

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, July 10, 2018.

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

The meeting was called to order at 5:30 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.

MICHAEL INGHAM'S REPORT – ATTORNEY:

Attorney Ingham reported that he is in the process of reviewing the proposed contract provided by the Business Manager between the District and Edmunds & Associates, Inc. Commissioner Laykind requested that Attorney Ingham follow up with the Business Manager regarding any comments he may have.

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 Pal reported that the temporary pump for District Well No. 4-2 is currently being installed and will remain there temporarily. Supt. Moriarty reported that the Well should be ready for blow off on Wednesday, water will be collected for samples on Thursday and the transportation company is scheduled to come on Friday to transport the fifty-five (55) gallon drums of water to Calgon to be analyzed. Commissioner Bader inquired as to how long it will take for the water to be tested and the results to come in from Calgon. Engineer Neri replied that it will take several months for them to conduct their analysis and report back to the District. Supt. Moriarty reported the District will collect IOC samples, to be placed on a rush status, for analysis locally while filling the drums.

Engineer Neri reported that upon conducting a detailed cost analysis, the cost to purchase a new pump motor for District Well No. 4-2 is substantially the same as that of what it would cost to rebuild a replacement pump. Engineer Neri stated that in order for the new pump to adhere to the upcoming ISEP system, a new pump will be required to be designed by H2M architects and engineers and then built by Layne Christensen. After extensive discussion, the Board approved the purchase of a new pump as a more cost effective means of placing Well 4-2 back into service.

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 e-mail blast was sent this morning and there was a 37% open rate which is an excellent rate. Greg Gordon also reported that the second article of the e-mail blast related to water conservation and irrigation had the highest open rate of all other articles.

Greg Gordon presented the Board with materials to be posted on social media pertaining to the District's 90th Anniversary Celebration publications, including a side by side presentation of photographs from nostalgic District days as compared to current times. It was also discussed to see if the local library would be interested in setting up an exhibit of the old, historical photos. Zimmerman/Edelson will work with the library to set up this opportunity.

STEPHEN MORIARTY'S REPORT – SUPERINTENDENT:

Supt. Moriarty provided the Board with an update on alkalinity distribution test results noting that weekly testing results have remained consistent, reflecting increased levels District-wide.

Supt. Moriarty presented the Board with a proposal from Bancker Construction Corp., for a 16" valve replacement on Manetto Hill Road as is has been identified that value is broken and requires replacement. Supt. Moriarty reported that pricing for this proposal in the amount of \$43,453.22 is in accordance with the previously awarded requirements contract with Bancker Construction Corp. Supt. Moriarty also reported that Manetto Hill Road is scheduled to be paved by the Nassau County Department of Public Works (DPW) from Old Country Road to Northern Parkway which will result in a significant savings to the District in road restoration costs for this repair. After an at length discussion, the Board approved said proposal request.

DINA M SCOTT'S REPORT – BUSINESS MANAGER (as presented by Supt. Moriarty):

Vendor check nos. 45877 through 45897 dated June 28, 2018 in the amount of \$31,646.16 were previously reviewed, approved and signed by the Board.

Vendor check nos. 45902 through 45915 dated July 5, 2018 in the amount of \$107,242.77 were previously reviewed, approved and signed by the Board.

Country Pointe vendor check no. 124 dated July 5, 2018 in the amount of \$3,299.40 was previously reviewed, approved and signed by the Board.

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

- Dental claims dated June 26, 2018 in the amount of \$830.18
- Dental claims dated July 3, 2018 in the amount of \$821.19

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 26, 2018 in the amount of \$830.18 and July 3, 2018 in the amount of \$821.19 and the Board authorized funds be transferred into the District's dental benefit account.

Supt. Moriarty requested Board approval and authorization to transfer funds to cover cafeteria fund expenditures submitted for reimbursement in the amount of \$470.00.

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

RESOLVED, that the Board of Commissioners approves cafeteria fund expenditures submitted for reimbursement in the amount of \$470.00 and the Board authorized funds be transferred into the District's cafeteria fund benefit account.

Supt. Moriarty reported that in order to adhere to current cash flow requirements the Business Manager proposes the transfer of \$350,000.00 from the District's unreserved/undesignated account to its operating account. After discussion, the Board approved Supt. Moriarty'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 \$350,000.00 from the District's unreserved/undesignated account to its operating account.

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

Supt. Moriarty 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, Supt. Moriarty

requested the Board's approval to remove the new administration charged in the amount of \$75.00 assessed to 56 Hofstra Drive as per District Policy due to the fact the resident closed their previous account and opened a new account within the District. Supt. Moriarty notes that District policy is to waive the new administration fee when residents relocate within the District's jurisdiction. The Board approved Supt. Moriarty's request.

Supt. Moriarty presented the Board with a report of budget adjustments that were made in accordance with District Policy. After discussion, the report was ordered filed.

Supt. Moriarty provided the Board with a copy of the June 2018 audience overview and summary of individual pages reviewed on the District's website.

Supt. Moriarty reported that the District's audited financial statements for the year ending December 31, 2017 have been issued. The Business Manager is coordinating a date with the District's auditors, Albrecht, Viggiano Zureck & Co, P.C. for them to attend a Board meeting where they will present the statements at which time a bound copy will be provided to the Board.

Supt. Moriarty requested the Board sign the Payroll/Status Change Notice for the retirement of Michael Gele effective June 27, 2018. The Payroll/Status Change Notice was approved and signed.

Supt. Moriarty requested the Board sign the Payroll/Status Change Notice for the resignation of Dan Donnelly effective July 10, 2018. The Payroll/Status Change Notice was approved and signed. Supt. Moriarty reported that Dan Donnelly requested in accordance with District Policy No. 4.9 Annual Leave and Policy No. 4.15 Sick Leave, the Board approve payment for unused annual and sick leave upon his resignation. After discussion, the Board approved payment for Dan Donnelly's unused annual and sick leave as of his resignation date July 10, 2018.

On the motion of Commissioner Laykind, seconded by Commissioner Field, the Board went into Executive Sessions at 7:35 pm to discuss personnel and the need for additional distribution staff as a result of employee retirements and resignations as well as pending litigation against National Grid. The Board emerged from Executive Session at 7:55 pm with no minutes produced and no action taken.

There being no further business to come before the Board, the meeting was adjourned with a call to the Chair at 8:25 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, July 10, 2018.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 13th day of November, 2018.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



AMANDA R. FIELD, SECRETARY