

REGULAR MEETING
SUFFOLK COUNTY WATER AUTHORITY

June 25, 2020

Oakdale, New York

Present: Patrick Halpin, Chairman
Jane Devine, Secretary
Mario R. Mattera, Member
Tim Bishop, Member
Elizabeth Mercado, Member

Jeffrey W. Szabo, Chief Executive Officer

The meeting was also attended by Counsel T. Hopkins and J. Milazzo; and by Messrs. R. Bova, T. Fuller, T. Kilcommons, P. Kuzman, M. Litka, M. O'Connell, J. Pokorny, M. Torres and by Mmes. Mancuso, Simson, Tinsley, Trupia and Vassallo

Ram Venkatraman, Omer Ilter and Chivonne Williams of Ernst & Young were also in attendance

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. Members of the public can call in on the number on SCWA's website and listen to the meeting.

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

At 3:00 p.m. Mr. Szabo called the meeting to order.

Mr. Hopkins then opened the meeting for public comment. No Public Comments were received prior to the start of the meeting and before the meeting is

adjourned, the email inbox will be checked again.

At this time, Mr. Szabo introduced Ram Venkatraman, Chivonne Williams and Omer Ilter of Ernst & Young, who presented a final report to the Board Members on the Authority's Organizational Assessment.

Mr. Halpin presented the minutes of the regular meeting of May 21, 2020, for approval. On motion made by Ms. Mercado, duly seconded by Mr. Bishop and unanimously carried, the minutes of the regular meeting held on May 21, 2020, were approved.

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

(133-06-2020) RESOLVED, To extend for a one-year period beginning September 1, 2020, Contract 7536 for furnishing and delivery of "no lead" meter settings with Cambridge Brass (Group I [Items 6,9]; Group II [Items 15-17]; Group III [Item 20]; Group IV [Item 23]); with Ford Meter Box Company, Inc. (Group I [Items 2, 5]; Group IV [Items 24]; Group V [Items 25, 28, 30]; Group VI [Item 32]; and with AY McDonald Mfg. Co., (Group I [Items 1, 3]; Group II [Items 11-13]; Group IV [Item 21]; Group V [Item 29]) in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend for a one-year period beginning October 1, 2020, Contract 7538 for furnishing and installation of Team insert valves 4" to 12" with ZC Utility Services LLC d/b/a Carner Brothers, in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend for a one-year period beginning October 1, 2020, Contract 7539 for furnishing and delivery of wide range couplings and flange adapters during the one-year period beginning October 1, 2020 with Smith-Blair Inc., in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend for a one-year period beginning September 1, 2020, Contract 7629 for furnishing and delivery of soda ash with Independent Chemical Corp., in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend for a one-year period beginning September 1, 2020, Contract 7630 for electrical work at various Authority office buildings with New York Trenchless Inc., in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend for a one-year period beginning September 1, 2020, Contract 7642 for fuel tank sludge removal with AARCO Environmental Service Corp., in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend for the period November 1, 2020 through April 30, 2021, for snow removal services with B & B Maintenance Inc. (Hauppauge Office); with CJL Landscape & Design (Coram Office); with DGB Landscaping Inc. (Huntington Office).

It should be noted, for informational purposes only, that in accordance with Resolution 086-04-2020, Mr. Szabo awarded Contract 7676 for roofing and carpentry on chemical treatment buildings at various pump stations during the one-year period beginning May 1, 2020 to Bensin Contracting of Holbrook, New York, in the amount of Three Hundred Twenty-Four Thousand Two Hundred Ninety-Five Dollars (\$324,295).

Mr. Szabo then reviewed Contracts 7689, 7692, 7694, 7702 and 7705 and he recommended that these contracts be awarded/rescinded/rejected in accordance with the letters of recommendation.

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

(134-06-2020) RESOLVED, To reject all bids received under Contract 7689, for coating of pre-engineered building metal roofs at various well field sites. Contract will be rebid.

