

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, August 22, 2023.

Present: Marc B. Laykind, Chairman
Michael A. Chad, Secretary
Stephen Moriarty, Superintendent
Dina Scott, Business Manager
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 reported that Supt. Moriarty has forwarded him a letter addressed to the District from the attorney of the contractor for the Plant No. 7 Granular Activated Carbon (GAC) enclosure project. Said letter assesses a claim for payment pursuant to bond under the contract. Discussion took place and the Board requested Attorney Ingham to respond accordingly.

Attorney Ingham will present the remainder of his report in executive session as it relates to the status of litigation for PFAS contamination.

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 progress at the Plant No. 4 Advanced Oxidation Process (AOP), nitrate and perchlorate treatment facility. The general contractor has completed placement of the concrete decking and pad. The plumbing contractor continues installation of piping in the interior basement of the new treatment building. The electrical contractor continues installation of electrical conduit and power boxes. The next construction progress meeting is scheduled to take place Tuesday, September 5, 2023.

Engineer Neri reported that H2M architects + engineers is continuing the development of the engineering design for the Plant No. 5 emerging contaminant removal project. A series of concepts are being developed and discussed with Supt. Moriarty in an

effort to gain approval from the Nassau County Department of Public Works as it relates to the District's request for drainage to blow off discharge into the County owned storm water basin. Discussion took place and the Board requested Engineer Neri to continue to keep them informed.

GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM:

Greg Gordon presented a press release related to investing and saving with smart water technology for the Board's review and approval. The Board provided comments and requested a revised version be submitted for approval.

Greg Gordon presented a draft of a postcard mailer to be sent to all District's residents who have not yet filed their annual backflow device test with the District. This mailer is being sent in an effort to inform customers of the importance of annual backflow testing as well as the respective NYS compliance requirements. The Board provided comments and requested a revised version be submitted for approval.

Greg Gordon reported that ZE Creative Solutions has assisted Ms. Scott with updating the District's website for the recent changes to the automatic bill payment process whereby customers are now able to enroll in automatic bill payments using credit card as the preferred method of payment. The related email blast was reviewed by Ms. Scott and will be distributed accordingly.

Greg Gordon presented a draft of updates to be made to the projects page of District's website. The Board provided comments and requested a revised draft be submitted.

Greg Gordon presented a draft of the direct mail piece to be submitted to customers. This document presents informational updates related to the various construction projects taking place throughout the District in order for the District to be able to continue to provide the highest quality water possible. The Board provided comments and requested a revised draft be submitted.

Greg Gordon requested the Board's consideration of coordinating a meeting to discuss topics for the fall 2023 newsletter. The Board agreed to consider.

STEPHEN MORIARTY'S REPORT - SUPERINTENDENT:

Supt. Moriarty provided the Board with a request for water disconnect and availability at 73 Diamond Drive and 25 Charlotte Place. After discussion, the Board approved Supt. Moriarty's request.

Supt. Moriarty provided the Board with a request for water disconnect and availability at 22 Audrey Avenue. After discussion, the Board approved Supt. Moriarty's request.

Supt. Moriarty provided the Board with an update on the service line inventory, reporting that priority one inspections are complete and he is preparing to move forward with efforts to complete priority two inspections. Discussion took place and the Board requested Supt. Moriarty to continue to keep them informed.

Supt. Moriarty reported an update related to the District's requirement to conduct lead and copper sampling in accordance with requirements set forth by the Nassau County Department of Health. Discussion took place and the Board requested Supt. Moriarty to continue to keep them informed.

Supt. Moriarty reported that he is nearly complete updating the District's Spill Prevention Report as recommended by the NYS Department of Environmental Conservation (NYSDEC).

Supt. Moriarty reported that interior finishes are in progress for the Plant No. 7 Granular Activated Carbon (GAC) enclosure project.

Supt. Moriarty reported that the Nassau County Department of Public Works is milling on Plainview Road from Route 135 to Old Bethpage Road as part of their road restoration project. Upon completion of milling, paving of the roadway will commence. All work is scheduled to be performed during daytime hours.

