

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, December 21, 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.

Commissioner Laykind opened by stating that today's meeting is being held via teleconference in response to the recent resurgence of cases of COVID-19 and in an effort to keep everyone safe and healthy. 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.

Commissioner Laykind congratulated Commissioner Andrew Bader on his reelection as Water Commissioner of the Plainview Water District for the forthcoming three year term.

#### **MICHAEL INGHAM'S REPORT – ATTORNEY:**

Attorney Ingham reported that he has conducted a thorough review of the draft of District's annual reorganization meeting materials as provided by Ms. Scott. The annual reorganization meeting is scheduled to take place January 18, 2022.

Attorney Ingham reported that he is preparing a memorandum as it relates to the extension issued by the Public Service Commission regarding the requirement to offer a deferred payment agreement to customers. This requirement, which was scheduled to expire on December 31, 2021 has been extended through June 30, 2022. Discussion took place and the District acknowledged the extension of the legislation as it may apply to some of our rate payers.

**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 contracts for the award of the Granular Activated Carbon (GAC) change-out and well and booster pump maintenance annual maintenance contracts were delivered to Attorney Ingham. Attorney Ingham reported that he is coordinating execution with the respective contractors.

Engineer Pal presented a letter of recommendation for award of the bid for the pre-fabricated Advanced Oxidation Process (AOP) skid at Plant No. 2. Supt. Moriarty will present this item for Board approval as part of his report.

Engineer Neri reported that a third progress meeting with the contractors for construction of the Plant No. 2 permanent AOP treatment project is scheduled for Wednesday, December 21, 2021. Engineer Neri reported that the rebar mat slab has been laid out and the floor drains are being installed with the concrete pour expected for Thursday, December 23, 2021. Engineer Neri reported that while conducting excavation, the general contractor has discovered a concrete drainage structure buried beneath the ground. This drainage structure requires removal in order to proceed with excavation. Supt. Moriarty will present the respective change order as part of his report.

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

Greg Gordon submitted a press release related to the District implementing a modest rate increase needed for infrastructure and operating improvements 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 an email blast for distribution. The Board provided comments and approved for sending upon the revisions being made.

Greg Gordon presented the third quarterly billing insert for the Board's review and approval. The Board provided comments and approved for printing upon the revisions being made.

Andrew Gagnon reported that he is completing preparation of the January 2022 social media calendar and will submit for review and approval upon completion.

**STEPHEN MORIARTY'S REPORT:**

Supt. Moriarty provided the Board with a request for water disconnect and availability for a one (1") inch service at 14 Sydney Street. The Board approved Supt. Moriarty's request.

Supt. Moriarty provided the Board with a request for disconnect of a one (1") inch service at 97 Morton Drive. 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 copper 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 presented the Board with the completed draft of the Respiratory Protection Program. The Board agreed to review and consider for adoption. Commissioner Laykind confirmed with Supt. Moriarty that all procedures included as part of the program are currently being enforced.

Supt. Moriarty presented the Board with a memorandum of recommendation to award the District's 2022 annual service contract for nitrate and peroxide analyzers to Hach Company. Supt. Moriarty reported that Hach Company is the sole source distributor and maintenance provider of Hach nitrate and peroxide analyzers. The cost of the annual service contract for the District's nitrate analyzers is \$13,980.22. The cost of the annual service contract for the District's peroxide analyzers is \$21,000.00 for a total annual service contract cost of \$34,980.22. After discussion, the Board of Commissioners approved the annual service contract with Hach Company for both nitrate and peroxide analyzers pursuant to the sole source justification letter on file with the District. Resolution of such will take place as part of the District's annual reorganization meeting minutes.

Supt. Moriarty presented a memorandum with a recommendation for the automatic gate maintenance contract. Supt. Moriarty reported that of the quotes obtained, the Island Fence Company provided the lowest quote in the amount of \$1,500.00 per year for semi-annual preventative maintenance service. Supt. Moriarty reported that the Island Fence Company has performed this maintenance for the District in prior years and has done so successfully. The Board approved Supt. Moriarty's request.

