

Final: April 15, 2019

**MEETING OF THE BOARD OF DIRECTORS OF  
THE WATER AUTHORITY OF GREAT NECK NORTH  
HELD ON MARCH 11, 2019,  
AT 50 WATERMILL LANE, GREAT NECK, NEW YORK.**

**PRESENT:**

Michael C. Kalnick, Chairperson  
Jean Celender, Director  
Carol Frank, Director  
Jay Johnas, Director  
Dan Levy, Director  
Susan Lopatkin, Director  
Michael Smiley, Director  
Steven Weinberg, Director

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

**ALSO PRESENT:**

Ralph J. Kreitzman, Vice-Chairperson  
Robert Graziano, Deputy Chairperson  
Gregory Graziano, Superintendent  
Sue Huang, Civil Engineer  
Judith Flynn, Treasurer  
Debra Ray, Secretary  
Stephen Limmer, Counsel  
Daniel Ruckdeschel, CPA, Manager

Water Authority of Great Neck North  
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Water Authority of Great Neck North  
McLaughlin and Stern, LLP  
Satty, Levine & Ciacco, CPAs

The Board meeting was called to order at 6 p.m. Seven members (Chairperson/Director Kalnick, Directors Celender, Frank, Johnneas, Levy, Lopatkin, and Smiley) were present, constituting a quorum.

On the motion of Director Levy, seconded by Director Johnneas, by Resolution #19-03-01, the Minutes of the Board's February 11, 2019, meeting were reviewed by the Directors and were approved as corrected. The vote was 7 for, 0 against, 0 abstentions. A copy of the Minutes is on file with the Secretary.

On the motion of Director Celender, seconded by Director Johnneas, by Resolution #19-03-02, the Board reviewed and approved the Abstract of Claims. The vote was 7 for, 0 against, 0 abstentions. A copy of the Abstract is on file with the Secretary.

On the motion of Director Smiley, seconded by Director Levy, by Resolution #19-03-03, the Board reviewed and approved the Treasurer's Monthly Report. The vote was 7 for, 0 against, 0 abstentions. A copy of the Report is on file with the Secretary.

On the motion of Director Lopatkin, seconded by Director Levy, by Resolution #19-03-04, the Board accepted, as final, the Audited Financial Statements for the years ended December 31, 2018 and 2017. The Board instructed the Treasurer to file the Audit, as required by law. The vote was 7 for, 0 against, 0 abstentions. A copy of the Audit Report will be on file with the Treasurer and will be posted on the Authority's website.

Satty, Levine & Ciacco, CPAs, P.C., and ("SL&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, 2018. On the motion of Director Lopatkin, seconded by Director Levy, by Resolution #19-03-05, the Board accepted the Independent Accountants' Report on Investment Compliance. The vote was 7 for, 0 against, 0 abstentions. A copy of the report is on file with the Secretary.

SL&C submitted its SAS#114 letter to confirm that the Auditor finished the audit and advised that there were no adjustments noted and no weaknesses that needed to be brought to the Authority's attention. The SAS [Statements on Auditing Standards of the AICPA] #114 letter is to directly communicate to those individuals charged with governance of matters of which they should be aware as part of their oversight responsibility for the financial reporting process. On the motion of Director Lopatkin, seconded by Director Levy, by Resolution #19-03-06, the Board accepted SL&C's SAS#114 Letter. A copy of the letter is on file with the Secretary.

At the request of Audit Committee Chairperson Susan Lopatkin, Daniel Ruckdeschel, CPA and Manager for SL&C was present for the Board Meeting and gave an overview of the December 31, 2018, Audit of the Water Authority. During his presentation he answered questions from various Board members. Audit Committee Chairperson Lopatkin and Board Chairperson Kalnick both thanked Mr. Ruckdeschel for the informative presentation.

