

MINUTES OF MEETING OF THE BOARD OF COMMISSIONERS
of
JERICHO WATER DISTRICT

held remotely via telephone conference, on the 3rd day of February 2021, at 8:30 A.M.

Present:	Commissioners	Thomas A. Abbate James Asmus Patricia Beckerle
	Attorney	Michael F. Ingham
	Superintendent	Peter F. Logan
	Business Manager	Kathleen Cannon
	Asst. Business Manager	Amanda Blum
	Engineer	William Merklin

In response to the restrictions and concerns relative to the Coronavirus (COVID-19) pandemic, today's meeting of the Board of Commissioners and all meetings until further notice will be held via a phone-conferencing platform pursuant to Governor Cuomo's most recent Executive Order 202.87. A roll call was taken to assure that those listed were in attendance and that a quorum of the Board was present. Members of the public were given the opportunity to call in and listen to the meeting live. The Board Meeting was recorded and will later be transcribed. A notice was posted on the District's website, www.jerichowater.org, stating same on April 6th, 2020.

Mr. Logan reported that the District fared well through Winter Storm Orlena. The office staff worked remotely with no interruption. Service department staff prioritized well sites that were running and made sure various other sites under construction were cleared so contractors weren't disrupted.

Commissioner Abbate opened the Board Meeting with an update pertaining to continued efforts of the District to address the COVID-19 virus pandemic:

Mr. Logan reported that beginning on January 26th, 2021, he initiated a staggered work schedule for the service department. The service department is now working as two (2) separate groups reporting to work every day, on a 7:30AM – 3:30PM shift and 8:00AM – 4:00PM shift. Each week the groups switch their start times. Additionally, Mr. Logan revised his Service Department Return to Work Action Plan for distribution which outlines directives that must be followed by the service department to mitigate the risk of the pandemic and to keep the employees safe.

Miss Cannon reported that the office staff continue to work 50% from home, which expires on February 5th, 2021. Employees with private offices continue to

work 100% on site. After discussion, the Commissioners decided to extend the hybrid schedule for employees with shared offices through March 5th, 2021.

Miss Cannon reported that on January 27th, 2021, Governor Cuomo extended the suspension of the in-person meeting requirement of the Open Meetings Law until February 26th, 2021 in Executive Order 202.92.

Minutes of the previous meeting(s) were read and approved unanimously.

Monthly report of Engineer was read and ordered filed.

1. Well 20 & 21 AOP Treatment: D&B is working with JWD to develop a scope of work and proposal for the project.
2. Well 22 Facility Improvements & AOP Treatment: D&B has commenced with the preliminary data collection and design work for the project.
3. Kirby Lane AOP: Detailed design is underway.
4. Southwoods Road -New Well and Treatment Facility: The Contractor is abandoning the test well. D&B is preparing the Design Report and contract documents for construction of the permanent well. D&B has commenced with the design of the Well House and Treatment Facility.
5. PTAS at Well 6 & 16: Bonds, insurance and contract execution is in progress.
6. Well 17 GAC Treatment for Simazine Removal: Construction is underway.
7. Well 20 GAC Treatment for Simazine Removal: A notice to proceed has been sent. A preconstruction meeting has been held and construction is underway.
8. Split Rock Tank Rehabilitation and Booster Station: The tank rehabilitation work is underway. Preparation of contract documents for the Booster Pumping Station and Drainage Improvements is underway.
9. Syosset Tank Condition Assessment: A final report has been submitted to JWD. D&B has prepared a presentation of the report findings.
10. Jericho Tank Condition Assessment: D&B is waiting for the interior inspection report for inclusion in our report.
11. Woodbury Tank Altitude Valve: Bids were received on January 29th.

Mr. Merklin then presented to the Commissioners a letter stating that he had reviewed the five (5) bid proposals received on January 29, 2021 for Contract No. C1-21, Woodbury Tank Altitude Valve. Bensin Contracting of Holtsville, New York was the low bidder for the contract with a total bid price of \$241,500.00. Based on his findings of the contractor's past and present performances, and his review of the bid proposals, Mr. Merklin recommended the award of Contract No. C1-21, Woodbury Tank Altitude Valve be made to Bensin Contracting for the not to exceed amount of \$241,500.00. After discussion, and upon motion duly made and seconded, it was

RESOLVED that Contract No. C1-21, Woodbury Tank Altitude Valve be made to Bensin Contracting of 652 Union Avenue, Holtsville, New York the lowest responsible bidder with a bid that conforms to the bid specifications of the District in the bid amount of \$241,500.00 to be paid from Capital Account No. H-8397-878-2303 Woodbury Tank Altitude Valve.

