

REGULAR MEETING
SUFFOLK COUNTY WATER AUTHORITY
February 24, 2022
Oakdale, New York

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

Jeffrey W. Szabo, Chief Executive Officer

The meeting was also attended by Counsel J. Milazzo and by Messrs. Anderson, Blevins, Bova, Brady, Cecchetto, Dubois, Durk, Finello, Fuller, Galante, Given, Huber, Litka, Motz, O'Connell, Pokorny, Reinfrank, Swain, Wahl, Wallach, Warner and by Mmes. Cameron, Hannan, Palillo, Pfeuffer, Simson, Stewart, Tinsley, Trombino and Vassallo.

B. Yatauro, President of Local 393 was also in attendance.

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

At 3:02 p.m. the Chairman called the meeting to order.

The public was advised by Patrick Brady, I.T. Manager, that they may speak during the public comment portion of the meeting by raising their hand in Zoom or dialing “*9” on the telephone.

Mr. Szabo began his presentation on the Update to the 2025 Strategic Business Plan. Mr. Szabo reviewed various departments completed goals and initiatives including an improved credit card acceptance process and optimized meter reading routes. Joe Pokorny, Deputy CEO for Operations elaborated on the ongoing asset management goals, including investing nearly one hundred million dollars annually to the

capital program. Janice Tinsley, Deputy CEO for Customer Service then explained the implementation of RingCentral, the new phone system that presents the capability of live chat and faster response times to customers. Janice then elaborated on the Automated Meter Reading (AMR) update on Fire Island, which is expected to be completed later this year. Mr. Szabo touched upon customer growth, followed by workforce technology. Mr. Szabo described the career/job fair planned for Spring 2022 at the Hauppauge Education Center, expanding our outreach for new employees. Mr. Joe Pokorny and Mr. Brendan Warner, Director of Construction Maintenance elaborated on future water supply needs with Riverhead and Hampton Bays Water Districts. Elizabeth Vassallo, Chief Financial Officer reviewed the Financial Strategy and Rates including grants submitted. Michael O'Connell, Director of Production Control, reviewed the update to SCADA, including communications and software upgrades.

Mr. Halpin then opened the meeting for public comment. No public comment was received.

Mr. Halpin then presented the minutes of the regular meeting of December 23, 2021, for approval. On motion made by Mr. Bishop, duly seconded by Ms. Gordon, and unanimously carried, the minutes of the regular meeting held on December 23, 2021, were approved.

A brief discussion was had regarding Contract 7665. No action was taken at this time.

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

(035-02-2022) RESOLVED, To extend for the one-year period beginning April 1, 2022, Contract 7667 for the tree pruning and removal at various Authority owned sites with Integrity Tree Care, Inc., in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend for the one-year period beginning May 1, 2022, Contract 7684 for maintenance and installation of overhead garage doors at various Authority owned sites with Superior Overhead Door Inc., in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend for the one-year period beginning March 1, 2022, Contract 7732 for the testing of pumping equipment with Victor Elefante Technical Services Inc., in accordance with the specifications, terms and conditions of the contract.

Mr. Szabo then reviewed Contracts 7820-7823, 7825 and 7826. Mr. Szabo recommended that these contracts be awarded/rejected in accordance with the letters of recommendation. On motion made by Ms. Gordon, duly seconded by Ms. Devine, and unanimously carried, it was

(036-02-2022) RESOLVED, that the only bid received under Contract 7820 for the drilling of wells and test borings in Zone A submitted by Delta Well & Pump Co 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 Two Million Twenty-Seven Thousand Forty Dollars (\$2,027,040) be and hereby is accepted; and that any Member and/or the Chief Executive Officer be and hereby is authorized to execute this contract on behalf of the Authority.

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

(037-02-2022) RESOLVED, That the low bid received under Contract 7821 for the sampling of monitor and observation wells submitted by WRS Environmental Services of Yaphank, 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 One Hundred Three Thousand Eight Hundred Dollars (\$103,800), be and hereby is accepted; and that any Member and/or the Chief Executive Officer be and hereby is authorized to execute this contract on behalf of the Authority.

