

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, February 20, 2024.

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

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 is drafting a memorandum to the Board regarding his review of the District's workers compensation policy. Upon completion, he will provide to Supt. Moriarty for review and distribution.

Attorney Ingham reported that as per Ms. Scott's request, he has reviewed the recently issued guidance from the NYS Department of State as it relates to credit card surcharges. Attorney Ingham reported that based on his research, local governments do not meet the definition when acting in a governmental capacity, and thus are not subject to this requirement when accepting credit card payments for governmental charges.

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 he has initiated discussions with neighboring District's regarding consideration of undergoing an interconnection construction project through an Intermunicipal Agreement (IMA) for the 2024 Water Infrastructure Improvement Act (WIIA) grant application submittal. This NYS funded grant can reimburse the District up to 40% of expenditures incurred in connection with the project. Engineer Neri reported that he is awaiting response from two District's regarding their interest. Discussion took place and the Board requested Engineer Neri keep the Board 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 has completed installation of the roofing and shingles and will begin installation of the windows, doors and siding. The plumbing contractor has installed the ISEP system inlet filters and has loaded the ISEP system tanks into the new treatment building. The plumbing contractor is continuing process piping within the new treatment building as well as gas piping installation. Engineer Neri reported that while conducting work, the plumbing contractor has identified valves that are inoperable and require replacement. H2M architects + engineers has provided Supt. Moriarty with quotes for replacement of the inoperable valves and will present them as part of his report. Engineer Neri reported that H2M architects + engineers is coordinating with the electrical contractor to remobilize at the site and install temporary lighting. Discussion took place and the Board requested Engineer Neri to ensure the temporary lighting is installed expeditiously. A construction progress meeting took place this morning and the next construction progress meeting is scheduled to take place Tuesday, March 5, 2024.

GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM:

Greg Gordon presented a press release related to encouraging customers to sign up for the District's emergency notification system for the Board's review and approval. The Board provided comments and approved for publishing upon the revisions being made.

Greg Gordon reported that he has scheduled a meeting for February 29, 2024 with officials from the POB school district and Supt. Moriarty to discuss a series of collaborative initiatives presented for consideration. Greg Gordon reported he will continue to keep the Board informed based on the conclusion of the meeting.

Greg Gordon presented the Spring newsletter timeline and requested coordination of a date to conduct the related kickoff workshop. The Board agreed to consider dates of availability.

Lola Rivera provided an update on the series of website updates recently conducted.

STEPHEN MORIARTY'S REPORT – SUPERINTENDENT:

Supt. Moriarty provided the Board with a request for water disconnect and availability at 48 Knickerbocker Road East and 15 Maggio Lane. The Board approved Supt. Moriarty's request.

Supt. Moriarty reported that the District is in its final phase of conducting and analyzing service line inventory. Maps are being prepared to present to the Board and Supt. Moriarty is coordinating a meeting with H2M architects + engineers to collaborate efforts in drafting a compliance letter for submittal to the required agencies. The District is well ahead of the deadline for compliance which is October 2024. Discussion took place and the Board requested Supt. Moriarty to continue to keep them informed.

Supt. Moriarty presented alkalinity, PH and chlorine levels District-wide for February 2024, noting levels are favorable.

Supt. Moriarty presented a memorandum of recommendation as it relates to redundancy and back up phone and internet capabilities for the District's administrative office. Supt. Moriarty reported that he worked with SourcePass and Advanced Hosting Solutions to develop best practices for the District's administrative office phone and internet system back up and both recommended installation of Verizon FIOS through Airespring, with Verizon FIOS serving as the lead connection and Optimum services on standby as back-up. Supt. Moriarty presented the quote provided by Airespring, noting that the monthly rate for service is \$148.89 per month with a three-year contractual term. Discussion took place and Board requested Supt. Moriarty to conduct further attempt to obtain a quote directly from Verizon FIOS.

Supt. Moriarty reported that the District is awaiting final sample results from Plant No. 7, Well 2 in order to bring the recently rehabilitated well and treatment system back into service.

Supt. Moriarty presented a memorandum and revisions to the District's Cell Phone Allowance/Reimbursement Policy. Discussion took place regarding the proposed revisions and the Board authorized the proposed policy as revised.

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

RESOLVED, that the Board of Commissioners approves the revised District Cell Phone Allowance/Reimbursement Policy.