VOTE	AYES	3	NOES	0	ABSENTIONS	0
Commissioner Abbate			AYE			
Commissioner Asmus			AYE			
Commissioner Beckerle			AYE			

12. 2020 EFC Grant Applications: No update from last meeting.

13. Requirements Contracts: CBS/PBS Tank Alarm Maintenance & Repairs – Bids were received on January 29th. Bids are currently being reviewed and a recommendation will be made at the next meeting.

14. Wells 4 and 31 Pump Rehabilitation: Well 31 pump has been installed and water quality testing is underway. D&B is working on the Well 4 pump design revisions.

15. McCoun's Lane Water Main Improvements: All work has been substantially completed. Some punch list items remain. D&B is working with Bancker to close out the contract.

16. Glen Head Water Main Improvements: Discussions with property owner for an easement are underway. Markout and survey will be scheduled once the preferred route has been identified.

17. Main Plant SCADA Improvements: D&B submitted a revised proposal for SCADA Improvements at the Main Plant.

Mr. Merklin then presented the Commissioners with a proposal from D&B Engineers and Architects, P.C. to provide engineering services for SCADA Improvements and Maintenance Requirements Contract. To assist the District with

maintenance of the SCADA system at all its locations, a Maintenance Requirements Contract will be prepared with an initial expiration date of December 31, and the option to renew annually for an additional two years. The District has the ability to purchase equipment from an existing NYS contracts or joint purchasing alliance contracts. Bid items will be included for typical on-site and off-site labor and programming services in hourly, half-day and full-day increments. One of the initial projects anticipated by the District is to replace the main computer and communication center for the system located at the District's headquarters. The existing system uses equipment and software which is no longer supported by the manufacturers and has therefore exceeded its useful life. The proposal includes design and bidding services for the requirements contract as well as the Main Plant Design portion of the project for a total not to exceed fee of \$49,000.00. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve D&B's proposal to provide engineering services for SCADA Improvements and Maintenance Requirements Contract and for the Main Plant Design in the not to exceed fee of \$49,000.00.

FURTHER RESOLVED that the Commissioners expressed their desire to appropriate funds from the Capital Improvement Reserve Fund (A-0878) to Capital Account No. H-8397-880-2010 SCADA System Replacement to fund the engineering for this project. After discussion, and upon motion duly made and seconded, the Commissioners passed the following resolution:

RESOLUTION AUTHORIZING THE TREASURER TO TRANSFER FUNDS WITHIN THE CAPITAL IMPROVEMENT RESERVE FUND FOR THE PURPOSE OF PROVIDING FUNDING FOR ENGEERING DESIGN SERVICES FOR SCADA IMPROVEMENTS AND MAINTENANCE IN THE AMOUNT OF \$49,000.00

WHEREAS, the Board of Commissioners approved appropriated funds be set aside for the purpose of Capital Improvements by establishing a Capital Improvement Reserve Fund in accordance with § 6-c of General Municipal Law; and

WHEREAS, effective February 2, 2021 the Capital Improvement Reserve Fund (A-0878) had a balance of \$1,685,253.86; and

WHEREAS, the District received an engineering proposal from D&B Engineers & Architects in the amount of \$49,000.00 to prepare a SCADA Improvements and Maintenance Requirements Contract and to develop the scope of work to replace the main computer and communication center for the system located at District Headquarters; and

WHEREAS, the estimated costs to replace the main SCADA computer and communication system at District Headquarters, including equipment, installation and computer programming will be determined by D&B Engineers & Architects upon completion of their design; and

WHEREAS, the District will consider appropriating additional funding from the Capital Reserve fund to cover the costs to replace the SCADA system at District Headquarters after receiving and reviewing the cost estimate prepared by D&B Engineers and Architects; and

WHEREAS, as of February 2, 2021 the capital project account H-8397-850-2303, Rehabilitation of Well No. 12 (originally funded by appropriating the capital reserve fund), had an excess balance of \$77,715.74; and

WHEREAS, the Board of Commissioners desires to fund Engineering Costs to prepare a SCADA Improvements and Maintenance Requirements Contract and to develop the scope of work to replace the main computer and communication center for the system located at District Headquarters with the excess balance in the above listed account in the total amount of \$49,000.00; and

