

Final: May 16, 2017

**MEETING OF THE BOARD OF DIRECTORS OF
THE WATER AUTHORITY OF GREAT NECK NORTH
HELD ON APRIL 24, 2017
AT 50 WATERMILL LANE, GREAT NECK, NEW YORK.**

PRESENT:

Michael C. Kalnick, Chairperson
Pedram Bral, Director
Jean Celender, Director
Carol Frank, Director
Dan Levy, Director
Steven Weinberg, Director

Village of Kings Point
Village of Great Neck
Village of Great Neck Plaza
Town of North Hempstead
Village of Saddle Rock
Village of Thomaston

ALSO PRESENT:

Ralph J. Kreitzman, Vice-Chairperson
Robert Graziano, Deputy Chairperson
Gregory Graziano, Superintendent
Suet-Yee Huang, Civil Engineer
Judith Flynn, Treasurer
Lisa Schlichting, Secretary
Stephen G. Limmer, Counsel
Gary Stuart, Principal Engineer

Water Authority of Great Neck North
Water Authority of Great Neck North
Water Authority of Great Neck North
Water Authority of Great Neck North
Water Authority of Great Neck North
Water Authority of Great Neck North
McLaughlin and Stern, LLP
CDM Smith, Consulting Engineers

NOT PRESENT:

Edward Causin, Director
Susan Lopatkin, Director

Village of Great Neck Estates
Village of Kensington

The Board meeting was called to order at 6:00 p.m. Six members (Chairperson/Director Kalnick, Directors Bral, Celender, Frank, Levy, and Weinberg) were present, constituting a quorum.

On the motion of Director Levy, seconded by Director Celender, by Resolution #17-04-01, the Minutes of the Board's March 13, 2017, meeting were reviewed by the Directors and were approved. The vote was 6 for, 0 against, 0 abstentions.

On the motion of Director Levy, seconded by Director Celender, by Resolution #17-04-02, the Board reviewed and approved the Abstract of Claims. The vote was 6 for, 0 against, 0 abstentions. A copy of the Abstract is on file with the Secretary.

On the motion of Director Levy, seconded by Director Weinberg, by Resolution #17-04-03, the Board reviewed and approved the Treasurer's Monthly Report. Director Levy asked if any portion of the funds that are currently receiving .15% interest could be moved into instruments with a higher yield. The Treasurer advised that she is in the process of moving funds into U.S. Treasury bills which are yielding approximately .5% more than the .15% than they are currently receiving in the checking account, which is in accordance with the Investment Policy which allows for up to \$5,000,000.00 to be held in U.S. Treasury bills. The vote was 6 for, 0 against, 0 abstentions. A copy of the Report is on file with the Secretary.

On the motion of Director Weinberg, seconded by Director Levy, by Resolution #17-04-04, the Board reviewed and accepted the Revenue and Expenses Quarterly Report for the period ended March 31, 2017. The vote was 6 for, 0 against, 0 abstentions. A copy of the Report is on file with the Secretary.

On the motion of Director Levy, seconded by Director Weinberg, by Resolution #17-04-05, the Board reviewed and accepted the Capital Improvement Projects Report for the period ended March 31, 2017. The vote was 6 for, 0 against, 0 abstentions. A copy of the Report is on file with the Secretary.

The Treasurer distributed the Audited Financial Statements for the years ended December 31, 2015 and 2014, and the Independent Accountants' Report on Investment Compliance, both of which had been approved at the March meeting, to the Board.

Satty, Levine & Ciacco, CPAs, P.C., submitted its Independent Accountants' Report on Investment Compliance to confirm that the Authority was in compliance with Part 201.3 of Title Two of the New York Code of Rules and Regulations during the year ending December 31, 2016. On the motion of Director Celender, seconded by Director Weinberg, by Resolution #17-04-06, the Board accepted the Independent Accountants' Report on Investment Compliance. The vote was 6 for, 0 against, 0 abstentions.

Gary Stuart presented the Engineer's Report:

1. SMLP Project – Improvements at several well sites to address flooding issues including the raising of well houses above flood elevations.
Well 2A – Demolition of existing building and construction of new well house that will be approximately 8 feet higher than existing. Reusing existing well, but replacing the existing pump with new. New chemical feed system. Finalizing the 90% design to submit to the Authority for review by the end of the week.
Well 5 – Demolition of existing building and construction of new well house. New pump will be installed that is above flood elevation (it is currently in below-grade vault). New screen will be installed in existing well. CDM Smith submitted the cost analysis for replacing the entire building vs. new building for pump only to the Authority. Waiting for Salt Water Intrusion Modeling results before proceeding with design.
Well 6 – Demolition of portion of existing building and construction of new well pump portion of building such that new pump and associated equipment is above flood elevation. Waiting for Salt Water Intrusion Modeling results before proceeding with design.

