

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, June 29, 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 presented the duly executed 2021 hydrant agreement for the Town of Oyster Bay Plainview Fire Protection District for the District's file.

#### **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 the design for the Plant No. 2 permanent Advanced Oxidation Process (AOP) treatment continues to be in progress. Commissioner Laykind inquired of the design's current percentage complete and when the District can expect review of the 90% complete design. Engineer Pal replied noting the design is approximately 85% complete and plan review for 90% design is expected to be submitted to Supt. Moriarty for his review late-July. Commissioner Laykind expressed the importance of this project moving forward timely in order to account for any unforeseen obstacles.

Engineer Pal reported that H2M architects + engineers reviewed and approved the maintenance bond for work performed on the Country Pointe Phase III residential development. Adjo Construction has submitted the final payment requisition to the District for processing payment for the release of retainage.

Engineer Pal reported that Supt. Moriarty will provide an update on the installation of drainage pipe connection from the Plant No. 3 blow off to the Town of Oyster Bay stormwater basin No. 10.

Engineer Pal reported that design services for the Plant No. 4 nitrate and perchlorate removal and AOP treatment projects continue. Pre-design plan review of each system are expected to be delivered to Supt. Moriarty within the next two to three weeks. Engineer Pal inquired with the Board of their consideration of the potential use of a project labor agreement for the combination of these two projects. It was explained that due to the significant scope of these two projects combined, a project labor agreement would potentially result in cost savings and prove beneficial to the District's taxpayers. A feasibility study to analyze the details of the cost savings is required to be conducted as per the New York State Department of Health. Details were discussed and the Board agreed to consider further.

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

Greg Gordon presented a draft of the upcoming e-mail blast for the Board's review and approval. The Board provided comments and approved for sending upon the revisions being made.

Greg Gordon presented the July 2021 social media calendar for the Board's review and approval. The Board provided comments and approved for posting upon the revisions being made.

Greg Gordon presented the second quarterly billing insert for the Board's review and approval. The Board provided comments and approved for printing upon the revisions being made.

#### **STEPHEN MORIARTY'S REPORT – SUPERINTENDENT:**

Supt. Moriarty provided the Board with a request for water disconnect and availability for a one (1") inch service at 28 Pal Street. The Board approved Supt. Moriarty's request.

Supt. Moriarty reported that SCADA upgrades are working towards completion.

Supt. Moriarty presented a recommendation for approval to dispose of and close out the auction for the following vehicles at the following high bid auctioned prices;

2006 Chevrolet Express Van at \$4,850.00  
2006 Ford F-250 with plow at \$6,000.00

Supt. Moriarty requested authorization to remove said vehicles from the District's fixed asset listing. Supt. Moriarty also requested authorization to remove the zebra card reader from the District's fixed asset listing. The zebra card reader was purchased in 2011 and has a \$0.00 net book value.

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

RESOLVED, that the Board of Commissioners approves the removal from the District's fixed asset listing and auction close out of the 2006 Chevrolet Express Van at \$4,850.00 and 2006 Ford F-250 with plow at \$6,000.00 for a total of \$10,850.00.

RESOLVED, that the Board of Commissioners approves the disposal of the zebra card reader and removal from the District's fixed asset listing.

Supt. Moriarty reported that the installation of drainage pipe connection from the Plant No. 3 blow off to the Town of Oyster Bay stormwater basin No. 10 construction is complete. The drainage for the well blow off has proven to be successful. Supt. Moriarty reported that the contractor will return in four to six weeks to provide permanent restoration of the roadway resulting from the construction work performed.

Supt. Moriarty will present the remainder of his report in executive session as it relates to a new employee hire.

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

Vendor check nos. 53204 through 53217 dated June 17, 2021 in the amount of \$16,850.40 were previously reviewed, approved and signed by the Board.

Vendor check nos. 53223 through 53231 dated June 23, 2021 in the amount of \$9,685.86 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 June 15, 2021 in the amount of \$772.14
- Dental claims dated June 22, 2021 in the amount of \$156.00

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 June 15, 2021 in the amount of \$772.14 and June 22, 2021 in the amount of \$156.00 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 reported that she is continuing to work with Cullen & Danowski to coordinate date for the financial statement presentation for the year ending December 31, 2020.

Ms. Scott reported that the meeting to discuss consideration of water rates for the forthcoming year is scheduled for Wednesday, June 30<sup>th</sup> at 10:00am.

Ms. Scott requested the Board's consideration of a transfer in the amount of \$9,250.00 from the operating cash account to the capital projects cash account. This requested transfer is the result of identifying that the transfer in the amount of \$4,625.00 previously approved on March 30, 2021 was made inversely in error. After discussion, the Board approved Ms. Scott's request.

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

RESOLVED, that the Board of Commissioners approves the transfer in the amount of \$9,250.00 from the operating cash account to the capital projects cash account.

The following board meetings were scheduled for July 2021:

- July 6<sup>th</sup> at 5:30 pm
- July 13<sup>th</sup> at 5:30 pm
- July 20<sup>th</sup> at 5:30 pm - Additional Public Session at 7:00 pm
- July 27<sup>th</sup> at 5:30 pm

The Board requested Ms. Scott to make arrangements for Commissioner Laykind and Commissioner Bader to attend the AWWA New Jersey Annual Conference to be held on August 31 - September 3, 2021 at The Borgata Conference Center. The Board requested that lodging reservations be made from August 31 - September 2, 2021 at The Borgata Hotel which is the same venue in which the conference is being held. Ms. Scott reported that the per diem rate of The Borgata Hotel exceeds the general services administration (gsa) rate of \$96.00. In accordance with the District's Travel Policy, the cost of lodging in excess of the maximum allowed gsa per diem rate may be approved when hotel stay is at the same location in which the conference is being held.

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

RESOLVED, that the Board of Commissioners approves lodging for Commissioner Laykind and Commissioner Bader from August 31 - September 2, 2021 at The Borgata Hotel which is the same hotel in which the conference is being held at a per diem rate of \$103.00 while attending the AWWA New York Water Event.

On the motion of Commissioner Laykind, seconded by Commissioner Bader, the Board went into Executive Session at 7:40 pm to discuss personnel and staffing. The Board emerged from Executive Session at 8:15 pm with minutes produced and action taken.

Supt. Moriarty requested the Board's approval to hire Kevin Gielarowski as Supervisor of Water Plant Operations. Supt. Moriarty also requested the Board sign the respective Payroll/Status Change Notice. Mr. Gielarowski will begin his employment with the District on Monday, August 2, 2021.

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

RESOLVED, upon the recommendation of Supt. Moriarty that the Board of Commissioners approves hiring Kevin Gielarowski as Supervisor of Water Plant Operations at an annual salary of \$95,000.00 to begin employment on Monday, August 2, 2021.

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, June 29, 2021.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 27<sup>th</sup> day of July, 2021.

  
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MARC B. LAYKIND, CHAIRMAN

  
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ANDREW N. BADER, TREASURER

  
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AMANDA R. FIELD, SECRETARY