

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, April 19, 2022.

Present: Marc B. Laykind, Chairman
Andrew Bader, Treasurer
Amanda R. Field, Secretary
Stephen Moriarty, Superintendent
Michael Ingham, Attorney
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.

MICHAEL INGHAM'S REPORT – ATTORNEY:

Attorney Ingham had no report for the Board.

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 based on the recent announcement from Governor Hochul, it appears as if the District has been awarded approximately \$19.2 million through the 2021 Water Infrastructure Improvement Act (WIIA) grant. The announcement indicates that approximately \$5.4 million has been awarded for construction of the Plant No. 7 Advanced Oxidation Process (AOP) treatment facility and approximately \$13.8 million has been awarded for construction of the Plant No. 5 AOP treatment facility. Engineer Neri advised for the District to await the formal award letter forthcoming from the NYS Environmental Facilities Corp. for confirmation of the awarded grant amounts. Discussion took place and the Board expressed their appreciation for the support and financial assistance issued by the State. Supt. Moriarty stated that he will provide the award letter to the Board upon receipt.

Engineer Neri reported that has followed up with the Nassau County Department of Health on the status of the responses provided by H2M architects + engineers related to their comments on the Plant No. 5 AOP engineering report and request for pilot exemption. A response has not been received and he will continue to follow up.

Engineer Neri reported that the next construction progress meeting for the Plant No. 2 permanent AOP treatment project is scheduled for Wednesday, April 20, 2022. Construction continues to be in progress. Electrical wiring and piping have commenced in order to begin use of the interim treatment system during the high pumpage season. The Board inquired regarding consideration of the most appropriate timing of power washing the elevated storage tank located at the Plant No. 2 site. Engineer Neri replied with a recommendation to consider upon completion of the construction which is expected in the Fall.

Engineer Neri reported that H2M architects + engineers has delivered the draft of the 2021 Annual Quality Water Report to Supt. Moriarty for his review. Supt. Moriarty has provided his comments and feedback which are being incorporated into the Report.

Engineer Neri reported that H2M architects + engineers is creating a service line material layer in the District's GIS system for each customer account and will then proceed to input the data acquired from the tap cards into the new layer. H2M architects + engineers will coordinate the tap card scanning with the vendor awarded.

GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM:

Greg Gordon presented a press release related to responsible pool filling this summer for the Board's review and approval. The Board provided comments and approved for publishing upon the revisions being made.

Greg Gordon requested the Board's consideration of various media platforms to announce the District's receipt of the recently announced 2021 WIIA grant award. Discussion took place and the Board agreed to consider sending a postcard mailer once the grant funding is confirmed by the NYS Environmental Facilities Corp. In addition, Greg Gordon reported that he will commence drafting the related press release, social media content and email blast.

Greg Gordon reported that all proposed updates have been made to the Spring 2022 newsletter. The newsletter timeline was discussed, and the Board agreed to review the most recent draft provided.

STEPHEN MORIARTY'S REPORT:

Supt. Moriarty provided the Board with a request for water disconnect of a one (1") inch service at 90 Morton Blvd. The Board approved Supt. Moriarty's request.

Supt. Moriarty reported that has provided comments to H2M architects + engineers based upon his review of the 2021 Annual Quality Water Report. He will review the suggested changes upon receipt.

Supt. Moriarty reported that he is compiling data for the 2022 Pumpage and Sales report and will provide to the Board at the forthcoming meeting.

Supt. Moriarty presented a memorandum of recommendation for quotes obtained for the scanning portion of the inventory of known water service line materials throughout the District. Inventory of water service material type is in response to the newly revised lead and copper rule. Three written quotes were secured with Document Imaging Solutions providing the lowest quote in the amount of \$5,020.00. 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 quote for the scanning portion of the inventory of known water service line materials throughout the District to Document Imaging Solutions in the amount of \$5,020.00.

