

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, January 12, 2021.

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
 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.

Attorney Ingham administered the oath of office to newly elected Commissioner Marc Laykind.

Commissioner Laykind opened the meeting by wishing everyone a safe and healthy new year with hope for a better 2021 for all. He also extended his congratulations to his co-commissioners on their accomplishments as it relates to their newly elected designations in the water industry. Commissioner Andrew Bader was elected to serve as the chairman of the Long Island Water Conference and Commissioner Amanda Field was elected to serve as the president of the Nassau Suffolk Water Commissioners Association. This is big for our District as it not only speaks to the work that we have collectively been able to accomplish here in Plainview, but the impact it has had on Long Island's water industry as a whole.

ANNUAL ORGANIZATION MEETING

It being duly ascertained that the Commissioners have reported proper credentials and have met the statutory requisites for service, the floor was opened to the Annual Organization meeting and for the nomination of Officers for the ensuing year.

It was moved by Commissioner Bader and seconded by Commissioner Field, that Commissioner Laykind be elected as Chairman of the Board of Commissioners of the Plainview Water District for the year 2021 and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that Commissioner Laykind is hereby elected as Chairman of the Board of Commissioners of the Plainview Water District until December 31, 2021:

On Roll Call: Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda R. Field voted "aye"
 Commissioner Marc B. Laykind voted "aye"

The above Resolution adopted by unanimous vote.

Commissioner Laykind then chaired the remainder of the Organizational meeting.

It was moved by Commissioner Laykind and seconded by Commissioner Field, that Commissioner Bader be elected as Treasurer of the Board of Commissioners of the Plainview Water District for the year 2021 and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that Commissioner Bader is hereby elected as Treasurer of the Board of Commissioners of the Plainview Water District until December 31, 2021:

On Roll Call: Commissioner Marc B. Laykind voted "aye"
 Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda R. Field voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Bader, that Commissioner Field be elected as Secretary of the Board of Commissioners of the Plainview Water District for the year 2021 and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that Commissioner Field is hereby elected as Secretary of the Board of Commissioners of the Plainview Water District until December 31, 2021:

On Roll Call: Commissioner Marc B. Laykind voted "aye"
 Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda R. Field voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Field that the depositories for the Plainview Water District are Flushing Bank and First National Bank of Long Island and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that the following financial institutions be the depositories through their office and/or local branch for the Plainview Water District as follows:

FINANCIAL INSTITUTION

Flushing Bank
Lake Success, NY

First National Bank of Long Island
Woodbury, NY

ACCOUNT TYPES

General Maintenance & Improvement Reserve
Capital Projects Account

Undesignated/ Unappropriated Account
Assigned Fund Balance Cash
Dental Benefit Account
Payroll Account
Cafeteria Account
Operating Account
Country Pointe Phase I Account
Country Pointe Phase II Account
Country Pointe Phase III Account

On Roll Call: Commissioner Marc B. Laykind voted "aye"
Commissioner Andrew N. Bader voted "aye"
Commissioner Amanda R. Field voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Bader that membership in the Nassau Suffolk Water Commissioner's Association be as follows:

Be It and It Is Hereby

Resolved that the Commissioners of the Plainview Water District are authorized to be members and attend all functions of the Nassau Suffolk Water Commissioner's Association for 2021. Other District personnel may attend at the discretion of the Board:

On Roll Call: Commissioner Marc B. Laykind voted "aye"
Commissioner Andrew N. Bader voted "aye"
Commissioner Amanda R. Field voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Field that membership in the Long Island Water Conference be as follows:

Be It and It Is Hereby

Resolved that the Commissioners of the Plainview Water District, Stephen Moriarty, Superintendent, and Dina Scott, Business Manager are authorized to be members and attend all functions of the Long Island Water Conference for 2021. Other District personnel may attend at the discretion of the Board:

On Roll Call: Commissioner Marc B. Laykind voted "aye"
Commissioner Andrew N. Bader voted "aye"
Commissioner Amanda R. Field voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Bader that membership in the American Water Works Association be as follows:

Be It and It Is Hereby

Resolved that the Commissioners of the Plainview Water District and Stephen Moriarty, Superintendent are authorized to be members and attend all meetings and functions of the American Water Works Association (AWWA) and the New York State American Water Works Association (NYSAWWA). Other District personnel may attend at the discretion of the Board:

On Roll Call: Commissioner Marc B. Laykind voted "aye"
Commissioner Andrew N. Bader voted "aye"
Commissioner Amanda R. Field voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Field that reimbursement for the use of personal vehicles in performing District business be set in accordance with the prevailing IRS mileage reimbursement allowance rate of \$.56 per mile for 2021. Reimbursement will be sought in accordance with the District's Vehicle Policy.

