

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, January 21, 2020.

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, ZE Creative Concepts

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.

Attorney Ingham administered the oath of office to newly elected Commissioner Amanda Field.

Commissioner Laykind opened the meeting by congratulating Commissioner Amanda Field on her oath of office as Water Commissioner of the Plainview Water District for the forthcoming three year term. Commissioner Laykind also opened the meeting by stating to the room the reason for the slight delay of the annual reorganization meeting which is typically the first or second week of the new year, was as a result of scheduling conflicts and availability of necessary personnel.

ANNUAL ORGANIZATION MEETING

It being duly ascertained that the Commissioners have reported proper credentials and have met the statutory requisites for service, the floor was opened to the Annual Organization meeting and for the nomination of Officers for the ensuing year.

It was moved by Commissioner Bader and seconded by Commissioner Field, that Commissioner Laykind be elected as Chairman of the Board of Commissioners of the Plainview Water District for the year 2020 and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that Commissioner Laykind is hereby elected as Chairman of the Board of Commissioners of the Plainview Water District until December 31, 2020:

On Roll Call: Commissioner Andrew N. Bader voted "aye"
Commissioner Amanda Field voted "aye"
Commissioner Marc B. Laykind voted "aye"

The above Resolution adopted by unanimous vote.

Commissioner Laykind then chaired the remainder of the Organizational meeting.

It was moved by Commissioner Laykind and seconded by Commissioner Field, that Commissioner Bader be elected as Treasurer of the Board of Commissioners of the Plainview Water District for the year 2020 and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that Commissioner Bader is hereby elected as Treasurer of the Board of Commissioners of the Plainview Water District until December 31, 2020:

On Roll Call: Commissioner Andrew N. Bader voted "aye"
Commissioner Amanda Field voted "aye"
Commissioner Marc B. Laykind voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Bader, that Commissioner Field be elected as Secretary of the Board of Commissioners of the Plainview Water District for the year 2020 and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that Commissioner Field is hereby elected as Secretary of the Board of Commissioners of the Plainview Water District until December 31, 2020:

On Roll Call: Commissioner Andrew N. Bader voted "aye"
Commissioner Amanda Field voted "aye"
Commissioner Marc B. Laykind voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Field that the depositories for the Plainview Water District are Flushing Bank and First National Bank of Long Island and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that the following financial institutions be the depositories through their office and/or local branch for the Plainview Water District as follows:

FINANCIAL INSTITUTION

Flushing Bank
Lake Success, NY

First National Bank of Long Island
Woodbury, NY

ACCOUNT TYPES

General Maintenance & Improvement Reserve
Capital Projects Account

Undesignated/ Unappropriated Account
Dental Benefit Account
Payroll Account
Cafeteria Account
Operating Account
Country Pointe Phase I Account
Country Pointe Phase II Account
Country Pointe Phase III Account

On Roll Call: Commissioner Andrew N. Bader voted "aye"
Commissioner Amanda Field voted "aye"
Commissioner Marc B. Laykind voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Bader that membership in the Nassau Suffolk Water Commissioner's Association be as follows:

Be It and It Is Hereby

Resolved that the Commissioners of the Plainview Water District are authorized to be members and attend all functions of the Nassau Suffolk Water Commissioner's Association for 2020. Other District personnel may attend at the discretion of the Board:

On Roll Call: Commissioner Andrew N. Bader voted "aye"
Commissioner Amanda Field voted "aye"
Commissioner Marc B. Laykind voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Field that membership in the Long Island Water Conference be as follows:

Be It and It Is Hereby

Resolved that the Commissioners of the Plainview Water District, Stephen Moriarty, Superintendent, and Dina Scott, Business Manager are authorized to be members and attend all functions of the Long Island Water Conference for 2020. Other District personnel may attend at the discretion of the Board:

On Roll Call: Commissioner Andrew N. Bader voted "aye"
Commissioner Amanda Field voted "aye"
Commissioner Marc B. Laykind voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Bader that membership in the American Water Works Association be as follows:

Be It and It Is Hereby

Resolved that the Commissioners of the Plainview Water District and Stephen Moriarty, Superintendent are authorized to be members and attend all meetings and functions of the American Water Works Association (AWWA) and the New York State American Water Works Association (NYSAWWA). Other District personnel may attend at the discretion of the Board:

On Roll Call: Commissioner Andrew N. Bader voted "aye"
Commissioner Amanda Field voted "aye"
Commissioner Marc B. Laykind voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Field that reimbursement for the use of personal vehicles in performing District business be set in accordance with the prevailing IRS mileage reimbursement allowance rate of \$.575 per mile for 2020. Reimbursement will be sought in accordance with the District's Vehicle Policy.

