

**A G E N D A**

REGULAR MEETING ON NOVEMBER 21, 2016

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

**PUBLIC COMMENT**

**PRESENTATION – “pH ADJUSTMENT WITH HYDRATED LIME  
SCWA PRACTICES – PRESENT AND FUTURE”  
BY: JOSEPH ROCCARO, WATER QUALITY ENGINEER**

**MINUTES FOR APPROVAL**

1. Regular Meeting – October 20, 2016

**CONTRACTS – EXTEND**

- 2a. Contract 7144 – for furnishing of rigging and mechanical services associated with the relocation of Granular Activated Adsorption Systems and other miscellaneous equipment during the one-year period beginning December 1, 2016 – extend with Jack Pedowitz Enterprises, Inc.
- 2b. Contract 7154 – for reconditioning and redevelopment work of wells during the one-year period beginning January 1, 2017 – extend with Dolphin Well & Pump, Inc. (Zone A – West of William Floyd Parkway); and extend with R & L Well Drilling LLC (Zone B – East of William Floyd Parkway).
- 2c. Contract 7161 – for turf establishment work during the one-year period beginning January 1, 2017 – extend with D.F. Stone Contracting.
- 2d. Contract 7166 – for supplying and installation of high pressure spray-on bed liner during the one-year period beginning March 1, 2017 – extend with Lube Lane of Lindenhurst Inc.
- 2e. Contract 7168 – for vehicle maintenance services for cars and light duty trucks, East Hampton office, during the one-year period beginning February 1, 2017 – extend with Otis Ford Inc.
- 2f. Contract 7173 – for quarterly inspection, maintenance and repair of fire sprinkler systems at various sites during the one-year period beginning March 1, 2017 – extend with Hartcom Plumbing & Heating Inc.

- 2g. Contract 7278 – for furnishing and delivery of DOT approved polyethylene tanks during the one-year period beginning January 1, 2017 – extend with USA Bluebook.
- 2h. Contract 7286 – for grading, material placement, clearing, excavating and miscellaneous site work (Western Zone A - West of William Floyd Parkway) during the one-year period beginning January 1, 2017 – extend with D.F. Stone Contracting Ltd.
- 2i. Contract 7290 – for replacement of topsoil and grass seeding on State, County, Town and Village highways, East and West Zone, during the one-year period beginning March 1, 2017 – extend with DiGiovanna Bros Landscaping Inc. (Group I – West Zone); and extend with LLL Industries Inc. (Group II – East Zone).
- 2j. Contract 7295 – for furnishing and delivery of liquid blended phosphates during the one-year period beginning March 1, 2016 – extend with Shannon Chemical Corporation.
- 2k. Contract 7302 – for furnishing and delivery of remote terminal unit control panels during the one-year period beginning March 1, 2017 – extend with Systems Integrated, Inc.
- 2l. Contract 7305 – for electrical work at various Authority-owned sites during the one-year period beginning March 1, 2017 – extend with MMJ Electrical Inc. (Zone A – West of Route 112); and extend with Lake Grove Electric Co., Inc. (Zone B – East of Route 112).
- 2m. Contract 7310 – for construction of asphalt driveways, paved yard areas and walkways (Western Zone) during the one-year period beginning March 1, 2017 – extend with L.L.L. Industries Inc.
- 2n. Contract 7321 – for sale and removal of scrap metals during the one-year period beginning March 1, 2017 – extend with Deer Park Recycling.

#### CONTRACTS – AWARD/REJECT

- 3a. Contract 7387 – for construction of a 20" x 10" diameter well (No. 1A), approximately 410 feet deep, Capital Court well field, Hauppauge, Town of Smithtown, New York.
- 3b. Contract 7390 – for furnishing and delivery of liquid caustic soda during the one-year period beginning January 1, 2017.
- 3c. Contract 7391 – for construction of a 20" x 10" diameter well (No. 5), approximately 500 feet deep, Daniel Webster Drive well field, South Setauket, Town of Brookhaven, NY.

- 3d. Contract 7392 – for maintenance and emergency service of uninterruptible power supply systems and battery systems during the one-year period beginning December 1, 2016.
- 3e. Contract 7393 – for construction of a chemical treatment and control building on an existing foundation at the Main Street well field and pump station, Yaphank, Town of Brookhaven, NY.
- 3f. Contract 7394 – for replacement of asphalt and bituminous shoulders on State, County, Town and Village highways, Type A (hot plant mix asphalt concrete), Type B (sealcoat with stone aggregate), Type C (micro-surfacing) during the one-year period beginning March 1, 2017.
- 3g. Contract 7396 – for mobile washing services at various Authority locations during the one-year period beginning February 1, 2017.
- 3h. Contract 7398 – for furnishing and delivery of meter box covers during the one-year period beginning February 1, 2017.
- 3i. Contract 7399 – for furnishing and installing a pre-engineered metal building system on an existing foundation and around existing filtration equipment at the Blue Point Road pump station, Holtsville, Town of Islip, NY.
- 3j. Contract 7400 – for construction of a recharge basin and miscellaneous work at the Blue Point Road well field, Holtsville, Town of Islip, NY.

