

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, October 20, 2020.

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

#### **MICHAEL INGHAM'S REPORT – ATTORNEY:**

Attorney Ingham presented the Board with his response to a Freedom of Information Law request submitted to the District. The Board provided comments and feedback and approved Attorney Ingham to send. Ms. Scott reported that she will begin to compile the documentation requested.

Attorney Ingham presented the Board with a correspondence to the Town of Oyster Bay regarding the Plainview Fire Protection annual fire hydrant agreement.

Attorney Ingham will present the remainder of his report in executive session as it relates to litigation.

#### **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 the District, H2M architects + engineers, Adjo Contracting and the Beechwood Organization recently conducted a walk-through of phase two of the Country Pointe Development. At that time it was discovered that a number of valves were paved over and must be uncovered. In addition, it was discovered that two new hydrants were added without prior authorization. H2M architects + engineers is working with the contractor to clarify and rectify the findings.

Engineer Pal reported that epoxy floor for the Plant No. 1 treatment project will be complete tomorrow, at which time programming and final control configuration can take place.

Engineer Neri reported that he is working to address comments received by the Town of Oyster Bay regarding design for the Plant No. 3 drainage work.

Engineer Neri reported that all sample results have been received for the Plant No. 4 Advanced Oxidation Treatment (AOP) pilot study. The final report is being compiled and will be sent to the New York State and Nassau County Departments of Health upon completion.

Engineer Neri will present the remainder of his report in executive session as it relates to contract negotiations and potential litigation.

#### **GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM:**

Greg Gordon discussed details of the District's pharmaceutical take back program taking place on October 24, 2020 at the District from 10:00am to 1:00 pm.

Greg Gordon presented a revised press release related to 1,4 Dioxane treatment systems becoming operational to be published in upcoming weeks for the Board's review and approval. The Board provided feedback and changes and approved for submission upon the revisions being made.

Greg Gordon presented a revised email blast related to 1,4 Dioxane treatment systems becoming operational to be sent to all customers with an email address on file with the District. The Board provided feedback and changes and approved for submission upon the revisions being made.

Greg Gordon presented the finalized postcard mailer which provides details of the efforts put forth by District to remove 1,4-Dioxane from drinking water based upon previous discussions.

Greg Gordon reported that he will be preparing a social media content calendar future posts for the Board's review.

#### **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 AOP treatment projects. Discussion took place regarding the details of the current status of each of the projects.

Supt. Moriarty presented the letter issued by the NYS Department of Health issuing approval of the completed works walk through package for the Plant No. 1 Volatile Organic Compound (VOC) treatment project.

Supt. Moriarty presented the Board with a proposal submitted by H2M architect + engineers for the design, construction administration and construction documentation services for replacement of the roofs at the District's various Plant No. 1 site locations. Discussion took place and the Board requested additional information be provided in order to further consider.

Supt. Moriarty reported that the Plant No. 2 AOP treatment system is fully operational and that all water pumped through this site is being treated to remove 1,4 dioxane.

Supt. Moriarty reported that the failed pump at Well No. 5-4 has been replaced and should be operational by the end of the week.

Supt. Moriarty provided the Board with a request for water disconnect and availability for a one (1") inch service at 199 Main Parkway West. The Board approved Supt. Moriarty's request.

Supt. Moriarty provided the Board with correspondence issued by the Nassau County Department of Public Works informing the District that they will be conducting roadway pavement resurfacing on Old Country Road as early as Wednesday, October 21, 2020. The work will take place throughout evening and overnight hours.

Supt. Moriarty requested Board approval to proceed with entering into a bid for the purchase of one Chevrolet express van to replace the 2006 Chevrolet express van and one Ford F-350 pick-up truck with plow to replace the 2006 Ford F-250 pick-up truck with plow for the District's fleet which have both aged and require extensive repair. Supt. Moriarty reported that Board approval is required in order to obtain pricing through the mini bid system offered by the NYS Office of General Services and requested the Board's approval. The Board approved Supt. Moriarty's request to obtain pricing through the mini bid system offered by the NYS Office of General Services for the purchase of one Chevrolet express van and one Ford F-350 pick-up truck with plow.

