

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, February 18, 2020.

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

MICHAEL INGHAM'S REPORT – ATTORNEY:

Attorney Ingham presented the vendor executed contracts for the recently awarded contracts with Philip Ross Industries for the construction of the Plant Nos. 2, 3 and 7 Advanced Oxidation Process (AOP) treatment projects for the Board's execution. Attorney Ingham reported that he has reviewed the bonding and insurance documentation noting it was satisfactory. The Board executed said contracts and a copy was submitted to Philip Ross Industries and H2M architects & engineers for their records.

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 Pal reported that building and masonry construction continues on the Plant No. 1 Volatile Organic Compound (VOC) treatment project. A construction progress meeting will take place tomorrow, February 19, 2020.

Engineer Pal reported that the regulatory package consisting of the engineering plans, design and report was submitted to the NYS and Nassau County Departments of Health for their review and approval for the Plant No. 1 AOP treatment project on February 14, 2020. In addition, the construction contract with Phillip Ross Industries recently awarded by the Board was provided to Attorney Ingham to coordinate execution. The respective notice of award was provided.

Engineer Pal reported that conformed contracts have been provided to Attorney Ingham to coordinate execution of the recently awarded construction contracts for the Plant Nos. 2, 3 and 7 interim AOP treatment projects.

Engineer Pal reported that the construction is in progress for the Plant No. 2, 3 and 7 interim AOP treatment projects.

JAKE MEDLINGER'S REPORT – PUBLIC INFORMATION FIRM:

Jake Medlinger presented a press release related to protecting our water from source to tap to be published in upcoming weeks for the Board's review and approval. The Board provided comments and approved for submission upon the revisions being made.

Jake Medlinger provided content for a series of social media posts to be posted. The Board provided comments and approved for posting upon the revisions being made.

Jake Medlinger reported that Newsday will be publishing a series of articles related to the Grumman plume within the Bethpage Water District. Upon discussion, Commissioner Laykind requested preparation of a social media post to keep the public informed and clarify that the plume is moving away from Plainview Old-Bethpage.

STEPHEN MORIARTY'S REPORT – SUPERINTENDENT:

Supt. Moriarty reported that he is working to gather the required documentation requested by the Environmental Facilities Corp. (EFC) as it relates to the District's award of the 2019 Water Infrastructure and Improvement Act (WIIA) grant. Commissioner Laykind stated that this grant funding is being used exclusively to assist in the funding of the Plant No. 2 AOP treatment project.

Supt. Moriarty provided the Board with a memorandum and recommendation that the District engage the services of Total Technology Solutions to develop a new information technology disaster recovery plan. Supt. Moriarty stated that the District's existing plan was developed in 2011 and based upon information that is essentially obsolete. The proposed plan covers significantly more detail on information technology assessments District-wide as well as provides for formalized procedures for effective business continuity based upon current operations. After an at length discussion, the Board approved Supt. Moriarty's recommendation to engage Total Technology Solutions to develop a new information technology disaster recovery plan in the amount of \$5,400.00.

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

RESOLVED, that the Board of Commissioners authorized Supt. Moriarty to engage the services of Total Technology Solutions to develop a new information technology disaster recovery plan in the amount of \$5,400.00.

Supt. Moriarty reported that the Granulated Activated Carbon (GAC) vessels at Plant No. 7 were installed today as part of the Plant No. 7 AOP treatment project.

Supt. Moriarty will provide the remainder of his report in execution session as it relates to a new employee hire.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check nos. 51659 through 51673 dated February 14, 2020 in the amount of \$85,091.66 were previously reviewed, approved and signed by the Board.

Capital project vendor check no. 10022 dated February 14, 2020 in the amount of \$17,000.00 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 February 11, 2020 in the amount of \$294.34

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 February 11, 2020 in the amount of \$294.34 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 65 Round Tree Drive in the amount of \$50.23 in accordance with District Policy. Upon discussion, the Board approved Ms. Scott's request.

Ms. Scott reported that external auditor's Cullen & Danowski will be at the District Wednesday, February 19, 2020 through Friday, February 21, 2021 to conduct interim audit work. They will return the week of March 3, 2020 and March 17, 2020 to conduct the audit of the financial statements for the year ending December 31, 2019.

Ms. Scott provided the Board with a Freedom of Information Law (FOIL) request received by the District and the related response.

Ms. Scott reported that she has been contacted by Chris Romance of the Emergency Response Consulting Group, Inc. with regard to consideration of scheduling annual sexual harassment training in the Spring. Fee is \$300 per course delivery. Upon discussion, the Board directed Ms. Scott to coordinate the training for early May 2020.

The NSWCA Meeting was held on Monday, February 17, 2020 at Rialto in Westbury, NY at 6:30pm. The program was meter madness. Commissioner Laykind, Commissioner Bader and Commissioner Field were in attendance.

The following board meetings were scheduled for March 2020:

- March 3rd at 5:30 pm
- March 10th at 5:30 pm
- March 24th at 5:30 pm – Additional Public Session at 7:00 pm
- March 31st at 5:30 pm

PUBLIC PARTICIPATION:

Mr. Newler of 24 Joyce Road addressed the Board regarding several inquiries related to AOP treatment and construction work at various District locations. Mr. Newler also addressed the Board regarding several inquiries related to District operations. The Board replied to his inquiries.

On the motion of Commissioner Laykind, seconded by Commissioner Bader, the Board went into Executive Session at 8:10 pm to discuss a new employee hire. The Board emerged from Executive Session at 8:20 pm with minutes produced and action taken.

Supt. Moriarty requested the Board approve the hiring of John Curro as Water Servicer Trainee. Subject to final approval by the Nassau County Department of Civil Service, Mr. Curro will begin his employment with the District on Monday, March 9, 2020.

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

RESOLVED, upon the recommendation of Supt. Moriarty that the Board of Commissioners approves hiring John Curro as Water Servicer Trainee at an annual rate of \$40,000.00 to begin employment on Monday, March 9, 2020.

There being no further business to come before the Board, the meeting was adjourned with a call to the Chair at 8:55 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, February 18, 2020.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 17th day of April, 2020.

MARC B. LAYKIND, CHAIRMAN

ANDREW N. BADER, TREASURER

AMANDA R. FIELD, SECRETARY