

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

held remotely via telephone conference, on the 21st day of April 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 202.101. 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.

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 more employees are beginning to be fully vaccinated for COVID-19.

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: Pilot Testing Protocol will be submitted upon receipt of approval for Well 22 submittal. Preliminary Design is underway.
2. Well 22 Facility Improvements & AOP Treatment: Pilot Testing Protocol has been submitted to NCDH. Markout and survey have been completed. Preliminary Design is underway.
3. Kirby Lane AOP: NYSDOH has approved the Basis of Design Report (BODR). Detailed Design is underway. D&B is evaluating options to reuse the existing generators at other JWD sites.

4. Southwoods Road -New Well and Treatment Facility: The Contractor is abandoning the test well. D&B has submitted a draft Well Design Report for JWD review. D&B is preparing the Basis of Design Report (BODR) and contract documents for construction of the permanent well and treatment facility.
5. PTAS at Wheatley Station (Well 6 & 16): Contractors are working on-site.
6. Well 17 GAC Treatment for Simazine Removal: Construction is approaching the contractual Substantial Completion date of May 1, 2021. Although work is substantially complete, the actual completion will likely be delayed due to difficulties with GAC media deliveries. Completion is anticipated in late May assuming the carbon is delivered in early May.
7. Well 20 GAC Treatment for Simazine Removal: Construction is progressing with contractual Substantial Completion being June 20, 2021. Work appears to be on schedule with the same concerns regarding GAC media delivery as discussed for Well 17.

A discussion was held regarding the pre-purchasing of carbon due to the industry demand and longer lead times. Carbon can be purchased in sacks and stored; however, the District has never arranged delivery in this manner. Mr. Logan had concerns with the logistics of being able to store the carbon since it comes pre-sanitized. The District may have the alternative of purchasing coconut carbon in the future.

8. Split Rock Tank Rehabilitation and Booster Station: The tank rehabilitation work is nearing substantial completion and is on schedule (May 15, 2021). Preparation of contract documents for the Booster Pumping Station is underway. The drainage component of this project will be eliminated from the scope of work.
9. Split Rock Drainage Pipe: D&B prepared a proposal to design a drainage pipe to connect the Split Rock Tank and Booster Station to the proposed drainage improvements at Wells 18 & 19. It is anticipated that this approach will reduce the overall cost for the Split Rock projects by about \$200,000.00.

Mr. Merklin then presented the Commissioners with a proposal from D&B Engineers and Architects, P.C. to provide engineering services to design approximately 1,000 LF of 8-inch water main from the Split Rock Tank site to the proposed drainage system to be constructed on the Wells 18 and 19 property. The proposal includes detailed design, bidding and construction services and part-time inspection services in the total not to exceed amount of \$55,000.00. 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 Split Rock Tank Drainage Pipe in the not to exceed fee of \$55,000.00 to be charged to Capital Account No. H-8397-003-2303 Split Tank Rehabilitation.

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

10. Wells 18 & 19 Drainage Improvements: Design is underway.

11. Syosset Tank Replacement Planning: D&B has started the planning and evaluation work.

12. Woodbury Tank Altitude Valve: Construction is underway. Ongoing discussions with adjacent property owners with respect to easements and property acquisition.

Mr. Logan informed the Commissioners that a one-acre property neighboring the Woodbury Tank Site, 1 Nome Drive, appears to be up for sale for \$800,000.00. Mr. Logan expressed his desire explore the possibility to purchase this property. In doing so, this would solve the District's issues regarding the access to the tank site and draining of the tank (currently drained on Orchard Drive and the District has received complaints from neighbors). After discussion, the Commissioners requested Mr. Logan contact the owners of the property and report back. Mr. Merklin will prepare a cost estimate to include the additional expenses the District would incur if the property was purchased and include it in the District's Five-Year Capital Plan. Miss Cannon will analyze the District's capital project budget and formulate a plan to fund the purchase if necessary.

Additionally, Mr. Ingham is preparing easements for 34 and 36 Orchard Drive for better access and ability for staging equipment at the Woodbury Tank site.

13. Requirements Contracts -Water Service Gooseneck Replacements: Contract documents are being finalized for bidding.

14. Wells 4 and 31 Pump Rehabilitation: Well 31 sample results still indicating the presence of lead. D&B and JWD are analyzing the cause and remedy. The new pump will be delivered and installed during the last week of April for Well 4.

15. McCoun's Lane Water Main Improvements: D&B is working with the Contractor to schedule the remaining work. Contract close out will commence upon completion.