Be It and It Is Hereby

Resolved that reimbursement for the use of personal vehicles in performing District business be set in accordance with the prevailing IRS mileage reimbursement allowance in accordance with the District's Vehicle Policy.

On Roll Call: Commissioner Marc B. Laykind voted "aye"
Commissioner Andrew N. Bader voted "aye"
Commissioner Amanda R. Field voted "aye"

The above Resolution adopted by unanimous vote.

Pursuant to the Board's review, the following personnel appointments were made for the year 2021:

It was moved by Commissioner Laykind and seconded by Commissioner Bader that Stephen Moriarty, Superintendent and Dina Scott, Business Manager, be appointed FOIL Officers for the Plainview Water District.

Be It and It Is Hereby

Resolved that Stephen Moriarty, Superintendent and Dina Scott, Business Manager, be appointed FOIL Officers for the Plainview Water District:

On Roll Call: Commissioner Marc B. Laykind voted "aye"
 Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda R. Field voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Field that Stephen Moriarty, Superintendent and Dina Scott, Business Manager, be appointed Procurement Officers for the year 2021.

Be It and It Is Hereby

Resolved that Stephen Moriarty, Superintendent and Dina Scott, Business Manager be appointed as Procurement Officers for the Plainview Water District for the year 2021:

On Roll Call: Commissioner Marc B. Laykind voted "aye"
 Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda R. Field voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Field that Dina Scott, Business Manager and Joseph DiGregorio, Water Plant Operator, be appointed Record Management Officers for the year 2021.

Be It and It Is Hereby

Resolved that Dina Scott, Business Manager and Joseph DiGregorio, Water Plant Operator, be appointed Record Management Officers for the Plainview Water District for the year 2021:

On Roll Call: Commissioner Marc B. Laykind voted "aye"
 Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda R. Field voted "aye"

The above Resolution adopted by unanimous vote.

A discussion was held by the Commissioners in regard the District's appointment of professionals under the General Municipal Law.

It was moved by Commissioner Laykind and seconded by Commissioner Bader that Michael F. Ingham of Carman, Callahan & Ingham, LLP be appointed Attorney for the Plainview Water District for the year 2021, pursuant to the agreement on file with the District, and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that Michael F. Ingham of Carman, Callahan & Ingham, LLP be appointed Attorneys for the Plainview Water District for the year 2021:

On Roll Call: Commissioner Marc B. Laykind voted "aye"
 Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda R. Field voted "aye"

The above Resolution carried by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Field that H2M architects and engineers be appointed Engineering Firm for the Plainview Water District for the year 2021, pursuant to the agreement on file with the District, and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that H2M architects and engineers be appointed Engineering Firm for the Plainview Water District for the year 2021.

On Roll Call: Commissioner Marc B. Laykind voted "aye"
 Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda R. Field voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Bader that Pace Analytical Services, Inc. be appointed as Laboratory Firm for the Plainview Water District for the year 2021, pursuant to the agreement on file with the District, and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that Pace Analytical Services, Inc. be appointed as Laboratory Firm for the Plainview Water District for the year 2021:

On Roll Call: Commissioner Marc B. Laykind voted "aye"
 Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda R. Field voted "aye"

The above Resolution carried by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Field that Cullen & Danowski, LLP be appointed as external auditors for the Plainview Water District for the year 2021, pursuant to the agreement on file with the District, and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that Cullen & Danowski, LLP be appointed as external auditors for the Plainview Water District for the year 2021:

On Roll Call: Commissioner Marc B. Laykind voted "aye"
 Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda R. Field voted "aye"

The above Resolution carried by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Bader that Salerno Brokerage be appointed the Insurance Broker for the Plainview Water District for the year 2021, pursuant to the agreement on file with the District, and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that Salerno Brokerage be appointed the Insurance Broker for the Plainview Water District for the year 2021:

On Roll Call: Commissioner Marc B. Laykind voted "aye"
 Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda R. Field voted "aye"

