

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, October 19, 2021.

Present: Marc B. Laykind, Chairman  
Andrew Bader, Treasurer  
Amanda R. Field, Secretary  
Stephen Moriarty, Superintendent  
Dina Scott, Business Manager  
Michael Ingham, Attorney  
James Neri, Engineer  
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 is working with both H2M architects + engineers and Nicole Salerno from Salerno Brokerage to ensure insurance requirements are consistent on all contracts. This relates to H2M architects + engineers constructing the bid documents for the Granular Activated Carbon (GAC) change-out and well and booster pump maintenance annual maintenance contracts which are set to expire at year-end.

Attorney Ingham reported that he is working with the District to provide notification to residents of a new homeowner insurance rider recently made available by several carriers. This new coverage is designed to assist the homeowner in the repair and/or replacement of both their water and sewer house connections. This new coverage can be especially helpful to the homeowner as they are responsible by law for the repair of these house connections. Several major insurance carriers licensed to do business in New York are now providing this new coverage.

Attorney Ingham will present the remainder of his report in executive session as it relates to an update on litigation resulting from the September 4, 2019 water main break on Southern Parkway.

#### **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 complete. The respective change orders will be presented as part of Supt. Moriarty's report this evening.

Engineer Pal reported that H2M architects + engineers is continuing with the design of the Plant No. 4 nitrate and perchlorate removal and Advanced Oxidation Process (AOP) treatment facility. It is anticipated that 30% progress of the design will be provided to Supt. Moriarty for his review, discussion and approval in the middle of November.

Engineer Pal reported that preparation of the 2021 Water Infrastructure Improvement Act grant applications for the District's Plant Nos. 3, 4, 5 and 7 AOP treatment facilities are in progress.

Engineer Pal reported that preparation of the Plant No. 5 AOP treatment facility engineering report is in progress.

Engineer Pal reported that she has incorporated the comments provided by the District's insurance broker as it relates to the contract and bid documents for the GAC change-out and well and booster pump maintenance annual maintenance contracts.

Engineer Neri reported that H2M architects + engineers has analyzed the result of the air sampling that previously took place 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. The respective report is being developed.

Engineer Neri reported that the kickoff meeting for the construction of the Plant No. 2 permanent AOP treatment facility is scheduled to take place Wednesday, October 20, 2021 at 11:00 am at the District's administrative office.

Engineer Neri presented the District with an engineering excellence award for its participation in AOP pilot studies in support of clean drinking water across Long Island. AOP has been identified as the most effective treatment technology to remove 1,4 Dioxane from drinking water.

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

Greg Gordon presented a revised 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 presented a press release related to the District hosting its annual toys for tots drive 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 sent e-mail blast related to the District hosting its fourth annual pharmaceutical take back day received a favorable 41% open rate.

Greg Gordon reviewed the various forms of media promotion for the District's pharmaceutical take back day scheduled to take place on October 23, 2021. Details of the event were discussed and coordinated.

Greg Gordon reported that the backflow postcard mailer was delivered to the post office on Monday and sent to all District's residents who have not yet filed their annual backflow test with the District. This mailer was sent in an effort to educate and remind customers of the importance of backflow compliance as well as the respective compliance requirements.

Greg Gordon reported that he is in receipt of revisions to the draft of the fall newsletter from Supt. Moriarty and Ms. Scott. A revised draft will be sent to the Board tomorrow for their review and comment.

#### **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 54 Sunrise Street. The Board approved Supt. Moriarty's request.

Supt. Moriarty provided the Board with a request for availability for a one (1") inch service at 97 Morton Blvd. The Board approved Supt. Moriarty's request.

Supt. Moriarty presented the revised letter to be sent to the customer at 14 Nathan Drive who has had an inaccessible meter pit since September 2020. Discussion took place and a no-access penalty in the amount of \$75.00 will continue to be charged to this customer's account quarterly until the situation can be rectified.

Supt. Moriarty reiterated that the kickoff meeting for the construction of the Plant No. 2 permanent AOP treatment facility is scheduled to take place Wednesday, October 20, 2021 at 11:00 am at the District's administrative office.