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

(135-06-2020) RESOLVED, That the low bid received under Contract 7692 for repair of underground locating devices during the one-year period beginning July 1, 2020, submitted by Pollardwater of New Hyde Park, 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 Nineteen Thousand Eight Hundred Fifty Dollars (\$19,850), 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 Mr. Mattera, and unanimously carried, it was

(136-06-2020) RESOLVED, That the low bid received for Item #1 under Contract 7694 for furnishing and delivery of underground locating devices during the one-year period beginning July 1, 2020, submitted by Ferguson Enterprises Inc. dba Pollardwater of New Hyde Park, New York, in the amount of Fourteen Thousand Five Hundred Dollars (\$14,500), be and hereby is accepted; and be it

FURTHER RESOLVED, That the low bid received for Item #2 under Contract 7694 submitted by Mohawk Ltd. of Chadwicks, New York, in the amount of Sixteen Thousand Three Hundred Thirty-Two Dollars (\$16,332), be and hereby is accepted; and be it

FURTHER RESOLVED, That the low bid received for Item 3 & 4 under Contract 7694 submitted by USA Bluebook of Gurnee, Illinois, in the amount of Two Thousand One Hundred Seventy-Eight Dollars (\$2,178), 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 Mr. Mattera, duly seconded by Ms. Devine, and unanimously carried, it was

(137-06-2020) RESOLVED, To reject the single bid received under Contract 7702 for furnishing and delivery of enclosed soft starters. Contract will be rebid.

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

(138-06-2020) RESOLVED, That the low bid received under Contract 7705 for welding fabrication and repairs during the one-year period beginning August 1, 2020, submitted by Retro Fit Inc. of Deer Park, 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 Twenty-Four Thousand Eight Hundred Five Dollars (\$24,805), 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 referred to several requests regarding special service agreements. After further explanation of details on each, and on motion made by Mr. Mattera, duly seconded by Mr. Bishop, and unanimously carried, it was

(139-06-2020) RESOLVED, To authorize, under Request For Quotes 1408, the purchase of hardware and software by Information Technology under NYS, GSA contracts and Cooperative Purchasing Consortium Agreements during the one-year period beginning June 1, 2020.

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

(140-06-2020) RESOLVED, To authorize, under Request For Quotes 1409, the purchase of equipment and supplies for the Laboratory under NYS contracts during the one-year period beginning June 1, 2020, in the aggregate amount of approximately One Million Five Hundred Thirty-Seven Thousand Dollars (\$1,537,000).

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

(141-06-2020) RESOLVED, To authorize, under Request For Quotes 1411, the purchase of equipment, parts, vehicles, gasoline and biodiesel fuel for the Transportation Department under NYS and Suffolk County Contracts and Cooperative Purchase Agreements during the one-year period beginning June 1, 2020.

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

(142-06-2020) RESOLVED, To authorize, under Request For Quotes 1412, the purchase of various office supplies and supplies/parts used in Stores (Oakdale) under NYS and Suffolk County Contracts and Consortium Contracts during the one-year period beginning June 1, 2020.

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

(143-06-2020) RESOLVED, To authorize, under Request For Quotes 1413, the purchase of various office supplies and supplies/parts used in Stores (Bay Shore) under NYS and Suffolk County Contracts and Cooperative Purchasing Agreements during the one-year period beginning June 1, 2020.

On motion made by Ms. Devine, duly seconded by Mr. Bishop, and

unanimously carried, it was

(144-06-2020) RESOLVED, To authorize, under Request For Quotes 1520, the purchase of products/services for Facilities under NYS contracts and Purchasing Consortiums for waste removal and unarmed guard services, during the one-year period beginning June 1, 2020.

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

(145-06-2020) RESOLVED, To extend Agreement No. 1516 with H2M Architects & Engineers Inc. for inspection services for Authority pipeline and road restoration projects during the one-year period beginning June 1, 2020; 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 Mr. Mattera, duly seconded by Mr. Bishop, and unanimously carried, it was

(146-06-2020) RESOLVED, To extend Agreement No. 1518 with Heslin Rothenberg Farley & Mesiti P.C. for Intellectual Property Counsel services during the one-year period beginning August 1, 2020; and that any Member and/or the Chief Executive Officer be and hereby is authorized to execute these agreements on behalf of the Authority.

