

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, October 31, 2023.

Present: Marc B. Laykind, Chairman
Andrew Bader, Treasurer
Michael A. Chad, Secretary
Stephen Moriarty, Superintendent
Dina Scott, Business Manager
Michael Ingham, Attorney
James Neri, Engineer
Sujata Pal, Engineer
Greg Gordon, ZE Creative Concepts
Lola Rivera, ZE Creative Concepts

The meeting was called to order at 1:00 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.

Commissioner Laykind opened the meeting by stating that the District's sixth annual pharmaceutical take back program which took place on Saturday, October 28, 2023 was well attended by members of the community. Commissioner Laykind thanked both the District staff as well as ZE Creative Communications for their work in making the program another great success.

MICHAEL INGHAM'S REPORT – ATTORNEY:

Attorney Ingham reported that he will commence updating the annual hydrant agreement for the Plainview Fire Protection District. Discussion took place and Supt. Moriarty confirmed that there have been no changes to the number of fire hydrants to be charged to the District. Attorney Ingham reported that he will incorporate any necessary updates to the agreement and present to the Board for approval.

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 H2M architects + engineers is coordinating with National Wash Authority to reschedule the elevated storage tank pressure washing. Discussion took place regarding the contractor's inability to conduct the services on the initially scheduled date due to the size of the equipment and slope at the site. The Board requested Engineer Neri and Supt. Moriarty to continue to keep them informed.

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 will install the trusses and the building will be closed following the delivery of the ISEP mixing valve the second week of December. The site grading will be finished following the completion of all heavy material deliveries and installations, projected to begin in February 2024. The plumbing contractor is installing the large process piping within the new treatment building. The electrical contractor continues installation of electrical conduit within the new treatment building. Engineer Neri reported that the electrical contractor is working with H2M architects + engineers to consider concepts to address the eighty (80) week lead time in obtaining the motor control center required as part of the construction of the project. Discussion took place and the Board requested Engineer Neri continue to keep them informed. A construction progress meeting took place today and the next construction progress meeting is scheduled to take place Tuesday, November 14, 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. Preliminary design is complete and H2M architects + engineers is awaiting soil boring logs.

Engineer Neri reported that H2M architects + engineers is working with the general contractor of the Plant No. 5, Well 5-3 interim AOP treatment project to address the additional comments from the Nassau County Department of Health based on their response to the comments issued from their final walk through and inspection. Installation of the new air relief valves on the existing Granular Activated Carbon (GAC) vessels is expected to be complete by November 9, 2023. 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 the success of the District's sixth annual pharmaceutical take back program for the Board's review and approval. The Board provided comments and approved for publishing upon the revisions being made.

Lola Rivera presented the November 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 requested the Board's consideration of preparing a flyer to promote the District's annual Toys for Tots drive. Discussion took place and the Board requested ZE Creative Communications prepare a draft for their review.

Greg Gordon reported that the draft of the fall 2023 newsletter has been distributed to the Board for review. Discussion took place and the Board agreed to review and provide feedback upon conclusion of the meeting.

STEPHEN MORIARTY'S REPORT – SUPERINTENDENT:

Supt. Moriarty provided the Board with a request for water disconnect and availability at 4 Terry Lane. The Board approved Supt. Moriarty's request.

Supt. Moriarty provided the Board with an update on the service line inventory, reporting that fifteen (15) responses were received from the letters that were recently 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 reported that the electrical contractor for the Plant No. 7 GAC enclosure project is on site working to complete several remaining items.

Supt. Moriarty reported that the Well 7-2 pump and column pipe is being pulled this week. Next week the Well will be televised, and the new pump and existing column pipe will be installed.

Supt. Moriarty provided the Board with a proposal presented by H2M architect + engineers to conduct engineering design and preliminary construction support services for the construction of the Plant No. 7 AOP enclosure project. Ms. Scott also presented an engineering design and construction cost analysis. After discussion, the Board agreed to further review and consider.

Supt. Moriarty reported that he is working on the development of a request for proposal for information technology professional services as well as generator maintenance for the forthcoming year.

Supt. Moriarty reported that he is working on obtaining quotes for the roof replacement on the air stripper tower building at Plant No. 4.

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

Supt. Moriarty presented a memorandum and newly drafted Hydrant Operation and Maintenance Policy. This policy was drafted to document the District's hydrant maintenance standard operating procedures. Discussion took place and the Board authorized the proposed policy as written.

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

RESOLVED, that the Board of Commissioners approves the Hydrant Operation and Maintenance Policy.

Supt. Moriarty presented a detailed listing of unused inventory items recommended for disposal, aggregating a total replacement cost of \$45,270.45, with the related scrap value to be determined. Supt. Moriarty reported that these items consist of used, non-working meters and hydrants as well as the related meter and hydrant related parts. Discussion took place regarding the items listed and Board approval to dispose of said items was requested.

