

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, October 3, 2023.

Present: Marc B. Laykind, Chairman
Andrew Bader, Treasurer
Michael A. Chad, Secretary
Stephen Moriarty, Superintendent
Dina Scott, Business Manager
Michael Ingham, Attorney
Sujata Pal, 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 he has received confirmation that the previous injury sustained by the general contractor's employee while performing construction services on the Plant No. 2 Advanced Oxidation Process (AOP) treatment project will be covered through the general liability insurance of the contractor of the injured employee.

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

SUJATA PAL'S REPORT – ENGINEER:

Engineer Pal 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 Pal reported that construction continues to progress at the Plant No. 4 Advanced Oxidation Process (AOP), nitrate and perchlorate treatment facility. The general contractor continues masonry work for the new treatment building. The plumbing contractor continues installation of both small and large piping in the interior basement of the new treatment building. The electrical contractor continues installation of electrical conduit as the general contractor progresses with the masonry block work. The next construction progress meeting is scheduled to take place Tuesday, October 17, 2023. Furthermore, Supt. Moriarty reported that he met with the project's general contractor to request a quote for a change order for roof replacement on the air stripper tower building at the related Plant site.

Engineer Pal reported that H2M architects + engineers is continuing the development of the engineering design for the Plant No. 5 emerging contaminant removal project. H2M architects + engineers has rescheduled a meeting with Supt. Moriarty and the Supervisor of Water Plant Operations on Thursday, October 12, 2023 to review the 30% progress design.

Engineer Pal reported that H2M architects + engineers has submitted a response to the Nassau County Department of Health on the comments issued from their final walk through and inspection of the Plant No. 5, Well 5-3 interim AOP treatment project. Issuance of approval to operate should be forthcoming upon the Health Department's approval of the responses to the comments issued. The Board requested Supt. Moriarty to follow up with the Nassau County Department of Health on the status of their review and approval.

Engineer Pal reported that H2M architects + engineers is coordinating with National Wash Authority to schedule the date they will be conducting the elevated storage tank pressure washing. Discussion took place and the Board requested Supt. Moriarty and Greg Gordon coordinate the related communications for distribution once the date is confirmed.

GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM:

Greg Gordon reported that the October 2023 social media calendar has been scheduled for posting.

Greg Gordon discussed details for coordination of the District's sixth annual pharmaceutical take back program which is scheduled for Saturday, October 28, 2023.

Greg Gordon reported that the direct mail piece was submitted to the post office and delivered to all District 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.

Greg Gordon reported that content for the fall 2023 newsletter has been drafted and submitted to Supt. Moriarty and Ms. Scott for their review. Upon receipt of their related comments, a revised draft will be distributed to the Board for review.

STEPHEN MORIARTY'S REPORT – SUPERINTENDENT:

Supt. Moriarty provided the Board with a request for water disconnect and availability at 5 Eldorado Blvd. The Board approved Supt. Moriarty's request.

Supt. Moriarty provided the Board with an update on the service line inventory, reporting that letters have been sent to forty-six (46) residential homes requesting the District's inspection of the customers service line and water meter. Discussion took place and the Board requested Supt. Moriarty to continue to keep them informed.

Supt. Moriarty presented District-wide alkalinity, PH and chlorine residual levels for the month of September, noting all levels are favorable.

Supt. Moriarty reported that the electrical contractor for the Plant No. 7 Granular Activated Carbon (GAC) enclosure project is on site working to complete several remaining items. Furthermore, pressure washing of the GAC vessels is complete.

Supt. Moriarty presented a memorandum as it relates to the District's hydrant maintenance protocol. Discussion took place and the Board requested further consideration and discussion be given to the District's standard operating procedures as it relates to hydrant maintenance.

Supt. Moriarty presented a memorandum to the Board requesting approval of a quote to furnish and install emergency lighting on the new Chevrolet van in the amount of \$5,864.88. Supt. Moriarty reported that pricing is based upon NYS contract pricing and therefore, the related purchase of the lighting equipment is discounted at a rate of 52%. Furthermore, the purchase includes a ten (10) year warranty on the lighting equipment. Discussion took place and 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 the quote from Sagamore Lights to furnish and install emergency lighting on the new Chevrolet van in the amount of \$5,864.88 based upon NYS contract pricing.