Be It and It Is Hereby

Resolved that reimbursement for the use of personal vehicles in performing District business be set in accordance with the prevailing IRS mileage reimbursement allowance in accordance with the District's Vehicle Policy.

On Roll Call: Commissioner Andrew N. Bader voted "aye"
Commissioner Amanda Field voted "aye"
Commissioner Marc B. Laykind voted "aye"

The above Resolution adopted by unanimous vote.

Pursuant to the Board's review, the following personnel appointments were made for the year 2020:

It was moved by Commissioner Laykind and seconded by Commissioner Bader that Stephen Moriarty, Superintendent and Dina Scott, Business Manager, be appointed FOIL Officers for the Plainview Water District.

Be It and It Is Hereby

Resolved that Stephen Moriarty, Superintendent and Dina Scott, Business Manager, be appointed FOIL Officers for the Plainview Water District:

On Roll Call: Commissioner Andrew N. Bader voted "aye"
Commissioner Amanda Field voted "aye"
Commissioner Marc B. Laykind voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Field that Stephen Moriarty, Superintendent and Dina Scott, Business Manager, be appointed Procurement Officers for the year 2020.

Be It and It Is Hereby

Resolved that Stephen Moriarty, Superintendent and Dina Scott, Business Manager be appointed as Procurement Officers for the Plainview Water District for the year 2020:

On Roll Call: Commissioner Andrew N. Bader voted "aye"
Commissioner Amanda Field voted "aye"
Commissioner Marc B. Laykind voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Field that Dina Scott, Business Manager and Joseph DiGregorio, Water Plant Operator, be appointed Record Management Officers for the year 2020.

Be It and It Is Hereby

Resolved that Dina Scott, Business Manager and Joseph DiGregorio, Water Plant Operator, be appointed Record Management Officers for the Plainview Water District for the year 2020:

On Roll Call: Commissioner Andrew N. Bader voted "aye"
Commissioner Amanda Field voted "aye"
Commissioner Marc B. Laykind voted "aye"

The above Resolution adopted by unanimous vote.

A discussion was held by the Commissioners in regard the District's appointment of professionals under the General Municipal Law.

It was moved by Commissioner Laykind and seconded by Commissioner Bader that Michael F. Ingham of Carman, Callahan & Ingham, LLP be appointed Attorney for the Plainview Water District

for the year 2020, pursuant to the agreement on file with the District, and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that Michael F. Ingham of Carman, Callahan & Ingham, LLP be appointed Attorneys for the Plainview Water District for the year 2020:

On Roll Call: Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda Field voted "aye"
 Commissioner Marc B. Laykind voted "aye"

The above Resolution carried by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Field that H2M architects and engineers be appointed Engineering Firm for the Plainview Water District for the year 2020, pursuant to the agreement on file with the District, and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that H2M architects and engineers be appointed Engineering Firm for the Plainview Water District for the year 2020.

On Roll Call: Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda Field voted "aye"
 Commissioner Marc B. Laykind voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Bader that Pace Analytical Services, Inc. be appointed as Laboratory Firm for the Plainview Water District for the year 2020, pursuant to the agreement on file with the District, and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that Pace Analytical Services, Inc. be appointed as Laboratory Firm for the Plainview Water District for the year 2020:

On Roll Call: Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda Field voted "aye"
 Commissioner Marc B. Laykind voted "aye"

The above Resolution carried by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Field that Cullen & Danowski, LLP be appointed as external auditors for the Plainview Water District for the year 2020, pursuant to the agreement on file with the District, and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that Cullen & Danowski, LLP be appointed as external auditors for the Plainview Water District for the year 2020:

On Roll Call: Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda Field voted "aye"
 Commissioner Marc B. Laykind voted "aye"

The above Resolution carried by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Bader that Salerno Brokerage be appointed the Insurance Broker for the Plainview Water District for the year 2020, pursuant to the agreement on file with the District, and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that Salerno Brokerage be appointed the Insurance Broker for the Plainview Water District for the year 2020:

On Roll Call: Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda Field voted "aye"
 Commissioner Marc B. Laykind voted "aye"