WHEREAS, funds would be transferred from the excess balance in the existing capital project account initially funded from the Capital Improvement Reserve Fund (A-0878) without incurring any additional debt service payments for principal and interest and, therefore be cost beneficial to the District taxpayers; and

WHEREAS, this resolution is adopted subject to permissive referendum as set forth in Town Law Section 90 and shall take effect thirty (30) days after its adoption or, if a referendum is held, upon the affirmative vote of a majority of the qualified electors of the issuer voting on the referendum; and

WHEREAS, the funding of capital improvement projects in the Jericho Water District is a Type II action pursuant to SEQRA as defined by 6 N.Y.C.R.R. §617.5 (c)(5) and therefore no further SEQRA review is required; and

NOW THEREFORE,

BE IT RESOLVED that the Board of Commissioners hereby authorizes the transfer of \$49,000.00 from H-8397-850-2303, Rehabilitation of Well No. 12 to capital project account no. H-8397-880-2010, SCADA System Replacement

FURTHER BE IT RESOLVED THAT the Treasurer/Clerk is hereby authorized and directed to, within ten (10) days after the adoption of this resolution, cause this resolution to be published in the District's official newspaper and (b) posted on both the sign boards of the Town of Oyster Bay and the District pursuant to Town Law, together with a notice of adoption thereof.

VOTE	AYES	3	NOES	0	ABSENTIONS	0
	Commissioner Abbate		AYE			
	Commissioner Asmus		AYE			

Commissioner Beckerle

AYE

18. Transfer Switch Replacements: D&B has started the data collection and preliminary design work for replacement of automatic transfer switches (ATS) at Well 3, the Main Office and Well 29 & 30.

19. Emergency Response Plan (ERP) Update: D&B has submitted a proposal to update the ERP.

Mr. Merklin then presented the Commissioners with a proposal from D&B Engineers and Architects, P.C. to provide engineering services for Emergency Response Plan (ERP) Revisions in the not to exceed fee of \$9,000.00. Updates will be made to the District's existing ERP to match the format table of the table of contents attached to this proposal. The 2017 ERP will also be reviewed to verify sufficient information is included for terrorist and cyber-attacks in accordance with the New York State Government Bill No. 1068 and 2017-18 session and Bill No. 7601 of 2016. In addition, the 2018 amendments to America's Water Infrastructure Act (AWIA) require that the District certify to the EPA that their ERP has been revised by June 30, 2021. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve D&B's proposal to provide engineering services for Emergency Response Plan (ERP) Revisions in the not to exceed fee of \$9,000.00 to be charged to Operating Account No. A-8340-000-4430 Engineering Services.

VOTE	AYES	3	NOES	0	ABSENTIONS	0
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Commissioner Abbate	AYE
Commissioner Asmus	AYE
Commissioner Beckerle	AYE

Status of Proposed Development Projects – Engineers Report

1. LIU Post Water Distribution Improvements: An award letter has been sent to the Contractor and contract execution is underway.
2. Woodbury Hills Development: D&B will commence with the design of water mains once the District has executed an agreement and received funds from the developer. D&B is evaluating the feasibility study of the Phase 2 water main easement.
3. Amazon Warehouse (former Cerro Wire Site): VHB submitted information with respect to the landscaping and irrigation demands.
4. Marriott at Milleridge Inn Water Main: No update from last meeting.

5. Country Club Developers: No update from last meeting.
6. Tam O'Shanter Development: No update from last meeting.
7. Aveley Residential Development: No update from last meeting.
8. Silver Path Estates Request for Water Availability: No update from last meeting.

Mr. Merklin then gave his presentation on the Jericho Water District Condition Assessment of the 1.5 Million Gallon Elevated Storage Tank in Syosset. The Syosset Tank was built in 1930 of riveted steel construction and is approximately 161 feet tall. The last time the tank was rehabilitated was in 2008. The Condition Assessment revealed that the exterior coating appears to be at the end of its useful life showing significant generalized and local corrosion. Multiple repairs would be required including roof panel replacements, ladder installations/replacements, safety upgrades, foundation repairs etc. The coating on the interior of the tank is in poor condition, there is significant sediment accumulation, and the roof and rafters are exhibiting corrosion. Mr. Merklin provided the Commissioners with cost estimates to rehabilitate the existing tank and replace with a new tank while also factoring in the costs for present value of forty (40) years of Operating and Maintenance (O&M). While a new tank is more costly upfront, the total cost when factoring in the O&M expenses made it the less expensive option. After discussion, the Commissioners thanked Mr. Merklin for his thorough presentation and requested that D&B provide a proposal to evaluate the various options (including capacity, style, and location) the District has for the replacement of the Syosset Tank.

