

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, February 15, 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  
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 been working with Supt. Moriarty and Ms. Scott as it relates to researching the terms of the future employment section contained in the District's Code of Ethics Policy. Discussion took place regarding reconsideration of the terms currently indicated in this section of the policy. The Board agreed to further consider.

#### **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 the next construction progress meeting for the Plant No. 2 permanent Advanced Oxidation Process (AOP) treatment project is scheduled for Wednesday, February 23, 2022. Engineer Neri reported that construction is progressing as expected as damp proofing has been applied to the exterior basement walls and that piping in the new building has commenced.

Engineer Neri reported that plans have been approved by the Nassau County Department of Health for the Country Pointe Golden Age Housing Development. H2M architects + engineers have requested the developer to provide a schedule of site construction so that appropriate advertisement and bid dates can be selected.

Engineer Neri reported that H2M architects + engineers is coordinating a 30% design and scope meeting with the architectural, civil and electrical design teams regarding the AOP and nitrate and perchlorate removal treatment facility at Plant No. 4.

Engineer Neri reported that H2M architects + engineers is in receipt of the information needed from the District to prepare the 2021 Annual Quality Water Report. He is awaiting receipt of information to be provided by Pace Laboratories in order to proceed.

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

Greg Gordon presented a press release related to encouraging consumers to sign up for the District's emergency notification system for the Board's review and approval. The Board provided comments and approved for publishing upon the revisions being made.

Greg Gordon reported that he is working on a lead resources page for the LIWC and suggested the District consider the same as it works its way through the new regulations surrounding lead and copper. After discussion, the Board agreed to consider.

Greg Gordon reported that there has been recent misinformation presented to consumers of surrounding district's as it relates to home water filtration systems. Discussion took place and Greg Gordon suggested the District put forth a press release to clarify the misinformation given to the public.

Greg Gordon reported that he is preparing the March 2022 social media calendar and will present at the forthcoming Board meeting.

Greg Gordon requested a kickoff meeting date to discuss content for the Spring 2022 newsletter. After discussion, the Board agreed a virtual meeting will be held on Friday, February 18, 2022.

Greg Gordon reported that he is working with Ms. Scott on preparation of items for the annual poster contest.

#### **STEPHEN MORIARTY'S REPORT:**

Supt. Moriarty reported that he is working with H2M architects + engineers and Eagle Control Corp. on testing the recently installed interlocks to satisfy SCADA adjustments for Plant No. 5 blending operations.

Supt. Moriarty reported that he is in receipt of approval by from the Nassau County Department of Health to bring District Well 1-2 back into service as a result of the recent carbon change-out in the Granular Activated Carbon vessels.

Supt. Moriarty reported that the letter in response to the sanitary survey received by the Nassau County Department of Health has been submitted.

Supt. Moriarty presented an article related to the importance of inventory of known water service line materials. Said article was presented in support of Supt. Moriarty's recent request for approval of the proposal issued by H2M architects + engineers to conduct an inventory of known water service line materials throughout the District. Discussion took place and the Board requested additional time to further consider.

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

Vendor check nos. 54021 through 54045 dated February 10, 2022 in the amount of \$88,062.48 were previously reviewed, approved and signed by the Board.

Capital project vendor check no. 10104 dated February 10, 2022 in the amount of \$29,048.99 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 February 8, 2022 in the amount of \$175.87

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 February 8, 2022 in the amount of \$175.87 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 17 Lesley Lane in the amount of \$63.23 in accordance with District policy. In addition, Ms. Scott requested the Board's approval to remove penalties assessed to 50 Cornell Drive in the amount of \$71.35 in accordance with District policy. The Board approved Ms. Scott's requests.

Ms. Scott presented the letter in response to the FOIL request received on January 24, 2022. The Board instructed Ms. Scott to reply accordingly.

Ms. Scott provided the Board with a copy of the Dental Claims Detail History Report for January 2022. After discussion, the report was ordered filed.

