

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Monday, October 3, 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
Lola Rivera, ZE Creative Concepts

The meeting was called to order at 4:00 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 filed the bond petition for Plant No. 5 Emerging Contaminant Removal with the Town of Oyster Bay. The related bond hearing is scheduled for Tuesday, October 25, 2022, at 10:00am at the Town of Oyster Bay Town Hall. Discussion took place regarding Attorney Ingham's recommendation of information to prepare in anticipation of the hearing. Ms. Scott reported that she will prepare the information discussed in advance of the meeting.

Attorney Ingham presented the 2023 fire hydrant agreements for the Plainview Fire Protection District and the Syosset Fire District for the Board's execution. Said contracts were executed in duplicate and will be forwarded to the respective parties for their signature. Attorney Ingham reported that the Plainview Fire Protection District agreement has been updated to be a bi-annual, as opposed to an annual agreement, similar to that of the Syosset Fire District.

JAMES NERI'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. Water piping work is complete and electrical tie-ins are expected to be done by the end of this week or early next

week. Startup of the new AOP system will follow upon completion by the electrical contractor.

Engineer Neri reported that the District will accept bids for the Plant No. 4 AOP and nitrate and perchlorate removal treatment facility on Thursday, October 13, 2022.

Engineer Neri reported that H2M architects + engineers is completing their analysis of the drainage basins and deep injection well options at Plant No. 5. The first draft which includes visuals and estimated cost opinions is currently under internal review by H2M architects + engineers.

Engineer Neri reported that requests for proposals for pressure washing and cleaning the District's elevated storage tank are currently being distributed by H2M architects + engineers.

GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM:

Greg Gordon reported that an email blast was distributed earlier today in support of the District's fifth annual pharmaceutical take back program which is scheduled for Saturday, October 22, 2022. The open rate thus far was a successful 53%.

Greg Gordon presented the October social media calendar for the Board's review and approval. The Board provided comments and approved for posting upon the revisions being made.

Greg Gordon presented the third quarter bill insert for the Board's review and approval. The Board provided comments and approved for printing upon the revisions being made.

Greg Gordon reported that the first draft of the fall 2022 newsletter will be delivered to Supt. Moriarty and Ms. Scott by close of business Tuesday, October 4, 2022 for their review prior to submission to the Board on Friday, October 7, 2022.

Lola Rivera reported that all recently published press releases have been updated to the District's website.

STEPHEN MORIARTY'S REPORT - SUPERINTENDENT:

Supt. Moriarty provided the Board with a request for water disconnect and availability of a one (1") inch service at 18 Melissa Lane. The Board approved Supt. Moriarty's request.

Supt. Moriarty provided the Board with a request for water disconnect and availability of a one (1") inch service at 11 Frankie Lane and 5 Stratford Road. The Board approved Supt. Moriarty's request.

Supt. Moriarty presented a memorandum requesting authorization to bid the following contracts that are set to expire for the year ending December 31, 2022; asphalt repair and maintenance, electrical maintenance, plumbing maintenance and emergency service and mark-out services. Supt. Moriarty requested Board approval for H2M architects & engineers prepare a proposal to administer the bids for each of the mentioned contracts. Commissioner Laykind inquired with regard to the technical content of each of the bids and contracts and consideration of any to be prepared by the District. After discussion, it was concluded that due to the technical nature of each, the Board requested H2M architects & engineers submit a proposal to prepare and administer the bids for the asphalt repair and maintenance, electrical maintenance, plumbing maintenance and emergency service and mark-out service contracts as the contracts are set to expire at year-end.

Supt. Moriarty presented the Board with a memorandum requesting authorization for Eagle Control Corp. to furnish and install a replacement critical automatic alarm dialer at Plant No. 2. This automatic alarm dialer is not serviceable and requires replacement as it provides critical safety features regarding levels of water inside of the elevated storage tank. Installation of the critical automatic alarm dialer will be conducted by Eagle Control Corp. who is the specialized professional service provider for the District's SCADA and telemetry maintenance system. Upon discussion, the Board approved Supt. Moriarty's recommendation to engage Eagle Control Corp. to purchase and install a replacement critical automatic alarm dialer at Plant No. 2 in the amount of \$5,950.00 as they are the specialized professional service provider for the District's SCADA and telemetry maintenance system.

