

Regular meeting of the Board of Commissioners of the Plainview Water District was held via telephone conference on Tuesday, August 11, 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 today's meeting is once again 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. He is happy to report that all Plainview Water District employees are safe and well as we continue to take all precautionary measures to protect everyone's health and safety. Commissioner Laykind stated the District will recommence live Board meetings as soon as additional safety protocols are in place.

Commissioner Laykind stated that the District weathered Hurricane Isaias well with no interruption to water services and no customer issues. He complimented Supt. Moriarty and his staff for maintaining all plant sites with no interruption and for keeping all sites up and running despite the treacherous winds and several trees being down. Three of our plant sites were working on generator power which provided uninterrupted service in both the field and administrative office locations.

MICHAEL INGHAM'S REPORT – ATTORNEY:

Attorney Ingham reported that Governor Cuomo has provided updates to the list of travel restricted states who are experiencing a resurgence of COVID-19. The list now consists of thirty-four (31) states and two (2) territories whereby all employees who voluntarily travel to the restricted states and/or territories shall be subject to a mandatory fourteen (14) day quarantine upon return to New York. Supt. Moriarty reported that he distributed a revised list of travel restricted states to all District employees notifying them of the updates.

Attorney Ingham reported that he will work with Ms. Scott on the 2021 budget hearing legal notice in the event the Board would like to consider hosting the hearing via teleconference pursuant to the Governor's executive order. Commissioner Laykind stated that the District looks forward to conducting all meetings in a live environment with appropriate safety precautions in place in the very near future. The 2021 budget hearing taking place on September 3, 2020 will be conducted live in the District's board room.

Attorney Ingham reported that members of the Long Island Water Conference (LIWC) recently conducted a conference call with the NYS Department of Health in order to obtain further clarification of the details surrounding the newly established and enacted Maximum Contaminant Levels (MCL) for 1,4 Dioxane and PFOA(S). The LIWC was informed that the NYS Department of Health is in the process of preparing a guidance package which will include the answers to many of the questions that have been asked since the announcement of the MCL in July 2019.

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 contractors are working on final punch list items for completion of the Plant No. 1 treatment project. Programming and sampling are currently taking place.

Engineer Neri reported that performance testing is complete for the Plant No. 2 interim AOP treatment project. The performance report was submitted to NYS and Nassau County Departments of Health to bring the AOP system online. The District is now awaiting approval.

Engineer Neri reported that the survey crew will be working on the Plant No. 3 drainage work early next week.

Engineer Neri reported that performance testing and sampling is underway for the Plant No. 7 interim AOP treatment project. Upon completion, the performance report will be drafted and submitted to NYS and Nassau County Departments of Health to bring the AOP system online.

GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM:

Greg Gordon reported that he will be making updates to the emerging contaminants portion of the District's webpage in accordance with previous discussion and updates that have taken place.

Greg Gordon reported that the recent e-mail blast related to the announcement of the enactment of the MCL for 1,4-Dioxane and PFOA(S) had an open rate of 51% which is excellent. He was pleased to report there was a high click through rate on the 1,4-Dioxane fact sheet on the District's website.

Greg Gordon reported that he will prepare a press release regarding hurricane preparedness in light of the District's recent success through Hurricane Isaias as well as a social media posts for the Board's review and approval.

Greg Gordon presented a draft of the postcard mailer to be sent to all customers which provides details of all the efforts the District has previously and continues to put forth to remove 1,4-Dioxane from drinking water.

STEPHEN MORIARTY'S REPORT – SUPERINTENDENT:

Supt. Moriarty presented the Board with a project status report for the Plant Nos. 1, 2, 3, 4 and 7 Advanced Oxidation Process (AOP) treatment projects. Discussion took place regarding the details of the current status of each of the projects.

Supt. Moriarty provided the Board with a memorandum of recommendation to engage H2M architect + engineers to conduct engineering design and support services for the construction of the Plant No. 2 permanent AOP treatment facility. Supt. Moriarty reminded the Board that the District is in receipt of the 2019 Water Infrastructure Improvement Act grant award to assist with the funding of 60% of the project costs. Supt. Moriarty's reported that permanent construction of this Plant site will provide year-round operation as opposed to seasonal operation only. The Board agreed to consider Supt. Moriarty's recommendation after further review.

Supt. Moriarty provided the Board with a quotation submitted by Total Technology Solutions to provide upgrades to the security of the Districts existing firewall which is outdated. The quote also includes an upgrade and increased bandwidth to the District's Wi-Fi. The amount of the quotation to provide said services is \$4,984.61. The Board approved Supt. Moriarty's request.

Supt. Moriarty presented a request to remove a backflow penalty in the amount of \$250.00 previously assessed to 635 Old County Road. Supt. Moriarty reported that the penalty was assessed for an inside double check valve device. Total containment is provided by a reduced pressure zone device. The double check valve is not required and has since been noted as inactive on the customer's account detail. A letter will be sent to the customer owner stating such. After discussion, the Board approved Supt. Moriarty's request.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check nos. 52153 through 52164 dated July 30, 2020 in the amount of \$31,748.21 were previously reviewed, approved and signed by the Board.

Vendor check nos. 52170 through 52190 dated August 5, 2020 in the amount of \$172,623.20 were previously reviewed, approved and signed by the Board.

Capital project vendor check no. 10045 dated July 30, 2020 in the amount of \$176,793.10 was previously reviewed, approved and signed by the Board.

Capital project vendor check no. 10046 dated August 5, 2020 in the amount of \$50,617.14 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 August 5, 2020 in the amount of \$3,534.01

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 August 5, 2020 in the amount of \$3,534.01 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 she is continuing to prepare the 2021 Operating Budget and provided the Board with a copy of proposed expenditures for their review and consideration. Ms. Scott reported that the legal public notice will be distributed to the Herald for printing in the August 19, 2020 edition and posted to various public locations, as required. A copy of said legal notice was included for the Board's review.

Ms. Scott provided the Board with a list of customers who will receive notification they are in jeopardy of being placed on the 2020 tax lien list as a result of their outstanding water bills as of June 30, 2020. Ms. Scott reported that final tax lien list is due to the Town of Oyster Bay on Monday, September 21, 2020.

Ms. Scott requested Board approval to attend the GFOA Long Island Virtual Summer Seminar on August 18, 2020 from 1:00 – 4:00 pm. Ms. Scott provided the Board with a copy of the agenda and reported that continuing education credits are given for attendance. In addition, the fee for attendance is \$60.00. The Board approved Ms. Scott's request.

Ms. Scott provided the Board with a copy of the Dental Claims Detail History Report through July 31, 2020. 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 July 31, 2020. After discussion, the report was ordered filed.

There being no further business to come before the Board, the meeting was adjourned with a call to the Chair at 8:05 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, August 11, 2020.


IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this ~~35th~~ day of August, 2020.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



AMANDA R. FIELD, SECRETARY