Supt. Moriarty presented a memorandum of recommendation and requested Board approval to proceed with obtaining bids for the purchase of one new SUV for the District's fleet. The District's existing 2011 Chevrolet Tahoe has over 180,000 miles and has been experiencing a series of mechanical failures. Supt. Moriarty reported that Board approval is required in order to obtain pricing through the mini bid system offered by the NYS Office of General Services and requested the Board's approval. Discussion took place and the Board approved Supt. Moriarty's request.

Supt. Moriarty presented the Board with change order number one (1) to a previously approved purchase order with Hirsch & Co., LLC for additional work to be performed on the Plant No. 4 AOP treatment project. Discussion took place regarding the details of the change order which represents installation of a new sanitary manhole in the amount of \$6,900.00. The amount of the change order presented 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.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check nos. 55818 through 55839 dated August 10, 2023 in the amount of \$112,594.57 were previously reviewed, approved and signed by the Board.

Vendor check nos. 55844 through 55859 dated August 16, 2023 in the amount of \$83,901.64 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 August 8, 2023 in the amount of \$1,733.72
- Dental claims dated August 15, 2023 in the amount of \$2,263.42

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

RESOLVED, that the Board of Commissioners approves the dental claims dated August 8, 2023 in the amount of \$1,733.72 and August 15, 2023 in the amount of \$2,263.42 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 a legal, public notice was issued to the Nassau Observer to be placed in the August 23, 2023 edition regarding the 2024 Budget Hearing. Said notice will also be posted to the PWD website and signboard, TOB website and signboard, POB Library and Syosset Library on August 23, 2023. The 2024 Operating Budget is to be made available to the public, upon request, on Wednesday, August 30, 2023. The Budget Hearing is scheduled for Thursday, September 7, 2023, as required. The Budget is due to the Town of Oyster Bay on Friday, September 22, 2023.

Ms. Scott provided the Board with an updated listing of customers who have received final notice prior to being placed on tax lien. The due date noted on the lien notification is September 8, 2023. The tax roll is required to be remitted to the Town of Oyster Bay on Friday, September 15, 2023.

Ms. Scott provided the Board with a listing of customers whose accounts have required estimates as a result of an inoperable indoor meter and the District's inability to gain access in order to provide a meter change out. Ms. Scott also provided first, second and third notice letters to be sent to customers as attempts for the District to gain access. Discussion took place regarding the newly implemented internal procedures surrounding this area. The Board issued comments on the letters provided and requested Ms. Scott mail accordingly upon the revisions being made.

Ms. Scott provided the Board with a copy of the Treasurer's Report for the month ending July 31, 2023. 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 July 31, 2023. 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 July 31, 2023. 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 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-8330-10-3000	Treatment - Lime	\$50,000.00
A-8330-05-1000	Purification Salaries	(\$50,000.00)
A-8330-10-3010	Treatment – Calcium Hypochlorate	\$20,000.00
A-8330-05-1000	Purification Salaries	(\$20,000.00)

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 transfers;

Account Code	Description	Total
A-8330-10-3000	Treatment - Lime	\$50,000.00
A-8330-05-1000	Purification Salaries	(\$50,000.00)
A-8330-10-3010	Treatment – Calcium Hypochlorate	\$20,000.00
A-8330-05-1000	Purification Salaries	(\$20,000.00)

The NSWCA Meeting was held on Monday, August 21, 2023 at Palmers in Farmingdale, NY at 6:30pm. The presentation topic was hydrant maintenance and trouble shooting and increasing costs in water production. Commissioner Laykind, and Commissioner Chad were in attendance.

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 Chad, the Board went into Executive Session at 7:20 pm to discuss litigation related to PFAS contamination. The Board emerged from Executive Session at 7:35 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 7:45 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, August 22, 2023.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 5th day of September, 2023.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



MICHAEL A. CHAD, SECRETARY