

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, July 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
Andrew Gagnon, 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 will present his report in executive session as it relates to litigation matters.

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 ultraviolet/titanium dioxide report prepared for the Center for Clean Water Technology Pilot as part of the 1,4 Dioxane Removal grant has been delivered to Supt. Moriarty for the District's records.

Engineer Pal reported that the design for the Plant No. 2 permanent Advanced Oxidation Process (AOP) treatment continues to be in progress. Engineer Pal reported that plan review for 90% design is expected to be submitted to Supt. Moriarty for his review at the end of this month.

Engineer Pal reported that final punch list items for the construction of the roof replacements at Plant No. 1 are now complete. The project close out process has commenced.

GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM:

Andrew Gagnon presented a press release related to extreme weather never interrupting water service 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.

Andrew Gagnon reported that the recent e-mail blast sent received a favorable open rate of 41%.

Greg Gordon reported that the August 2021 social media calendar is being prepared and will be submitted to the Board for review and approval in the forthcoming week.

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 17 Relda Street. The Board approved Supt. Moriarty's request.

Supt. Moriarty presented a radius map of properties surrounding Plant No. 4. This was presented for information purposes as it relates to the Plant No. 4 treatment upgrades. Commissioner Bader inquired with Engineer Pal of the anticipated timing of the District's receipt of the site plan from H2M architects + engineers. Engineer Pal replied by stating that that site plan should be complete for the District's review in middle to late August.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check nos. 53290 through 53310 dated July 15, 2021 in the amount of \$58,473.26 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 July 13, 2021 in the amount of \$973.49

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 July 13, 2021 in the amount of \$973.49 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 has commenced preparation of the 2022 operating budget. Additional discussions will be forthcoming as progress is made.

Ms. Scott reported registration for the Edwin C. Tafft Jr. Water Supply Symposium taking place at the Marriot Syracuse Downtown in Syracuse, NY from September 22-23, 2021 is now open. The Board agreed to consider attendance and if accommodations should be made.

Ms. Scott provided the Board with a copy of the Treasurer's Report for the month ending June 30, 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 June 30, 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 June 30, 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 June 30, 2021 in excess of the Budget Transfer Policy limits;

<u>Account Code</u>	<u>Description</u>	<u>Total</u>
A-8310-55-2000	Building Repairs and Maintenance	10,000.00
A-8310-30-4510	Engineering Services	(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>Account Code</u>	<u>Description</u>	<u>Total</u>
A-8310-55-2000	Building Repairs and Maintenance	10,000.00
A-8310-30-4510	Engineering Services	(10,000.00)

The following board meetings were scheduled for August 2021:

- August 3rd at 5:30 pm
- August 10th at 5:30 pm
- August 17th at 5:30 pm - Additional Public Session at 7:00 pm
- August 24th at 5:30 pm

On the motion of Commissioner Laykind, seconded by Commissioner Bader, the Board went into Executive Session at 7:15 pm to discuss litigation matters. 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, July 20, 2021.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 1st day of August, 2021.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



AMANDA R. FIELD, SECRETARY