

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, March 30, 2021.

Present: Marc B. Laykind, Chairman
Andrew Bader, Treasurer
Stephen Moriarty, Superintendent
Dina Scott, Business Manager
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.

GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM:

Greg Gordon presented the draft invitation for the ribbon cutting event as it relates to the opening of the newly constructed Plant No. 1 treatment facility. Detailed discussion took place and the Board agreed to change the date to Friday, April 23, 2021 in order to allow for more advance notice to invitees. It was discussed that in order to adhere to proper social distancing protocols, this event will be by invite only and shared with the residents of the District through press release and social media postings.

Greg Gordon presented a press release related to better irrigation practices in an effort to promote water conservation to be published in upcoming weeks for the Board's review and approval. The Board provided feedback and changes and approved for sending upon the revisions being made.

Greg Gordon presented the social media content calendar for April 2021. The Board provided feedback and changes and approved for posting upon the revisions being made.

Greg Gordon reported that the first draft of Spring 2021 newsletter will be delivered for the District's review by the end of the week.

Greg Gordon reported that the second quarter 2021 billing insert will be submitted for review by the end of this week.

STEPHEN MORIARTY'S REPORT – SUPERINTENDENT:

Supt. Moriarty demonstrated the presentation for the public meeting taking place on Thursday, April 1, 2021 at 7:00 pm. This public meeting is being held to discuss the upgrades being made to the water treatment and production site on Donna Drive. This informational meeting will and discuss why the upgrades at the site are needed, what types of upgrades are being made, the construction timeline of the project as well as answer any additional questions residents of the surrounding area may have. Upon conclusion of the presentation, the Board provided feedback and edits to be made.

Supt. Moriarty reported that well 1-2 was running to system today. Samples were taken at well 2-1 and the District is now awaiting approval from the Nassau County Department of Health for well 2-1 to be placed online.

Supt. Moriarty presented a memorandum and three written quotes pertaining to replacement of the three exterior doors located on the Plant No. 1 well houses. Supt. Moriarty reported that the exterior doors show excessive wear and have not been in proper working order. The lowest quote was submitted from Liberty Doorworks, Inc. at a total cost of \$19,594.00. Board approval was requested.

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

RESOLVED, that the Board of Commissioners awards the replacement purchase of three exterior doors for the Plant No. 1 well houses to the lowest total quote, Liberty Doorworks, Inc. for a total annual quote of \$19,594.00.

Supt. Moriarty will present the remainder of his report in executive session as it relates to District personnel needs.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check nos. 52924 through 52939 dated March 25, 2021 in the amount of \$22,840.70 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 March 23, 2021 in the amount of \$591.90

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 March 23, 2021 in the amount of \$591.90 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 that she had a meeting with Michael Maker, of NewGen on Friday, March 26, 2021 and was provided training on the water rate study model and its functionality. Ms. Scott requested the Board's consideration regarding a follow up discussion of water rate increases and their effective implementation date. The Board agreed to reconvene on this topic in May for further discussion and consideration.

Ms. Scott provided the Board with information regarding the rescheduled NYS Virtual Legislative Forum on Thursday, May 6, 2021 from 10:00am to 12:30pm. All members of the Board requested Ms. Scott register accordingly.

Ms. Scott provided the Board with a copy of the Treasurer's Report for the month ending February 28, 2021. In addition, to supplement and support the Treasurer's Report, Ms. Scott also provided the Board with the respective bank reconciliations as well as the schedule of collateralized deposits for all District cash accounts for the month ending February 28, 2021. After discussion, the reports were ordered filed.

Ms. Scott requested Board approval to transfer \$4,625.00 from the capital projects cash account to the general fund operating cash account. This proposed transfer is the result of check number 10068 processed in error as disbursed through the capital projects cash as opposed to the general fund appropriated transfers. Therefore, these monies should be transferred back to the original intended funding source.

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

RESOLVED, that the Board of Commissioners approves transferring transfer \$4,625.00 from the capital projects cash account to the general fund operating cash account.


On the motion of Commissioner Laykind, seconded by Commissioner Bader, the Board went into Executive Session at 7:20 pm to discuss to District personnel needs. The Board emerged from Executive Session at 7:55 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 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, March 30, 2021.

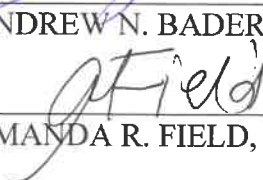
IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 30th day of April, 2021.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



AMANDA R. FIELD, SECRETARY