The above Resolution carried by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Field that Edmunds GovTech be appointed as Financial and Utility Billing Software Firm for the Plainview Water District for the year 2021, pursuant to the agreement on file with the District, and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that Edmunds GovTech be appointed as Financial and Utility Billing Software Firm for the Plainview Water District for the year 2021:

On Roll Call: Commissioner Marc B. Laykind voted "aye"
 Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda R. Field voted "aye"

The above Resolution carried by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Bader that Total Technology Solutions be appointed as Information Technology Consulting Firm for the Plainview Water District for the year 2021, pursuant to the agreement on file with the District, and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that Total Technology Solutions be appointed as Information Technology Consulting Firm for the Plainview Water District for the year 2021:

On Roll Call: Commissioner Marc B. Laykind voted "aye"
 Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda R. Field voted "aye"

The above Resolution carried by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Field that ZE Creative Communications be appointed as Public Information Firm for the Plainview Water District for the year 2021, pursuant to the agreement on file with the District, and the Resolution was drawn:

Be It and It Is Hereby

Resolved that ZE Creative Communications be appointed as Public Information Firm for the Plainview Water District for the year 2021:

On Roll Call: Commissioner Marc B. Laykind voted "aye"
 Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda R. Field voted "aye"

The above Resolution carried by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Field that Eagle Control Corp. be recognized as the distributor and specialized professional service provider for the District's SCADA and telemetry maintenance system for the Plainview Water District for the year 2021, and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that Eagle Control Corp. be recognized as the distributor and specialized professional service provider for the District's SCADA and telemetry maintenance system for the Plainview Water District for the year 2021:

On Roll Call: Commissioner Marc B. Laykind voted "aye"
 Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda R. Field voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Bader that Wire to Water, Inc. be recognized as the specialized professional service provider for electrical master control center system panel service and repairs for the Plainview Water District for the year 2021, and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that Wire to Water, Inc. be recognized as the specialized professional service provider for electrical master control center system panel service and repairs for the Plainview Water District for the year 2021:

On Roll Call: Commissioner Marc B. Laykind voted "aye"
 Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda R. Field voted "aye"

The above Resolution adopted by unanimous vote.

Ms. Scott requested the Board review, approve and sign the extension with DR Administrative Services, Inc. as it relates to administration of the District's self-insured dental plan for 2021.

It was moved by Commissioner Laykind and seconded by Commissioner Field that the below stated resolution was adopted unanimously:

RESOLVED, that the Board of Commissioners approves the extension letter with DR Administrative Services, Inc. as it relates to administration of the District's self-insured dental plan for 2021.

On Roll Call: Commissioner Marc B. Laykind voted "aye"
 Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda R. Field voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Field that Rio Supply, Inc. be recognized as the sole source distributor of Neptune meters and appurtenances for the Plainview Water District for the year 2021 pursuant to the sole source justification letter on file with the District, and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that Rio Supply, Inc. be recognized as the sole source distributor of Neptune meters and appurtenances for the Plainview Water District for the year 2021:

On Roll Call: Commissioner Marc B. Laykind voted "aye"
 Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda R. Field voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Bader that Hach Company be recognized as the sole source distributor and maintenance provider of Hach nitrate analyzers for the Plainview Water District for the year 2021 pursuant to the sole source justification letter on file with the District, and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that Hach Company be recognized as the sole source distributor and maintenance provider of Hach nitrate analyzers for the Plainview Water District for the year 2021:

On Roll Call: Commissioner Marc B. Laykind voted "aye"
 Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda R. Field voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Bader that Trojan Technologies Group, ULC be recognized as the standardized distributor and maintenance provider of Trojan UV Flex 100, low pressure high output ultraviolet light and hydrogen peroxide AOP systems including the reactors, control panels, hydrogen peroxide feed systems and associated accessories for the Plainview Water District for the year 2021 pursuant to the standardization justification letter on file with the District, and the following Resolution was drawn:

Be It and It Is Hereby

Resolved that Trojan Technologies Group, ULC be recognized as the standardized distributor and maintenance provider of Trojan UV Flex 100, low pressure high output ultraviolet light and hydrogen peroxide AOP systems including the reactors, control panels, hydrogen peroxide feed systems and associated accessories for the Plainview Water District for the year 2021:

On Roll Call: Commissioner Marc B. Laykind voted "aye"
 Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda R. Field voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Field that the Plainview-Old Bethpage Herald be designated official publication for the Plainview Water District for the year 2021:

Be It and It Is Hereby

Resolved that the Plainview-Old Bethpage Herald be designated official publication for the Plainview Water District for the year 2021:

On Roll Call: Commissioner Marc B. Laykind voted "aye"
 Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda R. Field voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Bader that the District's Procurement Policy be adopted for the year 2021:

Be It and It Is Hereby

Resolved that the District's Procurement Policy is hereby adopted for the year 2021:

On Roll Call: Commissioner Marc B. Laykind voted "aye"
 Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda R. Field voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Field that the District's Investment Policy be adopted for the year 2021:

Be It and It Is Hereby

Resolved that the District's Investment Policy is hereby adopted for the year 2021:

On Roll Call: Commissioner Marc B. Laykind voted "aye"
 Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda R. Field voted "aye"

The above Resolution adopted by unanimous vote.

It was moved by Commissioner Laykind and seconded by Commissioner Field that the procedural narratives for Accounts Receivable and Billing, Accounts Payable and Cash Disbursements, Payroll, Budgetary Process, Credit Cards and Computer Application and Controls be adopted for the year 2021:

Be It and It Is Hereby

Resolved that the procedural narratives for Accounts Receivable and Billing, Accounts Payable and Cash Disbursements, Payroll, Budgetary Process, Credit Cards and Computer Application and Controls are hereby adopted for the year 2021:

On Roll Call: Commissioner Marc B. Laykind voted "aye"
 Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda R. Field voted "aye"

The above Resolution adopted by unanimous vote.

Ms. Scott informed the Commissioners that the New York State Comptroller had promulgated reporting rules for "elected and appointed officials" under 2 NYCRR 315.4 that requires the District to adopt a Standard Workday Resolution at each Reorganization Meeting. A copy of this Resolution is annexed hereto and shall be posted on the official District's website for a minimum of thirty (30)

days and after said thirty (30) day posting period has expired, a certified copy of this resolution and an affidavit of posting shall be filed with the New York State Comptroller. It was moved by Commissioner Laykind and seconded by Commissioner Bader that the District adopt the 2021 Standard Workday Resolution:

Be It and It Is Hereby

Resolved that the District adopts the 2021 Standard Workday Resolution:

On Roll Call: Commissioner Marc B. Laykind voted "aye"
 Commissioner Andrew N. Bader voted "aye"
 Commissioner Amanda R. Field voted "aye"

The above Resolution adopted by unanimous vote.

MICHAEL INGHAM'S REPORT – ATTORNEY:

Attorney Ingham reported that the 2021 hydrant agreements for the Plainview Fire Protection District and Syosset Fire District have been executed by the respective parties and are being forwarded to him. Upon receipt, he will present to the District's Board for execution.

ENGINEER'S REPORT – ENGINEER:

Engineer Neri 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 final clean up and coatings touch up for the Plant No. 1 treatment project took place yesterday.

Engineer Neri reported that updates are being made to the design of the Plant No. 2 permanent Advanced Oxidation Process (AOP) project based upon review and discussion with Supt. Moriarty.

Engineer Neri reported the completed works walk through package for the Plant No. 3 interim AOP treatment project was approved by the NYS and Nassau County Departments of Health. A certificate of completed works is forthcoming and the AOP system is approved to operate.

Engineer Neri reported that the contracts for the award of the annual generator maintenance contract as well as the roof replacement at District Plant No. 1 are with Attorney Ingham. Attorney Ingham reported that he is coordinating execution with the respective contractors.

Engineer Neri reported that the updates made to the District Emergency Response Plan and Vulnerability Assessment to incorporate AOP treatment are with Supt. Moriarty for his review.

GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM:

Greg Gordon presented a press release related to the District's Commissioners taking prominent roles in Long Island's water industry 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 the most recently drafted version of a postcard mailer which provides details of the efforts put forth by District to remove 1,4-Dioxane from drinking water. The Board provided feedback and changes and approved for printing and mailing upon the revisions being made.

Greg Gordon provided an e-mail blast for the Board's review. The Board provided feedback and changes and approved for sending upon the revisions being made.

STEPHEN MORIARTY'S REPORT – SUPERINTENDENT:

Supt. Moriarty provided the Board with a request for water disconnect of service at 31 Newcastle Avenue. The Board approved Supt. Moriarty's request.

Supt. Moriarty reported that he is coordinating sampling training to be conducted for water plant operators.

