

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, January 4, 2022.

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.

Commissioner Laykind opened by wishing everyone a happy and healthy new year and by stating that today's meeting is being held via teleconference in response to the significant resurgence of cases of COVID-19. As per Chapter 417 of the NYS Laws of 2021 due to COVID-19, the District is authorized to hold Board Meetings remotely using a phone conferencing platform and suspend the in-person requirement of the "Open Meetings Law". The meeting was noticed on the District's website indicating that a phone line is available for public participation.

MICHAEL INGHAM'S REPORT – ATTORNEY:

Attorney Ingham reported that he is preparing a memorandum pertaining to a new statute recently enacted under the Civil Rights Law Section 52-c. This bill requires private employers who engage in monitoring or intercepting electronic communications of any employee by any electronic device or system to provide notice of such monitoring. Attorney Ingham reported that the new statute shall not include the State or any political subdivision of the State and therefore does not apply to municipal entities. He will state such in the memorandum he is preparing upon conclusion of his research.

Attorney Ingham reported that he is looking into district's obtaining at-home rapid COVID-19 tests from the Nassau County Department of Health. Commissioner Laykind asked that he follow up with the District immediately upon receipt of a status update in an effort for the District to obtain as soon as possible.

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 the conformed contract for the award of the well and booster pump maintenance annual maintenance contract was delivered to Attorney Ingham. Attorney Ingham reported that he is coordinating execution.

Engineer Pal reported the conformed contract for the award of the pre-fabricated Advanced Oxidation Process (AOP) skid at Plant No. 2 was delivered to Attorney Ingham. Attorney Ingham reported that the contract was executed earlier today.

Engineer Neri reported that a fourth progress meeting with the contractors for construction of the Plant No. 2 permanent AOP treatment project is scheduled for Wednesday, January 12, 2022. Engineer Neri reported the concrete pour for the mat slab is complete and concrete placement for foundation walls is expected this upcoming Friday or Monday, weather permitting. Furthermore, Engineer Neri reported that he is in receipt of pricing from Trojan Technologies for the purchase of a Trojan AOP reactor to be placed in the recently awarded pre-fabricated AOP skid. Pricing was provided to Supt. Moriarty and he and Engineer Neri are discussing further.

Engineer Pal reported that the District is in receipt of approval from the Nassau County Department of Health to blend District Well 5-4 with 5-1 or 5-2. Engineer Pal noted that the application was submitted to the County in May 2021 with the initial response received in January 2022. Supt. Moriarty reported that he will work and collaborate with Eagle Control Corp. on a blending management plan at each well site.

GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM:

Greg Gordon reported that the press release related to the District implementing a modest rate increase needed for infrastructure and operating improvements was posted on the District's website. Greg Gordon also reported that the new rates in effect January 1, 2022 have also been updated on the District's website.

Andrew Gagnon reported that the email blast recently distributed received an impressive 54.8% open rate. This exceptional rate is the highest the District has received to date.

Andrew Gagnon presented the January 2022 social media calendar for the Board's review and approval. The Board provided comments and approved for posting upon the revisions being made.

STEPHEN MORIARTY'S REPORT:

Supt. Moriarty provided the Board with a request for water disconnect and availability for a one (1") inch service at 3 Lark Avenue and 21 Harold Drive. The Board approved Supt. Moriarty's request.

Supt. Moriarty provided the Board with a request for water availability of a one (1") inch service at 18 Kenneth Street. The Board approved Supt. Moriarty's request.

Supt. Moriarty reported that he is working with H2M architects + engineers to conduct an inventory of our known service lines throughout the District. This is being done in response to the newly revised lead and copper rule. Discussion took place and Supt. Moriarty stated that he will continue to keep the Board informed with updates as they arise.

Supt. Moriarty reported the District conducted a carbon replacement at Well No. 1-2. Flushing of the well is complete and sampling is taking place. The carbon replacement at Well No. 1-1 will be scheduled once Well 1-2 is back in operation.

Supt. Moriarty presented a memorandum regarding consideration in a reduction of the fourth quarter 2021 invoice for the customer at 12 Vera Lane. The customer experienced a water leak located in the meter pit subsequent to the meter being replaced. Supt. Moriarty recommended the customer's invoice be recalculated using the most recent five year average consumption of the same respective billing cycle as this is the District's standard basis of recalculation when estimated billings are required. After discussion and consideration the Board approved Supt. Moriarty request and recalculation to adjust the fourth quarter 2021 invoice by \$67.47 at 12 Vera Lane.

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

RESOLVED, that the Board of Commissioners approves the adjustment for the fourth quarter 2021 invoice in the amount of \$67.47 for the property at 12 Vera Lane.

Supt. Moriarty reported that employee Frederick Panhurst is in receipt of his NYS Department of Health Grade D and IIB Water Treatment Plant Operator's License. In accordance with Section 3.2 – Compensation for Obtaining Special License and In Service Training of the District's Employee Handbook, such a certification provides for an increase to be paid to the respective full time employee's annual salary in the amount of \$500.00 and \$1,000.00, respectively. Upon discussion, the Board agreed to increase full time employee Frederick Panhurst's annual salary in the total amount of \$1,500.00 as stated in accordance with Section 3.2 – Compensation for Obtaining Special License and In Service Training of the District's Employee Handbook.

Supt. Moriarty reported that employee John Curro is in receipt of his NYS Department of Health Grade D Distribution Water System Operator's License. In accordance with Section 3.2 – Compensation for Obtaining Special License and In Service Training of the District's Employee Handbook, such a certification provides for an increase to be paid to the respective full time employee's annual salary in the amount of \$500.00. Upon discussion, the Board agreed to increase full time employee John Curro's annual salary in the amount of \$500.00 as stated in accordance with Section 3.2 – Compensation for Obtaining Special License and In Service Training of the District's Employee Handbook.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check nos. 53848 through 53860 dated December 23, 2021 in the amount of \$14,093.27 were previously reviewed, approved and signed by the Board.

Vendor check nos. 53865 through 53877 dated December 29, 2021 in the amount of \$15,976.02 were previously reviewed, approved and signed by the Board.

Country Pointe Phase IV vendor check no. 107 dated December 31, 2021 in the amount of \$1,943.46 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 December 22, 2021 in the amount of \$2,676.51
- Dental claims dated December 30, 2021 in the amount of \$2,588.08

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 December 22, 2021 in the amount of \$2,676.51 and December 30, 2021 in the amount of \$2,588.08 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.

There being no further business to come before the Board, the meeting was adjourned with a call to the Chair at 7:10 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, January 4, 2022.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 18th day of January, 2022.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



AMANDA R. FIELD, SECRETARY