Monthly report from the Superintendent was read and ordered filed.

Mr. Logan reported that all analysis of wells and bacteriological sampling for the period January 20th, 2021 to February 2nd, 2021, had been completed and all were within state and federal standards.

Mr. Logan then requested authorization to purchase a 2021 Chevrolet Silverado 4WD Reg Cab Work Truck with a Dejana Rugby 11" Eliminator Dump Body in the amount of \$66,423.88 utilizing Sourcewell Contract No. 120716-NAF. Miss Cannon requested authorization to appropriate funds from the Capital Improvement Reserve Fund (A-0878) to Capital Account No. H-8397-843-2202 Heavy Duty Trucks\Equipment to fund this purchase. After discussion, and upon motion duly made and seconded, the Commissioners passed the following resolution:

RESOLUTION AUTHORIZING THE TREASURER TO APPROPRIATE \$66,424.00 FROM THE CAPITAL IMPROVEMENT RESERVE FUND FOR THE PURPOSE OF FUNDING THE PURCHASE OF A 2021 DUMP TRUCK

WHEREAS, the Board of Commissioners approved appropriated funds be set aside for the purpose of Capital Improvements by establishing a Capital Improvement Reserve Fund in accordance with §6-c of General Municipal Law; and

WHEREAS, effective February 2, 2021 the Capital Improvement Reserve Fund, A-0878, ("Reserve Fund Account") had a balance of \$1,685,253.86; and

WHEREAS, the Commissioners wish to appropriate funds from the Capital Improvement Reserve Fund (A-0878) to Purchase a 2021 Chevrolet Silverado 4WD Reg Cab Work Truck with a Dejana Rugby 11" Eliminator Dump Body; and

WHEREAS, pursuant to General Municipal Law §103 the District will purchase the dump truck by utilizing a purchasing alliance contract with Sourcewell, Contract No. 120716-NAF in the amount of \$66,424.00; and

WHEREAS, funds would be appropriated from the Capital Reserve Fund Account without incurring any additional debt service payments for principal and interest and, therefore, be cost beneficial to the District taxpayers; and

WHEREAS, this resolution is adopted subject to permissive referendum as set forth in Town Law Section 90 and shall take effect thirty (30) days after its adoption or, if a referendum is held, upon the affirmative vote of a majority of the qualified electors of the issuer voting on the referendum; and

WHEREAS, the funding of capital improvement projects in the Jericho Water District is a Type II action pursuant to SEQRA as defined by 6 N.Y.C.R.R. §617(c)(10) and therefore no further SEQRA review is required; and

NOW THEREFORE,

BE IT RESOLVED that the Board of Commissioners hereby authorizes the Treasurer to appropriate \$66,424.00 from the Capital Improvement Reserve Fund (A-0878) for the purpose of purchasing a 2021 Chevrolet Silverado 4WD Reg Cab Work Truck with a Dejana Rugby 11" Eliminator Dump Body and transfer it to Capital Project No. H-8397-843-2202 Heavy Duty Trucks\Equipment.

FURTHER BE IT RESOLVED that the Treasure/Clerk is hereby authorized and directed to, within ten (10) days after the adoption of this resolution, cause this resolution to be published in the District's official newspaper and be posted on both the sign boards of the Town of Oyster Bay and the District pursuant to Town Law, together with a notice of adoption thereof.

VOTE AYES 3 NOES 0 ABSENTIONS 0

Commissioner Abbate
Commissioner Asmus

Commissioner Beckerle

Miss Cannon then presented and reviewed with the Commissioners a Cash Balance/Cash Deposit report as of February 1st, 2021. After discussion, the report was ordered filed.

Miss Cannon then presented and reviewed with the Commissioners a Purchase Order by Expense Account Report listing all purchase orders issued between January 20th, 2021 and February 1st, 2021. After discussion, the report was ordered filed.

Miss Cannon then presented and reviewed with the Commissioners the Preliminary Budget to Actual Report for the month ended December 31st, 2020. After discussion, the report was ordered filed.