#### GENERAL

- 4. Special Services
  - a) RFP 1498 – Insurance Agent/Broker Services Employee Benefits and Insurance  
Accept proposal received of Brown & Brown of NY d/b/a Fitzharris & Company of Uniondale, New York, to provide broker services for employee benefits and insurance for a two-year period beginning January 1, 2017, at a cost of \$21,000 annually, with two additional one-year options to extend.
  - b) Nitrosamine Testing for Laboratory  
Authorize Eurofins Eaton Analytical, Inc. of Monrovia, California, to perform Nitrosamine testing for the Laboratory, for the one-year period beginning January 1, 2017, at an estimated cost of \$10,000.
  - c) Removal of Laboratory Waste  
Accept the lowest quote of Action Trucking of Wantagh, NY, to provide chemical waste disposal service during the one-year period beginning December 1, 2016, not to exceed a cost of \$6,000.

5. Budget

a) Budget Amendment #5 - May 31, 2017

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

Increase to Item 035-17 (Construction Contracts) in the amount of \$227,000;

This transfer will increase the current capital budget to \$74,437,000.

6. Health Benefit Plan Renewals for 2017

a) Empire Health Plan - NYSHIP

Renew agreement with New York State Health Insurance Program (Empire Plan), for the 2017 calendar year, to provide health insurance in the amount of \$2,160.64 per month for family coverage, \$944.39 per month for individual coverage, \$421.40 per month for Medicare individual coverage, \$1,637.63 per month for Medicare family coverage (1 enrollee) and \$1,114.63 for Medicare family coverage (2 enrollees) an overall aggregate increase of 8.4%, with a total annual estimated premium of \$17,200,000.

7. Equipment

a) Support Agreement for IVR System

Authorize renewal of the software support agreement with Pronexus Corp., of Ottawa, Ontario, for the Authority's VBVoice application in the amount of \$2,841 (increase of \$68 from last year).

b) Nitrate Probe Maintenance Agreement

Authorize the service agreement for 29 nitrate analyzer probes with Hach Company of Loveland, Colorado, for a one-year period beginning February 1, 2017, in the amount of \$21,422.84.

c) Industrial Controls – CPU 350 Modules and Accessories

Authorize the purchase of 12 CPU 350 Modules and Accessories components for Production Control from Industrial Controls Distributors LLC of Eatontown, New Jersey, in the total amount of \$19,039.56.

d) Replacement Parts – Production Control

Authorize the purchase of miscellaneous replacement parts for the altitude valves in Production Control, on an as needed basis, from Ross Valves of Troy, New York, in an amount not to exceed \$13,000.

e) Replacement Parts – Transportation

Authorize the purchase of parts for maintenance/upkeep on the Terramite Kubota equipment units in the Transportation Department, on an as needed basis, from Farm Rite, Inc. of Calverton, NY, in an amount not to exceed \$20,000.

- f) Purchase of Sand/Salt Mix  
Authorize purchase of sand/salt mix for use by the Construction Maintenance Department for Winter operations from DF Stone of Medford, New York, up to a maximum of \$20,000.

8. Policies

- a) Policy and Procedures – Procurement Policy - Update  
Approve revisions and adopt revised Policy and Procedures – Procurement Policy, pursuant to attached outline.
- b) Policy and Procedures – Motor Vehicle Accident/Incident Discipline Policy - Update  
Approve revisions and adopt revised Policy and Procedures – Motor Vehicle Accident/Incident Discipline Policy, pursuant to attached outline.
- c) Policy and Procedures – Sections 6, 7 and 8  
Approve revisions and adopt revised Policy and Procedures Manual Sections 6, 7 and 8, pursuant to attached outline.

9. Rules & Regulations

a) Tapping Fees

Authorize an increase in Tapping Fees, effective January 1, 2017, as follows:

Service Size	Current Fee	Proposed Fee
1"	\$1,850	\$1,850
1½"	\$4,400	\$4,400
2"	\$4,800	\$5,200
4"	\$6,500	\$7,000
6"	\$6,700	\$7,200
8"	\$7,300	\$7,800
10"	\$7,700	\$8,300
12"	\$8,600	\$9,300

10. DEC Applications

- a) Harbor Walk Well Field, Well No. 1A, Fire Island Pines, Town of Brookhaven

11. Property – Outside Use of

a) Cellular Request – Additional Antenna Sector

Authorize an addition to line item 6C (Additional Antenna Sector) of the Lease Equipment Surcharge Schedule for a fourth sector (also known as the Delta sector) which will increase the monthly rent by \$500 and will entitle Lessee to an additional 2 antennas and 2 cables for the new sector.

12. Meetings, Seminars, Training, Conferences

a) IT Auditing and Controls Training

Authorize the attendance of Danielle Meyerowitz, Assistant Internal Auditor, to attend the IT Auditing and Controls Training in San Francisco, California, from February 6 through February 8, 2017, at an approximate cost of \$3,685.50.

b) AWWA – Utility Management Conference

Authorize the attendance of Donna Mancuso, Chief Human Resources Officer, and Janice Tinsley, Deputy CEO of Customer Service, to attend the AWWA Utility Management Conference in Tampa, Florida, from February 7 through February 10, 2017, at an approximate cost of \$2,600 each.

INVOICES - To be paid from the Operating Fund:

13a.	<u>American Water Works Association</u>	\$20,756.00
13b.	<u>Gannett Fleming Companies</u>	\$13,079.50
13c.	<u>LaSalle LaSalle &amp; Dwyer PC</u>	\$10,865.00
13d.	<u>Putney, Twombly, Hall &amp; Hirson LLP (Labor Counsel)</u>	\$13,604.10
13e.	<u>Sarisohn Law Partners LLP</u>	\$700.00
13f.	<u>All County Abstract Inc.</u>	\$367.00

NEXT MEETING – Scheduled for December 19, 2016, at 5:30 p.m. at the Administration Building, Oakdale.

NEW BUSINESS & PUBLIC COMMENT

EXECUTIVE SESSION