

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, November 23, 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 he has worked with Ms. Scott on drafting a Code of Ethics Policy for the Board's adoption. Ms. Scott will present further as part of her report.

Attorney Ingham will present the remainder of his report in executive session as it relates to potential litigation.

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 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. A 30% design submittal for Supt. Moriarty's review is near completion and expected to be submitted next week.

Engineer Neri reported that a progress meeting with the contractors for construction of the Plant No. 2 permanent AOP treatment project took place on Wednesday, November 17, 2021. Engineer Neri reported that the general contractor has mobilized on the site and commenced excavation for the new building. In conducting excavation, the general contractor has discovered a concrete retaining wall buried beneath the ground. This retaining wall requires removal in order to proceed with excavation. Supt. Moriarty will present the respective change order as part of his report.

Engineer Pal reported that grant applications for the 2021 Water Infrastructure Improvement Act grant for emerging contaminant removal at District's Plant Nos. 3, 4, 5 and 7 were submitted to the NYS Environmental Facilities Corp. on Friday, November 19, 2021. Engineer Pal also reported that the finalized engineering report for the Plant No. 5 AOP treatment facility has been submitted to the NYS Environmental Facilities Corp. as part of the respective grant application.

GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM:

Greg Gordon submitted a revised press release related to the District receiving the Gold Award for Studies, Research and Consulting Engineering Services from the American Counsel of Engineering Companies, New York 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 fall newsletter will be dropped off at the post office by the printer on November 24, 2021. Postal delivery is expected to be in homes during the week of November 29, 2021.

Greg Gordon presented an email blast for distribution. The Board provided comments and approved for sending upon the revisions being made.

Greg Gordon presented the draft of the capital projects page on the District's website for the Board's review and approval. The Board provided comments and feedback and requested the revised page be presented upon incorporating the revisions.

STEPHEN MORIARTY'S REPORT:

Supt. Moriarty provided the Board with a request for water disconnect and availability for a one (1") inch service at 28 Sunrise Street, 22 Amby Avenue and 16 Relda 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 74 Diamond Drive. The Board approved Supt. Moriarty's request.

Supt. Moriarty reported that he has reviewed the report of the results of the sampling that previously took place while District employee's applied treatment at plant sites with H2M architects + engineers. Supt. Moriarty reported that he will commence drafting a formal written Respiratory Protection Plan. This was done as part of the enhancement to the District's respiratory protection program.

Supt. Moriarty reported that the District took bids on November 22, 2021 for the hydrated lime and distribution system repairs and maintenance contracts which are set to expire at year-end. He will present his recommendation of award to the Board at the forthcoming Board meeting.

Supt. Moriarty presented the Board with a memorandum of recommendation regarding approval for a change order to the previously approved purchase order with Phillip Ross Industries. The requested change order is for the purchase of an AOP reactor as well as an empty skid to house the reactor for the Plant No. 2 interim AOP treatment project. This approach will provide the District continuity of treatment with no interruption at the Plant site in the spring and summer of 2022 as the construction of the permanent treatment facility is being concluded. The ability to flow water through Plant No. 2 is essential during the high pumpage season. Supt. Moriarty reported that the value of the skid and reactor will not be lost upon completion of the permanent treatment facility as it will be repurposed at Plant No. 5 where AOP treatment is also needed. The cost of the change order as prepared by Phillip Ross Industries is \$1,150,000.00. Commissioner Laykind inquired as to the consideration of procuring the reactor and skid directly from the manufacturer as opposed to via change order as per the District's procurement policy. At length discussion took place and the Board requested H2M architects + engineers to provide additional information for their consideration prior to approval.

Supt. Moriarty reported that while conducting excavation at the Plant No. 2 permanent AOP treatment facility, the general contractor uncovered a large concrete footing buried beneath the ground. This old concrete footing needs to be removed in order to proceed with excavation. Supt. Moriarty presented the Board with the related change order to the previously approved purchase order with Construction Consultants of Long Island for the additional excavation work to be performed on the Plant No. 2 permanent AOP treatment facility. Discussion took place regarding the details of the additional work. The additional expense incurred by Construction Consultants of Long Island is \$5,934.57. After at length discussion, the Board approved Supt. Moriarty's request and the respective change order was 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 Construction Consultants of Long Island for additional work performed on the Plant No. 2 permanent AOP treatment project at a cost of \$5,934.59.

Supt. Moriarty will present the remainder of his report in executive session as it relates to personnel.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check nos. 53710 through 53742 dated November 18, 2021 in the amount of \$384,530.13 were previously reviewed, approved and signed by the Board.

Capital project vendor check nos. 10091 through 10093 dated November 18, 2021 in the amount of \$95,988.74 were previously reviewed, approved and signed by the Board.

Country Point Phase IV vendor check no. 104 dated November 18, 2021 in the amount of \$1,159.29 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 November 16, 2021 in the amount of \$2,734.88

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 November 16, 2021 in the amount of \$2,734.88 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 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;

Account Code	Description	Total
A-8310-30-4510	Engineering Services	15,000.00
A-8310-50-6520	Computer Software Upgrade and Maint.	(15,000.00)

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;

Account Code	Description	Total
A-8310-30-4510	Engineering Services	15,000.00
A-8310-50-6520	Computer Software Upgrade and Maint.	(15,000.00)

Ms. Scott presented a newly drafted District Code of Ethics Policy as well as the related acknowledgement form for all District employees and officials to sign. This policy was drafted in accordance with the template set forth by the NYS office of the State Comptroller and is required in order to adhere to federal procurement guidelines when expending funds eligible for federal grant funding. After discussion, the Board authorized the proposed policy as written.

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

RESOLVED, that the Board of Commissioners approves the District Code of Ethics Policy.

Ms. Scott requested Board authorization to make arrangements to attend the NYSGFOA Annual Conference being held on April 6-8, 2021 in Albany, NY. This governmental conference is attended by many Comptrollers and Financial Officers in the governmental sector and focuses on financial reporting and management as well as internal policies and procedures as it relates to governmental activities. Ms. Scott reported that registration rate for the conference is \$225.00. Ms. Scott requested that lodging reservations be made from April 6-8, 2021 at the Albany Marriot in Albany, NY which is the same venue where the conference is being held. Ms. Scott reported that the per diem rate of the Albany Marriot exceeds the general services administration (gsa) rate of \$114.00. 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 convention/conference is being held. Board approval was requested.

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

RESOLVED, that the Board of Commissioners approves lodging for Ms. Scott April 6-8, 2021 at the Albany Marriot in Albany, NY which is the same venue where the conference is being held at a per diem rate of \$144.00 while attending the NYSGFOA Annual Conference.

PUBLIC PARTICIPATION:

Mr. Newler of 24 Joyce Road presented his 2021 backflow test to Supt. Moriarty for filing in the District's records.

On the motion of Commissioner Laykind, seconded by Commissioner Bader, the Board went into Executive Session at 7:15 pm to discuss potential litigation and personnel. The Board emerged from Executive Session at 7:40 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, November 23 2021.

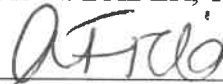
IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 7th day of December, 2021.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



AMANDA R. FIELD, SECRETARY