Supt. Moriarty presented a letter submitted by H2M architects + engineers for additional engineering services incurred as it relates to the Plant No. 2 permanent AOP treatment project. These services include additional construction administration incurred due to the fact the project has extended beyond its anticipated completion date, additional construction administration incurred due to additional work for the AOP skid redesign, additional start-up and commissioning as a result of the AOP skid redesign, additional construction progress meetings due to the fact the project has extended beyond its anticipated completion date, additional construction observation incurred due to the fact the project has extended beyond its anticipated completion date and additional construction observation incurred due to additional work for the AOP skid redesign. An at length discussion took place and Supt. Moriarty reported that all additional engineering costs incurred as a result of the project extending beyond its anticipated completion date may be the financial responsibility of the general contractor, Construction Consultants of Long Island in the way of liquidated damages as they were the cause for the related delays. Supt. Moriarty reported that he will be contacting the assigned project manager from Construction Consultants of Long Island to discuss further and will provide the Board with an update.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check nos. 54733 through 54750 dated September 22, 2022 in the amount of \$57,733.08 were previously reviewed, approved and signed by the Board.

Capital project vendor check no. 10138 dated September 22, 2022 in the amount of \$61,403.17 was previously reviewed, approved and signed by the Board.

Vendor check nos. 54755 through 54768 dated September 29, 2022 in the amount of \$32,866.75 were previously reviewed, approved and signed by the Board.

Capital project vendor check nos. 10139 through 10140 dated September 29, 2022 in the amount of \$113,971.50 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 September 20, 2022 in the amount of \$1,560.00
- Dental claims dated September 26, 2022 in the amount of \$2,563.61

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 September 20, 2022 in the amount of \$1,560.00 and September 26, 2022 in the amount of \$2,563.61 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 presented a recently received FOIL request and a draft of the proposed response. After discussion, the Board requested Ms. Scott to submit the related response.

Ms. Scott presented a recently received grand jury subpoena for records and a draft of the proposed response. After discussion with Attorney Ingham, the Board requested Ms. Scott to submit the related response.

Ms. Scott reported that the District will receive an increase in its interest rate from 1.00% to 2.20% for our interest-bearing cash accounts with Flushing Bank. She has requested the same consideration be given with the First National Bank of Long Island and will provide an update upon receipt of the response.

Ms. Scott reported that the third quarterly billing process has commenced. Discussion took place regarding the increase in residential consumption, primarily due to a dry summer. The Board requested Ms. Scott continue to keep them informed as the office staff moves forward with the bill preparation process.

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 \$500,000.00 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 Bader, the below stated resolution was adopted unanimously:

RESOLVED, that the Board of Commissioners approves the transfer of \$500,000.00 from the District's unreserved/undesignated account to its operating account.

Ms. Scott reported that she received a request from DR Administrative Services with a recommendation to increase dental code S7953 for a bone graft from \$250.00 to \$428.00 to the existing fee schedule of dental services covered. The original amount of \$250.00 was previously approved on January 19, 2011 and is no longer the standard cost for this procedure. 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 increasing dental code S7953 for a bone graft from \$250.00 to \$428.00 to the existing fee schedule of dental services covered.

Ms. Scott presented the request for proposal for public communication services for the year ending December 31, 2023. Ms. Scott also presented the firms selected for proposal submittal. Discussion took place and the Board requested Ms. Scott to distribute the related proposals.

On the motion of Commissioner Laykind, seconded by Commissioner Bader, the Board went into Executive Session at 6:05 pm to discuss personnel. The Board emerged from Executive Session at 6:45 pm with no minutes produced and no action taken.

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 Monday, October 3, 2022.


IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 31st day of November, 2022.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



AMANDA R. FIELD, SECRETARY