

AGENDA

REGULAR MEETING ON FEBRUARY 27, 2017

5:30 P.M. AT OAKDALE, NEW YORK

PUBLIC HEARING – RATE INCREASE

PUBLIC COMMENT

PRESENTATION: Update to SCWA's Water Conservation Plan
by Ty Fuller and Rich Bova

MINUTES FOR APPROVAL

1. Regular Meeting – January 30, 2017

CONTRACTS – EXTEND

- 2a. Contract 7197 – for furnishing and delivery of dewatering pumps and associated parts during the one-year period beginning May 1, 2017 – extend with Barish Pump Company, Inc.
- 2b. Contract 7208 – for furnishing and delivery of line stop fittings, instep-valve adapter kit and instep-valve insertable valves during the one-year period beginning May 1, 2017 – extend with ADS LLC d/b/a Hydra Stop.
- 2c. Contract 7304 – for vehicle maintenance services for cars and light duty trucks during the one-year period beginning April 1, 2017 – extend with Oakdale Automotive (Bay Shore, Oakdale only); extend with T & T Baldwin Automotive Inc. (Coram, Hauppauge, Westhampton).
- 2d. Contract 7314 – for furnishing and delivery of ductile iron pressure fittings during the one-year period beginning April 1, 2017 – extend with Blackman Plumbing Supply Co., Inc. (Groups 1-7, 9-13, 15-17); extend with Ford Meter Box co., Inc. (Group 14).
- 2e. Contract 7319 – for furnishing and delivery of gate valves and butterfly valves during the one-year period beginning April 1, 2017 – extend with T. Mina Supply Inc. (Items 1-5 [gate valves], 8, 9 [butterfly valves]).

- 2f. Contract 7330 – for furnishing and delivery of stainless steel tapping sleeves during the one-year period beginning May 1, 2017 – extend with Powerseal Pipeline Products Corp. (Items 1-28, 31-34); extend with JCM Industries (Items 29, 30, 35).
- 2g. Contract 7331 – for excavating and backfilling construction holes during the one-year period beginning May 1, 2017 – extend with TRS Construction Inc.
- 2h. Contract 7332 – for fire extinguisher maintenance during the one-year period beginning May 1, 2017 – extend with Professional Fire Service Inc.

CONTRACTS – AWARD/REJECT

- 3a. Contract 7417 – for furnishing and delivery of complete hydrants, hydrant tops and parts during the three-year period beginning March 1, 2017.
- 3b. Contract 7418 – for furnishing and delivery of surge suppressors.
- 3c. Contract 7419 – for tree pruning and removal at various Authority owned sites during the one-year period beginning April 1, 2017.

GENERAL

- 4. Special Services
 - a) RFP 1483 – Third Party Claims Administrative Services
Extend Agreement No. 1483 with PMA Management Corp. of DeWitt, New York, for third party claims administrative services during the one-year period beginning April 1, 2017.
 - b) Work/Life Assistance Program
Authorize amendment to agreement with Corporate Counseling Associates Inc. (CCA) for the work/life assistance program to extend the contract term for an additional two month period of March 1, 2017 to April 30, 2017, at the same terms and conditions.
- 5. Rules and Regulations
 - a) Rate Increase
Based upon recommendations of a rate study conducted by Municipal and Financial Services Group, amend the Authority's rates in accordance with the schedule effective April 1, 2017. (NO MEMO)
 - b) Water Conservation Plan
Adopt updated Water Conservation Plan, dated February, 2017, original was adopted by the Authority in December of 1988.

6. Policies
 - a) Policy and Procedures – Policy 110 - Update

Approve revisions and adopt revised Policy and Procedures – Policy 110 – pursuant to attached outline.
 - b) Policy and Procedures – Policy 504 – Tuition/Certification/License Reimbursement - Update

Approve revisions and adopt revised Policy and Procedures – Policy 504 – Tuition/Certification/License Reimbursement, pursuant to attached outline.
 - c) Policy and Procedures – Policies 605 (Preventing Workplace Violence) and 606 (Workplace Violence Prevention Program)

Approve revisions and adopt revised Policy and Procedures – Policies 605 and 606 pursuant to attached outline.
 - d) Policy and Procedures – Policy 802 - Update

Approve revisions and adopt revised Policy and Procedures – Policy 802 pursuant to attached outline.
7. Main Extension
 - a) Ackerly Pond Lane, Southold

