

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, June 5, 2018.

Present: Marc B. Laykind, Chairman
Andrew Bader, Treasurer
Amanda R. Field, Secretary
Stephen Moriarty, Superintendent
Dina M. Scott, Business Manager
Michael Ingham, Attorney
James Neri, Engineer
Sujata Pal, Engineer
Greg Gordon, Zimmerman/Edelson

The meeting was called to order at 4:30 pm.

Commissioner Laykind opened the meeting with the Pledge of Allegiance.

Correspondence was reviewed in the Board update.

The Board approved and signed payroll checks.

Minutes of previous meeting(s) were read and approved unanimously.

Commissioner Laykind opened the meeting thanking all in attendance for the scheduling adjustment made to the meeting time and reported that the public was notified of the change in meeting time.

Commissioner Laykind congratulated the winners of the annual poster contest which was held at the Plainview Water District on June 7, 2018. Commissioner Laykind also thanked the staff and congratulated the District on another successful poster contest. The contest is a great educational program where the Water District partners with the Plainview Old Bethpage School District elementary and middle school students on water related issues.

MICHAEL INGHAM'S REPORT – ATTORNEY:

Attorney Ingham reported there is potential for new legislation which will place major restrictions upon the no damage of delay clause in municipal construction contracts.

ENGINEER NERI'S REPORT – ENGINEER:

Engineer Neri provided the Board with a Project Status List which contains the status of all authorized projects to date and indicates a change in status of any ongoing projects.

Engineer Neri reported that H2M architects & engineers has reviewed and approved the completed payment packet provided by Merrick Utility Corp. for the

completion of services of the Plant 5 alkalinity control adjustment. The packet was forwarded to the District for review and payment.

Engineer Neri reported that the water main installation for Country Pointe Phase II Residential is complete, pressure testing is underway which will be followed by sampling.

Engineer Pal reported that H2M architects & engineers received notice from both the New York State Department of Health and the Nassau County Department of Health regarding the Plant No. 4 site's water quality and proposed ISEP system indicating that additional comments requiring response will be provided within the next two weeks. Engineer Pal also reported that drums to collect water samples for the pilot study are onsite.

GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM:

Greg Gordon presented various press releases concerning District happenings to be published in the upcoming weeks for the Board's review and approval.

Greg Gordon reported that the District has received interest from several participants into the Plumbers Program. Commissioner Laykind instructed that upon verification of licensing and insurance credentials that they be placed on the list of plumbers participating in the District's pinhole program found on the District's website. Commissioner Laykind added that we look forward to receiving feedback on the slowdown of pinhole repairs to be reported by the participating plumbers.

Greg Gordon presented a letter to be sent to the Department of Environmental Conservation regarding the success of the District's Smart Irrigation Controller Rebate Program in an effort to demonstrate the District's commitment to reduce Districtwide water consumption by 15%. The Board agreed to review said letter and provide feedback.

Greg Gordon presented a letter to be sent to the District's local assemblyman regarding the success of the District's Smart Irrigation Controller Rebate Program in an effort to initiate a conversation regarding additional funds to incentivize a widespread adoption of smart irrigation controllers. The Board agreed to review said letter and provide feedback.

STEPHEN MORIARTY'S REPORT – SUPERINTENDENT:

Supt. Moriarty provided the Board with an update on the pinhole program which includes surveys, inspection reports and continued analysis.

Supt. Moriarty reported that he has prepared draft letters to be sent to the District's local Senator and Assemblyman regarding the support for the bill which would clarify accrual period for the statute of limitations for public water providers to commence action for injury to property.

Supt. Moriarty presented proposals for engineering services related to Plant 1 VOC treatment facility and provided a formal recommendation to the Board. Commissioner Laykind requested that an internal discussion take place amongst the Board, Superintendent and Business Manager prior to a decision being made.

Supt. Moriarty presented a memorandum informing the Board of work being done in the local area by PSEG utility workers as a result of storm hardening of their system as improvements are being conducted by them Island-wide.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check nos. 45797 through 45821 dated June 7, 2018 in the amount of \$57,999.66 were previously reviewed, approved and signed by the Board.

Vendor check nos. 45826 through 45853 dated June 14, 2018 in the amount of \$86,552.81 were previously reviewed, approved and signed by the Board.

Ms. Scott requested Board approval and authorization to transfer funds to cover the following dental claim costs:

- Dental claims dated June 5, 2018 in the amount of \$1,470.00
- Dental claims dated June 12, 2018 in the amount of \$3,197.27

Motion made by Commissioner Laykind, seconded by Commissioner Bader, the below stated resolution was adopted unanimously:

RESOLVED, that the Board of Commissioners approves the dental claims dated June 5, 2018 in the amount of \$1,470.00 and June 12, 2018 in the amount of \$3,197.27 and the Board authorized funds be transferred into the District's dental benefit account.

Ms. Scott reported that minutes of prior meetings are available for the Board's review and approval.

