

MEETING OF THE BOARD OF
WATER COMMISSIONERS OF
THE MASSAPEQUA
WATER DISTRICT HELD AT THE
DISTRICT OFFICE, MASSAPEQUA,
NEW YORK 11758

NOVEMBER 8, 2023

PRESENT:

RAYMOND J. AVERNA, Chairman
THOMAS P. MCCARTHY, Treasurer
MICHAEL E. MAZZOLA, Secretary
KEVIN REILLY, PE, Superintendent
KAMEKA WITTAL, CPA, Business Manager
KERRI ALTER, Office Manager

Michael F. Ingham - General Counsel

A meeting of the Board of Water Commissioners of the Massapequa Water District for the conduct of such business as might come before the Board was held at the District Office, 84 Grand Avenue, Massapequa, New York on November 8, 2023.

Commissioner Averna called the meeting to order at 5:00 pm.

The Board reviewed and signed all vendor payments.

Upon motion made by Commissioner McCarthy and seconded by Commissioner Mazzola the minutes of November 1, 2023, were approved.

The Superintendent presented the October 2023 pumpage reports for Board review.

The Superintendent presented the Department of the Navy's response to Sher Edling's letter of September 7, 2023, seeking funds for wellhead treatment. The Superintendent, H2M Engineering, Sher Edling and Counsel held a zoom meeting to discuss the response to the letter.

The Superintendent reported the 2023 Well 8 Rehabilitation and maintenance inspection is complete, and AC Schultes is putting the Well 8 back together before sampling.

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The Superintendent presented for Board review a memorandum prepared by H2M Engineering of the November 3, 2023, Drinking Water Quality Council meeting.

The Business Manager reported on the 2023 budget to actuals report through October 2023. The Business Manager reported on billing totals through October 2023. Total amount billed through October 2023 was \$829,364 higher than the same period in the previous year. The total includes Liberty Utility billing.

The Business Manager reported that all bank statements for October 2023 have been reconciled. District funds are fully collateralized with First National Bank of Long Island through November 15, 2023, and with Flushing Bank through December 5, 2023. The Grant funds are secured by NYCLASS. Commissioner McCarthy and the Business Manager reviewed all October 2023 bank statements. The Business Manager presented the Treasurers report for October 2023 for Board review and comment.

Upon motion made by Commissioner Mazzola and seconded by Commissioner Averna it was

Resolution 2023-109

RESOLVED that the Board approves and accepts the Treasurer’s report for October 2023.

The Business Manager reported the New York State Comptroller’s Office responded “no findings” after its review of the supporting documentation and calculation of the 2024 tax levy limit.

The Business Manager is requesting Board approval for line-item budget transfers within the General Fund to address deficits in various 2023 budget lines.

GENERAL FUND TRANSFERS TO

GL NUMBER	GL DESCRIPTION	BUDGET AMOUNT	YTD SPEND	SURPLUS/(DEFICIT)	NEW BUDGET	AMT OF TRANSFER
8310.433	Conference Related Travel	\$ 8,000	\$ 8,212	\$ (212)	\$ 8,500	\$ 500
8310.477	Administrative Misc	\$ 2,000	\$ 2,234	\$ (234)	\$ 7,000	\$ 5,000
8340.409	Maintenance Contracts	\$ 35,000	\$ 37,037	\$ (2,037)	\$ 40,000	\$ 5,000
8340.471	Main Break Repair	\$ 37,650	\$ 67,945	\$ (30,295)	\$ 72,650	\$ 35,000
		\$ 82,650	\$ 115,427	\$ (32,777)	\$ 128,150	\$ 45,500

GENERAL FUND TRANSFERS FROM

8320.458	Electric Wells	\$ 667,500	\$ 510,585	\$ 156,915	\$ 622,000	\$ 45,500
		\$ -	\$ -	\$ -	\$ -	
		\$ 667,500	\$ 510,585	\$ 156,915	\$ 622,000	\$ 45,500

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Upon motion made by Commissioner Mazzola and seconded by Commissioner Averna it was

Resolution 2023-110

RESOLVED, to approve the budget line transfers as listed above.

