

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

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

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 construction continues to be in progress at the Plant No. 2 permanent Advanced Oxidation Process (AOP) treatment project. Interior painting is expected to be complete at the end of this week. Fiberglass reinforced plastic grating delivery is expected July 25, 2022.

Engineer Neri reported that H2M architects + engineers has submitted applications on behalf of the District for inclusion in the 2022-2023 Intended Use Plan (IUP) for the Plant Nos. 3, 4 and 5 AOP treatment projects. Inclusion in the IUP will provide the District consideration for eligibility to obtain grant funding through the Bipartisan Infrastructure Law.

Engineer Neri reported he received confirmation that previously denied Water Infrastructure Investment Act (WIIA) grant applications for the Plant Nos. 3 and 4 AOP treatment projects will not automatically be resubmitted for the newly announced 2022 grant submissions. Engineer Neri, Supt. Moriarty and Ms. Scott have a meeting scheduled for tomorrow, July 20, 2022 to discuss potential projects for consideration of the various sources of grant funding recently announced.

Engineer Neri reported that the H2M architects + engineers is in receipt of information requested from Supt. Moriarty in order to complete the application submittal for the Green Initiative Grant Program grant. Application submissions are due July 29, 2022.

Engineer Neri reported that H2M architects + engineers has completed linking and mapping the tap cards to District's GIS system for each customer account. H2M architects + engineers has provided Supt. Moriarty with a spreadsheet of the tap cards that could not be correlated to a proper address or account for the District's review. Supt. Moriarty reported that he is researching the uncorrelated information.

Engineer Neri reported that he is preparing proposals for engineering services as requested by Supt. Moriarty for both drainage and treatment options at the District's Plant No. 5.

GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM:

Greg Gordon presented a press release related to preserving Plainview during smart irrigation month with best irrigation practices 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 updating photographs posted to the District's website. He is coordinating with Supt. Moriarty to have up to date pictures taken of District employees.

Greg Gordon presented the thought of developing a new customer information brochure to accompany the welcome letter sent to each new customer. Discussion took place and Ms. Scott requested Greg Gordon to contact her to discuss further.

STEPHEN MORIARTY'S REPORT:

Supt. Moriarty reported that sampling continues to take place for the reactivated carbon pilot study for at Plant No. 1. The Board requested Supt. Moriarty to continue to keep them informed.

Supt. Moriarty reported that respiratory training is scheduled for all plant and distribution employees on July 27, 2022.

Supt. Moriarty requested the Board's preference of the plaque placement on the Plant No. 2 AOP treatment facility building. Discussion took place and the Board requested similar placement to that of the Plant No. 1 AOP treatment facility.

Supt. Moriarty provided the 2022 Pumpage and Sales report, noting year to date unaccounted for water is favorable at 5.28%. Supt. Moriarty also noted the District has experienced a decrease in fiscal year to date pumpage of 10%. After discussion, the report was ordered filed.

Supt. Moriarty presented the Board with change order number three (3) to a previously approved purchase order with Construction Consultants of Long Island for additional work to be performed on the Plant No. 2 permanent AOP treatment project. Discussion took place regarding the details of the change order which represents the cost for additional steel supports along the edges of the AOP platform in the amount of \$3,178.04. This added cost will be offset by a reduction of \$420.00 as there was a reduction in size to the dedication plaque to be adhered to the building. The net effect of the change order presented is \$2,716.04 which will be deducted from the contingency line of the project, resulting in no additional out of pocket cost to the District. After discussion, the Board approved Supt. Moriarty's request and the respective change ordered 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 the change order submitted by Construction Consultants of Long Island in the amount of \$2,716.04 to be deducted from the contingency line of the project of the Plant No. 2 permanent AOP treatment project.

Supt. Moriarty reported he met with members of the Long Island Water Conference this morning to discuss coordinating a cooperative agreement with Eurofins for engagement of laboratory services. Eurofins has recently solicited their services to both Plainview as well as other neighboring Districts. To date, there has not been another conveniently located laboratory with parallel experience and expertise in the specific variation of samples required as required by the New York State and Nassau County Departments of Health. However, the District has now learned of Eurofins, a laboratory recently recognized as a potential service provider for water sampling and analysis.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check nos. 54524 through 54540 dated July 14, 2022 in the amount of \$25,239.78 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 July 14, 2022 in the amount of \$2,894.91

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 July 14, 2022 in the amount of \$2,894.91 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 the Tift Water Supply Symposium will take place September 14-15, 2022 in Syracuse, NY. Literature was provided and registration is now open. The Board agreed to consider.

Ms. Scott reported that she is in receipt of the standalone procurement policy specific to federal awards as well as the ARPA management use handbook as prepared by PKF O'Connor Davies. Ms. Scott reported that she is tailoring this document as an addendum to the District's existing policy and will present to the Board for approval upon completion. Ms. Scott reported the ARPA management use handbook is not a document for formal adoption, but a guidance tool for management when administering ARPA grant funding.

Ms. Scott reported that she is attending webinar on Water Infrastructure Funding under the Bipartisan Infrastructure Law (BIL) through the NYS Environmental Facilities Corp. on Friday, August 5, 2022. Ms. Scott reported that she continues to gather information as it relates to the BIL as this appears to be the first federal grant coming forward as it relates to water infrastructure.

Ms. Scott provided the Board with a copy of the Treasurer's Report for the month ending June 30, 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 June 30, 2022. After discussion, the reports were ordered filed.

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 June 30, 2022. After discussion, the report was ordered filed.

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. Based on Ms. Scott's analysis and after an at length discussion with regard to the necessity of the proposed adjustments, Ms. Scott requested the following additional general fund budget transfers be made in excess of the Budget Transfer Policy limits as well as an increase in total appropriations for a series of previously approved capital project funding transfers for the Plant No. 2 permanent AOP treatment facility;

| <u>Account Code</u> | <u>Description</u> | <u>Total</u> |
|---------------------|--|--------------|
| A-8330-10-3000 | Lime | 60,000.00 |
| A-8310-70-7700 | Contingency | (60,000.00) |
| A-9950-00-9200 | Operating Transfer Out – FB Assignment | 17,730.51 |
| A-5032-00-0000 | Appropriated Reserves | (17,730.51) |
| A-9950-00-9200 | Operating Transfer Out – FB Assignment | 81,979.67 |
| A-5032-00-0000 | Appropriated Reserves | (81,979.67) |

| | | |
|----------------|--|-------------|
| A-9950-00-9200 | Operating Transfer Out – FB Assignment | 87,250.00 |
| A-5032-00-0000 | Appropriated Reserves | (87,250.00) |

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

| Account Code | Description | Total |
|----------------|--|-------------|
| A-8330-10-3000 | Lime | 60,000.00 |
| A-8310-70-7700 | Contingency | (60,000.00) |
| A-9950-00-9200 | Operating Transfer Out – FB Assignment | 17,730.51 |
| A-5032-00-0000 | Appropriated Reserves | (17,730.51) |
| A-9950-00-9200 | Operating Transfer Out – FB Assignment | 81,979.67 |
| A-5032-00-0000 | Appropriated Reserves | (81,979.67) |
| A-9950-00-9200 | Operating Transfer Out – FB Assignment | 87,250.00 |
| A-5032-00-0000 | Appropriated Reserves | (87,250.00) |

There being no further business to come before the Board, the meeting was adjourned with a call to the Chair at 7:35 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, July 19, 2022.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 13th day of September, 2022.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



AMANDA R. FIELD, SECRETARY