The above Resolution carried by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Field that Edmunds GovTech be appointed as Financial and Utility Billing Software Firm for the Plainview Water District for the year 2020, pursuant to the agreement on file with the District, and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that Edmunds GovTech be appointed as Financial and Utility Billing Software Firm for the Plainview Water District for the year 2020:

On Roll Call: Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda Field voted "aye"
 Commissioner Marc B. Laykind voted "aye"

The above Resolution carried by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Bader that Total Technology Solutions be appointed as Information Technology Consulting Firm for the Plainview Water District for the year 2020, pursuant to the agreement on file with the District, and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that Total Technology Solutions be appointed as Information Technology Consulting Firm for the Plainview Water District for the year 2020:

On Roll Call: Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda Field voted "aye"
 Commissioner Marc B. Laykind voted "aye"

The above Resolution carried by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Field that ZE Creative Communications be appointed as Public Information Firm for the Plainview Water District for the year 2020, pursuant to the agreement on file with the District, and the Resolution was drawn:

Be It and It Is Hereby

Resolved that ZE Creative Communications be appointed as Public Information Firm for the Plainview Water District for the year 2020:

On Roll Call: Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda Field voted "aye"
 Commissioner Marc B. Laykind voted "aye"

The above Resolution carried by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Field that the Plainview-Old Bethpage Herald be designated official publication for the Plainview Water District for the year 2020:

Be It and It Is Hereby

Resolved that the Plainview-Old Bethpage Herald be designated official publication for the Plainview Water District for the year 2020:

On Roll Call: Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda Field voted "aye"
 Commissioner Marc B. Laykind voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Field that Rio Supply, Inc. be recognized as the sole source distributor of Neptune meters and appurtenances for the Plainview Water District for the year 2020 pursuant to the sole source justification letter on file with the District, and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that Rio Supply, Inc. be recognized as the sole source distributor of Neptune meters and appurtenances for the Plainview Water District for the year 2020:

On Roll Call: Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda Field voted "aye"
 Commissioner Marc B. Laykind voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Bader that Hach Company be recognized as the sole source distributor and maintenance provider of Hach nitrate analyzers for the Plainview Water District for the year 2020 pursuant to the sole source justification letter on file with the District, and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that Hach Company be recognized as the sole source distributor and maintenance provider of Hach nitrate analyzers for the Plainview Water District for the year 2020:

On Roll Call: Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda Field voted "aye"
 Commissioner Marc B. Laykind voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Field that Eagle Control Corp. be recognized as the distributor and specialized professional service provider for the District's SCADA and telemetry maintenance system for the Plainview Water District for the year 2020 pursuant to the sole source justification letter on file with the District, and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that Eagle Control Corp. be recognized as the distributor and specialized professional service provider for the District's SCADA and telemetry maintenance system for the Plainview Water District for the year 2020:

On Roll Call: Commissioner Andrew N. Bader voted "aye"
Commissioner Amanda Field voted "aye"
Commissioner Marc B. Laykind voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Bader that Wire to Water, Inc. be recognized as the specialized professional service provider for electrical master control center system panel service and repairs for the Plainview Water District for the year 2020 pursuant to the sole source justification letter on file with the District, and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that Wire to Water, Inc. be recognized as the specialized professional service provider for electrical master control center system panel service and repairs for the Plainview Water District for the year 2020:

On Roll Call: Commissioner Andrew N. Bader voted "aye"
Commissioner Amanda Field voted "aye"
Commissioner Marc B. Laykind voted "aye"

The above Resolution adopted by unanimous vote.

Ms. Scott requested the Board review, approve and sign the extension with DR Administrative Services, Inc. as it relates to administration of the District's self-insured dental plan for 2020.

It was moved by Commissioner Laykind and seconded by Commissioner Field that the below stated resolution was adopted unanimously:

RESOLVED, that the Board of Commissioners approves the extension letter with DR Administrative Services, Inc. as it relates to administration of the District's self-insured dental plan for 2020.

