

Regular meeting of the Board of Commissioners of the Plainview Water District was held via telephone conference on Tuesday, May 12, 2020.

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, ZE Creative Concepts

The meeting was called to order at 5:30 pm.

Correspondence was reviewed in the Board update.

The Board approved and signed payroll checks.

Minutes of previous meeting(s) were read and approved unanimously.

Commissioner Laykind opened by stating that he hopes everyone is well and safe during these challenging times. Today's meeting is being held via teleconference once again, pursuant to the Governor's executive order. The meeting was noticed on the District's website indicating that a phone line is available for public participation. Commissioner Laykind is happy to report that Plainview Water District continues to keep its employees safe and healthy amid the COVID-19 pandemic as tremendous precautionary measures have been put in place to ensure the health and safety of District staff. Commissioner Laykind thanked his fellow Commissioners and the Plainview Water District staff for their continued efforts which have proven successful.

MICHAEL INGHAM'S REPORT – ATTORNEY:

Attorney Ingham will present 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 Neri reported that construction continues to be in progress for the Plant No. 1 treatment project. A construction progress meeting is scheduled to take place tomorrow.

Engineer Neri reported that construction continues to be in progress for the Plant Nos. 2, 3 and 7 interim Advanced Oxidation Process (AOP) treatment projects. Engineer Neri also reported that construction of the contaminant pads for each of the AOP treatment projects are in progress. These contaminant pads are being built for the hydrogen peroxide bulk storage for used to run the AOP treatment systems.

Engineer Neri reported that progress is being made regarding the responses to the Nassau County Department of Health comment letters based upon their review of the engineering report and design for the Plant Nos. 2, 3 and 7 AOP treatment projects.

Engineer Neri reported that the Water Conservation Plan update for the year ending December 31, 2019 has been drafted for Supt. Moriarty's review prior to submission to the Department of Environmental Conservation.

Engineer Neri reported that first half 2020 annual tank inspections have been conducted. Engineer Neri reported that upon completion of all inspections and obtaining the results from each, H2M architects + engineers will prepare and submit a detailed report to the District.

GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM:

Greg Gordon reported that the spring newsletter was delivered to the post office for mailing by the printer and should be in homes tomorrow. He discussed timing of the email to be sent for the digital newsletter.

Greg Gordon presented a series of social media posts to be reviewed and posted on the District's Facebook page all of which are related to the series of articles presented in the spring newsletter. After discussion of the content, the Board requested him to prepare and submit for their review and approval.

Greg Gordon was pleased to report that the District is in receipt of forty-five (45) submissions to date for the District's annual poster contest with the Plainview Old-Bethpage School District. The submission deadline is next Friday, May 22, 2020. This year's contest has been changed to accommodate a digital platform in order to successfully administer the contest in light of precautionary measures and social distancing requirements as a result of COVID-19.

STEPHEN MORIARTY'S REPORT – SUPERINTENDENT:

Supt. Moriarty requested the Board's approval to remove a backflow penalty in the amount of \$100.00 assessed to 720 Old Bethpage Road. Supt. Moriarty reached out to the customer and requested them to provide proof their 2019 backflow test was conducted, for which they were unable to provide. Supt. Moriarty therefore recommended that due to lack of documentation to support any test was conducted, the District does not typically grant customer's penalty removal requests. The Board agreed with Supt. Moriarty's recommendation.

Supt. Moriarty reported that employees are conducting annual hydrant maintenance throughout the District. Notification to inform residents has been posted to the District's website as well as posted on social media.

Supt. Moriarty reported that pump A of the Plant No. 4 booster pump was making noise and vibrating. Layne Christensen who is the well and booster pump requirements contract holder conducted troubleshooting on the pump and found wear on the impeller, shafting, seals and gaskets and also found that the bearing housings were damaged. Total cost for parts to rebuild and repair the pump are \$5,500.00 plus the cost of labor in accordance with the requirements contract previously bid. Supt. Moriarty requested Board approval to rebuild and repair the pump. The Board approved Supt. Moriarty's request as the rebuild and repair are in accordance with the previously awarded well and booster pump requirements contract.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check nos. 51894 through 51902 dated April 29, 2020 in the amount of \$38,624.30 were previously reviewed, approved and signed by the Board.

Vendor check no. 51908 dated May 5, 2020 in the amount of \$5,000.00 was previously reviewed, approved and signed by the Board.

Vendor check nos. 51909 through 51926 dated May 8, 2020 in the amount of \$68,236.63 were previously reviewed, approved and signed by the Board.

Capital projects vendor check nos. 10030 through 10031 dated May 8, 2020 in the amount of \$182,212.92 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 May 6, 2020 in the amount of \$680.21

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 May 6, 2020 in the amount of \$680.21 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 47102 Silver Birch Lane in the amount of \$142.83 as these penalties were assessed in error. Additionally, Ms. Scott reported that the customers third quarter 2019 water bill was found to be in error due to a meter software error. Ms. Scott reported this error resulted in a refund is due back to the

customer in the amount of \$1,396.88 in addition to the penalties assessed in error to be removed. Upon discussion, the Board approved Ms. Scott's request.

Ms. Scott reported that District will receive a decrease in interest rate with Flushing Bank from 1.00% to 0.90% for the capital improvement cash reserve account. In addition, the District will receive a decrease in interest rate with First National Bank of Long Island Bank from 1.15% to 0.75% for the unappropriated/undesignated cash account.

Ms. Scott reported that monthly report submissions have been made to the Environmental Facilities Corporation as it relates to the 2018 Water Infrastructure Improvement Act grant award for the Plant No. 1 Volatile Organic Compound Treatment project.

Ms. Scott requested Board approval and authorization to transfer \$350.00 from the cafeteria cash account to the operating cash account as a result of an error made in depositing a check into the wrong cash account.

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

RESOLVED, that the Board authorized the transfer of \$350.00 from the cafeteria cash account to the operating cash account.

Ms. Scott reported that Steven Mello requested in accordance with District Policy No. 4.9 Annual Leave and Policy No. 4.15 Sick Leave, the Board approve payment for unused annual and sick leave as a result of his resignation. After discussion, the Board approved payment for Steven Mello's unused annual and sick leave as of his resignation date April 20, 2020.

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

RESOLVED, that the Board of Commissioners approves payment for Steven Mello's unused annual and sick leave as of his resignation date.

Ms. Scott presented the Board of Commissioners with a letter of resignation submitted by employee Emily Padilla. Ms. Scott requested the Board sign the Payroll/Status Change Notice for the resignation of Emily Padilla effective May 12, 2020. The Payroll/Status Change Notice was approved and signed.

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

RESOLVED, that the Board of Commissioners accepts the resignation of Emily Padilla effective May 12, 2020.

On the motion of Commissioner Laykind, seconded by Commissioner Field, the Board went into Executive Session at 6:30 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 7:15 pm with minutes produced and action taken.

Coming out of executive session the Board of Commissioners unanimously voted to follow the advisement of its labor counsel and insurance carrier to resolve the insurance claim submitted by a former employee.

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

RESOLVED, that the Board of Commissioners agrees to resolve the insurance claim on behalf of a former employee.

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, May 12, 2020.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 12th day of May, 2020.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



AMANDA R. FIELD, SECRETARY