

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

held remotely via telephone conference, on the 7th day of July 2021, at 8:30 A.M.

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

In response to the restrictions and concerns relative to the Coronavirus (COVID-19) pandemic, today's meeting of the Board of Commissioners was held via a phone-conferencing platform. 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.

Mr. Ingham reported that the executive state of emergency order was lifted as of June 24th, 2021. Regular in-person Board Meetings will commence effective immediately, with the next scheduled meeting of July 21st, 2021.

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

Miss Cannon reported that she reviewed the District's current policies and procedures with Mr. Logan, with no recommended changes. Masks for consumers will still be required, as office staff were more comfortable with this option. This will be reassessed in the coming weeks. Employees who remain unvaccinated must continue to wear a mask and follow pre-May 19th CDC recommendations.

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

Monthly report of Engineer was read and ordered filed.

1. Deferral Compliance: D&B provided the required documents for the 2nd quarterly report, which were then posted on the District's website on July 1st.
2. Well 20 & 21 AOP Treatment: On-site testing will begin in mid-July.

3. Well 22 Facility Improvements & AOP Treatment: On-site pilot testing has been completed. BODR preparation and preliminary design is underway.
4. Kirby Lane AOP: A 60 percent design review meeting was held with JWD. D&B is addressing JWD comments and continuing the detailed design. The next draft submittal will be in late July or early August.
5. Southwoods Road -New Well and Treatment Facility: Waiting for comments from NYSDEC and NCDH on the Well Design Report and application. Non-pollution easement letters were sent to surrounding properties. D&B is preparing the Basis of Design Report (BODR) and contract documents for construction of the Treatment Facility. The schedule for draft submittal is in July.
6. PTAS at Wheatley Station (Well 6 & 16): Construction is underway. Evaluating Well 16 condition for possible rehabilitation. D&B is tracking concerns with respect to longer than normal lead times for major equipment which could impact the completion date.
7. Well 17 GAC Treatment for Simazine Removal: The facility has been approved by NCDH and is operating in the system. Punchlist work is underway.
8. Well 20 GAC Treatment: The facility has been approved by NCDH and is operating in the system. Punchlist and contract close out has started.
9. Split Rock Tank Rehabilitation and Booster Station: Rehabilitation work is substantially complete, and tank is operational. An 11-month anniversary inspection will be performed next year before the contract can be closed out. Preparation of contract documents for the Booster Pumping Station is underway. A draft will be submitted to JWD in late July.
10. Split Rock Drainage Pipe: A draft submittal will be provided in early July.
11. Wells 18 & 19 Drainage Improvements: D&B is preparing the draft contract documents.
12. Well 19 PFAS Removal: A draft submittal package will be provided in early July.
13. Syosset Tank Replacement Planning: D&B has prepared the site plan and evaluation report. Draft documents will be submitted to JWD in late July.
14. Woodbury Tank: D&B is preparing the Condition Assessment Report. A draft will be submitted in late July.

15. Water Service Gooseneck Replacements: Final contract documents have been submitted to JWD.

16. Wells 4 and 31 Pump Rehabilitation:

- Well 4: Work is substantially complete. A punch list will be prepared and contract close out will begin.
- Well 31: D&B has requested that the Contractor provide a new pump at no cost to the District.
- D&B is preparing contract documents for rehabilitation of Well 17 pump.
- D&B is preparing contract documents for rehabilitation of Well 29 pump.

17. McCoun's Lane Water Main Improvements: Punchlist and contract close out is underway.

18. Glen Head Water Main Improvements: A meeting with the property owner is needed.

19. Main Plant SCADA Improvements: ~~D&B is preparing the draft memorandum for Main Plant improvements. Preparation of Requirements Contract is underway.~~

20. Transfer Switch Replacements: Bids will be opened on July 30th, 2021.

Mr. Logan requested that a bid date be set for Contract No. C2-21 Transfer Switch Replacement. After discussion, the Commissioners set a bid date for Friday, July 30, 2021, at 9:00 a.m. This will be an in-person bid opening with the option of holding an official Board Meeting if there is a quorum of Commissioners.

21. Emergency Response Plan (ERP) Update: The document has been certified as required, by June 30th.

22. 2021 Capital Plan Update: The table has been completed.

23. Juneau Pump Station Improvements: D&B is preparing the draft generator alternative memorandum and contract documents.

24. Water Main As-Built Drawings: D&B is preparing as-builts for completed water main projects. Drafts will be provided in mid-July.

Status of Proposed Development Projects – Engineers Report

1. The Center for Developmental Disabilities (The Center) Water Main Improvements: Contract documents have been submitted to NCDH. D&B

prepared a recommendation letter for Award of the contract to Bancker Construction. D&B has submitted a proposal for bidding and construction services for this project.