Supt. Moriarty presented the Board with a memorandum of recommendation regarding approval for change orders to previously approved purchase orders to Phillip Ross Industries for additional work performed on the Plant Nos. 2, 3 and 7 interim AOP treatment projects. Discussion took place regarding the details of the additional work performed on each of the projects. The anticipated expense incurred by Phillip Ross Industries is \$21,160.26 for the Plant No. 2 interim AOP treatment project, \$26,807.55 for the Plant No. 3 interim AOP treatment project and \$9,000.00 for the Plant No. 7 interim AOP treatment project. After at length discussion, the Board approved Supt. Moriarty's request and the respective change orders were executed.

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

RESOLVED, that the Board of Commissioners approves change order submitted by Phillip Ross Industries for additional work performed on the Plant No. 2 interim AOP treatment project at a cost of \$21,160.26.

RESOLVED, that the Board of Commissioners approves change order submitted by Phillip Ross Industries for additional work performed on the Plant No. 3 interim AOP treatment project at a cost of \$26,087.55.

RESOLVED, that the Board of Commissioners approves change order submitted by Phillip Ross Industries for additional work performed on the Plant No. 7 interim AOP treatment project at a cost of \$9,000.00.

Supt. Moriarty presented the Pumpage and Sales Report for the third quarter 2021. Supt. Moriarty reported both pumpage and metered sales decreased approximately 12% from the prior year third quarter. In addition, Supt. Moriarty reported that unaccounted for water is 8% cumulative year to date. After discussion, the report was ordered and filed.

Supt. Moriarty provided an update on the status of a recent FOIL request.

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

Vendor check nos. 53584 through 53610 dated October 13, 2021 in the amount of \$95,073.40 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 October 12, 2021 in the amount of \$319.37

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 October 12, 2021 in the amount of \$319.37 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 petitions for the 2021 water commissioner election are available to pick up Wednesday, October 20, 2021 and are due back to the District by the close of business on Friday, November 12, 2021.

Ms. Scott provided the Board with a copy of the Dental Claims Detail History Report for September 2021. After discussion, the report was ordered filed.

Ms. Scott provided the Board with a copy of the Treasurer's Report for the month ending September 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 September 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 September 30, 2021. After discussion, the report was ordered filed.

Ms. Scott requested the following general fund budget transfer in excess of the Budget Transfer Policy limits be made in order to appropriate the Plant No. 5 AOP pilot study and engineering report as previously approved;

<u>Account Code</u>	<u>Description</u>	<u>Total</u>
A-9950-00-9000	Operating Transfers Out	90,000.00
A-8330-10-3020	Treatment GAC	(90,000.00)

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-9950-00-9000	Operating Transfers Out	90,000.00
A-8330-10-3020	Treatment GAC	(90,000.00)

Ms. Scott requested the Board's consideration of a transfer in the amount of \$33,071.23 from the assignment of fund balance for emerging contaminants cash account to the capital projects cash account. The purpose of this transfer is to fund changes orders related to the Plant No. 3 interim AOP treatment facility project. H2M architects + engineers change order #2 in the amount of \$6,263.68 was previously approved on September 14, 2021 and Philip Ross Industries change order # 1 in the amount of \$26,807.55 was approved this evening as part of Supt. Moriarty's report. After discussion, the Board approved Ms. Scott's request.

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

RESOLVED, that the Board of Commissioners approves the transfer in the amount of \$33,071.23 from the assignment of fund balance for emerging contaminants to the cash account capital projects cash account.

The NSWCA Meeting was held on Monday, October 18, 2021 at Trullo D'Oro in Hicksville, NY at 6:30pm. The guest speaker was Deborah Welt, Executive Director of the Nassau County Civil Service Commission. Commissioner Laykind, Commissioner Bader and Commissioner Field were in attendance.

The following board meetings were scheduled for November 2021:

- November 9<sup>th</sup> at 5:30 pm
- November 16<sup>th</sup> at 5:30 pm
- November 23<sup>rd</sup> at 5:30 pm - Additional Public Session at 7:00 pm
- November 30<sup>th</sup> at 5:30 pm

**PUBLIC PARTICIPATION:**

Mr. Newler of 24 Joyce Road presented a series of questions related to water pressure throughout the District. Discussion took place and the Board of Commissioners and Supt. Moriarty responded to Mr. Newler's inquiries.

On the motion of Commissioner Laykind, seconded by Commissioner Bader, the Board went into Executive Session at 7:15 pm to discuss an update on litigation resulting from the September 4, 2019 water main break on Southern Parkway. The Board emerged from Executive Session at 7:35 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 7:45 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, October 19, 2021.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 19<sup>th</sup> day of November, 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