Supt. Moriarty reported that employee Jonathan Bassetta is in receipt of his NYS Department of Health Grade IIB Water Treatment Plant Operator's License. In accordance with Section 3.2 – Compensation for Obtaining Special License and In Service Training of the District's Employee Handbook, such certifications provides for an increase to be paid to the respective full time employee's annual salary in the amount of \$1,000.00 for the Grade IIB Water Treatment Plant Operator's License. Upon discussion, the Board agreed to increase full time employee Jonathan Bassetta's annual salary in the total amount of \$1,000.00 as stated in accordance with Section 3.2 – Compensation for Obtaining Special License and In Service Training of the District's Employee Handbook.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check nos. 55949 through 55956 dated September 21, 2023 in the amount of \$23,201.21 were previously reviewed, approved and signed by the Board.

Capital project vendor check nos. 100028 through 100029 dated September 21, 2023 in the amount of \$161,268.22 were previously reviewed, approved and signed by the Board.

Vendor check nos. 55961 through 55978 dated September 27, 2023 in the amount of \$103,605.21 were previously reviewed, approved and signed by the Board.

Capital project vendor check no. 100030 dated September 28, 2023 in the amount of \$32,495.00 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 September 19, 2023 in the amount of \$304.86
- Dental claims dated September 26, 2023 in the amount of \$1,339.26

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 19, 2023 in the amount of \$304.86 and September 26, 2023 in the amount of \$1,339.26 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. Additionally, Ms. Scott requested the Board's approval to adjust the third quarter 2023 invoice for 14 Edi Avenue by reducing the invoice amount from \$1,897.60 to \$1,230.10 due to extenuating circumstances as discussed in detail. Discussion took place regarding the proposed adjustment. After discussion and consideration, the Board approved Ms. Scott's request to adjust the third quarter 2023 invoice for 14 Edi Avenue to from \$1,897.60 to \$1,230.10. Ms. Scott also requested the Board's approval to adjust the third quarter 2023 invoice for 9 Dover Lane by reducing the invoice amount to from \$1,612.60 to \$1,057.60 due to extenuating circumstances as discussed in detail. Discussion took place regarding the proposed adjustment. After discussion and consideration, the Board approved Ms. Scott's request to adjust the third quarter 2023 invoice for 9 Dover Lane from \$1,612.60 to \$1,057.60. Finally, Ms. Scott requested the Board's approval to adjust the second quarter 2023 invoice for the customer at 1120 Old Country Road from \$410.60 to \$97.20. Discussion took place as to the reason behind the proposed adjustment. Ms. Scott reported that there was a manual data error by the District staff when entering the estimated reading and therefore requires adjustment. After discussion and consideration, the Board approved Ms. Scott's request to adjust the second quarter 2023 invoice for 1120 Old Country Road from \$410.60 to \$97.20.

Ms. Scott reported that the District is in receipt of the annual cyber security policy renewal from Salerno Brokerage Corp. The annual premium includes a \$332 (4%) increase for a total annual policy of \$7,807.00. The corresponding policy documentation submitted by Salerno Brokerage Corp. was provided to the Board for their review and consideration. Ms. Scott reported that based on discussions with and the recommendation of Nicole Morton from Salerno Brokerage Corp, Supt. Moriarty and Ms. Scott suggest renewal with Chubb/Ace. Ms. Scott noted that Board approval to engage Salerno Brokerage Corp. as the District's insurance broker was issued as part of the annual reorganization meeting minutes.

Ms. Scott reported that in order to adhere to current cash flow requirements she proposes the transfer of \$600,000.00 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 Chad, the below stated resolution was adopted unanimously:

RESOLVED, that the Board of Commissioners approves the transfer of \$600,000.00 from the District's unreserved/undesignated account to its operating account.

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 adjustment, Ms. Scott requested the following additional general fund budget transfer be made in excess of the Budget Transfer Policy limits;

Account Code	Description	Total
A-8310-15-3010	Printing	\$3,500.00
A-8310-30-4510	Engineering Services	(\$3,500.00)

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-8310-15-3010	Printing	\$3,500.00
A-8310-30-4510	Engineering Services	(\$3,500.00)

On the motion of Commissioner Laykind, seconded by Commissioner Bader, the Board went into Executive Session at 7:40 pm to discuss litigation related to PFAS contamination. The Board emerged from Executive Session at 7:55 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 8:05 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 Tuesday, October 3, 2023.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 18th day of October, 2023.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



MICHAEL A. CHAD, SECRETARY