

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, March 3, 2020.

Present: Marc B. Laykind, Chairman
Amanda R. Field, Secretary
Stephen Moriarty, Superintendent
Dina 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.

MICHAEL INGHAM'S REPORT – ATTORNEY:

Attorney Ingham presented the vendor executed contracts for the recently awarded contracts with W.J. Northridge Construction for general construction, Philp Ross Industries for plumbing construction and Eldor Contracting for electrical construction of the Plant No. 1 Advanced Oxidation Process (AOP) treatment project 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 copies were submitted to the respective contractors and H2M architects & engineers for their record. Attorney Ingham advised the Board that he had sent a letter to the New York State Department of Health on behalf of the Long Island Water Conference addressing comments and questions with respect to the proposed regulation affording the water districts a potential three year deferral on compliance with the pending Maximum Contaminant Levels (MCLs) for 1,4 Dioxane and PFOS/PFOA .

Attorney Ingham will present the remainder of his report in executive session as it relates to insurance claims submitted by a former employee as well as insurance coverage and potential litigation resulting from the 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 Pal reported that building and masonry construction continues on the Plant No. 1 treatment project. Engineer Pal reported that a construction progress meeting is scheduled for tomorrow, March 4, 2020 where the focus of the meeting will be the project schedule/timeline as well as impacts of the AOP scope of the project.

Engineer Pal reported that two AOP reactors were delivered to the District on Friday, February 28, 2020 for the Plant No. 1 AOP treatment project and are currently being installed.

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

Engineer Neri reported that the EFI enclosure box was delivered to Plant No. 2 for the AOP interim treatment project on Friday, February 28, 2020. The Granulated Activated Carbon (GAC) vessels were delivered to Plant No. 2 on Monday, March 2, 2020. Both units were placed and are being installed.

Engineer Neri reported that peroxide skids are on site at the Plant No. 7 for the AOP interim treatment project and that construction of the injection vault is nearly complete.

GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM:

Greg Gordon presented a revised press release related to urging residents to take caution with lawn chemicals and fertilizers 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.

Greg Gordon reported that topics for the Spring 2020 newsletter are being considered and discussed with Supt. Moriarty and will be presented to the Board for their consideration and approval.

Greg Gordon presented the draft of a postcard mailer providing residents with an update on what the District is doing to take action to remove 1,4 Dioxane from drinking water. The Board provided comments and discussed key items to be included as well as the most appropriate timing of delivery.

STEPHEN MORIARTY'S REPORT – SUPERINTENDENT:

Supt. Moriarty reported that he is working with Ms. Scott to gather the remaining 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 grant funding is exclusively used to assist in the funding of the Plant No. 2 AOP treatment project. Ms. Scott reported that the final documents needed will be presented to the Board this evening for approval and tomorrow all information will be submitted to the EFC as per their request.

Supt. Moriarty reported that he is in the process of obtaining pricing from Eagle Control Corp for control and SCADA system upgrades to Plant No. 1 to accommodate the new the VOC and AOP treatment facility.

Supt. Moriarty reported that requests for water disconnect and availability for a one (1") inch service were approved for premises at 33 Cedar Drive and 51 Sunrise Street.

Supt. Moriarty presented the letter he drafted on behalf of the District to be sent to the New York State Department of Health providing comment as it relates to the impending proposed regulation for a maximum contaminant level for 1,4 Dioxane, PFOA and PFOS. Upon review and discussion, the Board requested Greg Gordon of ZE Creative Concepts review and adjust the letter based upon the items discussed.

Supt. Moriarty reported that he is scheduling installation of shelving, lights and decals for the new vans so that they can be placed into service. In addition, Supt. Moriarty reported that the emergency lighting for each of the vans is being purchased and installed through pricing obtained from Nassau County contract at a rate of \$3,000.00 per van.

Supt. Moriarty presented a memo to the Board requesting the purchase of two hundred (200) 5/8" x 3/4" pit meters at \$255.00 each 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 Laykind, seconded by Commissioner Field, the below stated resolution was adopted unanimously:

RESOLVED, that the Board of Commissioners approves the purchase of two hundred (200) 5/8" x 3/4" pit meters at \$255.00 each from Rio Supply, Inc for a total cost of \$51,000.00.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check nos. 51707 through 51727 dated February 27, 2020 in the amount of \$54,113.42 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 February 25, 2020 in the amount of \$407.87

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

RESOLVED, that the Board of Commissioners approves the dental claims dated February 25, 2020 in the amount of \$407.87 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.

Ms. Scott reported that the District will be hosting a sexual harassment training as required by state law presented by the Emergency Response Consulting Group. The training is mandatory for all District personnel and will be held on Wednesday, May 6, 2020 from 9:00am – 10:00am as well as Friday, May 8, 2020 from 9:00am – 10:00am.

Ms. Scott reported that the Component Unit Financial Report for the year ending December 31, 2019 is due to the Town of Oyster Bay on March 15, 2020. The Business Manager is preparing the report and will submit to the Town pre any audit adjustments, and therefore, a revised report will be remitted to the Town upon receipt of adjustments identified through the financial statement audit and final close of the District's books and records.