On Roll Call: Commissioner Andrew N. Bader voted "aye"
Commissioner Amanda Field voted "aye"
Commissioner Marc B. Laykind voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Bader that the District's Procurement Policy be adopted for the year 2020:

Be It and It Is Hereby

Resolved that the District's Procurement Policy is hereby adopted for the year 2020:

On Roll Call: Commissioner Andrew N. Bader voted "aye"
Commissioner Amanda Field voted "aye"
Commissioner Marc B. Laykind voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Field that the District's Investment Policy be adopted for the year 2020:

Be It and It Is Hereby

Resolved that the District's Investment Policy is hereby adopted for the year 2020:

On Roll Call: Commissioner Andrew N. Bader voted "aye"
Commissioner Amanda Field voted "aye"
Commissioner Marc B. Laykind voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Field that the procedural narratives for Payroll, Accounts Receivable and Billing, Accounts Payable and Cash Disbursements, Budgetary Process, Computer Application and Controls, and Credit Cards be adopted for the year 2020:

Be It and It Is Hereby

Resolved that the procedural narratives for Payroll, Accounts Receivable and Billing, Accounts Payable and Cash Disbursements, Budgetary Process, Computer Application and Controls, and Credit Cards are hereby adopted for the year 2020:

On Roll Call: Commissioner Andrew N. Bader voted "aye"
Commissioner Amanda Field voted "aye"
Commissioner Marc B. Laykind voted "aye"

The above Resolution adopted by unanimous vote.

Ms. Scott informed the Commissioners that the New York State Comptroller had promulgated and amended reporting rules for "elected and appointed officials" under 2 NYCRR 315.4 that requires the District to adopt a Standard Workday Resolution at each Reorganization Meeting. A copy of this Resolution is annexed hereto and shall be posted on the official District's website for a minimum of thirty (30) days and after said thirty (30) day posting period has expired, a certified copy of this resolution and an affidavit of posting shall be filed with the New York State Comptroller. It was moved by Commissioner Laykind and seconded by Commissioner Bader that the District adopt the 2020 Standard Workday Resolution:

Be It and It Is Hereby

Resolved that the District adopts the 2020 Standard Workday Resolution:

On Roll Call: Commissioner Andrew N. Bader voted "aye"
Commissioner Amanda Field voted "aye"
Commissioner Marc B. Laykind voted "aye"

The above Resolution adopted by unanimous vote.

MICHAEL INGHAM'S REPORT – ATTORNEY:

Attorney Ingham reported that he is in receipt of and working on coordinating execution of the recently awarded asphalt repair and maintenance, electrical maintenance, plumbing maintenance and emergency service and mark-out services requirements contracts. In addition, today he received the contract with Philip Ross Industries for the construction of the Plant 2 AOP Treatment project recently awarded and will coordinate execution.

Attorney Ingham reported that he is in the process of drafting a memorandum for the District as it relates to the status of insurance and potential litigation resulting from the September 4, 2019 water main break on Southern Parkway.

ENGINEER'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. Said items were reviewed and discussed with the Board in detail.

Engineer Neri reported that four Granulated Activated Carbon (GAC) vessels have been installed for the Plant No. 1 VOC treatment project. Work is being conducted by both the general and plumbing contractors as the critical path is to enclose the building as soon as possible. Engineer Neri reported he is conducting analysis of the results received from the proposal responses for construction of the Plant Nos. 2, 3 and 7 interim Advanced Oxidation Treatment (AOP) treatment projects. The proposal responses are being compared to the proposed change orders received from the existing contractors to conduct the same AOP treatment construction work at Plant No. 1. Discussion took place with regard to the reasoning behind not conducting a separate proposal for the Plant No. 1 AOP treatment work and utilizing the existing contractors already in place in the Plant No. 1 VOC treatment work. Ms. Scott requested Engineer Neri provide the District with a memorandum documenting the details of the discussion and justification of such should the Board so approve.

Engineer Neri reported that the second half 2019 semi-annual Plant No. 7 air stripper tower certification report is under quality control and review by H2M architects & engineers.

Engineer Neri reported that the construction kickoff meeting for the Plant No. 2 interim AOP treatment project is scheduled for this upcoming Thursday, January 23, 2020. Engineer Neri also reported that the engineering report for the Plant No. 2 AOP pilot study has been finalized and submitted to the NYS Department of Health for their review and comment.

Engineer Neri reported that he has further reviewed the proposal responses for construction of the Plant Nos. 3 and 7 interim AOP treatment projects and presented the proposal tabulations for each. The apparent lowest proposal for the Plant No. 3 interim AOP treatment projects is Phillip Ross Industries for a total proposal of \$501,102.00. The apparent lowest proposal for the Plant No. 7 interim AOP treatment projects is Phillip Ross Industries for a total proposal of \$1,306,401.00. Engineer Neri and Supt. Moriarty recommended the District award the construction of the Plant No. 3 AOP interim treatment project to Phillip Ross Industries in the amount of \$501,102.00 and the Plant No. 7 interim AOP treatment projects is Phillip Ross Industries for a total proposal of \$1,306,401.00. Engineer Neri reported that construction of the interim AOP treatment projects is required in order to meet the critical time frame for implementation of interim treatment in accordance with the emergency resolution adopted by the Board on July 30, 2019. Engineer Neri stated that a formal bid did not take place due to time constraints in implementing treatment as stated in the emergency resolution, however, public advertisement was made for each of these requests for proposals in an effort to secure the best pricing and the most responsible use of taxpayers dollars.