Supt. Moriarty presented a memorandum with a recommendation for the annual landscaping services contract. Supt. Moriarty reported that of the quotes obtained, Landscapes of Long Island provided the lowest quote in the amount of \$15,999.00. Supt. Moriarty reported that Landscapes of Long Island has been successfully performing landscape services for the District in prior years and has done so successfully. The Board approved Supt. Moriarty's request.

Supt. Moriarty presented a memorandum listing all annual contract extensions, including notes for contracts where there was a change in pricing from the prior year. The Board agreed to review further and resolve as part of the annual reorganization meeting minutes.

Supt. Moriarty reported that while conducting excavation at the Plant No. 2 permanent AOP treatment facility, the general contractor uncovered a concrete drainage drywell buried beneath the ground. This concrete drainage structure needed to be removed in order to proceed with excavation for the new treatment building. Supt. Moriarty presented the Board with change order #2 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 \$5,621.06. 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 #2 submitted by Construction Consultants of Long Island for additional work performed on the Plant No. 2 permanent AOP treatment project at a cost of \$5,621.06.

Supt. Moriarty reported that bids were received on December 20, 2021 for the pre-fabricated AOP skid at Plant No. 2. Supt. Moriarty presented a letter of recommendation of award submitted by H2M architects + engineers. Discussion took place and Supt. Moriarty requested the contract be awarded to the respective low bidder, Philip Ross Industries with a total bid in the amount of \$319,524.00. This bidder has successfully completed similar contracts with this and other District's. 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 for the pre-fabricated AOP skid at Plant No. 2 to Philip Ross Industries with a total bid in the amount of \$319,524.00.

Supt. Moriarty presented the District's most recent alkalinity levels in the distribution system, noting they remain favorable.

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

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

Vendor check nos. 53787 through 53803 dated December 9, 2021 in the amount of \$32,194.32 were previously reviewed, approved and signed by the Board.

Capital project vendor check no. 10094 dated December 9, 2021 in the amount of \$120,996.91 was previously reviewed, approved and signed by the Board.

Country Pointe Phase IV vendor check no. 106 dated December 9, 2021 in the amount of \$1,083.15 was previously reviewed, approved and signed by the Board.

Vendor check nos. 53808 through 53816 dated December 14, 2021 in the amount of \$1,459.95 were previously reviewed, approved and signed by the Board.

Vendor check nos. 53817 through 53843 dated December 16, 2021 in the amount of \$126,499.85 were previously reviewed, approved and signed by the Board.

Capital project vendor check nos. 10095 through 10096 dated December 16, 2021 in the amount of \$51,451.72 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 December 7, 2021 in the amount of \$2,069.48
- Dental claims dated December 14, 2021 in the amount of \$555.69

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 7, 2021 in the amount of \$2,069.48 and December 14, 2021 in the amount of \$555.69 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 requested the Board's approval to remove penalties assessed to 47 Country Drive in the amount of \$69.40 in accordance with District policy. The Board approved Ms. Scott's request.

Ms. Scott reported the District will receive a decrease in interest rate with First National Bank of Long Island from 0.35% to 0.25% for all interest bearing accounts.

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

Ms. Scott requested approval for an increase in total appropriations of the 2021 operating budget as it relates to requirements in accordance with Governmental Accounting Standards Board (GASB) No. 84. Under this governmental accounting standard, proper accounting for the use of funds held in trust is to recognize the related revenue and expenditures when funds are disbursed. This increase in total appropriations represents expenditures incurred under the Country Pointe Phase IV cash account totaling \$5,223.27. Commissioner Laykind reminded that although the Plainview Water District is the disbursing expenditures as it relates to the water main portion of the development, all costs associated are being paid for by the Beechwood Organization. Ms. Scott requested the Board's approval to increase total appropriations as indicated below;

<u>Account Code</u>	<u>Description</u>	<u>Total</u>
A-8340-10-3099	Country Pointe Expense	5,223.27
A-2144-00-0080	Country Pointe Development	(5,223.27)

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 increase in total appropriations be made for the year ending December 31, 2021;

<u>Account Code</u>	<u>Description</u>	<u>Total</u>
A-8340-10-3099	Country Pointe Expense	5,223.27
A-2144-00-0080	Country Pointe Development	(5,223.27)

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 November 30, 2021. After discussion, the report was ordered filed.

