

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, March 29, 2022.

Present: Marc B. Laykind, Chairman  
Andrew Bader, Treasurer  
Amanda R. Field, Secretary  
Stephen Moriarty, Superintendent  
Michael Ingham, Attorney  
Dina Scott, Business Manager  
James Neri, Engineer  
Greg Gordon, 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 the meeting by stating that he wanted to provide clarification to a resolution previously passed on February 1, 2022 related to exceeding the general services administration (gsa) rate. A question arose as to whether one or two resolutions were contemporaneously passed at said meeting. Therefore, Commissioner Laykind recommends the Board reconsider the respective resolution. In accordance with the District's Travel Policy, the cost of lodging in excess of the maximum allowed gsa per diem rate may be approved when hotel stay is at the same location in which the conference is being held. It was therefore moved that the Board reapprove the AWWA New Jersey Annual Conference to be held on March 15 – 17, 2022 at The Borgata Conference Center. The Borgata Conference Center is the same venue in which the conference is being held. Ms. Scott reported that the per diem rate of The Borgata Hotel exceeds the general services administration (gsa) rate of \$96.00.

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

RESOLVED, that the Board of Commissioners approves lodging for Commissioner Laykind from March 15 – 17, 2022 at The Borgata Hotel which is the same hotel in which the conference is being held at a per diem rate of \$103.00 while attending the AWWA Water Event.

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

Attorney Ingham reported that the examination before trial as it relates to litigation with National Grid has been rescheduled for a date in May, yet to be determined. Attorney Ingham will work with Supt. Moriarty in preparation thereof.

Attorney Ingham presented the duly executed 2022 hydrant agreement for the Plainview Fire Protection District.

**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 delivery of the previously delayed steel for the Plant No. 2 permanent Advanced Oxidation Process (AOP) treatment project has been moved up to the end of this week.

Engineer Neri reported that H2M architects + engineers has submitted responses to the Nassau County Department of Health related to their previously issued comments based upon review of the Plant No. 5 AOP engineering report and request for pilot exemption. In addition, Engineer Neri reported that he has followed up respectively with NYS to confirm if they had any comments to provide, in an effort to bring closure to the AOP regulatory approval process.

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

Greg Gordon presented a revised press release related to preserving Plainview this spring and summer with better irrigation practices for the Board's review and approval. The Board provided comments and approved for publishing upon the revisions being made.

Greg Gordon presented the revised first quarterly billing insert for the Board's review and approval. The Board provided comments and approved for printing 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 April 2022 social media calendar. The Board provided comments and approved for posting upon the revisions being made.

Greg Gordon requested a meeting to review and discuss comments for the first draft of the Spring 2022 newsletter. Discussion took place and the Board agreed to meet virtually on Thursday, March 31, 2022 at 3:00pm.

**STEPHEN MORIARTY'S REPORT:**

Supt. Moriarty reported that backflow reminder postcards were delivered via postal mail on Wednesday, March 23, 2022.

Supt. Moriarty reported that filming is scheduled to take place on Tuesday, April 5, 2022 as part of the District's Excellence in Risk Management Award from PERMA, the District's workers compensation insurance carrier. PERMA will be filming a short video that will be displayed as part of the Awards in Excellence Ceremony taking place at the 2022 Annual Member Conference. Discussion took place regarding who from the District will be in attendance of the awards ceremony to accept the award on behalf of the District. The Board agreed to further consider.

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

Vendor check nos. 54162 through 54173 dated March 24, 2022 in the amount of \$57,521.78 were previously reviewed, approved and signed by the Board.

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 the District is registered as an exhibitor at the 2022 POB Chamber of Commerce Springfest taking place on Sunday, May 22, 2022 from 10:00am – 5:00pm.

Ms. Scott provided the Board with a detailed update on the redevelopment of the District's inventory valuation process. Discussion took place and the Board thanked Ms. Scott for her efforts.

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.

Ms. Scott reported that in order to adhere to current cash flow requirements she proposes the transfer of \$250,000.00 from the District's unreserved/undesignated account to its operating account. After discussion, the Board approved Ms. Scott's request.

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

RESOLVED, that the Board of Commissioners approves the transfer of \$250,000.00 from the District's unreserved/undesignated account to its operating account.

Ms. Scott reported that she will be in Albany from Wednesday, April 6, 2022 through Friday, April 8, 2022 attending the NYSGFOA annual conference. This governmental conference is attended by many Comptrollers and Financial Officers in the governmental sector and focuses on financial reporting and management as well as internal policies and procedures as it relates to governmental activities.

The LIWC Meeting was held on Monday, March 28, 2022 at Patrizia's in Massapequa, NY at 6:30pm. The presentation topic was leveraging technology to improve plant efficiency and reliability. 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 8:35 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 29, 2022.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 31<sup>st</sup> day of April, 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