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

RESOLVED, that the Board of Commissioners authorized the recommendation by Engineer Neri and Supt. Moriarty to engage Phillip Ross Industries to perform the construction of the interim AOP treatment project at Plant No. 3 in accordance with the emergency resolution adopted by the Board on July 30, 2019 in the amount of \$501,102.00.

RESOLVED, that the Board of Commissioners authorized the recommendation by Engineer Neri and Supt. Moriarty to engage Phillip Ross Industries to perform the construction of the interim AOP treatment project at Plant No. 7 in accordance with the emergency resolution adopted by the Board on July 30, 2019 in the amount of \$1,306,401.00.

GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM:

Greg Gordon presented a series of social media posts to be posted the District's Facebook page. The Board provided comments and approved for posting upon the revisions being made.

Greg Gordon reported that the District's assembly presentation to the third grade students of the Plainview Old-Bethpage School District are underway and have been very successful and responsive thus far. The final assembly is schedule for this upcoming Thursday. Greg Gordon reported that a facebook post surrounding the assemblies is being developed.

STEPHEN MORIARTY'S REPORT – SUPERINTENDENT:

Supt. Moriarty reported that he has provided the Board with a copy of the Well Analysis Report for the year ending December 31, 2019.

Supt. Moriarty reported that a request for disconnect and water availability for a one (1") inch service was approved for premises at 14 Forte Avenue.

Supt. Moriarty provided the Board with a copy of the draft notification to be sent to customers on Donna Drive located nearby Plant No. 2 to inform that construction will commence for the Plant No. 2 interim AOP treatment facility. After discussion, the Board provided feedback and requested the revisions to the letter be made and resubmitted for their review and final approval.

Supt. Moriarty reported that the generator at Plant No. 7 is leaking oil and requested approval for PowerPro Service Co. to determine the source of the leak and troubleshoot at a fee of \$2,300.00. Supt. Moriarty reported that if the leak is coming from the oil pan gasket, the cost to repair will be significant. After discussion, Commissioner Laykind requested Supt. Moriarty to obtain an additional quote from HO Penn, the manufacturer of the generator, to determine the source of the leak and troubleshoot as a basis of comparison to the price obtained by PowerPro Service Co., who the District has a contract in place for maintenance of the District's generators.

Supt. Moriarty presented three quotes to the Board to remove and replace the check valve for Well 7-1. The apparent lowest quote is Bensin Contracting, Inc. for a total quote of \$7,695.00.

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

RESOLVED, the Board of Commissioners authorized the recommendation by Supt. Moriarty to engage Bensin Contracting, Inc. to remove and replace the check valve for Well 7-1 in the amount of \$7,695.00.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check nos. 51574 through 51592 dated January 16, 2020 in the amount of \$132,292.03 were previously reviewed, approved and signed by the Board.

Capital project vendor check nos. 10013 through 10014 dated January 16, 2020 in the amount of \$515,413.13 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 January 14, 2020 in the amount of \$2,603.00

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 January 14, 2020 in the amount of \$2,603.00 and the Board authorized funds be transferred into the District's dental benefit account.

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 penalties

assessed to 205 Sweet Hollow Road in the amount of \$54.41 and 5 Manetto Drive in the amount of \$54.45 in accordance with District Policy. Upon discussion, the Board approved Ms. Scott's requests. In addition, Ms. Scott requested Board approval to reconsider the basis for estimate of the fourth quarter 2019 invoice charged to 71 Shelter Hill Road. Ms. Scott reported that the District historically calculates estimates to customer bills whose meters do not identify any read using an average consumption of the most recent five billing cycles of the same billing cycle. Ms. Scott discussed this with the customer who stated she was out of the country for more than half of the billing cycle and underwent drastic measure to have her water service temporarily suspended by a plumber to ensure no usage. The customer therefore pleaded that her estimate was exceptionally high given the circumstances. Upon at length discussion, the Board concluded that due to the unusual circumstance, the District shall calculate her estimate based on the lowest consumption of the most recent five years of the same billing cycle and authorized Ms. Scott to adjust her bill accordingly. Ms. Scott reported that due to the fact this customer's meter could not be read the meter was replaced upon discovery by District personnel.

