

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, November 22, 2022.

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

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 performance testing is complete at the Plant No. 2 permanent Advanced Oxidation Process (AOP) treatment project. A date is being scheduled for the interim AOP reactor and Granular Activated Carbon (GAC) vessels to be relocated to Plant No. 5, based on trucking availability. Once the relocation is complete, the remaining site work of the permanent treatment facility can be finalized.

Engineer Neri reported award letters have been issued for each contract of the Plant No. 4 AOP and nitrate and perchlorate removal treatment facility. The respective conformed contracts are being drafted and will be delivered to Attorney Ingham next week to coordinate review and execution.

Engineer Neri reported that the conclusions workshop to discuss various treatment considerations for the Plant No. 5 emerging contaminant removal treatment project is scheduled for Wednesday, December 7, 2022.

Engineer Neri reported that a job site meeting with H2M architects + engineers and the District for the detailed design of the Plant No. 5, Well 5-3 interim treatment project has been scheduled for Tuesday, November 29, 2022.

GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM:

Greg Gordon presented a press release related to the District securing \$6.4 million in additional state grant funding for the Board's review and approval. The Board provided comments and approved for publishing upon the revisions being made.

Greg Gordon presented a press release related to winter preparedness for the Board's review and approval. The Board provided comments and approved for publishing upon the revisions being made.

Greg Gordon presented an email blast for the Board's review and approval. The Board provided comments and approved for emailing upon the revisions being made.

Greg Gordon reported that postal delivery of the fall 2022 newsletter is scheduled for Monday, November 28, 2022. The related email blast will include a notification and QR code to direct readers to the fall newsletter, and therefore, timing of such will be coordinated with its postal delivery. The Board provided comments and approved for posting upon the revisions being made.

Greg Gordon presented the December social media calendar for the Board's review and approval.

STEPHEN MORIARTY'S REPORT – SUPERINTENDENT:

Supt. Moriarty reported that he is meeting with H2M architects + engineers to discuss next steps, including the fieldwork needed to verify service line material at strategic locations throughout the District. Discussion took place and the Board requested Supt. Moriarty to continue to keep them informed.

Supt. Moriarty reported that he is working on conducting a cybersecurity assessment as well as updating the District's Cybersecurity Policy with assistance from Total Technology Solutions, the District's third-party information technology support provider. This is being done as part of the requirements of the Emergency Response Plan and Vulnerability Assessment Plan updates as mandated by the NYS and Nassau County Departments of Health.

Supt. Moriarty reported that he is working on updating the District's Disaster Recovery Plan.

Supt. Moriarty reported that excavation has commenced for the Plant No. 7 GAC enclosure project. Supt. Moriarty reported that he is awaiting a revised proposal from Dvirka & Bartilucci as it relates to additional scope items that have been added to the project. These items include installation of new doors on the booster building, transfer switch replacement and routing of AOP drainage lines. Supt. Moriarty will present to the Board upon receipt and review.

Supt. Moriarty presented a memorandum of recommendation for H2M architects + engineers to conduct an update to the District's Emergency Response Plan as well as the Vulnerability Assessment Plan in accordance with requirements set forth by the NYS and Nassau County Departments of Health. The proposed fee for this required update is \$6,000.00. After discussion, the Board approved Supt. Moriarty's request.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check nos. 54919 through 54933 dated November 17, 2022 in the amount of \$161,927.57 were previously reviewed, approved and signed by the Board.

Capital project vendor check nos. 10144 through 10145 dated November 17, 2022 in the amount of \$44,932.18 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 November 15, 2022 in the amount of \$843.00

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

RESOLVED, that the Board of Commissioners approves the dental claims dated November 15, 2022 in the amount of \$843.00 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 requested the Board's approval to grant a six (6) month payment plan to 20 Michael Drive for reasons discussed. Upon discussion, the Board approved Ms. Scott's request. Ms. Scott also requested the Board's approval to adjust the third quarter invoice for the customer at 92 Diamond Drive from \$727.20 to \$361.60. Discussion took place as to the reason behind the proposed adjustment. Ms. Scott reported that there was a manual reading error by the District staff when the meter register was replaced and therefore requires adjustment. After discussion and consideration, the Board approved Ms. Scott's request to adjust the third quarter invoice for the customer at 92 Diamond Drive from \$727.20 to \$361.60.

Ms. Scott reported that the ballot for the upcoming Water Commissioner Election was submitted to the Nassau County Board of Elections.

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

Ms. Scott presented a memorandum as it relates to the renewal of the Konica Minolta C458 copy machine lease. Ms. Scott reported that the machine is five years old and the District has recently been experiencing recurring issues with its effective operation. Ms. Scott reported that the current leased rate is \$324.08, and the new quoted rate is \$323.15, a reduction of \$0.93 per month and \$55.80 over the life of the 60-month lease term. Ms. Scott presented a quote from DRP Solutions, the current lease provider. The new lease with DRP Solutions would be procured through NYS contract pricing. 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 lease of Konica Minolta C450i copy machine through DRP Solutions with CIT Bank at a monthly rate of \$323.15 for a 60-month term to be procured through NYS contract # PM68149.

The NSWCA Meeting was held on Monday, November 21, 2022 at Spuntino's in Williston Park, NY at 6:30pm. The guest speakers were Marc Menzies and Tyler Gibbs of Overview Technology Solutions. Commissioner Laykind, Commissioner Bader and Commissioner Field were in attendance.

PUBLIC PARTICIPATION

Ms. Stewart of 36 Bluebird Lane presented the Board with a series of inquiries. These inquiries included the timing of processing payment for customers who are enrolled in automatic bill pay, a request for the District to provide a list of reputable plumbers on its website for customer reference and communication regarding updates to monitoring wells conducted by the Department of Environmental Conservation. Ms. Stewart's inquiries also included the Home Improvement Exemption issued for Country Pointe homes and its impact to real property taxes for residents outside of the Country Pointe Development. The Board provided responses to each of Ms. Stewart's inquiries and agreed to further consider each of the items discussed.

There being no further business to come before the Board, the meeting was adjourned with a call to the Chair at 8:25 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, November 22, 2022.

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



MARC B. LAYKIND, CHAIRMAN


ANDREW N. BADER, TREASURER
AMANDA R. FIELD, SECRETARY