

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, September 21, 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 reported that he is working with Ms. Scott on details as it relates to the 2021 Water Commissioner Election.

Attorney Ingham reported that he is in receipt of the bound contracts from H2M architects + engineers from the recently awarded bids of the Plant No. 2 permanent AOP treatment facility. He will coordinate execution accordingly.

Attorney Ingham reported that he is working with Supt. Moriarty on preparation of the bids for the District's hydrated lime and distribution system repairs and maintenance contracts which are set to expire at year-end.

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 close-out of construction of the Plant Nos. 2, 3 and 7 interim AOP treatment projects is taking place. Change orders were submitted to Supt. Moriarty. Upon approval, final payment requests will be presented to the District for payment.

Engineer Pal reported that H2M architects + engineers reviewed the revised preliminary elevation drawings and updated process diagrams for Plant No. 4 nitrate and perchlorate removal and Advanced Oxidation Process (AOP) treatment facility with Supt. Moriarty. Engineer Pal reported that H2M architects + engineers is preparing the PowerPoint presentation for the informational public meeting set for Wednesday, October 6, 2021 at 6:00 pm. A copy of the presentation will be provided to the District for review and feedback upon completion and in advance of the meeting.

Engineer Pal reported that H2M architects + engineers has completed air sampling while District employee's applied chemical treatment at plant sites. This was done as part of the enhancement to the District's respiratory protection program. Upon receipt, the sample results will be analyzed.

Engineer Pal reported that the notice of award has been issued to the recently awarded construction contracts for the Plant No. 2 permanent AOP treatment facility. Engineer Pal reported the conformed contracts have been provided to Attorney Ingham to coordinate execution.

GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM:

Greg Gordon presented a press release related to the District hosting its fourth annual pharmaceutical take back day 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 reported that the recently approved e-mail blast will be distributed tomorrow.

Greg Gordon presented the revised third quarterly billing insert for the Board's review and approval. The Board approved for printing.

Greg Gordon presented an informational flyer with details to District's pharmaceutical take back day scheduled to take place on October 23, 2021. The Board approved for distribution. Greg Gordon reported that he has revised the District's banner for the date of this year's program.

STEPHEN MORIARTY'S REPORT – SUPERINTENDENT:

Supt. Moriarty presented the letter to be sent to the customers of the surrounding area of the Plant No. 4 nitrate and perchlorate removal and AOP treatment facility. Said letter is extending an invitation to customers to participate in a meeting regarding the upgrades being made to the water treatment and production site on Southern Parkway. This informational meeting will 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. The Board provided feedback and changes and requested the letter be sent upon the changes being reflected.

Supt. Moriarty reported that enhancements to the District respiratory protection program are moving forward. Respiratory mask fit testing and medical evaluations are being scheduled.

Supt. Moriarty reported that he is in receipt of change orders for construction of the Plant Nos. 2, 3 and 7 interim AOP treatment projects and will be present to the Board for approval upon his review.

Supt. Moriarty reported that the commercial service leak at 185 Old Bethpage-Sweet Hollow Road has been repaired.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check nos. 53490 through 53511 dated September 15, 2021 in the amount of \$318,521.77 were previously reviewed, approved and signed by the Board.

Capital project vendor check no. 10089 dated September 15, 2021 in the amount of \$2,704.41 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 September 14, 2021 in the amount of \$97.00

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

RESOLVED, that the Board of Commissioners approves the dental claims dated September 14, 2021 in the amount of \$97.00 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 the 2022 Revenue and Expenditure Operating Budget was submitted to the Town of Oyster Bay on Friday, September 17, 2021.

Ms. Scott reported that in accordance with requirements set forth by the Office of the State Comptroller, the NYS tax cap filing for the 2022 Revenue and Expenditure Operating Budget has been filed on their designated web portal

Ms. Scott reported that the final 2021 tax lien roll was submitted to the Town of Oyster Bay and Nassau County Department of Assessment on Friday, September 17, 2021. Total water arrears were \$106,588.59.

Ms. Scott provided a correspondence and timeline as it relates to the 2021 Water Commissioner Election on Tuesday, December 14th. Ms. Scott requested consideration to be given to election inspectors and ballot clerks to be canvassed.

Ms. Scott presented the draft resolution regarding registration for the annual election of water commissioner and the appointment of ballot clerks and election inspectors. After discussion, the stated resolution attached herewith was adopted.

Ms. Scott reported that the legal notice for the 2021 Water Commissioner Election will be published in the POB Herald on Wednesday, October 20, 2021 at which time petitions will be made available.

Ms. Scott requested approval for an increase in total appropriations 2021 as it relates to the use of funds from the fund balance assignment for future emerging contaminants as the funding source for the Plant No. 7 permanent AOP treatment project design. Use of these general fund appropriations that were transferred to the respective capital project results in an increase to total appropriations as indicated below;

<u>Account Code</u>	<u>Description</u>	<u>Total</u>
A-9950-00-9200	Operating Transfers Out	146,000.00
A-5032-00-0000	Appropriated Reserves	(146,000.00)

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

RESOLVED, that the Board of Commissioners approves the following increase in total appropriations be made for the year ending December 31, 2021;


<u>Account Code</u>	<u>Description</u>	<u>Total</u>
A-9950-00-9200	Operating Transfers Out	146,000.00
A-5032-00-0000	Appropriated Reserves	(146,000.00)

There being no further business to come before the Board, the meeting was adjourned with a call to the Chair at 7:35 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, September 21, 2021.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 18th day of October, 2021.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



AMANDA R. FIELD, SECRETARY