Supt. Moriarty presented a memorandum explaining that when the Plant No. 1 treatment facility was being constructed, the existing nitrate analyzer was relocated to Plant No. 2 for future use, resulting in cost savings to the District. Plant No. 2 does not currently have a nitrate analyzer, and therefore, Supt. Moriarty requested that installation and programming of this repurposed nitrate analyzer be conducted. Supt. Moriarty provided the quote and reported that the work will be conducted by Eagle Control Corp. who is the specialized professional service provider for the District's SCADA and telemetry maintenance system. Supt. Moriarty reported pricing for the installation and programming totals \$10,500.00. Discussion took place regarding the details contained as part of the work to be conducted. 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 installation and programming of the repurposed nitrate analyzer at District Plant No. 2 in the amount of \$10,500.00 by Eagle Control Corp. as they are the specialized professional service provider for the District's SCADA and telemetry maintenance system.

Supt. Moriarty reported to the Board that the generator at Plant No. 1 was identified to have fuel issues, therefore leading to engine issues which require extensive repair. Supt. Moriarty reported that the generator is manufactured by Cummins, who is the only party authorized to conduct this high level of service as they are the proprietary software provider for the generator. The Cummins technician examined the generator in November 2020 and conducted some testing in an effort to identify the issues. This testing has now come to show the extent of the repairs required to bring the generator back to proper working order as a change order to the previous quote provided in

November 2020. Cummins has provided the District with a not to exceed quote for the cost of the full generator repair. There are parts that may not be needed in the quote, but once they take apart the generator they will know more of what is required for the repair and what may not be needed at that time. Supt. Moriarty reported that this generator serves as the immediate back up support for both the District's headquarters, the District's SCADA system as well as the Plant site, stating it is essential that the generator is operational at all times in the event of an emergency. Should there be a power outage, the generator provides the District's administrative and plant operations with the ability to remain fully operational. As such, Supt. Moriarty stated that this repair is emergency in nature. Although an emergency purchase, Supt. Moriarty nevertheless attempted to secure quotes from other vendors in order to procure services in the most economical fashion, he inquired with the District's awarded generator repair and maintenance provider who declined providing a quote. The magnitude of this repair is significant and requires technical skill and knowledge of generators this size. Additionally, as stated, Cummins, is the only party authorized to conduct this high level of service as they are the manufacturer and proprietary software provider for the generator. Supt. Moriarty therefore requested Board approval for this emergency service be awarded to Cummins in an amount not to exceed of \$23,770.03.

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

RESOLVED, that the Board of Commissioners approves the change order for repair of the generator at Plant No. 1 to be awarded to Cummins in an amount not to exceed of \$23,770.03 based on the emergency nature of the repair as well as the fact that are the proprietary software provider for the generator.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check nos. 52621 through 52642 dated December 23, 2020 in the amount of \$40,031.09 were previously reviewed, approved and signed by the Board.

Vendor check nos. 52648 through 52651 dated December 30, 2020 in the amount of \$11,474.96 were previously reviewed, approved and signed by the Board.

Country Pointe Phase III vendor check no. 108 dated December 31, 2020 in the amount of \$11,192.71 was previously reviewed, approved and signed by the Board.

Vendor check nos. 52657 through 52689 dated January 8, 2021 in the amount of \$165,602.03 were previously reviewed, approved and signed by the Board.

Capital projects vendor check nos. 10060 through 10062 dated December 18, 2020 in the amount of \$367,129.75 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 December 22, 2020 in the amount of \$3,489.13
- Dental claims dated December 29, 2020 in the amount of \$403.76

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 December 22, 2020 in the amount of \$3,489.13 and December 29, 2020 in the amount of \$403.76 and the Board authorized funds to be transferred into the District's dental benefit account.

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

Ms. Scott provided the Board with a copy of the Annual Dental Summary for the year ending December 31, 2020.

Ms. Scott reported that she received a request from DR Administrative Services with a recommendation to add code D5862 for precision attachments at a rate of \$865.00 to the existing fee schedule of dental services covered. After discussion, the Board approved Ms. Scott's request.

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

RESOLVED, that the Board of Commissioners approves adding dental code D5862 for precision attachments at a rate of \$865.00 to the existing fee schedule of dental services covered.