16. Glen Head Water Main Improvements: D&B, JWD and Mike Ingham met to discuss the easement needs. A meeting with the property owner will be scheduled. Markout and survey will be scheduled when an easement seems likely to be approved.
17. Main Plant SCADA Improvements: Design is underway.
18. Transfer Switch Replacements: A kick off meeting was held with the District and design is underway.
19. Emergency Response Plan (ERP) Update: D&B is updating the ERP, which must be certified by June 30th, 2021.
20. 2021 Capital Plan Update: D&B met with JWD to discuss the project and is preparing the first draft of the Capital Plan table.
21. Juneau Pump Station Improvements: D&B has started the preliminary design. Working on accessing the TOB property for markout, wetland delineation and survey.

Status of Proposed Development Projects – Engineers Report

1. The Center for Developmental Disabilities (The Center) Water Main Improvements: A draft contract document has been submitted to JWD for review.
2. LIU Post Water Distribution Improvements: Contractor is working on water services and backflow prevention assemblies. Contractual Substantial Completion Date is May 5, 2021.
3. 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 and JWD have determined that the installation of a Phase 2 water main to create a loop is not cost effective.
4. Silver Path Estates Request for Water Availability: JWD is sending the application to the developer. Work will commence upon receipt of funding from the developer.
5. Amazon Warehouse (former Cerro Wire Site): No update since last meeting.
6. Marriott at Milleridge Inn Water Main: D&B updated the cost estimate at the request of the developer.

7. Country Club Developers: No update from last meeting.
8. Tam O'Shanter Development: No update from last meeting.
9. Aveley Residential Development: No update from last meeting.

Mr. Ingham reported that the amendment to Public Service Law which required the District to allow residential customers experiencing financial hardship due to the COVID-19 pandemic to defer bills without incurring penalties or late fees expired March 31st, 2021. The extension of the law has been passed by both houses of the legislature and is awaiting the Governor's signature. Mr. Ingham recommended continuing with the District's deferral program. Miss Cannon will review and update the District's Deferral Application if necessary.

Mr. Logan reported that all analysis of wells and bacteriological sampling for the period April 7th, 2021 to April 20th, 2021, had been completed and all were within state and federal standards.

Mr. Logan then presented to the Commissioners a draft Contract Modification on behalf of H2M engineers + architects in the amount of \$898.66 for Contract No. ~~C7-17, Well Nos. 9 & 14 Nitrate and VOC Removal Facility – Electrical Contract from Hinck Electrical.~~ The contract modification is due to the cost associated with HVAC connection into the breaker panel. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approved the draft Contract Modification for Contract No. C7-17, Well Nos. 9 & 14 Nitrate and VOC Removal Facility – Electrical Contract from Hinck Electrical in the amount of \$898.66 for HVAC switching contingent upon a formal change order from H2M engineers + architects.

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

Mr. Logan informed the Commissioners that he received the final contract modification (approved in the Minutes of March 17th, 2021) from Bensin Contracting for JWD Contract No. C7-20, Well No. 20 GAC Installation to abandon and remove two drainage structures and add two new manholes and 150 LF of 15" HDPE drainage piping in the amount of \$49,861.00 (below the \$53,935.00 previously approved) D&B Engineers and Architects will prepare a formal change order for the Commissioner Abbate to sign on behalf of the District.

Miss Cannon then presented and reviewed with the Commissioners a Cash Balance/Cash Deposit report as of April 19, 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 April 6, 2021 and April 19, 2021. After discussion, the report was ordered filed.

Miss Cannon then presented and reviewed with the Commissioners the Budget to Actual Revenue and Expenditure Reports for the quarter ended March 31, 2021. After discussion, the reports were ordered filed.

Miss Cannon then presented and reviewed with the Commissioners the Construction Fund Report and Installation Fund Report for the quarter ended March 31, 2021. After discussion, the report was ordered filed.

Miss Cannon reported that the Bank Reconciliations for the month of March 2021 were completed. After discussion, the Commissioners ordered the Bank Reconciliations filed.

Miss Cannon then presented and reviewed with the Commissioners the Employee Accrual Report for the quarter ended March 31, 2021. After discussion, the report was ordered filed.

Miss Cannon then requested that the Commissioners approve the following budget transfer(s):

To fund Retirement Incentive 2nd Payment

A-8310-000-1100	Full Time - Office	\$102,887.00
A-8340-000-1100	Full Time - Plant	\$ 72,680.00
A-9020-000-8020	Employee Accrual Payouts	(\$175,567.00)

After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners authorize the above listed budget transfers.

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

Pending agenda items list was read and filed.

The following claims were then audited and approved for payment: General Fund #25382 to #25423 and Construction Fund #2551.

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



Secretary