

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, April 11, 2023.

Present: Marc B. Laykind, Chairman  
Andrew Bader, Treasurer  
Michael A. Chad, Secretary  
Stephen Moriarty, Superintendent  
Dina Scott, Business Manager  
Michael Ingham, Attorney  
Lola Rivera, 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 reported on consideration of standardization contracts as it relates to specific use equipment and its related parts under General Municipal Law §103, Subdivision 5. Discussion took place and the Board agreed to further consider.

Attorney Ingham will present the remainder of his report in executive session as it relates to personnel action.

**LOLA RIVERA'S REPORT – PUBLIC INFORMATION FIRM:**

Lola Rivera reported that all fact sheets and forms have been updated to the revised letterhead on the District's website.

Lola Rivera reported that the first draft of the content for the Spring newsletter was provided to the Board for review and approval. The Board agreed to review and provide their feedback in accordance with the timeline previously agreed upon.

Lola Rivera reported that pictures were taken this afternoon at the District's Plant No. 4 construction site to be included in the Spring newsletter.

Lola Rivera reported that a series of promotional items were presented for consideration for use at future District events. Discussion took place and the Board agreed to consider.

**STEPHEN MORIARTY'S REPORT - SUPERINTENDENT:**

Supt. Moriarty provided the Board with a request for water disconnection and availability at 43 Voohris Drive. The Board approved Supt. Moriarty's request.

Supt. Moriarty presented the Board with a series of images of the construction progress taking place on the Plant No. 7 Granular Activated Carbon (GAC) enclosure project. Supt. Moriarty reported that the block work is complete and the contractor is working on installing the glass block windows.

Supt. Moriarty presented a revised quote received for the additional proposed updates to the sign at the front entrance of the District's administrative office. Discussion took place and the Board directed Supt. Moriarty to move forward with the previously proposed updates.

Supt. Moriarty reported that he continues to work with H2M architects + engineers on the draft of the Annual Quality Water Report as they address his recently provided edits and comments.

Supt. Moriarty provided the Board with an update on the service line inventory. Discussion took place and the Board requested Supt. Moriarty to continue to keep them informed as the inventory progresses.

Supt. Moriarty reported that the existing blowoff piping into the drywell at Plant No. 3 is in need of replacement. Supt. Moriarty provided the Board with photographs to demonstrate the need for repair. Requests for proposals were submitted on April 6, 2023 and are due back to the District on Tuesday, April 25, 2023. A copy of the proposal was provided to the Board.

Supt. Moriarty reported that due to longer than expected lead times for the purchase and delivery of meters, coupled with an increase in the volume of work orders processed through the recent billing cycle, he has conducted an analysis of the aging customer meters and an action plan for meter replacement moving forward. The analysis was provided to the Board and notes the District has nearly three thousand meters in excess of twenty years old, and thereby, he recommends implementation of the plan presented. Discussion took place and the Board agreed to further consider.

Supt. Moriarty presented the Pumpage and Sales Report for the quarter ending March 31, 2023. Supt. Moriarty highlighted that the District's unaccounted for water was a favorably low at 2.41% for the most recent four quarters to date. The Board expressed their pleasure with the favorable results. After discussion, the report was ordered filed.

Supt. Moriarty reported that he has been informed by a representative of the Nassau County engineer's department that the paving of Old Country Road will be pushed back to the fall of 2023 or spring of 2024 as opposed to the spring of 2023.

Supt. Moriarty presented a memorandum of recommendation for quotes obtained for the landscaping at Plant No. 2. Four written quotes were secured with Wade Associates providing the lowest quote in the amount of \$8,010.00. Supt. Moriarty reported that the line item contained in the proposal for furnishing and installation of sun and shade mix will be provided by the general contractor of the Plant No. 2 permanent Advanced Oxidation Process (AOP) treatment project and therefore should be redacted for further consideration. Board approval was requested.

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

RESOLVED, that the Board of Commissioners awards the quote replacement for the landscaping at Plant No. 2 to Wade Associates in the amount of \$8,010.00.

Supt. Moriarty presented a memorandum regarding replacement of the Neptune gateway meter reading equipment at various plant site locations. It was noted that three of the five gateway fixed meter reading systems throughout the District are at the end of their useful life. Replacement of the gateway fixed meter reading system located at Plant No. 2 located on Donna Drive was approved by the Board at the previous week's meeting. Supt. Moriarty requested reconsideration of purchase of the gateways at the other two plant locations previously requested. Discussion took place and the Board agreed to replace the remaining two gateways located at Southern Parkway and Woods Road. The cost of the gateway meter reading equipment is \$10,800.00 each, for a total cost of \$21,600.00. Supt. Moriarty stated that the rate for the previously approved gateway was \$11,520.00 for the purchase of one and will be adjusted to \$10,800.00 due to the fact the District is purchasing multiple systems. Supt. Moriarty reminded the Board that Rio Supply, Inc. is the sole source provider of Neptune meter reading software which are standardized Districtwide. If approved, the respective budget adjustment will be presented as part of Ms. Scott's report. Board approval was requested.

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

RESOLVED, that the Board of Commissioners approves the purchase of two Neptune gateway meter reading systems from Rio Supply, Inc at a unit cost of \$10,800.00 and a total cost of \$21,600.00.

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

Vendor check nos. 55388 through 55420 dated April 6, 2023 in the amount of \$105,748.80 were previously reviewed, approved and signed by the Board.

Capital project vendor check no. 100002 dated April 6, 2023 in the amount of \$26,600.00 was 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 April 4, 2023 in the amount of \$1,743.24

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 4, 2023 in the amount of \$1,743.24 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 first quarter invoicing is complete. Customer invoices will be delivered to the post office on Thursday, April 13, 2023.

Ms. Scott provided the Board with a copy of the Dental Claims Detail History Report for March 2023. After discussion, the report was ordered filed.

Ms. Scott presented an email correspondence received by DR Administrative Services as it relates to an increase in the covered rate for dental procedure D3320 – bicuspid, a form of a root canal. Discussion took place and the Board denied the request for an increase to the covered rate.

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 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;

Account Code	Description	Total
A-8340-20-2000	Distribution Operating Equipment	\$20,900.00
A-8310-70-7700	Contingency	(\$20,900.00)

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

RESOLVED, that the Board of Commissioners approves the following general fund budget transfer;

Account Code	Description	Total
A-8340-20-2000	Distribution Operating Equipment	\$20,900.00
A-8310-70-7700	Contingency	(\$20,900.00)

**PUBLIC PARTICIPATION:**

Mr. Newler of 24 Joyce Road presented a series of comments. Discussion took place and the Board of Commissioners acknowledged Mr. Newler's comments and agreed to take them under advisement.

On the motion of Commissioner Laykind, seconded by Commissioner Bader, the Board went into Executive Session at 7:45 pm to discuss personnel. The Board emerged from Executive Session at 8:10 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 8:15 pm.

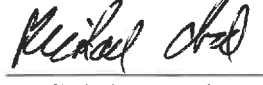
STATE OF NEW YORK                    )  
COUNTY OF NASSAU                    ) ss.:  
PLAINVIEW WATER DISTRICT)

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 11, 2023.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 2<sup>nd</sup> day of May, 2023.

  
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MARC B. LAYKIND, CHAIRMAN

  
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ANDREW N. BADER, TREASURER

  
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MICHAEL A. CHAD, SECRETARY