Superintendent Graziano presented the Engineer's Report for Keith Kelly of CDM Smith who was excused because he had to leave before the start of the Board Meeting for a family emergency:

1. **SMLP Project** – Improvements at several well sites to address flooding issues including the raising of well houses above flood elevations. **<EFC has granted extension until September 2021>**

Well 2A – Demolition of existing building and construction of new well house that will be approximately 8 feet higher than existing. Reusing the existing well but replacing the existing pump with a new one. Includes new chemical feed system and generator in enclosure. Anticipated construction start is September 2019.

- Met with low bidder (Philip Ross) to discuss potential cost saving items. Developed plan to move forward.

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. Project on hold until an MCL is set by NYSDOH for 1, 4 Dioxane.

2. **Weybridge Road Tank Catwalk Structural Project** – Funding to be provided by cellular companies for improvements to catwalk for new antenna to be installed on tank. Contractor has agreed to hold its price from bid last year. No funding has been received by the Authority. Construction is slated for spring 2019, assuming carriers provide the necessary funds.
  - Contractor is asking when he can schedule; but due to the lack of response from the Cellular Carriers, it is unknown when the work can be scheduled. Cellular carriers are presently re-designing equipment and the new designs need to be evaluated prior to confirming that the present design of additional supports is adequate.
3. **SCADA Upgrade** – Installation of new control panels, communications equipment, and associated work at all Authority facilities/sites so that all SCADA equipment is consistent and up-to-date. Work at some sites is being funded through SMLP program.
  - Well 9 and A-Plant control panels and field instruments are currently being installed. Startup of the new control systems at these sites is scheduled for the week of March 12<sup>th</sup>.
  - Well 10A and Wildwood Booster control panels are currently being fabricated. These sites are scheduled to be operational by March 31, 2019.
4. **2018 Water Main Improvements** – Replacement of approximately 14,124 feet of water main including valves, hydrants, and services in Great Neck Estates, Saddle Rock Estates, and Great Neck Plaza.
  - Punch list items are being addressed as weather permits. Due to the time of year, the remaining lawn restoration, including seeding, will be done in spring 2019.
5. **Greenway Terrace Water Main** – Installation of approximately 800 feet of water main for new development.
  - No change since last meeting. Developer's contractor is running behind schedule.
6. **Well 7 Electrical and Instrumentation Upgrades** – Various upgrades to improve reliability including new electrical service, motor control center, transformer, wiring, and chemical safety panel. This work is being performed as a change order to the SCADA Upgrade project.
  - Primary service equipment has been approved. CDM Smith will coordinate with Eagle Controls and the Authority on a start date for excavation. Start of excavation is tentative to start week of March 18, 2019.
7. **East Shore Road Water Main Improvements** – Replacement of approximately 7,200 feet of water main including valves, hydrants, and services along East Shore Road, from approximately Twin Ponds/Foxwood Road to Hick's Lane. Construction to be completed in 2019.
  - Bid opening is on March 14<sup>th</sup>. Award at the April Board meeting is anticipated.
8. **Middle Neck Road Water Main Improvements** – Replacement of approximately 6,000 feet of water main including valves, hydrants, and services along Middle Neck Road from approximately Appletree Lane to Great Neck Road, and transfer of services from approximately 4,000 feet of 8-inch to existing 12-inch main with abandonment of the 8-inch.
  - Working on design. Bidding in late August is anticipated with construction start slated for April 2020.
9. **Hydraulic Model** – Development of a hydraulic (computer) model of the Authority's water system to be used to evaluate future improvements, developments, etc. Model was calibrated to real conditions by conducting hydrant flow tests.
  - Modeling work is complete. Working on technical memorandum documenting the model development and model calibration.

10. **Pheasant Run Water Main Extension** - Installation of approximately 1,280 feet of water main for new development.

- Working on design.

11. **Old Mill II Water Main Extension** - Installation of approximately 1,110 feet of water main for new development.