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

RESOLVED, that the Board of Commissioners approves the disposal of unused inventory items aggregating a total amount of \$45,270.45.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check nos. 56029 through 56047 dated October 19, 2023 in the amount of \$34,788.39 were previously reviewed, approved and signed by the Board.

Capital project vendor check no. 100033 dated October 19, 2023 in the amount of \$3,941.34 was previously reviewed, approved and signed by the Board.

Vendor check nos. 56052 through 56072 dated October 26, 2023 in the amount of \$37,611.04 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 October 17, 2023 in the amount of \$2,209.55
- Dental claims dated October 24, 2023 in the amount of \$219.00

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 October 17, 2023 in the amount of \$2,209.55 and October 24, 2023 in the amount of \$219.00 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. Additionally, Ms. Scott requested the Board's approval to grant a six (6) month payment plan to 30 Stauber Drive for reasons discussed. Upon discussion, the Board approved Ms. Scott's request. Ms. Scott also requested the Board's approval to remove penalties assessed to 30 Surrey Lane in the amount of \$75.00 in accordance with District policy for reasons discussed. Upon discussion, the Board approved Ms. Scott's request.

Ms. Scott presented the Board with a copy of an Inventory Management and Control Meeting Agenda for an inventory control meeting that recently occurred. Discussion took place and the Board requested Ms. Scott to continue to keep her informed.

Ms. Scott presented a correspondence with DR Administrative Services, requesting authorization to approve a claim presented in September 2023 for services rendered on December 13, 2022. Ms. Scott reported that this claim exceeds the District's filing limit of ninety (90) days from the Plan's year end. Discussion took place and Ms. Scott recommended the Board deny the claim presented as it is outside the terms of the District's Plan. The Board concurred with Ms. Scott's recommendation.

Ms. Scott presented the Environmental Facilities Corp. (EFC) recently issued draft 2023-2024 Intended Use Plan for the Bipartisan Infrastructure Law Emerging Contaminant and General Supplemental eligible project listings. Ms. Scott reported that the District is not included on either listing and therefore not eligible to receive funding through the 2023 Bipartisan Infrastructure Law grant award.

Ms. Scott provided the Board with a copy of the Treasurer's Report for the month ending September 30, 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 September 30, 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 September 30, 2023. After discussion, the report was ordered filed.

Ms. Scott presented an invoice issued by H2M architects + engineers related to support services provided for the coordination of the Nassau County Department of Public Works drainage connection. Services related to this invoice were previously requested by the District and rendered prior to the Board's approval of the related Plant No. 5 emerging contaminant treatment project on June 20, 2023. Ms. Scott reported these efforts were preliminary steps in planning for the design of the related project. Ms. Scott requested Board acknowledgement and approval of services rendered on the Plant No. 5 emerging contaminant treatment project design in advance of the project's formal approval date. After discussion, the Board acknowledged and approved Ms. Scott's request and directed payment to be remitted to H2M architects + engineers for services rendered upon request.

Ms. Scott presented a request to transfer \$5,105.14 from the Fund Balance Assignment of Emerging Contaminants cash account held with First National Bank of Long Island (FNBLI) to the Fund Balance Assignment of Emerging Contaminants cash account held with NYCLASS. Ms. Scott reported that this transfer will result in the account held with FNBLI having a \$0.00 balance.

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 \$5,105.14 from the Fund Balance Assignment of Emerging Contaminants cash account held with First National Bank of Long Island to the Fund Balance Assignment of Emerging Contaminants cash account held with NYCLASS.

Ms. Scott presented a letter of authorization to close the existing Fund Balance Assignment for Emerging Contaminants cash account held with First National Bank of Long Island. Ms. Scott reported that the District has reallocated funds for this account to NYCLASS in order to obtain increased interest income. As such, Ms. Scott recommends closing the previously existing account once the above transfer has been executed. After discussion, the Board executed the letter of authorization presented and authorized the closing of the account.

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

RESOLVED, that the Board of Commissioners approves closing the existing Fund Balance Assignment for Emerging Contaminants cash account held with First National Bank of Long Island.

The LIWC Meeting was held on Monday, October 30, 2023 at Patrizias in Massapequa Park, NY at 6:30pm. The presentation topic was alternative methods to remove 1,4 dioxane. Commissioner Laykind, Commissioner Bader, Commissioner Chad and Ms. Scott were in attendance.

There being no further business to come before the Board, the meeting was adjourned with a call to the Chair at 3:45 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, October 31, 2023.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 14th day of November, 2023.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



MICHAEL A. CHAD, SECRETARY