Ms. Scott provided the Board with a copy of the Annual Dental Summary for the year ending December 31, 2019. After discussion, the report was 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 December 31, 2019. After discussion, the report was ordered filed. Based on Ms. Scott's analysis and after discussion with regard to the necessity of the proposed adjustment, Ms. Scott requested the following additional general fund budget transfer be made for the month ending December 31, 2019 in excess of the Budget Transfer Policy limits;

<u>Code</u>	<u>Description</u>	<u>Total</u>
To:		
A-9060-00-8030	Medicare Reimbursement	10,000.00
From:		
A-9060-00-8000	Medical - Empire	(10,000.00)

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 December 31, 2019;

<u>Code</u>	<u>Description</u>	<u>Total</u>
To:		
A-9060-00-8030	Medicare Reimbursement	10,000.00
From:		
A-9060-00-8000	Medical - Empire	(10,000.00)

Ms. Scott provided the Board with a copy of the Treasurer's Report through December 31, 2019. 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 December 31, 2019. After discussion, the reports were ordered filed.

Ms. Scott provided the Board with the summary of the District's annual workers compensation policy renewal for the year February 24, 2020 – February 23, 2021. Ms. Scott recommended accepting the proposal submitted by Utica for the deposit premium policy with an annual premium of \$102,130.00, a decrease of \$1,104.00 from the prior year. Commissioner Laykind requested Ms. Scott to contact Salerno Brokerage and obtain a proposal rate for consideration of PERMA.

Ms. Scott reported that the ninety (90) day authorization period stated in the resolution authorizing emergency purchases as it relates to the construction and implementation of treatment for 1,4 Dioxane is set to expire. Said resolution was previously adopted by the Board on July 30, 2019 and readopted by the Board on October 22, 2019 and is set to expire today which is ninety (90) days thereafter. At length discussion took place regarding the consideration of extending the resolution. Engineer Neri recommended the Board extend the resolution for an additional ninety (90) days in order to continue to enable the District to aggressively construct the necessary treatment facilities to remove 1,4 Dioxane from the water at District Plant Nos. 1, 2, 3, and 7. Commissioner Laykind stated that the aggressive construction timeframe is a direct result of the stated proposed timeframe by which the maximum contaminant level is potentially set to be enacted. Upon further discussion and comment by Attorney Ingham, Supt. Moriarty and Ms. Scott, Board approval was requested.

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

RESOLVED, that the Board of Commissioners authorizes the ninety (90) day extension of the July 30, 2019 resolution authorizing emergency purchases as it relates to the construction and implementation of treatment for 1,4 Dioxane. Said authorization will expire within 90 days unless further extended by the Board of Commissioners in a new resolution.

The NSWCA Meeting was held on Wednesday, January 15, 2020 at the Westbury Firehouse in Westbury, NY at 6:30pm. The meeting guest speaker was Nassau County Legislature, Siela Bynoe. Commissioner Laykind and Commissioner Bader were in attendance.

The NSWCA Meeting was held on Monday, January 20, 2020 at Trullo D'Ouro in Franklin Square, NY at 6:30pm. The meeting topic was general water related affairs and upcoming regulations. Commissioner Laykind, Commissioner Bader and Commissioner Field were in attendance.

The following board meetings were scheduled for February 2020:

- February 4th at 5:30 pm
- February 11th at 5:30 pm
- February 18th at 5:30 pm – Additional Public Session at 7:00 pm
- February 25th at 5:30 pm

Ms. Scott will present the remainder of her report in executive session as it relates to insurance claims submitted by a former employee.

PUBLIC PARTICIPATION:

Mr. Newler of 24 Joyce Road addressed the Board regarding several inquiries related to District operations. The Board replied to his inquiries.

Mr. Newler of 24 Joyce Road inquired as to the landfill waste site proposed by the Town of Oyster Bay be built in Plainview. Engineer Neri replied by stating that if there were to be any potential contamination from the proposed site would not pose threat to Plainview wells which are located upgradient from the potential developments, as any contamination would move south.

On the motion of Commissioner Laykind, seconded by Commissioner Bader, the Board went into Executive Session at 8:00 pm to discuss insurance claims submitted by a former. The Board emerged from Executive Session at 8:40 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 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, January 21, 2020.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 30th day of March, 2020.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



AMANDA R. FIELD, SECRETARY