Ms. Scott presented the recommended 2022 Employee Salary Schedule. After discussion took place the Board of Commissioners approved and executed the Plainview Water District 2022 Employee Salary Schedule.

Ms. Scott presented a memorandum as it relates to the deletion of unused inventory items to be disposed of. Ms. Scott also presented the related detailed schedule listing each of the unused inventory items for disposal aggregating a total amount of \$8,463.29 and requested Board approval to dispose of said items. After discussion took place, the Board approved Ms. Scott's request for disposal of unused inventory items.

Ms. Scott presented the proposed 2022 Schedule of Rates and Charges. Ms. Scott reported the District is in the process of investing more than \$54.5 million as part of its 5-year capital plan to improve the community's drinking water infrastructure and construct required, state-of-the-art treatment systems needed to remove emerging contaminants such as 1,4-dioxane. In order for the District to remain financially secure and perform these required tasks, additional revenues are needed to pay for these investments and the significant increased operating costs associated with them. For the average resident using 30,000 gallons of water per quarter, the new rates will result in an increase of \$8.82 per

quarter or \$2.94 per month. Ms. Scott reported that aside from the staggering capital costs associated with building AOP treatment facilities, which are needed to remove 1,4-dioxane, the District's operating budget associated with running these facilities has increased significantly. Over the last two years—and projecting for 2022—the increased costs for operating these systems is more than \$2.3 million, or approximately \$766,000 per year. The District's electricity costs alone have increased by more than a half million dollars per year due to the significant demand for power these systems require. Ms. Scott presented the proposed 2022 Schedule of Rates and Charges which includes increases to water rates as follows;

Usage	2022 Rates
Up to 8,000 gallons	\$18.00 minimum
8,000 to 30,000 gallons	\$2.30
31,000 to 50,000 gallons	\$2.60
51,000 to 70,000 gallons	\$2.90
71,000 to 125,000 gallons	\$3.20
126,000 to 175,000 gallons	\$3.50
Over 175,000 gallons	\$3.80

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

RESOLVED, that the Board of Commissioners approves the 2022 water rate structure as indicated;

The LIWC Meeting was held on Wednesday, December 15, 2021 at Jericho Terrace in Carle Place, NY at 6:30pm. The election and swearing in of officers for the year took place. Commissioner Laykind, Commissioner Bader, Commissioner Field, Supt. Moriarty and Ms. Scott were in attendance.

The NSWCA Meeting was held on Monday, December 20, 2021 at Spuntino's in Williston Park, NY at 6:30pm. The topic was networking, commissioner updates and emerging issues. Commissioner Bader and Commissioner Field were in attendance.

Ms. Scott reported on the election results of December 14, 2021:

Andrew Bader            157 Votes

The official return of the votes cast and other related documents of the election results were filed at the office of the Town Clerk of the Town of Oyster Bay within 24 hours, as directed by the Board in accordance with the Section 212 of the Town Law.

**PUBLIC PARTICIPATION:**

Mr. Newler of 24 Joyce Road presented a series of comments related to water pressure at his home and previous Board meeting minutes posted on the District's website.

Discussion took place and the Board of Commissioners responded to Mr. Newler's comments.

There being no further business to come before the Board, the meeting was adjourned with a call to the Chair at 7:15 pm.



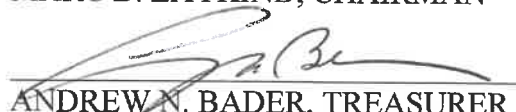
STATE OF NEW YORK            )  
COUNTY OF NASSAU           ) ss.:  
PLAINVIEW WATER DISTRICT)

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 21, 2021.

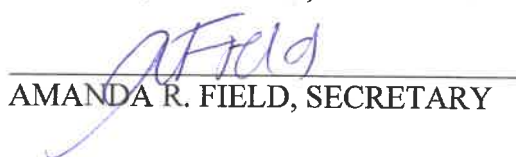
IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 18<sup>th</sup> day of January, 2022.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



AMANDA R. FIELD, SECRETARY