Well 8 – Demolition of existing building and construction of new well house (existing building is below grade and therefore potentially subject to flooding). New well will be drilled. Waiting for Salt Water Intrusion Modeling results before proceeding with design.

2. Weybridge Road Tank Catwalk Structural Review – Review of design plans submitted by Verizon for new antenna to be installed on tank. CDM Smith submitted a revised proposal for construction inspection since only three out of the four carriers may be participating.
3. SCADA Upgrade – Installation of new control panels, communications equipment, and associated work at all sites so that all SCADA equipment is consistent and up-to-date. Work at some sites is being funded through SMLP program. The final design and bid schedule will be dependent on the well 2A project and Salt Water Intrusion Modeling results. CDM Smith submitted the final Request for Proposals on April 4th, and is responding to the comments that were received from the Authority and the New York State Department of Health.
4. Salt Water Intrusion Modeling for Wells 5, 6, 7, and 8 – Development of a dual-density groundwater flow model to evaluate the potential for salt-water intrusion in both the Lloyd and Magothy Aquifers. Draft results on the groundwater flow model that is being developed are anticipated to be delivered to the Authority by April 28th. Once the modeling is completed, CDM Smith will schedule a presentation for the Board of Directors, hopefully in the May Board meeting.
5. 2017 Water Main Improvements – Replacement of approximately 13,000 feet of water main including valves, hydrants, and services in Great Neck Estates and Saddle Rock Estates. The gas mapping has been received from National Grid, and the electric mapping has been received from PSEG. The design has been started.
6. Greenway Terrace Water Main Installation – Installation of approximately 800 feet of water main for new development. Waiting for proposed utility information from the Developer's Engineer.

Director Levy suggested that CDM Smith contact the Great Neck Water Pollution Control District ("GNWPCD") in advance of the installation of new water mains so that they can collaborate with the Authority to locate all sewer infrastructures that could potentially conflict with the Authority's installation of new mains. The Superintendent directed Gary Stuart to contact Chris Murphy, the Superintendent of the GNWPCD.

Director Weinberg recommended using Swift 911 notifications to notify residents when necessary. The Board agreed and advised the Superintendent that it had no objection to implementing Swift 911 calls to residents for standard issues such as water main breaks or other non-emergency situations, as long as the messages were only sent at high usage times (and were not sent between 11:00 p.m. and 6:00 a.m.). However, the Authority can implement Swift 911 at all hours in potentially life threatening situations.

Gregory Graziano presented the Superintendent's Report:

Based upon the lowest bids received for each category of material, Superintendent Graziano recommended splitting the Hydrants, Valves, and Fittings contract between the two lowest bidders: Ferguson Waterworks and T. Mina Supply, Inc. Ferguson Waterworks was the lowest bidder for seventeen categories and T. Mina Supply, Inc., was the lowest bidder for two categories. The Authority's reservation of its right to award different items to different bidders, based upon the lowest unit prices bid for such items, was set forth in the bid package. The bid amount is based on estimated quantities. Actual quantities may be more or less than the estimate. If additional quantities are needed, they may be purchased at the existing bid price. On the motion of Director Levy, seconded by Director Celender, by Resolution #17-04-07, the Board approved splitting the 2017/2018 contract for Hydrants, Valves, and Fittings between Ferguson Waterworks and T. Mina Supply, Inc., as the respective lowest responsible bidders for such items, as outlined in the Superintendent's memo of April 10, 2017. The vote was 6 for, 0 against, 0 abstentions. Copies of the bids and memo are on file with the Secretary.

On March 20, 2017, the Authority issued a Request for Proposal ("RFP") to five Electrical contractors for the 2017/2018 annual contract for Electrical Preventative Maintenance. The RFP requested pricing for the two following years (April 1, 2018 through March 31, 2019 and April 1, 2019 through March 31, 2020), with the option to renew at the sole discretion of the Authority. Out of the five Electrical Contractors solicited, the below three submitted proposals:

1. Wire-to-Water Inc. \$34,720.00
2. Eldor Corporation \$29,792.00
3. Bancker Electric \$11,958.00

Superintendent Graziano advised the Board that although Bancker Electric has done limited work for the Authority, the Authority has had an excellent working relationship with Bancker Construction Corporation and recommended that the Board approve the award of the 2017/2018 Electrical Preventative Maintenance Contract to Bancker Electric; the lowest bidder, at its price of \$11,958.00. The Superintendent also noted that Bancker Electric agreed to hold its pricing, with no increases, for the 2018/2019 and 2019/2020 periods. On the motion of Director Levy, seconded by Director Bral, by Resolution #17-04-08, the Board approved awarding the Electrical Preventative Maintenance Contract to Bancker Electric, the respective lowest responsible bidder. The vote was 6 for, 0 against, 0 abstentions. Copies of the bids and memo are on file with the Secretary.