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

(147-06-2020) RESOLVED, To accept the proposal in response to the Authority's Request for Proposals No. 1555 of Raftelis Financial Consultants for rate analysis and design services during the three-year period beginning April 1, 2020, in the estimated annual amount of \$91,590; and that any Member and/or the Chief Executive Officer be and hereby is authorized to execute these agreements on behalf of the Authority.

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

(148-06-2020) RESOLVED, To accept the proposal in response to the Authority's Request for Proposals No. 1560 of Industrial Medicine Associates, PC of Bohemia, New York, for pre-employment DOT, PFT physical examinations during the two-year period beginning July 1, 2020, with an option to extend, for an estimated annual cost of \$15,000; and that

any Member and/or the Chief Executive Officer be and hereby is authorized to execute these agreements on behalf of the Authority.

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

(149-06-2020) RESOLVED, To accept the proposal in response to the Authority's Request for Proposals No. 1561 of Clean Energy of Newport Beach, California, for maintenance of the Authority's CNG station during the three-year period beginning August 1, 2020, in the estimated annual amount of \$13,560; and that any Member and/or the Chief Executive Officer be and hereby is authorized to execute these agreements on behalf of the Authority.

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

(150-06-2020) RESOLVED, To adopt COVID-19 Phase II Response Plan.

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

(151-06-2020) RESOLVED, To adopt the report prepared by Ernst & Young in accordance with the attached Resolution and direct the Executive Staff to develop a plan to implement its recommendations.

The Members reviewed a resolution to be included in applications to the New York State Department of Environmental Conservation. After much discussion, on motion made by on motion made by Ms. Devine, duly seconded by Ms. Mercado, and unanimously carried, it was

(152-06-2020) RESOLVED, To construct Well No. 2A at the Commercial Boulevard Well Field, 2.518 acre site, located on the N/S of Bedford Avenue (Bushwick Avenue), W/O Intersection of Commercial Boulevard, Central Islip, Town of Islip; to equip the well with one (1) electrically-driven, deep well turbine pump, motor; piping, electrical controls and miscellaneous appurtenances; and be it

FURTHER RESOLVED, That application be made to the Department of Environmental Conservation of the State of New York and that said application may be executed by any Member of the Authority, its Chief Executive Officer, or its Chief Engineer.

The Members referred to a request regarding Rules and Regulations. After further explanation of details, and on motion made by Ms. Mercado, duly seconded by Mr. Bishop, and unanimously carried, it was

(153-06-2020) RESOLVED, To authorize a refund to Barbara McLaughlin of 29 Payne Avenue, Sag Harbor, New York, for incorrectly billed surcharge in the amount of Six Thousand One Hundred Nineteen and 37/100 Dollars (\$6,119.37).

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

(154-06-2020) RESOLVED, To authorize a modification to the Authority's Rules & Regulations Section 18 prohibiting any future connection of open loop geothermal systems to the public water system, as per attached.

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

(155-06-2020) RESOLVED, To authorize revisions to the Authority's current COVID-19 collections procedures in accordance with attached memo.

The Members reviewed two requests regarding Authority Policies. After further explanation of details, and on motion made by Mr. Mattera, duly seconded by Mr. Bishop, and unanimously carried, it was

(156-06-2020) RESOLVED, To approve revisions and adopt Policy 112 – Change in New York's Election Law - pursuant to attached outline.

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

(157-06-2020) RESOLVED, To approve new Policy 107-A – Families First Coronavirus Response Act (FFCRA), Emergency Paid Sick Leave and Emergency Family and Medical Leave Expansion Act – pursuant to attached outline.

Mr. Szabo referred to an item relating to equipment. After further explanation of details on each, and on motion made by Ms. Mercado, duly seconded by Mr. Mattera,

and unanimously carried, it was

(158-06-2020) RESOLVED, To authorize entering into a License Agreement with Accord LMS of Boise, Idaho, for a Learning Management System for a one-year term at a cost of Six Thousand Two Hundred Dollars (\$6,200); and that any Member and/or the Chief Executive Officer be and hereby is authorized to execute this agreement on behalf of the Authority.