- On hold at this time. Developer not ready

Gregory Graziano presented the Superintendent's Report:

Superintendent Graziano explained that the Water Authority, CDM Smith, and Philip Ross Industries (PRI) met on February 19, 2019, to review the Well 2A Booster Pump Station Storm Mitigation project bid from PRI. The goal of this meeting was to identify cost reduction measures that could be incorporated into the project to reduce the overall capital cost. A credit was agreed to and incorporated into the project. On the motion of Director Johnneas, seconded by Director Levy, by Resolution #19-03-07, the Board accepted the Bid with credits from PRI as quoted in CDM's memorandum outlining the cost reduction measures dated March 5, 2019. The vote was 7 for, 0 against, 0 abstentions. A copy of the memorandum is on file with the Secretary.

CDM Smith provided the Authority with a revised proposal based upon the agreed to changes and associated reductions agreed to by PRI. CDM Smith had to revise design drawings of the project, which is additional work that was not included in the original proposal. On the motion of Director Smiley, seconded by Director Frank, by Resolution #19-03-08, the Board approved the additional costs quoted in CDM Smith's letter dated February 26, 2019. The vote was 7 for, 0 against, 0 abstentions. A copy of the letter is on file with the Secretary.

Pace Analytical Services, Inc. agreed to extend its Agreement for Laboratory Testing Services from June 1, 2019, to May 31, 2020, with no price increases. Superintendent Graziano recommended approval of the renewal. On the motion of Director Levy, seconded by Director Lopatkin, by Resolution #19-03-09, the Board approved extending the Agreement for Laboratory Testing Services with Pace Analytical Services, Inc. through May 31, 2020, at the prices quoted in Pace Analytical Services, Inc.'s letter dated March 1, 2019. The vote was 7 for, 0 against, 0 abstentions. Copies of the letter and agreement are on file with the Secretary.

Director Weinberg entered the Meeting at 7:05 p.m.

Superintendent Graziano requested proposals for a Water Rate Study from Municipal and Financial Services Group and CDM Smith. Municipal and Financial Services Group estimated the not-to-exceed total cost for the work detailed by the work plan submitted on March 1, 2019, to be \$29,700. CDM Smith submitted a proposal to provide an Independent Assessment of Water Revenue Requirements and Rates dated March 5, 2019, with a not to exceed total cost of \$98,000. On the motion of Director Levy, seconded by Director Weinberg, by Resolution #19-03-10, the Board approved the proposal from Municipal and Financial Services Group for a Water Rate Study.

The vote was 8 for, 0 against, 0 abstentions. A copy of the proposal is on file with the Secretary.


Director Weinberg exited the meeting at 7:30 p.m.

Superintendent Graziano informed the Board of a residence at 192 Steamboat Road owned by Albert Kallati that has an unusually large water bill for that residence of \$1,499.40. Since this property is a rental and the tenants allegedly cannot afford to pay the entire bill in one month, Mr. Kallati is asking the Water Authority for permission to pay that bill in installments. On the motion of Director Levy, seconded by Director Celender, by Resolution #19-03-11, the Board approved a payment plan for the owner that permits him to pay that bill in 12 equal monthly installments of \$124.95, so that the full amount of that bill has been paid to the Authority by no later than March, 2020. The foregoing shall not relieve Mr. Kallati from timely paying any additional water bills from the Authority subsequent to said bill. The vote was 7 for, 0 against, 0 abstentions.

Director Smiley informed the Board that the Governance Committee had reviewed the Summary of the Self Evaluation forms for Calendar Year 2018 submitted by each of the Directors and unanimously voted to approve it. On the motion of Director Smiley, seconded by Director Levy, by Resolution #19-03-12, upon the recommendation of the Governance Committee, the Board approved the Summary of the Evaluation of Board of Directors and authorized its filing with the Authority Budget Office. The vote was 7 for, 0 against, 0 abstentions. A copy of the summary is on file with the Secretary.

On the motion of Director Levy, seconded by Director Lopatkin, by Resolution #19-03-13, the Board approved the establishment of an Audit and Finance Committee Charter and Rules created under the authority of the Public Authorities Accountability Act of 2005 and Public Authorities Law 2824. The vote was 7 for, 0 against, 0 abstentions. A copy of the Charter and Rules will be posted on the website and is on file with the Secretary.

The meeting was adjourned at 7:35 p.m.

Approved by Secretary: 

Date: April 15, 2019