Ms. Scott presented a report of customer billing adjustments that were made in accordance with District Policy. After discussion, the report was ordered filed. In addition to the adjustments made within the District's Policy limits, Ms. Scott requested the Board's approval to remove the new administration charged in the amount of \$75.00 assessed to 12 Virginia Avenue as per District Policy due to the fact the resident closed their previous account and opened a new account within the District. Ms. Scott notes that District policy is to waive the new administration fee when residents relocate within the District's jurisdiction. The Board approved Ms. Scott's request.

Ms. Scott presented the Board with an update on the status of the District's Landscape Irrigation Smart Controller Rebate Program indicating that the program has been fully exhausted as all rebates have been accounted for. Commissioner Laykind congratulated the District on the program's success and extended gratitude to all staff for their efforts.

Ms. Scott reported that she received a request from DR Administrative Services with a recommendation to add code D3428 for a bone graft with apico at a rate of \$450.00 to the existing fee schedule of dental services covered. After discussion, the Board approved Ms. Scott's request.

Motion made by Commissioner Laykind, seconded by Commissioner Field, the below stated resolution was adopted unanimously:

RESOLVED, that the Board of Commissioners approves adding code D3428 for a bone graft with apico at a rate of \$450.00 to the existing fee schedule of dental services covered.

Ms. Scott reported that in order to adhere to current cash flow requirements she proposes the transfer of \$250,000.00 from the District's unreserved/undesignated account to its operating account. After discussion, the Board approved Ms. Scott's request.

Motion made by Commissioner Laykind, seconded by Commissioner Field, the below stated resolution was adopted unanimously:

RESOLVED, that the Board of Commissioners approves the transfer of \$250,000.00 from the District's unreserved/undesignated account to its operating account.

Ms. Scott provided the Board with a copy of the Treasurer's Report through May 31, 2018. In addition, to supplement and support the Treasurer's Report, Ms. Scott also provided the Board with the respective bank reconciliations as well as a collateral summary for all District cash accounts for the month ending May 31, 2018. After discussion, the reports were ordered filed.

Ms. Scott presented the Board with a copy of the year to date budget to actual expenditures and budget variance report for the month ending May 31, 2018. After discussion, the report was ordered filed.

Ms. Scott presented the Board with a report of budget adjustments that were made in accordance with District Policy. After discussion, the report was ordered filed. Based on Ms. Scott's analysis, she proposed the following additional general fund budget transfers be made for the month ending May 31, 2018 in excess of the Budget Transfer Policy limits;

<u>Code</u>	<u>Description</u>	<u>Total</u>
To:		
8322-S	Mark-out Services	25,000.00
From:		
8330-G	Chemical Pump Equipment	(25,000.00)
To:		
8341-R	Scada System & Control Repairs	21,500.00
From:		
8330-F	Service Contracts	(15,000.00)
8322-A	Wells, Pumps, Etc.	(6,500.00)

Motion made by Commissioner Laykind, seconded by Commissioner Field, the below stated resolution was adopted unanimously:

RESOLVED, that the Board of Commissioners approves the following general fund budget transfers be made for the month ending May 31, 2018;

<u>Code</u>	<u>Description</u>	<u>Total</u>
To:		
8322-S	Mark-out Services	25,000.00
From:		
8330-G	Chemical Pump Equipment	(25,000.00)
To:		
8341-R	Scada System & Control Repairs	21,500.00
From:		
8330-F	Service Contracts	(15,000.00)
8322-A	Wells, Pumps, Etc.	(6,500.00)

Ms. Scott informed that Board that she has commenced the process of the preparation of the District's 2019 Annual Budget.

Ms. Scott reported that the winning posters from the annual poster contest have been placed on display at the Plainview Old Bethpage Public Library and will remain on display until Friday, June 29, 2018 at which time they will be available for pick-up.

The NSWCA Training was held on Monday, June 18, 2018 at Filomena's in Franklin Square at 6:30 pm. The training topic was Robert's Rules of Order. Commissioner Laykind, Commissioner Field and Commissioner Bader were in attendance.

The following board meetings were scheduled for July 2018:

- July 3rd – No Meeting
- July 10th – at 5:30 pm
- July 17th – at 5:30 pm. Additional Public Session at 7:00 pm
- July 24th at 5:30 pm
- July 31st at 5:30 pm

At 7:45 pm a motion was made to enter into Executive Session to discuss personnel as it related to workers compensation claims.

At 8:35 pm Executive Session ended and the Board returned to Regular Session.

There being no further business to come before the Board, the meeting was adjourned with a call to the Chair at 8:50 pm.

STATE OF NEW YORK)
COUNTY OF NASSAU) ss.:
PLAINVIEW WATER DISTRICT)

We, the undersigned, Commissioners of the Plainview Water District, Town of Oyster Bay, Nassau County, New York, do hereby certify that the above-mentioned and contained is a true copy of the minutes of a meeting of the Board of Commissioners held in the District office on Tuesday, June 19, 2018.

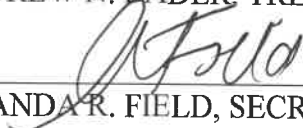
IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 15th day of November, 2018.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



AMANDA R. FIELD, SECRETARY