The Members then reviewed to a request regarding meetings, training and conferences. After further explanation of details on each, and on motion made by Ms. Devine, duly seconded by Mr. Bishop, and unanimously carried, it was

(159-06-2020) RESOLVED, To authorize the expenditure of approximately Ten Thousand Dollars (\$10,000) for the service awards luncheon to be held at a suitable venue at a date to be determined in late 2020, honoring 67 employees who have attained 20, 25, 30 and 35 years of service.

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

(160-06-2020) RESOLVED, That the following invoices be paid from the Operating Fund:

The Bank of New York Mellon	\$94,000.00
Dvirka & Bartilucci (tank engineers)	\$43,583.25
Heslin Rothenberg Farley & Mesiti P.C.	\$250.00
Putney, Twombly, Hall & Hirson LLP (Labor Counsel)	\$1,691.67
Sobel Pevzner, LLC	\$33,665.70

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,

July 30, 2020, beginning at 3:00 p.m. at the Administration Building in Oakdale.

At this time, Mr. Hopkins stated that the email inbox was checked for Public Comment and no comments have been received.

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

(161-06-2020) RESOLVED, That the Members go into an Executive Session for the purpose of discussing personnel matters.

The meeting was again called to order at 5:45 p.m.

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

(162-06-2020) RESOLVED, To approve the recommended personnel changes with respect to titles, salaries and hiring set forth below:

Increase the salary of Andrew Clare, Field Supervisor, to Eighty-Five Thousand Dollars (\$85,500) annually;

Title Change for Katelyn Cassagne to Strategic Initiatives Project Specialist, at an annual salary of Sixty-Five Thousand Five Hundred Dollars (\$65,500);

Increase the salary of Thomas Withers to Sixty-Six Thousand Dollars (\$66,000);

Approve entering into a Consultant Agreement with Vincent Lautato for a period of six months, with the option to extend if deemed appropriate by the CEO, with services provided by him would not exceed Thirty-Five Thousand Dollars (\$35,000) in a calendar year and would be paid monthly at a rate of Fifty-One and 08/100 Dollars (\$51.08) for each hour worked;

Employ Ben Fine of Babylon, New York, as Paving Inspector at an annual salary of Sixty-Five Thousand Dollars (\$65,000);

Employee Transfer/Title Change – Maria Trupia from Executive Assistant/Secretary to the Board to Administrative Coordinator in Construction Maintenance Department;

Employee Transfer/Title Change – Stephen Hurst from Construction Maintenance Paving Inspector to Administration as Facilities Inspector;

Promote Robert Lehning III to Fleet Manager at an annual salary of One Hundred Three Thousand Dollars (\$103,000);

Increase the salary of Sharon Sinni, LIMS Supervisor, to Ninety-Six Thousand Dollars (\$96,000);

Increase the salary of Linda Santisi, LIMS Administrator to Ninety-Five Thousand Dollars (\$95,000);

Employ Jacquelyn Pfeuffer of Ronkonkoma, New York, as IT Technician, at an annual salary of Fifty-Four Thousand Dollars (\$54,000); and

Pine Barrens - Summer Employment – College Interns

First Name	Last Name	City	Department	College	Year Completed	Hourly Rate
Samantha	Acampora	Pt. Jefferson	Pine Barrens	SUNY ESF	Sophomore	\$15.00
Sabrina	Cohn	East Setauket	Pine Barrens	SUNY ESF	Senior	\$17.00
Kassidy	Robinson	Lindenhurst	Pine Barrens	SUNY Binghamton	Senior	\$17.00
Alana	Falzon	Shirley	Pine Barrens	Molloy College	Sophomore	\$15.00

As there was no further business to be considered, on motion made by Mr. Bishop, duly seconded by Mr. Mattera, the meeting was adjourned at 5:48 p.m.

Jane Devine, Secretary