Global Computer Systems of Port Jefferson, New York on a unit-price basis as stipulated in the bidder's proposal and calculated on estimated quantities indicated in the contract documents, at an estimated total amount of Five Thousand Six Hundred Eighty-Seven Dollars (\$5,687).

Mr. Szabo then introduced an item regarding Property. On motion made by Ms. Devine, duly seconded by Ms. Gordon, and unanimously carried, it was

(042-02-2021) RESOLVED, To authorize the restriping of parking lots in the Oakdale Complex including Administration, 4040 and 4050 Sunrise Highway, and 3525 Sunrise Highway in Great River by Skyline Striping of Dix Hills, New York, on a unit-price basis as stipulated in the bidder's proposal and calculated on estimated quantities indicated in the contract documents, at an estimated total amount of Five Thousand One Hundred Dollars (\$5,100.00).

Mr. Szabo proceeded to discuss an item regarding the Members of the Board. On motion made by Mr. Bishop, duly seconded by Ms. Mercado with one abstention by Ms. Gordon, and unanimously carried, it was

(043-02-2021) RESOLVED, To appoint Jacqueline Gordon to the subcommittees for Audit and Governance, effective immediately.

Mr. Szabo reviewed the original invoices to be paid from the Operating Fund, and on motion made by Mr. Bishop, duly seconded by Ms. Devine, and unanimously carried, it was

(044-02-2021) RESOLVED, That the following invoices be paid from the Operating Fund:

Association of Metropolitan Water Agencies	\$16,437.00
H2M Architects & Engineers	\$83,739.00
Heslin, Rothenberg Farley & Mesiti P.C.	\$1,290.00
Lasalle Lasalle & Dwyer PC	\$13,753.78
Milber Makris Plousadis & Seiden, LLP	\$180.00
Putney, Twombly, Hall & Hirson LLP	1,456.00
Sobel Pevzner, LLC	17,158.55

SEQRA REVIEW

Where applicable, the foregoing resolutions, unless otherwise noted, will not have a significant adverse impact on the environment within the meaning of Section 8-0109 of the Environmental Conservation Law.

The Members scheduled their next regular meeting for Thursday, March 25, 2021, beginning at 3:00 p.m.

At this time, Mr. Halpin stated that the email inbox was checked for public comment and there were none; additionally, no one on the Zoom call wished to speak to the Members.

At 5:45 p.m., on motion made by Ms. Mercado, duly seconded by Ms. Gordon, and unanimously carried, it was

(045-02-2021) RESOLVED, That the Members go into an Executive Session for the purpose of discussing litigation, personnel matters, and labor negotiations.

The meeting was again called to order at 6:23 p.m.

On motion made by Ms. Mercado, duly seconded by Mr. Bishop, and unanimously carried, it was

(046-02-2021) RESOLVED, To promote Peter Schembri Jr. from Civil Engineer to Deputy Lead Civil Engineer at an annual salary of \$95,000.

As there was no further business to be considered, on motion made by Mr. Bishop, duly seconded by Ms. Gordon, the meeting was adjourned at 6:24 p.m.

Jane Devine, Secretary

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