Miss Cannon reported regarding the proposal from D&B Engineers and Architects, P.C. for engineering services for the design and construction of 1,4-Dioxane Treatment at Well No. 22 which was approved by the Commissioners on January 20th, 2021 contingent upon the ability to fund the project with an existing bond issue. Miss Cannon informed the Commissioners that she spoke to the Director of Finance at the Town of Oyster Bay and a representative from their Bond Counsel to verify that the District could use funding approved in the 2019 Bond Authorization to fund the engineering costs for the design and construction of 1,4-dioxane treatment at Well No. 22. including a required pilot study with additional testing costs in the amount of \$1,080,000.00, (\$991,000.00 for engineering and \$89,000.00 for required testing), by re-configuring the projects listed in the original bond authorization. The recommendation is to adopt a resolution and to publish an abstract of the resolution in the District's official newspaper notifying the Public of the change in projects originally approved in the 2019 Bond Authorization. Miss Cannon indicated that \$7,149,000.00 was approved in the 2019 Bond Resolution to fund a New 3 MG Tank & Booster Station and that this project has been put on hold for now as the District still needs to locate a piece of property for this tank to be built on. A more urgent need has emerged at Well No. 22 for the design and construction of an AOP Treatment System. This location has had detections of 1,4-dioxane over half of the Maximum Contamination Level (MCL) and more recently, a detection equal to the MCL of 1.0 part per billion (ppb). The Nassau County Department of Health (NCDOH) requires the District to commence with the design and construction of a treatment facility when detections exceed half of the MCL. These requirements warranted the District to put this project ahead of a New 3MG Tank & Booster Station. After discussion, and upon motion duly made and seconded, the following resolution was presented to the Board for their consideration:

RESOLUTION TO REALLOCATE FUNDING APPROVED IN THE DISTRICT'S 2019 BOND AUTHORIZATION TO FUND ENGINEERING COSTS FOR THE DESIGN AND CONSTRUCTION OF 1,4-DIOXANE TREATMENT AT WELL

NO.22 AND DECREASE THE FUNDING FOR NEW 3MG TANK AND BOOSTER STATION IN THE AMOUNT OF \$1,080,000.00.

WHEREAS, On November 19, 2019 the Town of Oyster Bay passed Resolution No. 675B-2019 that authorized the issuance of \$33,229,000 in bonds for improvements to the facilities of the Jericho Water District; and

WHEREAS, Resolution No. 675B-2019 listed various improvement projects the District intended on funding through the issuance of these bonds; and

WHEREAS, the resolution stated the purpose of the bond was to pay costs for improvements to the District consisting of but not limited to these said project; and

WHEREAS, the District desires to reallocated funding from the New 3MG Tank and Booster Station to Well No. 22 AOP Treatment for engineering for the design and construction of 1,4-dioxane treatment at Well No. 22 in the amount of \$1,080,000.00.

NOW THEREFORE,

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the Treasurer to transfer \$1,080,000.00 from Capital Project No. H-8397-018-2303 New 3MG Tank and Booster Station to H-8397-020-2303 Well No. 22 AOP System for the purpose of funding engineering for the design and construction of 1,4-dioxane treatment at Well No. 22.

FURTHER BE IT RESOLVED THAT the Treasurer/Clerk is hereby authorized and directed to, within ten (10) days after the adoption of this resolution, cause this resolution to be published in the District's official newspaper and (b) posted on both the sign boards of the Town of Oyster Bay and the District pursuant to Town Law, together with a notice of adoption thereof.

VOTE AYES: 3 NOES: 0 ABSENTIONS: 0

Miss Cannon reported to the Commissioners that on January 29, 2021, an employee's Jericho Water District email account fell victim to business email compromise. The District took immediate action and the employees account was blocked, active sessions were terminated, and their password was reset. To mitigate future attacks, the District and MDS rolled out multi-factor authentication (MFA) for all email users. MDS conducted a thorough subsequent investigation, and Ms. Blum consulted with Ms. Nicole Morton, Salerno Insurance, Mr. Alex Walker, Mullen Coughlin LLC (an approved attorney under the District's CHUBB Cyber Security Insurance Policy). It was determined that this appeared to be an isolated incident, in which no personal or financial information was shared. MDS has made several other recommendations in which the District will consider implementing and will also be continuing with anti-phishing and email security training campaign.

Miss Cannon informed the Commissioners that she received a request from a consumer, Account No. 60153960-0, requesting a reduction to her water bill due to the valve being left open by their sprinkler company and not being notified of the leak in a timely manner by the District (discussed at the meeting on January 20th, 2021). The consumers meter was changed on September 25th, 2020, but due to lack of inventory, the District was unable to change the meter pit lid to the composite version therefore the endpoint was unable to send the readings into the cloud. The adjustment to this account resulted in the total water charge being reduced to \$178.39 from \$231.18, a reduction equal to \$52.79. After discussion, the Commissioners approved the reduction and instructed Miss Cannon to send a revised bill.