Establish a surcharge for Ackerly Pond Lane, Southold, in the amount of \$10,968 covering 1,605 feet of water main.
8. Property – Outside Use
 - a) T-Mobile – Metro PCS Lease Settlement Agreement

Agreement with T-Mobile to terminate 27 leases, extend 44 existing leases and to accept one-time payment of \$2,250,000 to address T-Mobile/Metro PCS merger on combined 71 leases the two carriers had with SCWA all subject to Counsel’s approval.
9. General
 - a) Water Wise Checkup Program and Extension of East End Water Wise Club

Authorize a PILOT Project, in the Blue Point community, entitled “Water Wise Checkup Program”, wherein customers will be contacted via phone calls, direct mail and emails offering a one-on-one in home consultation with Authority experts related to their particular residential water use; extend the Authority’s East End Water Wise Club for 2017 which credits customers’ accounts up to \$50, with proof of purchase of low flow devices and/or rain sensors, and allocate \$2,500 for this purpose.

10. Budget
 - a) Budget Amendment #6 - May 31, 2017

Authorize revision to the budget for year ending May 31, 2017, as follows:

Increase to Item 005-17 (Extension of Water Main) in the amount of \$450,000;

Increase to Item 015-17 (Distribution System Improvements) in the amount of \$110,000;

Increase to Item 055-17 (Treatment System Facilities) in the amount of \$380,000;

Increase to Item 035-17 (Construction Contracts) in the amount of \$30,000;

Decrease to Item 010-17 (Replacement of Water Main) in the amount of \$560,000;

Decrease to Item 065-17 (New Pump Station Infrastructure) in the amount of \$380,000

This transfer will increase the current capital budget to \$74,467,000.
11. DEC Applications
 - a) Blue Point Road Well No. 4A – Holtsville, Town of Islip
12. Equipment
 - a) Automatic Transfer Switch Repair

Authorize payment to ASCO Services in the amount of \$6,648.84 for emergency repair services on February 2, 2016, of the ASCO Automatic Transfer Switch at the Authority’s Laurel Hill Pump Station.
 - b) Maintenance Agreement – UNIX Servers

Renew the maintenance agreements with Oracle of San Francisco, California, covering the Sun UNIX servers in the Information Technology and Laboratory departments, for the one-year periods beginning March 11, 2017, April 15, 2017 and April 21, 2017, in the amount \$11,577.35 (same as last year).
 - c) Xerox Copier Renewal Lease

Enter into a 5-year Lease Agreement with Xerox Corporation for eighteen (18) new copiers at a monthly cost of \$4,997.76.

13. Meetings, Seminars, Training, Conferences

a) AWWA Annual Conference and Exposition

Authorize John Flynn, Assistant Superintendent in Production Control, Steve Colabufo, Water Resource Manager and Chris Given, Superintendent of Maintenance in Construction Maintenance, to attend the AWWA Annual Conference & Exposition in Philadelphia, Pennsylvania from June 11, 2017 through June 14, 2017, at an approximate cost of \$2,500 per person.

b) NY Section AWWA 2017 Annual Conference – Saratoga, New York

Authorize the attendance of Mike O’Connell, Director of Production Control, Joe Roccaro, Water Quality Engineer and Laura Wynhurst, Manager of Cross Connection to attend the NY Section AWWA 2017 Annual Conference in Saratoga, New York from April 25 through April 27, 2017, at an approximate cost of \$1,300 per person; authorize the attendance of Bradley Majuk of Customer Service Meter Shop to represent the Authority at the statewide Meter Madness Competition from April 26 through April 27, 2017, at an approximate cost of \$600.

c) AWWA Fly-In Conference

Authorize the attendance of Joseph Pokorny, Deputy CEO of Operations, at the AWWA Fly-In in Washington, D.C. from March 21 through March 23, 2017; all expenses will be reimbursed by AWWA.

INVOICES - To be paid from the Operating Fund:

14a.	<u>Dvirka & Bartilucci (tank engineers)</u>	\$8,175.50
14b.	<u>Gannett Fleming</u>	4,150.00
14c.	<u>H2M Architects & Engineers</u>	55,322.00
14d.	<u>O’Connor, O’Connor, Hintz & Deveney, LLP</u>	1,357.50
14e.	<u>Putney, Twombly, Hall & Hirson LLP (Labor Counsel)</u>	10,723.20

NEXT MEETING – Scheduled for March 27, 2017, at 5:30 p.m. at the Administration Building, Oakdale.

NEW BUSINESS & PUBLIC COMMENT

EXECUTIVE SESSION