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 52 Randy Lane in the amount of \$50.88 in accordance with District policy. The Board approved Ms. Scott's request. Additionally, Ms. Scott requested the Board's approval to adjust the fourth quarter 2020 invoice for 10 Karen Ave. by reducing the invoice amount by \$178.75 due to extenuating circumstances as discussed in detail. Furthermore, Ms. Scott requested the Board's approval to adjust the fourth quarter 2020 invoice for 20 Hofstra Court by reducing the invoice amount by \$27.45 due to extenuating circumstances as discussed in detail. Discussion took place regarding both of these proposed adjustments as they relate to circumstances brought to the Boards' attention and previously addressed in the third quarter 2020, as similar adjustments were made based on the facts presented. After discussion and consideration, the Board approved Ms. Scott's request to adjust the fourth quarter 2020 invoice for 10 Karen Ave. by \$178.75 and 20 Hofstra Court by \$27.45.

Ms. Scott presented the December 2020 audience overview and summary of individual pages viewed on the District's website.

Ms. Scott presented a letter received, notifying the District of recently submitted zoning application. The Board agreed to review said letter and further consider.

Ms. Scott reported that she is working on preparation of the Interim Financial Report for the year ending December 31, 2020 which is required by Section 215(9) of Town Law to be remitted to the Town of Oyster Bay as well as posted to the District's website for 30 days.

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 budget adjustment made as indicated in the Schedule of Budget Adjustments. After discussion, the report was ordered filed. In addition to the adjustments made within the District's Policy limits, and after discussion with regard to the necessity of the proposed adjustment, Ms. Scott requested the following additional general fund budget transfers be made in excess of the Budget Transfer Policy limits;

<u>Code</u>	<u>Description</u>	<u>Total</u>
To:		
A-9060-00-8030	Medicare Reimbursement	5,500.00
From:		
A-9040-00-8000	Workers Compensation	(5,500.00)
To:		
A-8330-20-4060	Generator Maintenance	20,000.00
From:		
A-8330-20-4070	Workers Compensation	(20,000.00)

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 transfers;

<u>Code</u>	<u>Description</u>	<u>Total</u>
To:		
A-9060-00-8030	Medicare Reimbursement	5,500.00
From:		
A-9040-00-8000	Workers Compensation	(5,500.00)
To:		
A-8330-20-4060	Generator Maintenance	20,000.00
From:		
A-8330-20-4070	Workers Compensation	(20,000.00)

Ms. Scott reported that in accordance with Policy No. 4.9, Annual Leave and Policy No. 4.10, Sick Leave, the following employees have elected to receive payment for unused accumulated sick and/or annual leave for the year ending December 31, 2020:

EMPLOYEE	NO. OF SICK DAYS	NO. OF ANNUAL DAYS
Al Bassetta	12	9 and 4 hours
Keith Fleming	12	5 and 5.5 hours
Frank Caraturo	10	5
Joseph DiGregorio	5 and 1.25 hours	0
Nancy Kash	10	0

Board approval requested.

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

RESOLVED, that in accordance with Policy No. 4.9 annual Leave and Policy No. 4.10 Sick Leave, the Board of Commissioners grants the application for payment of unused accumulated sick and/or annual leave to the above-mentioned employees.

Ms. Scott presented the 2021 Civil Service Payroll Certification for the Boards review and approval prior to submission to the Nassau County Department of Civil Service. The Chairman approved and executed the submission and directed Ms. Scott to submit to the Department of Civil Service.

Ms. Scott presented the Board with a proposed Revenue Recognition Policy. Said policy establishes the timing of cash receipts for availability of revenue recognition. After discussion, the Board authorized the proposed policy as written.

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

RESOLVED, that the Board of Commissioners approves the Revenue Recognition Policy.

Discussion took place regarding the resurgence of COVID-19 cases. After at length discussion, the Board of Commissioners concluded that the Administrative Headquarters of the Plainview Water District is hereby closed to the public effective January 18, 2021 and all non-emergency water service calls are temporarily suspended until further consideration is given.

There being no further business to come before the Board, the meeting was adjourned with a call to the Chair at 8:45 pm.

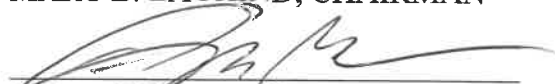
STATE OF NEW YORK)
COUNTY OF NASSAU) ss.:
PLAINVIEW WATER DISTRICT)

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, January 12, 2021.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 20th day of January, 2021.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



AMANDA R. FIELD, SECRETARY