#### **DINA M SCOTT'S REPORT – BUSINESS MANAGER:**

Vendor check nos. 52384 through 52402 dated October 15, 2020 in the amount of \$81,351.74 were previously reviewed, approved and signed by the Board.

Capital project vendor check no. 10052 dated October 15, 2020 in the amount of \$119,907.03 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 October 13, 2020 in the amount of \$6,663.54

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 October 13, 2020 in the amount of \$6,663.54 and the Board authorized funds to 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 the District's annual Toys for Tots drive will take place from November 1, 2020 through December 15, 2020.

Ms. Scott reported that she, Supt. Moriarty, Jessica Blais and Keith Fleming have formed a Safety Committee as it relates to District practices and procedures surrounding employee safety. This newly formed Safety Committee met with the District's designated PERMA representative last week to discuss workers compensation internal control and safety procedures. Safety Committee meetings will take place quarterly and a copy of the minutes will be provided to the Board for their review and consideration.

Ms. Scott reported that she is working on compiling a request for proposal for office cleaning services. A copy of said proposal will be provided to the Board for their review in the forthcoming week.

Ms. Scott presented a Schedule of Budget Adjustments as processed in accordance with the District's Budget Transfer Policy. In addition, Ms. Scott presented Detail of Budget Adjustments to accompany and support each adjustment made as indicated in the Schedule of Budget Adjustments. Ms. Scott requested the following general fund budget transfers be made in excess of the Budget Transfer Policy limits. After discussion as to the reason behind the proposed adjustments, the Board approved Ms. Scott's request as follows;

<u>Code</u>	<u>Description</u>	<u>Total</u>
To:		
A-8330-20-4030	Electrical Maintenance	25,000.00
From:		
A-8340-10-3070	Leak Detection	(25,000.00)

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

RESOLVED, that the Board of Commissioners approves the following general fund budget transfer;

<u>Code</u>	<u>Description</u>	<u>Total</u>
To:		
A-8330-20-4030	Electrical Maintenance	25,000.00
From:		
A-8340-10-3070	Leak Detection	(25,000.00)

Ms. Scott reported that the ninety (90) day emergency resolution authorizing purchases which relate to the construction and implementation of treatment for 1,4 Dioxane is set to expire. Said resolution was previously adopted by the Board on July 30, 2019, and subsequently extended on October 22, 2019, January 21, 2020, April 14, 2020 and July 21, 2020. At length discussion took place regarding the consideration of extending the resolution under current circumstances. Engineer Neri reported that the AOP treatment facility projects at Plant Nos. 1, 2, 3, and 7 are nearing completion. The contractors engaged are compiling final costs and assessing the need for change orders for additional items incurred on each of the projects. Attorney Ingham recommended the Board extend the resolution, in limited form, for an additional ninety (90) days. Attorney Ingham reiterated that the purpose of this extension should be limited in that each of the previously engaged contractors are nearing completion of construction of the various AOP treatment facilities. Therefore, change orders, if any, are expected to be presented to the Board for approval in the imminent future. Commissioner Laykind stated that despite the emergency resolutions which enabled the District to suspend bidding requirements under General Municipal Law, the District has, and will continue, to procure all goods and services in a manner most prudent to its taxpayers. It was further reiterated that extension of said resolution is limited to closing existing contracts with contractors previously procured. Upon further discussion and comment by Attorney Ingham, Engineer Neri, Supt. Moriarty and Ms. Scott, Board approval to continue the emergency resolution was requested.

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

RESOLVED, that the Board of Commissioners authorizes the ninety (90) day extension of the July 30, 2019 resolution authorizing emergency purchases as it relates to the construction and implementation of treatment for 1,4 Dioxane. Said authorization will expire within 90 days unless further extended by the Board of Commissioners in a new resolution.

On the motion of Commissioner Laykind, seconded by Commissioner Field, the Board went into Executive Session at 8:20 pm to discuss litigation surrounding 1,4 dioxane and contract negotiations and potential litigation. The Board emerged from Executive Session at 8:50 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 9:00 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, October 20, 2020.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 3<sup>rd</sup> day of November, 2020.

  
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MARC B. LAYKIND, CHAIRMAN

  
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ANDREW N. BADER, TREASURER

  
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AMANDA R. FIELD, SECRETARY