

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, March 1, 2022.

Present: Marc Laykind, Chairman
Andrew Bader, Treasurer
Amanda Field, Secretary
Dina Scott, Business Manager

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.

GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM (as presented by Ms. Scott):

Ms. Scott presented a revised press release related to residents opting to install home water filtration systems for the Board's review and approval. The Board provided comments and approved for publishing upon the revisions being made.

Ms. Scott presented a press release related to lawn fertilizer for the Board's review and approval. The Board provided comments and approved for publishing upon the revisions being made.

Ms. Scott presented a revised March 2022 social media calendar. The Board provided comments and approved for posting upon the revisions being made.

Ms. Scott presented a draft of a postcard mailer to be sent to all District's customers with a registered backflow device. This mailer is being sent in an effort to educate and remind customers of the importance of backflow testing as well as the respective compliance requirements. The Board provided feedback and changes and requested a revised draft be presented for consideration and approval.

STEPHEN MORIARTY'S REPORT (as presented by Ms. Scott):

Ms. Scott presented a list of 18 municipal backflow devices that were not tested for the year ending December 31, 2021 according to the District's records. As such, Supt. Moriarty recommends imposing penalties on municipal accounts in accordance with the District's ordinances due to the degree of hazard posed for cross connection. Supt. Moriarty is contacting the list of municipalities in an effort to obtain the required test prior to penalizing as an extension of professional courtesy to local municipalities.

Ms. Scott reported that SCADA interlocks have been set and field testing is complete at Plant No. 5 in an effort to complete requirements for blending operations. H2M architects + engineers is working on the respective certification for submission to the Nassau County Department of Health.

Ms. Scott requested Board approval for bid dates for the construction of the Plant No. 7 permanent Advanced Oxidation Process (AOP) treatment project. The Board approved Ms. Scott's request. Advertisement will take place on March 3, 2022, the bid opening will take place on April 1, 2022, and a recommendation to award the bid will be presented to the Board upon review of bid tabulations.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check nos. 54070 through 54084 dated February 24, 2022 in the amount of \$26,650.71 were previously reviewed, approved and signed by the Board.

Capital project vendor check no. 10106 dated February 24, 2022 in the amount of \$5,672.96 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 22, 2022 in the amount of \$2,897.14

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 22, 2022 in the amount of \$2,897.14 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 reported that she is reviewing proposals submitted for the development of a standalone procurement policy specific to federal awards. A recommendation of award will be made upon her conclusion.

Ms. Scott reported that the audit of the financial statements for the year ending December 31, 2021 will take place Wednesday, March 2, 2022 through Friday, March 4, 2022.

Ms. Scott presented the draft letter to be submitted to the Superintendent of Schools of the Plainview-Old Bethpage Central School District regarding the 2022 Plainview Water District Annual Poster Contest. Discussion took place and the Board requested Ms. Scott to email said letter in the middle of March.

Ms. Scott reported that the Component Unit Financial Report for the year ending December 31, 2021 is due to the Town of Oyster Bay on Tuesday, March 15, 2022. Ms. Scott is preparing the report and will submit to the Town pre any audit potential adjustments. Should any audit adjustments be required, a revised report will be submitted to the Town.

Ms. Scott provided the Board with a copy of the Treasurer's Report for the month ending January 31, 2022. 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 January 31, 2022. After discussion, the reports were ordered filed.

Ms. Scott reported that the District received 1st half tax payment from the Town of Oyster Bay in the total amount of \$1,701,265.87 which includes a deduction of \$1,782,604.75 for debt service payments for the 1st half of 2022.

Ms. Scott reported that with receipt of the 1st half tax payment the operating account currently has a high balance. As the operating account does not earn interest, Ms. Scott requested Board approval to transfer \$1,700,000.00 into the District's undesignated/unappropriated interest bearing account.

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

RESOLVED, that the Board of Commissioners approves transferring \$1,700,000.00 from the operating account into the District's undesignated/unappropriated interest bearing account.

Ms. Scott reported that accounting journal entries to the District's books and records for the year ending December 31, 2021 have resulted in the need to further reduce the unassigned fund balance to a target level of approximately 25% of 2022 adopted budget by appropriating \$200,000.00 to the assignment of fund balance for future emerging contaminants from the District's undesignated/unappropriated account. 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 approves transferring \$200,000.00 from the undesignated/unappropriated account into the District's assignment of fund balance for future emerging contaminants cash account for the year ending December 31, 2021 in order to reduce the unassigned fund balance to a target level of approximately 25% of the 2022 adopted budget.

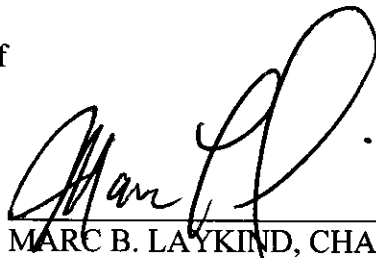
The LIWC Meeting was held on Monday, February 28, 2022 at Jericho Terrace in Carle Place, NY at 6:30pm. The presentation topic was developments in water storage tanks. Commissioner Laykind, Commissioner Bader and Commissioner Field were in attendance.

There being no further business to come before the Board, the meeting was adjourned with a call to the Chair at 7:05 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, March 1, 2022.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 30th day of March, 2022.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER

AMANDA R. FIELD, SECRETARY