Supt. Moriarty presented a recommendation for quotes obtained for the valve replacements at Plant No. 4 for the series of valves that have been deemed inoperable. Three written quotes were secured with contractors by which the District is already contractually engaged. Supt. Moriarty reported that Bancker Construction Corp. provided the lowest quote in the amount of \$107,300.00. If approved, the respective budget adjustment will be presented as part of Ms. Scott's report. Discussion took place and Supt. Moriarty requested Board approval. The Board approved Supt. Moriarty's request as the replacement is in accordance with the previously awarded distribution system repairs and maintenance requirements contract.

Supt. Moriarty reported that the District is nearly done draining the ground storage tank located at Plant No. 4 in preparation for the valve replacements. Supt. Moriarty also reported that while the tank is empty, it is recommended that the inside of the tank be pressure washed, disinfected, and inspected for unforeseen conditions. Supt. Moriarty presented the related proposal to conduct the tank services as submitted by H2M architects + engineers. Discussion took place and the Board requested Supt. Moriarty to obtain additional information for consideration.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check nos. 56428 through 56448 dated February 15, 2024 in the amount of \$34,415.46 were previously reviewed, approved and signed by the Board.

Capital project vendor check nos. 100043 through 100046 dated February 15, 2024 in the amount of \$194,941.67 were previously reviewed, approved and signed by the Board.

Ms. Scott requested Board approval and authorization to transfer fund to cover the following dental claim costs:

- Dental claims dated February 13, 2024 in the amount of \$739.72

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 February 13, 2024 in the amount of \$739.72 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 remove penalties assessed to 558 Old Country Road in the amount of \$105.78 in accordance with District policy. The Board approved Ms. Scott's request.

Ms. Scott presented for the Board's review and consideration an Environmental Facilities Corp. (EFC) grant status update. Discussion took place and the Board requested Ms. Scott continue to provide them with an updated document as deemed necessary.

Ms. Scott presented a 2023 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-8340-10-3020	Hydrant Repairs, Maint. and Supplies	\$45,000.00
A-8340-10-3060	Mark-Out Services	(\$20,000.00)
A-8340-00-1000	Transmission & Distribution Salaries	(\$15,000.00)
A-8340-10-3010	Road Restoration	(\$10,000.00)

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 transfer;

Account Code	Description	Total
A-8340-10-3020	Hydrant Repairs, Maint. and Supplies	\$45,000.00
A-8340-10-3060	Mark-Out Services	(\$20,000.00)
A-8340-00-1000	Transmission & Distribution Salaries	(\$15,000.00)
A-8340-10-3010	Road Restoration	(\$10,000.00)

Ms. Scott presented a 2024 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. Ms. Scott also requested the following additional general fund budget transfer be made in excess of the Budget Transfer Policy limits as it relates to the recently approved valve replacement presented in Supt. Moriarty's report;

Account Code	Description	Total
A-8340-10-2020	Valve Replacement and Repair	\$100,000.00
A-9950-00-9000	Transfers Out	(\$100,000.00)

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 transfer;

Account Code	Description	Total
A-8340-10-2020	Valve Replacement and Repair	\$100,000.00
A-9950-00-9000	Transfers Out	(\$100,000.00)

Ms. Scott presented a correspondence from Nicole Morton of Salerno Brokerage Corp. as it relates to the annual workers compensation insurance policy renewal effective March 1, 2024. The District is entering its third year of the three-year option program elected with PERMA in 2022. The contribution amount for the period March 1, 2024 through February 28, 2025 is \$40,698, plus a \$2,552 NYS Assessment Fee. The contribution amount represents a decrease in annual premium of \$318. Additional details were presented to the Board for their review and consideration.

The NSWCA Meeting was held on Monday, February 19, 2024 at Palmers in Farmingdale, NY at 6:30pm. The topic was a drone presentation. Commissioner Laykind, Commissioner Bader and Commissioner Chad were in attendance.

The following board meetings were scheduled for March 2024:

- March 5th at 5:30 pm
- March 12th at 5:30 pm
- March 19th at 5:30 pm - Additional Public Session at 7:00 pm
- March 26th at 5:30 pm

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, February 20, 2024.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 19th day of March, 2024.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



MICHAEL A. CHAD, SECRETARY