

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, April 20, 2021.

Present: Marc B. Laykind, Chairman
Andrew Bader, Treasurer
Amanda R. Field, Secretary
Stephen Moriarty, Superintendent
Dina Scott, Business Manager
Michael Ingham, Attorney
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 reported that the legislation intended to protect residential customers who have suffered financial hardship due to COVID-19 expired on March 31, 2021. Attorney Ingham reported that extension of this legislation is expected to be signed by Governor Cuomo in the coming days. Discussion took place and the Board agreed that any changes to the District's existing Payment Deferral Request Form will be made in accordance with the Governor's order.

Attorney Ingham reported on the changes proposed by the Town of Oyster Bay as it relates to the the 2021 hydrant agreement for the Town of Oyster Bay Plainview Fire Protection District. Said changes were discussed in detail. Upon conclusion, the Board requested Attorney Ingham to reflect the changes discussed into the agreement and present for signature at the forthcoming Board meeting.

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 provided an update on the conflicts taking place with National Grid as it relates to the installation of drainage pipe connection from the Plant No. 3 blow off to the Town of Oyster Bay stormwater basin No. 10. Discussion took place and the Board was informed that National Grid will require the District to remit payment for any relocation of their gas main required for the conflicts identified during the test pits. It was determined that two conflicts exist on National Grid four-inch gas main offsets. It was also

determined that approximately six or seven potential conflicts exist for service lines. Engineer Pal reported that these conflicts were identified through the test pits, however, upon construction taking place, additional conflicts may be identified. At length discussion took place and Commissioner Laykind requested Engineer Pal inquire with both National Grid regarding the timeline and estimated costs related to these relocations.

Engineer Pal reported that project close out for both the Plant No. 1 Volatile Organic Compound (VOC) and Advanced Oxidation Process (AOP) treatment projects as well as the Plant No. 2 interim AOP project have commenced. Final contractor payment requests are being reviewed by H2M architects + engineers and will be provided to the District for processing upon completion.

Engineer Pal reported that the District is in receipt of approval by the NYS and Nassau County Departments of Health to operate the Plant No. 7 interim AOP treatment facility.

Engineer Pal reported that the H2M architects + engineers predesign meeting for the Plant No. 2 permanent AOP treatment is scheduled for this week.

GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM:

Greg Gordon presented a press release related to the opening of District's new state of the art water treatment facility at Plant No. 1 to be published in upcoming weeks for the Board's review and approval. The Board provided comments and approved for submission upon the revisions being made.

Greg Gordon provided the Board with revised details of the run of show for the ribbon cutting event to celebrate the opening of the newly constructed Plant No. 1 treatment facility. Discussion took place regarding details of the event which is scheduled to take place Friday, April 23, 2021. Greg Gordon also provided the Board with the media advisory for this event. The Board provided comments and approved for submission upon the revisions being made.

Greg Gordon presented a draft of the content to be included in the Spring 2021 newsletter for the Boards review and approval. The Board agreed to review and provide feedback and edits.

STEPHEN MORIARTY'S REPORT – SUPERINTENDENT:

Supt. Moriarty provided the Board with a copy of the approval issued by the NYS Department of Health to operate the Plant No. 7 interim AOP treatment facility. Required samples are being taken this week in order to bring this Plant site online.

Supt. Moriarty reported that he spoke to a resident located nearby the water treatment and production site on Donna Drive who was unable to attend the public meeting that took place on April 1, 2021. Supt. Moriarty reported that the resident's inquiries related to the new treatment facility were adequately addressed.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check nos. 52997 through 53021 dated April 15, 2021 in the amount of \$155,846.16 were previously reviewed, approved and signed by the Board.

Capital project vendor check nos. 10072 through 10073 dated April 15, 2021 in the amount of \$108,210.00 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 April 13, 2021 in the amount of \$5,573.00

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

RESOLVED, that the Board of Commissioners approves the dental claims dated April 13, 2021 in the amount of \$5,573.00 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 provided the Board with a copy of the Treasurer's Report for the month ending March 31, 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 March 31, 2021. After discussion, the reports were 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 March 31, 2021. After discussion, the report was ordered filed. Based on Ms. Scott's analysis and after an at length discussion with regard to the necessity of the proposed adjustment, Ms. Scott requested the following additional general fund budget transfers be made for the month ending March 31, 2021 in excess of the Budget Transfer Policy limits;

<u>Code</u>	<u>Description</u>	<u>Total</u>
To:		
A-8330-20-4000	Plant Repairs and Maintenance	10,000.00
From:		
A-8330-20-4070	SCADA System & Control Repairs	(10,000.00)

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-8330-20-4000	Plant Repairs and Maintenance	10,000.00
From:		
A-8330-20-4070	SCADA System & Control Repairs	(10,000.00)

Ms. Scott provided the Board with a copy of a contract to enter into with Comply Corp. for pre-employment and emergency response substance abuse testing. This contract includes an annual administrative fee of \$175.00 which includes the reasonable suspicion training required to be taken by management employees. A copy of the 10 panel screening the District intends to require was also provided. Discussion took place and the Board authorized Supt. Moriarty to execute to aforesaid contract with Comply Corp.

The following board meetings were scheduled for May 2021:

- May 4th at 5:30 pm
- May 11th at 5:30 pm
- May 18th at 5:30 pm - Additional Public Session at 7:00 pm
- May 25th at 5:30 pm

There being no further business to come before the Board, the meeting was adjourned with a call to the Chair at 7:25 pm.

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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, April 20, 2021.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 13th day of May, 2021.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



AMANDA R. FIELD, SECRETARY