

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, July 24, 2018.

Present: Marc B. Laykind, Chairman
Andrew Bader, Treasurer
Amanda R. Field, Secretary
Stephen Moriarty, Superintendent
Dina Scott, Business Manager
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 presented his report in executive session as it relates to pending litigation.

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 he has been contacted by the Beechwood Organization who has requested to move forward with the bidding of the next phase of construction at the Country Pointe Development. Engineer Neri recommended the Board to closeout Phase I of construction prior to authorizing the commencement of Phase III. Commissioner Laykind requested Engineer Neri and Supt. Moriarty ascertain the status of Phase I and report back to the Board prior to a decision being made.

Engineer Neri reported that the engineering report for the Plant 1 VOC removal is in the process of being prepared.

Engineer Pal reported that the fifty-five (55) gallon drums of water from District Well No. 4-2 have been successfully delivered to Calgon. Engineer Pal confirmed that samples of said water have been tested by Pace Laboratory who has confirmed that the

water is representative of the Plant's historical water quality. Engineer Pal also reported that she expects the processing of the pilot approvals by the NYS Department of Health and Nassau County Department of Health to be completed in the near future.

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 he has contacted the POB Library which has agreed to allow the District to set up a display for the celebration of the District's 90th Anniversary.

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 at approximately thirty (30) parts per million.

Supt. Moriarty reported that the District's telephone system is no longer being supported by the current provider CBS Technology. Supt. Moriarty reported that he has obtained quotes from service providers who are willing to support our current system as opposed to pursuing a new system. Supt. Moriarty reported that the lowest quote was provided by Forerunner Technologies at an annual rate of \$1,295.00. The Board approved Supt. Moriarty's request to enter into an agreement with Forerunner Technologies to support and maintain the District's existing telephone system.

Supt. Moriarty presented a memo to the Board requesting the purchase of one hundred (100) 5/8" x 3/4" meters at \$252.00 each for a total cost of \$25,200.00 from Rio Supply, Inc. This purchase is necessary to replenish the District's stock of meters. Supt. Moriarty reminded the Board that Rio Supply, Inc. is the sole source provider of Neptune meters which are standardized Districtwide. Board approval was requested.

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

RESOLVED, that the Board of Commissioners approves the purchase of one hundred (100) 5/8" meters at a total cost of \$25,200.00.

Supt. Moriarty reported that the current server which handles the software and data for meter reading has become obsolete and with the software upgrade on the horizon it is recommended that either the District purchase a new server or consider hosting the data back-up through Neptune at an increased annual cost. After discussion, the Board requested to re-address this at a later date.

DINA M SCOTT'S REPORT – BUSINESS MANAGER

Vendor check nos. 45920 through 45943 dated July 13, 2018 in the amount of \$64,798.75 were previously reviewed, approved and signed by the Board.

Vendor check nos. 45948 through 45975 dated July 19, 2018 in the amount of \$99,626.54 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 July 10, 2018 in the amount of \$605.80

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 July 10, 2018 in the amount of \$605.80 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 190 Carriage Lane 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. In addition, Ms. Scott recommended to the Board that a formal policy be written and adopted to memorialize the waiver of the new administration fee when residents relocate within the District's jurisdiction. The Board approved Ms. Scott's request.

Ms. Scott reported that registration for the Edwin C. Tiffit Jr. Water Supply Symposium taking place at the Renaissance Westchester Hotel in West Harrison, NY from September 19 – 20, 2018 is now open. The Board advised Ms. Scott that they will provide an update as to their availability to attend.

Ms. Scott reported that customer invoices for the 2nd quarter 2018 have been sent.

Ms. Scott provided the Board with a copy of the Dental Claims Detail History Report through June 30, 2018. After discussion, the report was ordered filed.

Ms. Scott provided the Board with a copy of the Treasurer's Report through June 30, 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 June 30, 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 June 30, 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 and after an at length discussion with regard to the necessity of each of the proposed adjustments, Ms. Scott requested the following additional general fund budget transfers be made for the month ending June 30, 2018 in excess of the Budget Transfer Policy limits;

<u>Code</u>	<u>Description</u>	<u>Total</u>
To:		
8341-P	Plant Tools, Maintenance and Supplies	9,800.00
From:		
8341-F	Miscellaneous	(9,800.00)
To:		
8346	Purchase of Meters	20,000.00
From:		
8330-E	CT&A GAC	(20,000.00)
To:		
8330-A	CT&A Lime	115,000.00
From:		
9550.0	Transfer to Capital	(115,000.00)
To:		
8322-A	Wells, Pumps & Motors	140,000.00
From:		
9550.0	Transfer to Capital	(140,000.00)
To:		
8322-A	Wells, Pumps & Motors	35,000.00
From:		
8341-C	Plant Expense	(35,000.00)

To:
 8320-I Valve Replacement, Repairs & Supplies 40,000.00
 From:
 8324 Building Maintenance (20,000.00)
 8341-G Plant Security (20,000.00)

To:
 8320-F Hydrant Repairs, Maintenance & Supplies 6,000.00
 From:
 8320-H Hydrant Parts (5,000.00)
 8322-D Hydrant Paint (1,000.00)

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 June 30, 2018;

Code	Description	Total
To:		
8341-P	Plant Tools, Maintenance and Supplies	9,800.00
From:		
8341-F	Miscellaneous	(9,800.00)
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8341-G Plant Security (20,000.00)

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From:
8320-H Hydrant Parts (5,000.00)
8322-D Hydrant Paint (1,000.00)

The NSWCA Training was held on Monday, July 16, 2018 at the Hicksville Fire Department in Hicksville at 6:30 pm. Commissioner Laykind, Commissioner Field and Commissioner Bader were in attendance.

The following board meetings were scheduled for August 2018:

- August 7th – at 5:30 pm
- August 14th – at 5:30 pm
- August 21st – at 5:30 pm. Additional Public Session at 7:00 pm
- August 28th at 5:30 pm

On the motion of Commissioner Laykind, seconded by Commissioner Field, the Board went into Executive Sessions at 7:45 pm to discuss pending litigation against as well as vendor contract negotiations. The Board emerged from Executive Session at 8:55 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 9:05 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 24, 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