

**Meeting of the Board of Water Commissioners
Of the Manhasset-Lakeville Water District
In the Town of North Hempstead
In the County of Nassau, New York
June 24, 2025**

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At a regular meeting of the Board of Water Commissioners of the Manhasset-Lakeville Water District, in the Town of North Hempstead, in the County of Nassau, New York, held at the Water District Office, 170 East Shore Road, Great Neck, New York, on June 24, 2025 at 4:00 p.m. (Prevailing time),

There were present:

Commissioner(s): Honorable Steven Flynn, Chairman of the
Board of Water Commissioners

Honorable Mark Sauvigne, Water District
Treasurer

Honorable Brian Morris, Water District
Secretary

Also present: Superintendent Paul J. Schrader
Business Manager Hilary Grossman

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Meeting called to order by the Chairman at 4:00 p.m.

Minutes of the previous meeting to stand approved by the Board.

Incoming and outgoing communications were considered by the Board.

Superintendent Schrader provided documentation with the activities of the Water District for the current week. General discussions were held relating to the operation of the District as follows. Discussions were held on each project.

Shelter Rock AOP	PLC expected in July. Sewer connection still outstanding.
251 Searingtown (Toll Bros)	Final reconciliation remains. Release CP?
Spruce Pond	Waiting on Final payment request from PRI?
Univerus	Continue to work on dispatch/service orders.
Searingtown AOP	Well Design approved. Well construction next.
Evans Street Water Main	Waiting for Metro to schedule paving.
Thomaston Tank Rehabilitation	Move forward with painting without corral. Negotiate with cell carriers including corral installation going forward.
Campbell Well #1 PFAS	Bids due July 1, 2025. Grant agreement resolutions.
Eden GACs	Building construction continues.
Hillside Ave Water Mains	Service Installations and final tie ins underway.
417 Park Ave	We care \$695. Zheng No bill yet.
IU Willets GAC	PFAS break through GAC removal June 26, 2025
TONH	Retirement Incentive Estimate

**RESOLUTION OF THE MANHASSET-LAKEVILLE WATER DISTRICT
RELATING TO APPROVAL OF CLAIMS
ORGANIZATION NUMBER 1**

To the Treasurer:

I certify that the claims submitted for approval were audited by the Board of Commissioners of the Manhasset-Lakeville WATER District on 6/24/2025 and are allowed in the amounts shown. You are hereby authorized and directed to pay to each of the claimants the amount indicated.

Commissioner Morris
Manhasset-Lakeville Water District

Date: 6/24/2025

Commissioner Sauvigne proposed the following motion, seconded by Commissioner Flynn

WHEREAS the purchases for goods and services identified and presented to the Board of Commissioners this date, 6/24/2025, have been found to be properly acknowledged as received or due, and have been audited according to the tenets of Town Law §176 (4a) and in compliance with the Procurement Policy of the Manhasset-Lakeville WATER District and,

WHEREAS, the audit of claims by the Board of Commissioners is a deliberate process to determine that the proposed payment is proper and just and satisfies the following criteria:

The proposed payment is for a valid and legal purpose.

The obligation was incurred by an authorized official.

The goods or commodities for which payment is claimed were actually rendered.

The obligation does not exceed the available appropriation.

The claim is in proper form; it is mathematically correct; it meets legal requirements; it does not include any charges for taxes from which the organization is exempt; it includes discounts to which the organization is entitled it does not include charges previously claimed and paid; and it is in agreement with an attached invoice.

NOW, THEREFORE, it is hereby

RESOLVED to approve payment to the vendors identified based upon the board approval on this date.

The adoption of the foregoing Resolution (#W107-25) was duly put to a vote on roll call, which resulted as follows:

Ayes: Commissioner Morris, Commissioner Sauvigne, Commissioner Flynn

Nays: None

The Board of Commissioners discussed with Business Manager Hilary Grossman transferring funds from the Manhasset Lakeville Water District General Fund bank account to the Employee Benefit Reserve Fund.

After discussion, upon motion duly made by Commissioner Morris and seconded by Commissioner Sauvigne, the Board of Commissioners adopted the following resolution:

BE IT RESOLVED monies in the amount of \$150,000.00 from the Manhasset Lakeville General Fund will be transferred to the Employee Benefit Reserve Fund.

