

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, December 7, 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
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 has updated the 2022 hydrant agreement for the Plainview Fire Protection District and will present to the Board for execution at the forthcoming Board meeting. Attorney Ingham also reported that the existing agreement with the Syosset Fire District remains in effect for 2022 as the terms are based on an every two year basis.

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 presented a letter of recommendation for award of the Granular Activated Carbon (GAC) change-out and well and booster pump maintenance annual maintenance contracts. Supt. Moriarty will present these items for Board approval as part of his report.

Engineer Neri reported that a second progress meeting with the contractors for construction of the Plant No. 2 permanent Advanced Oxidation Process (AOP) treatment project is scheduled for Wednesday, December 8, 2021. Engineer Neri reported that the general contractor continues excavation for the new building.

Engineer Neri reported that the fall 2021 tank inspections were completed on November 2, 2021. The report has been finalized and was sent to Supt. Moriarty for his review. Supt. Moriarty responded that he is in receipt of the report and will provide feedback upon his review.

GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM:

Greg Gordon submitted a press release related to encouraging residents to adopt a fire hydrant in winter months 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 capital projects page on the District's website is now live for public viewing.

STEPHEN MORIARTY'S REPORT:

Supt. Moriarty reported that the draft of the respiratory protection program is 90% complete.

Supt. Moriarty presented a letter received by the NYS Department of Health issuing approval of the Plant No. 2 permanent Advanced Oxidation Process (AOP) treatment engineering report, design and specifications.

Supt. Moriarty reported that he has reviewed proposal responses for the gate preventative maintenance landscaping contracts which are set to expire at year-end. Recommendation of award will be presented to the Board at the forthcoming meeting.

Supt. Moriarty reported that bids were received on December 1, 2021 for the annual well and booster pump maintenance contract. Supt. Moriarty presented a letter of recommendation of award prepared by H2M architects + engineers as well as a memorandum supporting H2M architects + engineers' recommendation. Supt. Moriarty concurred with H2M architects + engineers and recommended the award be allocated to the respective low bidder, A.C. Schultes, Inc. in the amount of \$76,280.00 for the year ending December 31, 2022 with two optional one year extensions. This bidder has successfully completed similar maintenance contracts with this and other District's in prior years. Board approval was requested.

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

RESOLVED, that the Board of Commissioners awards the contract annual well and booster pump maintenance contract to A.C. Schultes, Inc. in the amount of \$76,280.00 for the year ending December 31, 2022 with two optional one year extensions.

Supt. Moriarty reported that bids were received on December 1, 2021 for the annual Granular Activated Carbon (GAC) change-out contract. Supt. Moriarty presented a letter of recommendation of award prepared by H2M architects + engineers as well as a memorandum supporting H2M architects + engineers' recommendation. Supt. Moriarty concurred with H2M architects + engineers and recommended the award be allocated to the respective low bidder, Calgon Carbon Corp. in the amount of \$980,256.00 for the year ending December 31, 2022 with two optional one year extensions. This bidder has successfully completed similar contracts with this and other District's in prior years. Board approval was requested.

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

RESOLVED, that the Board of Commissioners awards the contract annual GAC change-out contract to Calgon Carbon Corp. in the amount of \$980,256.00 for the year ending December 31, 2022 with two optional one year extensions.

Supt. Moriarty reported that bids were received on November 22, 2021 for the contract to furnish, deliver and off load hydrated lime was returned by only one vendor. Supt. Moriarty presented a memorandum and recommended the award be allocated to the respective sole bidder, Barbato Nursery Corp. in the amount of \$27.22 per bag of lime, with an estimated annual amount of \$190,540.00 for the year ending December 31, 2022 with two optional one year extensions. This bidder has successfully completed similar contracts with this and other District's in prior years. Board approval was requested.

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

RESOLVED, that the Board of Commissioners awards the contract to furnish, deliver and off load hydrated lime to Barbato Nursery Corp. in the amount of \$27.22 per bag of lime, with an estimated annual amount of \$190,540.00 for the year ending December 31, 2022 with two optional one year extensions.

Supt. Moriarty reported that bids were received on November 22, 2021 for the annual distribution system repair and maintenance contract. Supt. Moriarty presented a memorandum and recommended the award be awarded to the respective low bidder, Banker Construction Corp., in the amount of \$36,336.64 for the year ending December 31, 2022 with two optional one year extensions. In addition, Supt. Moriarty reported that it is customary that the District also award the annual distribution system repair and maintenance contract to the second lowest bidder to ensure proper coverage in times of an emergency where the lowest bidder is unable to respond accordingly in a timely manner. Therefore, in instances of an emergency situations where the primary awardee, Banker Construction Corp. is not able to respond in a timely manner, Supt. Moriarty recommends the award also be allocated to the second lowest bidder, Merrick Utilities Corp., in the amount of \$42,392.00 for the year ending December 31, 2021 with two optional one year extensions. These bidders have successfully completed similar maintenance contracts with the District in prior years. Board approval was requested.

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

RESOLVED, that the Board of Commissioners awards the annual distribution system repair and maintenance contract to Banker Construction Corp., in the amount of \$36,336.64 for the year ending December 31, 2022 with two optional one year extensions and Merrick Utilities Corp., in the amount of \$42,392.00 for the year ending December 31, 2022 with two optional one year extensions to be used only in instances where Banker Construction Corp. is not able to respond to an emergency call timely.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check nos. 53768 through 53782 dated December 2, 2021 in the amount of \$95,452.38 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 November 30, 2021 in the amount of \$2,449.49

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 November 30, 2021 in the amount of \$2,449.49 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 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-8310-55-2000	Building Repairs	3,500.00
A-8310-40-5500	Conferences, Education and Meetings	(3,500.00)

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	3,500.00
A-8310-40-5500	Conferences, Education and Meetings	(3,500.00)

Ms. Scott presented edits made to the bill stock for 2022 invoicing. Discussion took place and the Board approved printing.

Ms. Scott presented proposed edits 2022 Schedule of Rates and Charges. Discussion took place and the Board requested Ms. Scott and Supt. Moriarty to ensure their finalized numbers for recommendation of approval.

There being no further business to come before the Board, the meeting was adjourned with a call to the Chair at 7:25 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, December 7, 2021.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 14th day of December, 2021.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



AMANDA R. FIELD, SECRETARY