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

(038-02-2022) RESOLVED, That the low bid received under Contract 7822 for the supply of coconut shell based granular activated carbon (GAC Media) and related services during the one-year period beginning March 1, 2022 submitted by Carbon Activated Corp. of Compton, California 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 One Million Four Hundred Fifty-Eight Thousand Six Hundred Dollars (\$1,458,600); be and hereby is accepted; and that any Member and/or the Chief Executive Officer be and hereby is authorized to execute this contract on behalf of the Authority.

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

(039-02-2022) RESOLVED, That the low bid received under Contract 7823 for the construction of well head enclosure buildings with precast concrete walls and wood frame roofs on existing foundations during the one-year period beginning April 1, 2022 submitted by Pioneer Construction Company of Grand Rapids, Michigan 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 Nine Hundred Twenty-Nine Thousand Dollars (\$929,000), be and hereby is accepted; and that any Member and/or the Chief Executive Officer be and hereby is authorized to execute this contract on behalf of the Authority.

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

(040-02-2022) RESOLVED, That the low bid received under Contract 7825 for the furnishing and delivery of liquid blended phosphates during the one-year period beginning March 1, 2022 submitted by Carus Corporation of Syosset, 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 Three Hundred Fifty-Seven Thousand Two Hundred Dollars (\$357,200), be and hereby is accepted; and that any Member and/or the Chief Executive Officer be and hereby is authorized to execute this contract on behalf of the Authority.

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

(041-02-2022) RESOLVED, That the low bid received under Contract 7826 for the landscape and lawn maintenance at SCWA Westhampton and Southold Sites submitted by R & R Landscaping 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-Six Thousand Two Dollars (\$66,002), be and hereby is accepted; and that any Member and/or the Chief Executive Officer be and hereby is authorized to execute this contract on behalf of the Authority.

Mr. Szabo then referred to special service agreements. On motion made by Ms. Gordon, duly seconded by Ms. Mercado, and unanimously carried, it was

(042-02-2022) RESOLVED, To authorize NewPoint Strategies to begin Phase II of the diversity, equity and inclusion initiative to develop a cultural transformation program at a cost not to exceed Ninety Thousand Dollars (\$90,000) plus travel expenses; and be it

FURTHER RESOLVED, To authorize the CEO and senior leadership team to negotiate and amend the proposal to best fit the needs of the Authority.

Upon further explanation by Joe Pokorny, Deputy CEO for Operations and on motion made by Mr. Bishop, duly seconded by Ms. Devine, and unanimously carried, it was

(043-02-2022) RESOLVED, To authorize the extension of the short term agreement with the Town of Shelter Island through the permissive referendum process and authorize then entering into a long-term agreement subject to the review and approval of the legal department.

Mr. Szabo then referenced equipment requests. On motion made by Ms. Mercado, duly seconded by Ms. Gordon, and unanimously carried, it was

(044-02-2022) RESOLVED, To authorize the purchase of a Fialyzer – 1000 flow injection analyzer for the Laboratory from FIALab of Seattle, Washington in the amount of Thirty-Seven Thousand Four Hundred Ten Dollars (\$37,410).

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

(045-02-2022) RESOLVED, To authorize the purchase of 40 ml vials from Industrial Glassware of Millville, New Jersey in an amount not to exceed Seven Thousand Five Hundred Dollars (\$7,500).

Mr. Szabo then referred two requests regarding Rules and Regulations. Upon further explanation by Mr. Warner, Director of Construction Maintenance, and on motion made by Mr. Bishop, duly seconded by Ms. Devine, and unanimously carried, it was

(046-02-2022) RESOLVED, To authorize a payment plan for the Victor D'Amico Institute of Art in Amagansett, New York, for their surcharge and tapping fee costs in the amount of Eight Thousand Three Hundred Twenty-Four Dollars (\$8,324) to be paid within 60 months (5 years).

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

(047-02-2022) RESOLVED, To authorize the transfer of three accounts previously with Citibank to Dime Bank due to Citibank's exit from government services.

Mr. Szabo then referred to conference, meeting and seminar requests. On motion made by Ms. Gordon, duly seconded by Ms. Devine, and unanimously carried, it was

(048-02-2022) RESOLVED, To authorize the attendance of Daniel Dubois, Government Relations Coordinator at the 2022 AMWA Water Policy Conference in Washington DC in an amount not to exceed Three Thousand Dollars (\$3,000).