CDM Smith submitted its revised proposal, by letter dated March 21, 2017, for Engineering Services to provide construction oversight for the replacement of the existing cellular equipment on the Weybridge Road Elevated Tank. CDM Smith's original proposal, dated March 3, 2017, for a fee of \$52,145.00, was approved at the March Board meeting. The original proposal was based on providing oversight to four cellular companies. Because one of the four carriers may not participate, CDM Smith submitted its revised proposal, based on oversight for three companies. The revised fee is \$43,870.00. The Cellular Carriers will reimburse the Authority in full for the cost of the work. On the motion of Director Weinberg, seconded by Director Levy, by Resolution #17-04-09 the Board approved CDM Smith's revised proposal to provide construction oversight for the replacement of the existing cellular equipment for the Weybridge Road Elevated Tank for a fee of \$43,870.00, if only three companies participate. The Board authorized the Superintendent to proceed with either the original proposal or the revised proposal once it is determined if the fourth carrier will be participating. The vote was 6 for, 0 against, 0 abstentions. A copy of the proposal is on file with the Secretary.

Walden Environmental Engineering, PLLC, ("Walden") submitted its revised proposal, by letter dated April 18, 2017, to provide Engineering Services for the Mobile Emergency Generator Project. The revised proposal was necessitated by the expansion of the scope of the project to include electrical modifications at Well 6. Walden submitted its original proposal by letter dated May 28, 2015, to provide Engineering Services for a Portable Emergency Generator capable of providing emergency backup power for a not to exceed fee of \$45,000.00. The subsequent addition of two facilities (Watermill Lane Booster Station and Community Drive Well Field) fell outside the scope of the original project and the additional cost for the two facilities was \$12,900.00, bringing the revised total project cost to a not to exceed fee of \$57,900.00. The scope needed to be further expanded to include the electrical modifications at Well 6 for a cost of \$9,800.00, bringing the total to a not to exceed fee of \$67,700.00. The Superintendent recommended that the Board accept the revised proposal. On the motion of Director Weinberg, seconded by Director Levy, by Resolution #17-04-10, the Board accepted the proposal from Walden for the Mobile Emergency Generator, for the not to exceed fee of \$67,700.00. The vote was 6 for, 0 against, 0 abstentions. A copy of the proposal is on file with the Secretary.

Roland's Electric Inc. submitted its change order, by letter dated April 14, 2017, to provide Electrical Services to furnish and install one new generator connection tap box for the Mobile Emergency Generator Project at Well 6. The revised change order was necessitated by the expansion of the scope of the project to include electrical modifications at Well 6. Roland's original bid, from October 2016, was for \$193,600.00. Walden, by letter dated April 18, 2017, advised that they had reviewed Roland's proposal and it was their opinion that the additional cost presented by Roland's of \$21,933.00 was a fair price and was representative of the necessary work. The Superintendent agreed and recommended that the Board approve the proposal. On the motion of Director Weinberg, seconded by Director Levy, by Resolution #17-04-11, the Board accepted the change order from Roland's Electric Inc. to provide Electrical Services to furnish and install one new generator connection tap box for the for the Mobile Emergency Generator Project, for the fee of \$21,933.00. The vote was 6 for, 0 against, 0 abstentions. A copy of the proposal is on file with the Secretary.

On the motion of Director Celender, seconded by Director Levy, by Resolution #17-04-12, the Board went into Executive Session at 6:40 p.m. to discuss employee relations. The Board emerged from Executive Session at 7:25 p.m. Chairperson Kalnick announced that no action had been taken during the Executive Session and no minutes would be produced.

On the motion of Director Weinberg, seconded by Director Frank, by Resolution #17-04-13, the Board authorized the Secretary to file the necessary paperwork to the Civil Service Commission for Gerry Rosen to be provisionally appointed as Assistant Superintendent, at an annual rate of pay of \$140,000.00, effective May 22, 2017. The vote was 6 for, 0 against, 0 abstentions.

The meeting was adjourned at 7:30 p.m.

Approved by Secretary: Lisa Cheney

Date: May 16, 2017