Supt. Moriarty reported that based upon the results of H2M architects + engineers hazard assessment survey as it relates to respiratory protection for plant and distribution employees, a determination was made of the necessity to adopt a Respiratory Protection Program & Training Program. Review of the written program has been conducted by the Nassau County Department of Labor in order to ensure compliance with the requirements set forth. Superintendent Stephen Moriarty has incorporated comments received by the Nassau County Department of Labor and the program is now complete. Supt. Moriarty presented a newly drafted Respiratory Protection Program for Board approval. After discussion, the Board authorized the proposed program as written.

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

RESOLVED, that the Board of Commissioners approves the Respiratory Protection Program.

Supt. Moriarty requested the Board's approval to remove three (3) commercial backflow penalties in the amount of \$100.00 assessed to 591 Old Country Road and \$250.00 assessed to 593 Old Country Road and 607 Old Country Road. Discussion took place regarding the details and the Board denied Supt. Moriarty's request to remove the aforesaid backflow penalties.

Supt. Moriarty requested the Board's approval to remove a commercial backflow penalty in the amount of \$250.00 assessed to 219 South Service Road. Supt. Moriarty explained that the penalty was applied to the customer's fireline account in error. Supt. Moriarty further explained that there is a single check valve detector on the fireline providing protection and not required for testing. Discussion took place regarding the details and the Board approved Supt. Moriarty's request to remove the aforesaid backflow penalty previously assessed.

DINA M SCOTT'S REPORT – BUSINESS MANAGER (as presented by Supt. Moriarty):

Vendor check nos. 54200 through 54219 dated April 7, 2022 in the amount of \$145,278.77 were previously reviewed, approved and signed by the Board.

Vendor check nos. 54224 through 54247 dated April 14, 2022 in the amount of \$20,025.57 were previously reviewed, approved and signed by the Board.

Capital project vendor check no. 10111 dated April 7, 2022 in the amount of \$39,225.50 was previously reviewed, approved and signed by the Board.

Supt. Moriarty requested Board approval and authorization to transfer funds to cover the following dental claim costs:

- Dental claims dated April 5, 2022 in the amount of \$4,050.95
- Dental claims dated April 14, 2022 in the amount of \$963.50

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 April 5, 2022 in the amount of \$4,050.95 and April 14, 2022 in the amount of \$963.50 and the Board authorized funds to be transferred into the District's dental benefit account.

Supt. Moriarty provided the Board with a copy of the Treasurer's Report for the month ending March 31, 2022. In addition, to supplement and support the Treasurer's Report, Supt. Moriarty 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 March 31, 2022. After discussion, the reports were ordered filed.

Supt. Moriarty presented the Board with a copy of the year to date Budget to Actual Expenditures and Budget Variance Report for the month ending March 31, 2022. After discussion, the report was ordered filed.

Supt. Moriarty requested Board authorization for Commissioner Laykind and Business Manager, Dina Scott to attend the 2022 Annual Member Conference in order to accept the Excellence in Risk Management Award from PERMA, the District's workers compensation insurance carrier. Said conference is to be held on May 26-27, 2022 at the Sagamore Hotel in Bolton Landing, NY. Supt. Moriarty requested that lodging reservations be made at the Sagamore Hotel which is the same venue in which the conference is being held. Supt. Moriarty reported that the per diem rate of the Sagamore Hotel exceeds the general services administration (gsa) rate of \$102.00. 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 convention/conference is being held.

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

RESOLVED, that the Board of Commissioners approves lodging for Commissioner Laykind and Ms. Scott from May 26-27, 2022 at the Sagamore Hotel in Bolton Landing, NY which is the same hotel in which the conference is being held at a per diem rate of \$259.00 while attending the 2022 Annual Member Conference in order to accept the Excellence in Risk Management Award from PERMA

Supt. Moriarty presented a report of customer billing adjustments that were made in accordance with District Policy. After discussion, the report was ordered filed.

The following board meetings were scheduled for May 2022:

- May 3rd at 5:30 pm
- May 10th at 5:30 pm
- May 17th at 5:30 pm - Additional Public Session at 7:00 pm
- May 24th at 5:30 pm
- May 31st 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 8:05 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, April 19, 2022.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 17th day of May, 2022.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



AMANDA R. FIELD, SECRETARY