Ms. Scott reported that the LIWC Legislative Forum will be held virtually on March 2, 2022 at 9:00 am. All members of the Board, Supt. Moriarty and Ms. Scott are registered to attend.

Ms. Scott reported that she was asked to be a part of the LI Advisory Council to the Board of the NY Government Finance Officer's Association. The Board congratulated Ms. Scott on her recognition.

Ms. Scott presented the 2021 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	3,000.00
A-8310-55-7000	Building Maintenance	(3,000.00)

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

RESOLVED, that the Board of Commissioners approves the following general fund budget transfer for the year ending December 31, 2021;

Account Code	Description	Total
A-8310-55-2000	Building Repairs	3,000.00
A-8310-55-7000	Building Maintenance	(3,000.00)

Ms. Scott requested the Board's consideration of a wire transfer in the amount of \$3,710,000.00 from the assignment of fund balance for debt service cash account to the Supervisor of the Town of Oyster Bay, Town cash account. The purpose of this wire transfer to the Town of Oyster Bay is to remit payment on the principal portion of debt previously incurred through bond anticipation notes issued through the Town of Oyster Bay. The District has specifically allocated funds for remittance of the 2022 principal payment in the amount of \$3,710,000.00 based upon receipt of grant proceeds for the 2019 WIIA grant award, as well as previously determined commitments to reallocate funding sources for the Plant Nos. 2 and 3 AOP treatment projects from District funds as opposed to debt service. 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 \$3,710,000.00 from the assignment of fund balance for debt service cash account to the Supervisor of the Town of Oyster Bay, Town cash account for the purpose of paying down principal amounts of debt incurred through bond anticipation notes.

In order to properly account and budget for the debt service cash transfer above, Ms. Scott requested approval for an increase in total appropriations 2022 as it relates to the use of funds from the fund balance assignment for debt service. These funds require appropriation in the general fund in order to remit payment on the principal portion of debt previously incurred through bond anticipation notes issued through the Town of Oyster Bay. Use of these funds results in an increase to total appropriations as indicated below;

Account Code	Description	Total
A-9730-00-6100	Bond Anticipation Notes - Principal	3,710,000.00
A-5032-00-0000	Appropriated Reserves	(3,710,000.00)

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 increase in total appropriations be made for the year ending December 31, 2022;

Account Code	Description	Total
A-9730-00-6100	Bond Anticipation Notes - Principal	3,710,000.00
A-5032-00-0000	Appropriated Reserves	(3,710,000.00)

Ms. Scott reported that as per her review of the fixed asset account detail for the year ending December 31, 2021, she identified three assets that require disposal and deletion as these items are no longer in use. Ms. Scott requested authorization to remove the following fully depreciated items from the District's fixed asset listing for the year ending December 31, 2021;

- OTC scanner purchased July 8, 2011, in the amount of \$1,800.00
- 2 Lenovo T530 computers purchased October 3, 2013, in the amount of \$2,461.69
- Microsoft surface pro 3 intel core purchased August 11, 2014, in the amount of \$1,468.97

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

RESOLVED, that the Board of Commissioners approves the disposal and deletion the following items from the District's fixed asset listing for the year ending December 31, 2021;

- OTC scanner purchased July 8, 2011, in the amount of \$1,800.00
- 2 Lenovo T530 computers purchased October 3, 2013, in the amount of \$2,461.69
- Microsoft surface pro 3 intel core purchased August 11, 2014, in the amount of \$1,468.97

The following board meetings were scheduled for March 2022:

- March 1<sup>st</sup> at 5:30 pm
- March 8<sup>th</sup> at 5:30 pm
- March 22<sup>nd</sup> at 5:30 pm - Additional Public Session at 7:00 pm
- March 29<sup>th</sup> at 5:30 pm

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, February 15, 2022.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 9<sup>th</sup> day of March, 2022.

  
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MARC B. LAYKIND, CHAIRMAN

  
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ANDREW N. BADER, TREASURER

  
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AMANDA R. FIELD, SECRETARY