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

(049-02-2022) RESOLVED, To authorize the attendance of Production Control employees Michael Zobel and Kris Zimmer, Engineering employee Ray Meyer, Construction

Maintenance employee Brendan Warner, Strategic Initiatives employee Ty Fuller and Deputy CEO for Operations Joseph Pokorny at the NYS AWWA Spring Meeting in Saratoga Springs, New York at an estimated cost of One Thousand Three Hundred Dollars (\$1,300) per attendee.

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

(050-02-2022) RESOLVED, To authorize the attendance of Janice Tinsley, Deputy CEO for Customer Service and Rich Reinfrank, Director of Customer Service to attend CS Week Executive Summit in Phoenix, Arizona from May 2-3 at an estimated cost of Two Thousand Seven Hundred Sixty Dollars (\$2,760) per person; and be it

FURTHER RESOLVED, To authorize the attendance of Gina Spaulding, Contact Center Manager to attend CS Week Conference 46 in Phoenix Arizona at an estimated cost of Two Thousand Six Hundred Seven Dollars (\$2,607).

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

(051-02-2022) RESOLVED, To authorize the attendance of Jeff Szabo, CEO, Elizabeth Vassallo, Deputy CEO for Finance, and Joseph Pokorny, Deputy CEO for Operations at the SCWA-hosted Water Authorities Meeting in Saratoga Springs at an approximate cost of One Thousand Two Hundred Dollars (\$1,200).

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

(052-02-2022) RESOLVED, That the following invoices be paid from the Operating Fund:

AMWA Membership Dues	\$16,930.00
Bond Schoeneck & King PLLC	8,623.50
Dvirka & Bartilucci	5,465.50
McCabe, Collins, McGeough, Fowler, Levine & Nogan LLP	10,223.21
Sobel Pevzner LLC	16,554.25

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 31, 2022, beginning at 3:00 p.m at the Oakdale Administration Building.

At this time, Mr. Halpin stated that the email inbox was checked for public comment. There was no public comment.

At 4:30 p.m., on motion made by Mr. Bishop, duly seconded by Ms. Mercado, and unanimously carried, it was

(053-02-2022) RESOLVED, That the Members go into an Executive Session for the purpose of discussing litigation, personnel matters, and labor negotiations.

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

(054-02-2022) RESOLVED, To employ Jennifer Hann, of Port Jefferson Station, New York as Customer Growth Specialist at an annual salary of \$85,000 effective upon successful completion of pre-employment physical and background check.

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

(055-02-2022) RESOLVED, To employ Sarah McDonald, of Stony Brook, New York as Intern for the Long Island Commission for Aquifer Protection at an hourly salary of Seventeen Dollars (\$17) effective upon successful completion of pre-employment physical and background check.

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

(056-02-2022) RESOLVED, To employ Patrick Bouman, of North Bellmore, New York as Seasonal Prescribed Fire Crew Member in the Pine Barrens at an hourly salary of Twenty Dollars (\$20) without benefits from March 1, 2022 to May 31, 2022 effective upon successful completion of pre-employment physical and background check.

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

(057-02-2022) RESOLVED, To employ Samantha Acampora of Port Jefferson, New York as Part-Time permanent Ecological Field Specialist in the Pine Barrens at an hourly Twenty Dollars (\$20) without benefits, effective upon successful completion of pre-employment physical and background check.

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

(058-02-2022) RESOLVED, To employment of Emily Puleo, of Port Jefferson Station, New York as Seasonal Prescribed Fire Crew Member in the Pine Barrens at an hourly salary of \$19.50 without benefits from March 1, 2022 to May 31, 2022 effective upon successful completion of pre-employment physical and background check.

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

(059-02-2022) RESOLVED, To employ Rachel Spencer of Centerport, New York as Payroll Assistant in the Finance Department at an annual salary of Sixty-Five Thousand Dollars (\$65,000) effective upon successful completion of pre-employment physical and background check.

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

(060-02-2022) RESOLVED, To authorize Daniel Dubois, Government Relations Coordinator to accrue half his vacation time upon start date and the second half six months later.

As there was no further business to be considered, on motion made by Mr. Bishop, duly seconded by Ms. Devine, the meeting was adjourned at 4:56 p.m.

Jane Devine, Secretary