

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, November 9, 2021.

Present: Marc B. Laykind, Chairman
Andrew Bader, Treasurer
Amanda R. Field, Secretary
Dina Scott, Business Manager
Michael Ingham, Attorney
James Neri, 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 continuing to work Ms. Scott on various items as it relates to the Nassau County American Rescue Plan Act (ARPA) Coronavirus Local Fiscal Recovery Fund (CLFRF) grant. Discussion took place regarding requirements of the grant in order to remain in compliance with federal procurement compliance requirements. Ms. Scott reported that she and Attorney Ingham are working on the development of a conflict of interest policy to be adopted. Furthermore, discussion took place regarding consideration of the development of a standalone procurement policy specific to the administration of federal funding.

ENGINEER'S REPORT – ENGINEER:

Engineer Neri 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 Neri reported that he is working with the contractor on completion and submission of final payment applications for the Plant Nos. 2, 3 and 7 interim AOP treatment projects. Upon H2M architects + engineers receipt, review and approval, the final payment applications will be submitted to the District for processing.

Engineer Neri 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. 30% progress of the design is near completion and will be provided to Supt. Moriarty for his review, discussion and approval in the coming weeks.

Engineer Neri reported that the contractor for the construction of the Plant No. 2 permanent AOP treatment project is expected to conduct a survey and mobilize within the next two weeks. The contractor has provided the anticipated construction schedule.

Engineer Neri reported that H2M architects + engineers has submitted the report of the results of the sampling that previously took place while District employee's applied treatment at plant sites. This was done as part of the enhancement to the District's respiratory protection program. The report is under review by Supt. Moriarty.

Engineer Neri reported that preparation of the Plant No. 5 AOP treatment facility engineering report continues to be in progress. A site visit was conducted November 8, 2021, as H2M architects + engineers is working on preliminary sizing.

Engineer Neri 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 continues. The grant applications will be submitted by the application deadline of November 22, 2021. Engineer Neri reported that the series of required resolutions for application submittal will be presented for approval at the forthcoming Board meeting.

Engineer Neri reported that the fall 2021 tank inspections were completed on November 2, 2021. The report is being compiled and the draft will be provided to the District for review and comment upon completion.

Engineer Neri reported that the developer's plans for the installation of water main at the County Pointe Golden Age Housing have been reviewed by Supt. Moriarty. Said plans are intended to be submitted to the Nassau County Department of Health in the forthcoming weeks.

GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM:

Greg Gordon submitted a press release related to providing tips to properly winterize water systems 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 the revised draft of the fall newsletter. The Board agreed to provide feedback upon their final review. Discussion of the timing of the printing and fulfillment of the newsletter took place.

Andrew Gagnon presented the November 2021 social media calendar for the Board's review and approval. The Board provided comments and approved for posting upon the revisions being made.

Andrew Gagnon reported that he has incorporated the comments and feedback from Supt. Moriarty on the development of the District's capital projects page of the website. A draft is forthcoming and will be provided to the Board for review and approval.

STEPHEN MORIARTY'S REPORT – SUPERINTENDENT (as presented by Ms. Scott):

Ms. Scott provided the Board with a request for water disconnect for a two (2") inch service at 1100 Old Country Road. Discussion took place and the Board approved the request.

Ms. Scott reported that the District's sanitary survey was conducted by the Nassau County Department of Health on November 3, 2021. This survey is a requirement of the Department of Health every three years.

Ms. Scott reported that Supt. Moriarty attended a Nassau County road resurfacing meeting on November 4, 2021.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check nos. 53638 through 53661 dated October 29, 2021 in the amount of \$175,678.68 were previously reviewed, approved and signed by the Board.

Vendor check nos. 53667 through 53686 dated November 5, 2021 in the amount of \$31,012.88 were previously reviewed, approved and signed by the Board.

Capital project vendor check no. 10090 dated November 5, 2021 in the amount of \$1,250.00 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 October 26, 2021 in the amount of \$1,338.84
- Dental claims dated November 2, 2021 in the amount of \$540.00

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 October 26, 2021 in the amount of \$1,338.84 and November 2, 2021 in the amount of \$540.00 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 Dental Claims Detail History Report for October 2021. After discussion, the report was ordered filed.

Ms. Scott requested Board approval to attend the NYGFOA Long Island Seminar on Wednesday, December 1, 2021 from 1:00 pm – 6:00 pm at the Fox Hollow in

Woodbury, NY. Ms. Scott provided the Board with a copy of the agenda and reported that continuing education credits are given for attendance. In addition, the fee for attendance is \$95.00. The Board approved Ms. Scott's request.

Ms. Scott presented a Schedule of Budget Adjustments as processed in accordance with the District's Budget Transfer Policy. In addition, Ms. Scott presented Detail of Budget Adjustments to accompany and support each budget adjustment made as indicated in the Schedule of Budget Adjustments. 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 transfer be made in excess of the Budget Transfer Policy limits;

<u>Account Code</u>	<u>Description</u>	<u>Total</u>
A-8330-15-3500	Laboratory Sample and Analysis	120,000.00
A-8330-10-3020	Treatment - GAC	(120,000.00)

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-8330-15-3500	Laboratory Sample and Analysis	120,000.00
A-8330-10-3020	Treatment - GAC	(120,000.00)

Ms. Scott requested the Board's consideration of a transfer in the amount of \$39,447.95 from the capital projects cash account to the assignment of fund balance for debt service cash account. This request is made with anticipation to remit payment on the bond anticipation note (BAN) for Plant No. 3 interim AOP expenditures paid as a drawdown on the BAN subsequent to the reallocation of funding source commitment made to the capital reserve. 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 \$39,447.95 from the capital projects cash account to the assignment of fund balance for debt service cash account.

Ms. Scott requested the Board's consideration of a date to meet to discuss water rates for 2022. The Board agreed to consider and coordinate.

PUBLIC PARTICIPATION:


Mr. Newler of 24 Joyce Road presented a series of questions related to water pressure at his home and previous Board meeting minutes to be posted on the District's website. Discussion took place and the Board of Commissioners responded to Mr. Newler's inquiries.

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, November 9, 2021.


IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 23rd day of November, 2021.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



AMANDA R. FIELD, SECRETARY