Miss Cannon informed the Commissioners that she received a request from a consumer, Account No. 46456300-0, requesting a reduction to his water bill due to a leak on his water service. Miss Cannon informed the Commissioners that a reduction to this bill would be in line with the District's policy to allow excess water usage, in excess of the three (3) year average usage, be charged at a rate equal to the District's cost to pump 1,000 gallons of water. Miss Cannon indicated that all required documentation had been received. The adjustment to this account resulted in the total water charge being reduced to \$1,248.88 from \$1,957.90, a reduction equal to \$709.02. After discussion, the Commissioners approved the reduction and instructed Miss Cannon to send a revised bill.

Miss Cannon then informed the Commissioners that she received a request from a consumer on Account No. 50101845-0 to waive a penalty on their account in the amount of \$82.19. Miss Cannon informed the Commissioners that no penalty on their account had been waived in the last five (5) years. After discussion, the Commissioners authorized Miss Cannon to waive the penalty on this account and send the consumer a revised bill.

Miss Cannon notified the Commissioners that the District's Auditors, Cullen & Danowski LLP will be on site starting Monday, February 8th, 2021 to audit the fiscal year ended December 31st, 2020.

Miss Cannon expressed her congratulations to Ms. Blum who graduated from the NYS GFOA Foundations Level Government Finance Institute (GFI) on January 7th, 2021. The GFI offers an opportunity to gain a well-rounded knowledge of the core functional areas of government finance through their professional development program in a series of in-depth workshops.

At 9:30 a.m. Joseph Todaro and Anthony Trombino from H2M architects+engineers joined the meeting to provide their monthly engineer's project status report:

1. New Elevated Tank at Wheatley Road Site: Wargo is on site and continues with tank demolition. Demo of tank bowl, catwalk, and upper portions of

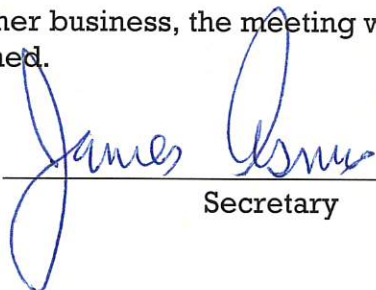
the legs have been removed. Crane is expected to be removed from site this week. Remaining portions of tank to be handled by onsite equipment. Fuel tank adjacent to Well 6 was hit by onsite equipment last week. District was notified immediately. No signs of fuel leak. Recommend that District contacts the fuel company directly to make repairs and back charge contractor. Upper portions of tank sample line were temporarily heat traced and insulated last week. Caldwell expects permanent heat trace and insulation to be installed this week.

2. **Woodbury Villas Water Main Installation: Phase 1 of water main construction complete except for pavement restoration of Jericho Turnpike; Developer is not ready for Phase 2. Phase 2 will need to be re-packaged and bid out when developer is ready.**
3. **Well Nos. 9 & 14 Nitrate and VOC Removal Facility: The back pressure valve between the nitrate system and the air stripping tower was installed and appears to have addressed the issue it sought to correct. H&T continued with some start up activities. Client has asked for options on locating the valve in a more accessible place. PRI will bring back HT after any changes to valve location have been made. Gas service is active at both sites. However, new generators do not appear to be receiving enough gas to function under load. PRI confirming with utility that they are supplying what has been committed.**
4. **Electric Service at Pumphouse No. 12: Maintenance Bond submitted to the District. Project is complete and will be removed from report.**
5. **Well Nos. 9 & 14 Emerging Contaminant Treatment: Pilot Study Report and Engineering Design Report was submitted to NYSDOH and NCDH. Design is 80% complete. H2M is expecting to submit drawings to the health department in February.**
6. **GPS Training: Completed and will be removed from report.**
7. **GIS Data Development: Project is ongoing. H2M continues to digitize water mains, connecting the hydrants and hydrant valves that are currently being field-verified by District staff. To date, H2M has digitized 2,244 water main sketches, accounting for approximately 60 lineal miles of the District mains.**
8. **GIS Voter App: Completed and will be removed from report.**

The Board went into Executive Session at 9:50 a.m. to discuss pending litigation matters and personnel and reentered with no action taken.

The following claims were then audited and approved for payment: General Fund #25187 to #25212 and Construction Fund #2544 to #2545.

There being no further business, the meeting was, upon motion duly made and seconded and adjourned.


Secretary