

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, March 19, 2024.

Present: Marc B. Laykind, Chairman
Andrew Bader, Treasurer
Michael Chad, Secretary
Stephen Moriarty, Superintendent
Dina Scott, Business Manager
Michael Ingham, Attorney
Andrew Manfredi, 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 inquired as to where the District stands as it relates to consideration of the proposal he submitted to develop an Intermunicipal Agreement (IMA) for the interconnections in place with each of the neighboring District, as well as for the purpose of the District submitting an application for the 2024 Water Infrastructure Improvement Act (WIIA) grant. This NYS funded grant can potentially reimburse the District up to 40% of expenditures incurred in connection with the project. Discussion took place and the Board requested Attorney Ingham not proceed developing the agreements until a final determination of participation is made.

ANDREW MANFREDI'S REPORT – ENGINEER:

Engineer Manfredi 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 Manfredi reported that H2M architects + engineers met with Supt. Moriarty to discuss progress on the design of the Plant No. 5 emerging contaminant treatment project as well as the Plant No. 7 AOP treatment enclosure project on Wednesday, March 13, 2024. Engineer Manfredi reported that both project designs will continue to move forward taking into consideration Supt. Moriarty's comments and suggestions.

Engineer Manfredi 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 windows, doors and siding. Following a weathertight building, the general contractor will begin interior painting. The plumbing contractor is continuing process piping within the new treatment building as well as installation of gas piping and has completed installation of the motorized valves. The electrical contractor has completed installation of temporary lighting. H2M architects + engineers is awaiting a start date from Bancker Construction Corp. for the ground storage tank valve replacement. A construction progress meeting took place this morning and the next construction progress meeting is scheduled to take place Tuesday, April 2, 2024. Commissioner Laykind inquired as to the project's scheduled timeline. Engineer Manfredi replied by reporting that the plumbing contractor is currently experiencing a delay in obtaining header piping from the manufacturer. Discussion took place and the Board requested Engineer Manfredi continue to keep them informed.

GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM:

Greg Gordon presented a press release related to preserving Plainview with better lawn irrigation practices for the Board's review and approval. The Board provided comments and approved for publishing upon the revisions being made.

Greg Gordon reported that ZE Creative Communications is drafting the content for the Spring newsletter. Upon completion, the first draft will be submitted to Supt. Moriarty and Ms. Scott for their review prior to distribution to the Board.

Greg Gordon presented suggestions for the upcoming first quarter bill insert for the Board's consideration. Discussion took place and the Board requested Greg Gordon and Lola Rivera to draft the bill insert accordingly.

Lola Rivera reported details on the POB School career day scheduled to take place on Wednesday, April 17, 2024. Discussion took place and the Board requested Lola Rivera continue to keep them informed.

Lola Rivera provided an update on the series of website updates recently conducted. Lola Rivera reported that she previously shared a link to view photos for consideration of use on the District's website. Discussion took place and the Board agreed to review and further consider.

STEPHEN MORIARTY'S REPORT – SUPERINTENDENT:

Supt. Moriarty reported that the District is in its final phase of conducting and analyzing service line inventory. Supt. Moriarty is working with H2M architects + engineers to collaborate efforts in drafting a compliance letter and preparation of the related form 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 reported that he has submitted the additional sample results requested by the Nassau County Department of Health from Plant No. 7, Well 7-2 in order to obtain approval to bring the recently rehabilitated well and treatment system back into service. Discussion took place and the Board requested Supt. Moriarty to continue to keep them informed.

Supt. Moriarty presented a quotation from Verizon FIOS as it relates to redundancy and back up phone and internet capabilities for the District's administrative office. The quote presented includes an internet connection on a month-to-month basis with no contractual obligation. Board approval was requested. Discussion took place and the Board approved the quotation submitted by Verizon FIOS.

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

Supt. Moriarty reported that he is conducting sampling at Well 5-3 in order to place the well into service for the Spring.

Supt. Moriarty reported that the inside of the 1.5 million gallon ground storage tank located at Plant No. 4 is being pressure washed, disinfected, and inspected for unforeseen conditions as previously approved. Discussion took place and the Board requested Supt. Moriarty to continue to keep them informed.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check nos. 56515 through 56533 dated March 13, 2024 in the amount of \$22,104.42 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 March 12, 2024 in the amount of \$3,026.00

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 March 12, 2024 in the amount of \$3,026.00 and the Board authorized funds to be transferred into the District's dental benefit account.

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 reported that she has conducted an annual record purge of dated files in the basement. All documents are being reviewed against the Retention and Disposition Schedule for NYS Local Government Records (LGS-01). A complete listing will be provided for the Board's review and approval upon completion.

Ms. Scott presented a wire transfer executed by Supt. Moriarty on March 7, 2024 in the amount of \$100,000.00 out of the District's operating cash account. Ms. Scott reported that upon review of the February 2024 operating cash account bank statement, she identified a \$100,000.00 wire transfer made into the District's bank account that was made in error on February 16, 2024. Ms. Scott reported that she immediately contacted the First National Bank of Long Island and confirmed the wire transfer was made in error. Ms. Scott then presented the related authorization to wire funds form to Supt. Moriarty for his approval to immediately wire the funds back to the sender. Discussion took place and the Board acknowledged the \$100,000.00 wire transfer out to remit payment back to the source of the unintended transfer.

Ms. Scott presented a standard correspondence and the related letter issued by auditors Cullen & Danowski LLP as it pertains to the audit of the financial statements for the year ending December 31, 2023.

Ms. Scott provided the Board with a copy of the Treasurer's Report for the month ending February 29, 2024. 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 February 29, 2024. After discussion, the reports were 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 an at length discussion with regard to the necessity of the proposed adjustments, Ms. Scott requested the following additional general fund budget transfer be made to increase total appropriations for the additional interest earned through the find balance assignment of emerging contaminants used for purpose of paying down the principal portion of the bond anticipation note;

<u>Account Code</u>	<u>Description</u>	<u>Total</u>
A-8330-20-4050	Tank Maintenance	9,000.00
A-8330-20-4100	AOP Repairs and Maintenance	(9,000.00)
A-9950-00-9200	Operating Transfer Out – FB Assignment	100,000.00
A-5032-00-0000	Appropriated Reserves	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 budget transfers and increase in total appropriations be made for the year ending December 31, 2024;

<u>Account Code</u>	<u>Description</u>	<u>Total</u>
A-8330-20-4050	Tank Maintenance	9,000.00
A-8330-20-4100	AOP Repairs and Maintenance	(9,000.00)
A-9950-00-9200	Operating Transfer Out – FB Assignment	100,000.00
A-5032-00-0000	Appropriated Reserves	100,000.00

Ms. Scott reported that the Component Unit Financial Report was submitted to the Town of Oyster Bay on Thursday, March 14, 2024.

The NSWCA Meeting was held on Monday, March 18, 2024 at Rialto in Carle Place, NY at 6:30pm. The topic was solar energy as it relates to water districts. Commissioner Laykind, Commissioner Bader and Commissioner Chad were in attendance.

The following board meetings were scheduled for April 2024:


- April 2nd at 5:30 pm
- April 9th at 5:30 pm
- April 16th at 5:30 pm - Additional Public Session at 7:00 pm
- April 30th 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 7:35 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, March 19, 2024.


IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 9th day of April, 2024.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



MICHAEL A. CHAD, SECRETARY