The adoption of the foregoing Resolution (#W108-25) was duly put to a vote on roll call, which resulted as follows:

Ayes: Commissioner Flynn, Commissioner Sauvigne, Commissioner Morris
Nays: None

Whereas, in this action the Manhasset-Lakeville Water District will upon an award and acceptance of the grant, agree to the terms of the grant;

NOW THEREFORE, after discussion and due deliberation, and in consideration of the above recitals, the Board Unanimously:

RESOLVED, that the Board of Commissioners of the Manhasset-Lakeville Water District authorizes Paul Schrader, Superintendent, to act as an authorized Agent on behalf of the District to execute a Grant Agreement and any and all other contracts, documents, and instruments necessary to fulfill the District's obligations under the NYS EFC Grant Agreement.

The adoption of the foregoing Resolution (#W109-25) was duly put to a vote on roll call, which resulted as follows:

Ayes: Commissioner Flynn, Commissioner Sauvigne, Commissioner Morris
Nays: None

June 24, 2025

Whereas the Board of Commissioners of the Manhasset-Lakeville Water District is desirous of providing PFAS Treatment for Campbell Well No. 1, and had authorized H2M architects + engineers to prepare engineering design documents and submit and comply with Nassau County and New York State Department of Health requirements for said modifications.

Whereas the project to complete the stated modifications will include, engineering, permit review fees, controls modifications, laboratory sampling and analysis, and contractor piping modifications estimated as not to exceed, \$4,720,000.00.

NOW THEREFORE, after discussion and due deliberation, and in consideration of the above recitals, the Board:

RESOLVED, that the Board of Commissioners of the Manhasset-Lakeville Water District authorizes the expenditure of \$4,720,000.00 which has been budgeted in the District's capital funds to fund the project: PFAS Treatment for Campbell Well No. 1.

The adoption of the foregoing Resolution (#W110-25) was duly put to a vote on roll call, which resulted as follows:

Ayes: Commissioner Flynn, Commissioner Sauvigne, Commissioner Morris

Nays: None

**RESOLUTION OF THE MANHASSET-LAKEVILLE WATER DISTRICT RELATING TO
APPROVAL OF EXPENDITURES**

Commissioner Morris proposed the following motion, seconded by Commissioner Sauvigne

WHEREAS, the purchase of goods and services identified and presented to the Board of Commissioners this date, 6/24/2025 have been found to be properly acknowledged as requested expenditures, according to the Procurement Policy of the Manhasset-Lakeville Water District,

NOW, THEREFORE, it is hereby

RESOLVED to approve purchase to the vendors identified on Board of Commissioners Expenditure Request form submitted to the Board by the Superintendent as follows:

Approval of Expenditures:

VENDOR	DESCRIPTION	AMOUNT	BUDGET NUMBER	PURCHASE SUPPORT
Core & Main	Customer Service Portal Annual	\$7,035.00	8310 205	PS
TOTAL	REQUESTED	\$7,035.00		

The adoption of the foregoing Resolution (#W111-25) was duly put to a vote on roll call, which resulted as follows:

Ayes: Commissioner Flynn, Commissioner Sauvigne, Commissioner Morris

Nays: None

BE IT RESOLVED monies in the amount of \$1,800,000 from the Manhasset Lakeville General Fund will be transferred to the Water Generation and Distribution System Account.

The adoption of the foregoing Resolution (#W112-25) was duly put to a vote on roll call, which resulted as follows:

Ayes: Commissioner Flynn, Commissioner Sauvigne, Commissioner Morris

Nays: None

Unreserved/Undesignated Fund Balance Policy

Introduction

General Municipal Law, §6-c authorizes the Water District to establish (i) a capital reserve fund to finance all or part of the cost of the construction, reconstruction or acquisition of a specific capital improvement, or the acquisition of specific equipment item, and (ii) a capital reserve fund to finance all or part of the cost of the construction, reconstruction or acquisition of a type of capital improvement, or the acquisition of a type of capital equipment.

Policy

- The District shall maintain a minimum unreserved, undesignated fund balance of 15%-40% of the District's annual budget.
- The District notes that its "Volatility of Revenues" is extremely high by virtue of the fact that a substantial percentage of its revenues are generated from seasonal water rents which may fluctuate in three consecutive "wet summer seasons" leaving the District with a budget shortfall.
- This policy and the year end Unreserved/Undesignated Fund Balance will be reviewed on a yearly basis to assure that the Unreserved/Undesignated Fund Balance is consistently maintained at an adequate level.

The adoption of the foregoing Resolution (#W113-25) was duly put to a vote on roll call, which resulted as follows:

Ayes: Commissioner Flynn, Commissioner Sauvigne, Commissioner Morris

Nays: None

There was no board correspondence.

Meeting adjourned at 4:40 p.m. I hereby certify the aforementioned is a true and exact copy of the Minutes of Meeting held on June 24, 2025.

Brian J. Morris, Secretary

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