The Business Manager is requesting Board approval regarding the following: The Board authorized the funding of the Wellhead Treatment at NWWF in the amount of \$70,000.00 to come from the Water Quality reserve, see resolution 2023_1 dated January 4, 2023. In February 2023 the District was awarded a grant of \$50,000.00 from the Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) via Nassau Boost. The Board resolved that this grant be used for Wellhead Treatment at NWWF with the remaining amount to come from the Water Quality reserve, see resolution 2023_37 dated February 8, 2023.

During the payment process, the entire \$70,000.00 was transferred from the operating account to the project account in error. Originally only \$50,000 was intended to come from the operating account and the remaining \$20,000 from the project account. This unintentional oversight was corrected on November 2, 2023, where the following action was taken:

- Reversal: The excess \$20,000 transferred from the operating account to the project account was reversed.
- Correct Allocation: Subsequently, \$20,000 was allocated to the Water Quality reserve for the Wellhead Treatment project.

Upon motion made by Commissioner Mazzola and seconded by Commissioner Averna it was

Resolution 2023-111

RESOLVED to approve the transfer of \$20,000 back to the Operating Account and allocated from Water Quality as described above.

The Business Manager reported that FEMA contacted her regarding the COVID 19 Pandemic Grant. The Business Manager is requesting Board approval to complete the process and accept the Grant of \$6,680.46. The Board approved the request.

Upon motion made by Commissioner Mazzola and seconded by Commissioner McCarthy it was

Resolution 2023-112

RESOLVED, to accept the FEMA-4480-DR-NY New York Covid 19 Pandemic Grant for \$6,680.46.

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The Business Manager informed the Board that the draft Fall Newsletter will be completed and emailed them for review and comment. The newsletter will be sent to the printer on Tuesday, November 14, 2023.

At 5:45 pm the Board, Counsel and staff declared an Executive session to discuss legal and/or personnel matters. Following discussions, no action was taken, and the meeting ended at 6:00 pm.

RESOLVED, that the following be approved for payment from the Operating and Project Accounts:

Carus LLC	Phosphate	12,403.20
Coyne Chemical	Chlorine	4,627.54
PSE&G	Electric Wells	22,679.90
Advanced Hosted Services	Office Phones	455.02
Ameritas Life Insurance Corp of Ny	Life Insurance	323.70
D and D Auto Clinic	Auto Maintenance	108.84
H2M Architects & Engineers	Engineering	900.00
J & S Maintenance Service Inc.	Custodian	1,165.00
NYSGFOA	Education	205.00
Rason Materials	Road Restoration	210.53
Verizon	Circuits	198.00
Bar Harbor Web Design	Maintenance - Contracts	100.00
Costello's Hardware Home & Garden	Tools Parts	186.49
One Call Concepts Inc.	Communication One Call	255.39
Staples Business Credit	Office Supply	763.99
Merrick Utilities Associates Inc	Main Break Repair	33,192.21
Univerus Inc.	ERP - System	506.99
Univerus Inc.	ERP - System & Software	<u>11,519.51</u>
Total		\$ 89,801.31

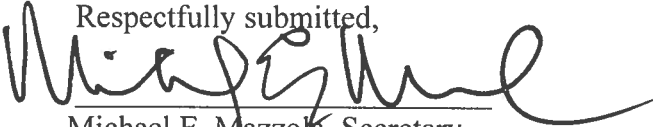
There being no further business to come before the Board, a motion was made by Commissioner Mazzola and seconded by Commissioner McCarthy to adjourn the time being 6:15 pm.

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Respectfully submitted,


Michael E. Mazzola, Secretary

I hereby certify that the foregoing is a true and correct copy of the Minutes of the Meeting of the Board of Water Commissioners held on November 8, 2023.

Respectfully submitted,

Michael E. Mazzola, Secretary

