

Regular meeting of the Board of Commissioners of the Plainview Water District was held via telephone conference on Tuesday, May 26, 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 during these challenging times. Today's now bi-weekly 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.

MICHAEL INGHAM'S REPORT – ATTORNEY:

Attorney Ingham will present his report in executive session as it relates to insurance coverage and potential litigation resulting from the water main break on Southern Parkway.

Attorney Ingham reported that with the potential passing of the regulation to enact a maximum contaminant level (MCL) of 1.0 part per billion for 1,4 Dioxane and 10 parts per trillion for each perfluorooctane sulfonate (PFOS) and perfluorooctanoic acid (PFOA) anticipated to be set for June 4, 2020, members of the Long Island Water Conference are scheduled to meet tomorrow via conference call to discuss. He is hopeful to get some feedback from the State health department on this call with regard to a definitive time frame for the enactment.

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 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 provided an outline of the status of 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. In addition, Engineer Neri also provided the status of the responses to the Nassau County Fire Marshall for the permits for the chemical bulk storage tanks.

Engineer Neri reported that the Water Conservation Plan update for the year ending December 31, 2019 is complete and has been submitted to the Department of Environmental Conservation on behalf of the District.

Engineer Neri reported that the first half 2020 annual tank inspection report is complete and has been submitted to Supt. Moriarty for his review.

GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM:

Greg Gordon reported that the digital spring newsletter was sent via email last Monday, May 18, 2020.

Greg Gordon reported that the District so far is in receipt of approximately sixty (60) submissions for the District's annual poster contest with the Plainview Old-Bethpage School District. This is a decrease in the number of submissions from the prior year and therefore he is going to reach out to representatives of the District and follow up if more submissions are forthcoming. 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.

Greg Gordon reported that he is going to review the District's website homepage and prepare proposed edits to any language that may require updating.

Greg Gordon presented a memorandum outlining the possibility of the District hosting a community meeting to discuss New York's decision to finalize their new regulations on emerging contaminants. The Board agreed to consider the memorandum and discuss further upon their review.

STEPHEN MORIARTY'S REPORT – SUPERINTENDENT:

Supt. Moriarty reported that repairs to pump A of the Plant No. 4 booster pump will be completed tomorrow. Additionally, the Plant No. 5 booster pump motor is expected to be in next week. Replacement of the motor will take place immediately thereafter.

Supt. Moriarty reported that he is working with Total Technology Solutions to assist them in the development of the new information technology disaster recovery plan.

Supt. Moriarty reported that he has completed reviewing the first half 2020 annual tank inspection report prepared by H2M architects + engineers. Copies of the report will be provided to the Board for their consideration.

Supt. Moriarty reported that Neptune will cease support of the District's NSight Plus software effective December 31, 2019 due to Adobe Flash no longer being supported. He has obtained quotes to move to a cloud-based hosted system and is currently consulting with neighboring District's regarding this matter.

Supt. Moriarty reported that the existing nitrate analyzer and PH analyzer controls at Plant No. 5 were damaged. As a result, the analyzer and controller needs to be replaced and calibrated. Replacement of the nitrate analyzer and PH analyzer controls will be conducted by Eagle Control Corp. who is the specialized professional service provider for the District's SCADA and telemetry maintenance system. Upon discussion, the Board approved Supt. Moriarty's recommendation to engage Eagle Control Corp. to replace the he nitrate analyzer and PH analyzer controls at Plant No. 5 in the amount of \$6,795.00 as they are the specialized professional service provider for the District's SCADA and telemetry maintenance system.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check no. 51932 dated May 12, 2020 in the amount of \$46,496.70 was previously reviewed, approved and signed by the Board.

Vendor check nos. 51933 through 51952 dated May 18, 2020 in the amount of \$62,705.43 were previously reviewed, approved and signed by the Board.

Vendor check nos. 51958 through 51968 dated May 20, 2020 in the amount of \$7,479.80 were previously reviewed, approved and signed by the Board.

Capital projects vendor check nos. 10032 through 10033 dated May 20, 2020 in the amount of \$67,978.73 were previously reviewed, approved and signed by the Board.

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 10 Washington Ave. in the amount

of \$177.95 in accordance with District policy. Upon discussion, the Board approved Ms. Scott's request.

Ms. Scott reported that she is receipt and conducting review of the draft of the audited financial statements for the year ending December 31, 2019.

Ms. Scott reported that the requests for proposal for professional services to conduct a water rate study have been sent via postal mail and email on Friday, May 22, 2020. Ms. Scott provided the Board with a copy of said proposal and transmittal letters submitted to all solicited proposers.

Ms. Scott presented a Summary of Capital Projects and Respective Funding Sources which was revised to include term dates on all projects funded in part through grant proceeds.

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 April 30, 2020. After discussion, the report was ordered filed.

Ms. Scott provided the Board with a copy of the Treasurer's Report through April 30, 2020. 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 April 30, 2020. After discussion, the reports were ordered filed.

Ms. Scott requested Board approval and authorization to transfer \$71,872.90 from the capital projects cash account to the capital improvement reserve cash account in the amount of \$71,872.90. This transfer is as a result of overfunding from the capital reserve due to a decrease in purchase order commitments. The decrease in purchase order commitments is the result of change orders issued for the Plant No. 1 VOC Treatment project.

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

RESOLVED, that the Board authorized the transfer of \$71,872.90 from the capital projects cash account to the capital improvement reserve cash account.

The following board meetings were scheduled for June 2020:

- June 9th at 5:30 pm
- June 23rd at 5:30 pm

On the motion of Commissioner Laykind, seconded by Commissioner Field, the Board went into Executive Session at 6:15 pm to an discuss potential litigation resulting from the water main break on Southern Parkway. The Board emerged from Executive Session at 6:45 pm with no minutes produced and no action taken.

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There being no further business to come before the Board, the meeting was adjourned with a call to the Chair at 6:55 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, May 26, 2020.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 9th day of June, 2020.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



AMANDA R. FIELD, SECRETARY