Ms. Scott reported that submission has been made to the EFC for reimbursement of grant expenditures incurred on the Plant No. 1 VOC treatment project through the 2018 WIIA grant award. In addition, Ms. Scott reported that she had a conference call with the EFC yesterday to discuss monthly and quarterly reporting requirements under the WIIA grant as said requirements are now in effect throughout the duration of the project.

Ms. Scott requested Board authorization for the appointment of Dina Scott, Business Manager as the Minority Business Officer as it relates to the administration of the 2019 Water Infrastructure Improvement Act grant award. In addition, Ms. Scott requested Board authorization for the appointment of Supt. Moriarty as the representative of the District to authorize the execution of the NYS WIIA grant agreement and any and all documents as it relates to the administration of the 2019 Water Infrastructure Improvement Act grant award.

After reviewing Ms. Scott's recommendation and concurring with same, and upon motion made by Commissioner Laykind, seconded by Commissioner Field, the stated resolutions which are annexed hereto were adopted unanimously.

Ms. Scott presented the revised letter addressed to the Superintendent of Schools of the Plainview-Old Bethpage Central School District regarding the 2020 Plainview Water District Annual Poster Contest. After discussion, Commissioner Laykind requested Ms. Scott to send the letter on March 15, 2020.

Ms. Scott provided a letter received by Flushing Bank notifying that the District will receive a decrease in our interest rate from 1.75% to 1.60% as a result of the recent decrease in federal rates.

Ms. Scott reported that with receipt of the 1st half tax payment the operating account currently has a high balance. As the operating account does not earn interest, the Ms. Scott requested Board approval to transfer \$2,000,000.00 into the District's undesignated/unappropriated interest bearing account.

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

RESOLVED, that the Board of Commissioners approves transferring \$2,000,000.00 from the operating account into the District's undesignated/unappropriated interest bearing account.

PUBLIC PARTICIPATION:

Mr. Newler of 24 Joyce Road 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 Field, the Board went into Executive Session at 8:30 pm to discuss insurance claim submitted by a former employee as well as insurance coverage and potential litigation resulting from the water main break on Southern Parkway. The Board emerged from Executive Session at 9:15 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 9:25 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, March 3, 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

**BOARD RESOLUTION TO APPOINT A REPRESENTATIVE OF THE
DISTRICT TO AUTHORIZE THE EXECUTION OF THE NYS WIIA
GRANT AGREEMENT AND ANY AND ALL DOCUMENTS**

Ms. Scott reported that the NYS EFC, as a requirement to receive funding under the NYS WIIA grant awarded to the District on December 23, 2019, (Project No. 18689), requested that the District adopt a Resolution appointing a representative of the District that authorizes them to execute the NYS WIIA Grant Agreement and any and all documents, instruments and other agreements necessary to effectuate the WIIA grant funding. After discussion and upon motion duly made and seconded it was,

RESOLVED that the Board of Commissioners authorize Superintendent Stephen Moriarty, P.E. to execute a NYS WIIA grant agreement (Project No. 18689) and any and all documents, instruments and other agreements necessary to effectuate the NYS WIIA grant funding on behalf of the Plainview Water District.

VOTE	AYES:	NOES:	ABSTENTIONS:
Commissioner Bader	AYE		
Commissioner Field	AYE		
Commissioner Laykind	AYE		

Vote:

I, Dina Scott, duly appointed and qualified Business Manager of the Plainview Water District, hereby, CERTIFY that the foregoing resolution was adopted at a meeting duly called and held in the office of the Plainview Water District, a quorum being present on the 3rd day of March 2020, and that said copy is true, correct and compared copy of the original resolution so adopted and that the same has not been revoked or rescinded.

WITNESSETH, my hand and seal this 3rd day of March 2020

Dina Scott

**BOARD RESOLUTION TO APPOINT A MINORITY BUSINESS OFFICER
(MBO) FOR THE PLAINVIEW WATER DISTRICT**

Ms. Scott reported that one of the requirements under the NYS WIIA grant administered by the NYS Environmental Facility Corporation (EFC) is that the Commissioners are required to appoint a Minority Business Officer (MBO) as the official contact person to administer the Minority and Women Owned Business Enterprise (MWBE) documentation and act as a liaison between the NYS EFC and the prime contractors. After discussion, and upon motion duly made and seconded, it was,

RESOLVED that the Board of Commissioners appoint Dina M. Scott, CPA as the District's MBO Officer for the NYS WIIA Grant, Project No. 18689 on behalf of the Plainview Water District.

VOTE	AYES:	NOES:	ABSTENTIONS:
Commissioner Bader	AYE		
Commissioner Field	AYE		
Commissioner Laykind	AYE		

Vote: *

I, Dina Scott, duly appointed and qualified Business Manager of the Plainview Water District, hereby, CERTIFY that the foregoing resolution was adopted at a meeting duly called and held in the office of the Plainview Water District, a quorum being present on the 3rd day of March 2020, and that said copy is true, correct and compared copy of the original resolution so adopted and that the same has not been revoked or rescinded.

WITNESSETH, my hand and seal this 3rd day of March 2020

Dina Scott