

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, July 31, 2018.

Present: Marc B. Laykind, Chairman
 Andrew Bader, Treasurer
 Amanda R. Field, Secretary
 Dina Scott, Business Manager
 Michael Ingham, Attorney
 Sujata Pal, Engineer

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 had forwarded a budget timeline to Ms. Scott in an effort to advise of the timing requirements of the 2019 financial budget preparation process.

ENGINEER PAL'S REPORT – ENGINEER:

Engineer Pal 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 NYS Department of Health and Nassau County Department of Health have both approved the pilot protocol for the District Well No. 4-2 ISEP system project. As a result, Engineer Pal reported that she has authorized Calgon to begin the pilot process.

Engineer Pal reported that H2M architects & engineers is in receipt of the District's purchase order to proceed with the completion of the WIIA grant application for VOC treatment at Plant No. 1 which is due September 7, 2018.

Engineer Pal reported that the engineering report for the Plant 1 VOC removal is in progress H2M architects & engineers is addressing comments based on the preliminary meeting with the Supt. Moriarty and Keith Fleming.

DINA M SCOTT'S REPORT – BUSINESS MANAGER

Vendor check nos. 45980 through 45988 dated July 24, 2018 in the amount of \$30,011.44 were previously reviewed, approved and signed by the Board.

Country Pointe vendor check no. 125 dated July 26, 2018 in the amount of \$2,249.93 was 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 24, 2018 in the amount of \$2,657.61

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 24, 2018 in the amount of \$2,657.61 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 reverse the previously assessed final reading fee and final water charges related to 40 Sunrise St. in the total amount of \$244.78 as the final reading was conducted prematurely and scheduled to be conducted on July 31, 2018. 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. Commissioner Field, Commissioner Bader and Supt. Moriarty requested registration for attendance.

Ms. Scott reported that she is continuing to prepare the 2019 Financial Budget. The Budget is due to the Town of Oyster Bay on Friday, September 14, 2018 and therefore a Budget Hearing should be scheduled for Thursday, September 6, 2018. Ms. Scott advised that a copy of the Draft Budget will be provided to the Board in the following week.

It Was By Motion Carried, that Zimmerman/Edelson be appointed the Public Information Firm for the Plainview Water District for the period August 1, 2018 through December 31, 2018, pursuant to the agreement on file with the District, and the Resolution was drawn:

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

Resolved that Zimmerman/Edelson be appointed the Public Information Firm for the Plainview Water District for the period August 1, 2018 through December 31, 2018.

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. Ms. Scott requested the following additional general fund budget transfer be made for the month ending July 31, 2018 in excess of the Budget Transfer Policy limits;

<u>Code</u>	<u>Description</u>	<u>Total</u>
To:		
8330-F	Service Contracts – Nitrate, Etc.	7,000.00
From:		
8341-R	Scada System & Control Repairs	(7,000.00)

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 July 31, 2018;

<u>Code</u>	<u>Description</u>	<u>Total</u>
To:		
8330-F	Service Contracts – Nitrate, Etc.	7,000.00
From:		
8341-R	Scada System & Control Repairs	(7,000.00)

On the motion of Commissioner Laykind, seconded by Commissioner Field, the Board went into Executive Sessions at 6:45 pm to discuss vendor contract negotiations. The Board emerged from Executive Session at 7:40 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 7:45 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 31, 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