Mr. Merklin presented to the Commissioners a letter from Anthony Cucuzzo, Associate from D&B Engineers and Architects stating that he reviewed the four (4) bid proposals received on June 25, 2021 for Contract No. I2-21, The Center for Developmental Disabilities, Inc. Water Main and Water Service Improvements. Bancker Construction Corp, of Islip, New York was the low bidder for the contract with a total bid price of \$377,829.05. Based on his findings of the contractor's past and present performances, and his review of the bid proposal, Mr. Cucuzzo recommended the award of the contract for The Center for Developmental Disabilities, Inc. Water Main and Water Service Improvements be made to Bancker Construction Corp. for the bid amount of \$377,829.05. After discussion, and upon motion duly made and seconded, it was

RESOLVED that Contract No. I2-21, The Center for Developmental Disabilities, Inc. Water Main and Water Service Improvements, be awarded to Bancker Construction Corp., 171 Freeman Avenue, Islip, New York, the lowest responsible bidder with a bid that conforms to the bid specifications of the District in the amount of \$377,829.05 to be charged to Installation Fund Account No. H-8398-892-2300 Center for Developmental Disabilities paid by the developer, contingent upon receipt of final deposit from the developer to cover construction costs, legal and contingencies.

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

Mr. Merklin then presented to the Commissioners a proposal for Engineering Services for Contract No. I2-21, The Center for Developmental Disabilities, Inc. Water Main and Water Service Improvements in the not to exceed fee of \$28,000.00. D&B will provide bidding, construction and inspection services required for the proposed water main improvements. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve D&B Engineers and Architects P.C.'s proposal for engineering services associated with Contract No. I2-21, The Center for Developmental Disabilities, Inc. Water Main and Water Service Improvements in the not to exceed fee of \$28,000.00 to be charged to Installation Fund Account No. H-8398-892-2300 Center for Developmental Disabilities paid by the developer.

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

2. LIU Post Water Distribution Improvements: Contractual Substantial Completion Date of June 9, 2021 has passed. The work is substantially completed. A final walk through will be scheduled in the coming weeks.
3. Woodbury Hills Development: No update since last meeting.
4. Silver Path Estates Request for Water Availability: No update since last meeting.
5. Amazon Warehouse (former Cerro Wire Site): No update since last meeting.
6. Marriott at Milleridge Inn Water Main: No update since last meeting.
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 case brought by Mr. Rigano on behalf of Long Island Pure Water LTD was dismissed by a Supreme Court Judge in Albany County on July 1st, 2021. Both the Long Island Water Conference and the Nassau Suffolk Water Commissioner Association authorized the filing of a submission as Amicus Curiae in support of the NYS Attorney General's motion to dismiss. Carman, Callahan and Ingham LLP in conjunction with Sher Edling, assisted Dennis Kelleher, PE in the preparation of an Affidavit detailing the work Long Island water purveyors have done in testing the AOP systems and coaching for their effectiveness. Since the case was dismissed, there is no longer a need to further participate. Of particular significance to JWD, is the ratification by the Supreme Court Judge that our AOP systems work as designed to protect our consumers.

Mr. Ingham reported to the Commissioners that Governor Cuomo signed Legislation designating Juneteenth as an Official Public Holiday in New York State on October 14, 2020. Several days before the holiday this year, President Biden signed legislation designating Juneteenth a federal holiday effective immediately. Since June 19th, 2021 fell on a Saturday for 2021, no changes will be made to the District's Holiday schedule for 2021. Per labor counsel, the District is not required to offer employees an additional paid holiday. The Commissioners offered the Negotiating Committee the option of adding Juneteenth to the District's Holiday Schedule in lieu of having off for Lincoln's birthday. Miss Cannon will speak with the Employee Negotiation Committee and report back to the Commissioners.

Monthly report from the Superintendent was read and ordered filed.

Mr. Logan reported that all analysis of wells and bacteriological sampling for the period June 16, 2021 to July 6, 2021, had been completed and all were within state and federal standards.

Mr. Logan informed the Commissioners that he received notice from the District's insurance carrier that the owners of the property located at 200 Robbins Lane in Syosset acknowledged that the repair to the 8" water service back in January 2018 was not the responsibility of the District and agreed to file a Stipulation of Discontinuance without Prejudice. The discontinuance has been filed and the case (Index No. 604545/2019 Supreme Court of the State of New York County of Nassau 200 ROBBINS LANE, LLC, v. JERICHO WATER DISTRICT) has been disposed and the file has been closed.

Mr. Logan informed the Commissioners of a broken 6" cast iron main on Wednesday, June 30, 2021, on Woodbury Road near the intersection with Lark Drive in Woodbury. Due to the complexity of the break (a 5' longitudinal crack on the main and the repair requiring three universal valves to be replaced) and staff vacations, Mr. Logan called in Bancker Construction Corp. to repair the main, utilizing the District's Requirements Contract for Emergency Water Main Repairs. Later that day, the JWD staff repaired an additional broken main on Route 106.

Mr. Logan informed the Commissioners that he completed JWD's draft response to the Nassau County Water Utility Survey. After discussion, the Commissioners authorized Mr. Logan send the District's response to the survey.

Miss Cannon then presented and reviewed with the Commissioners a Cash Balance/Cash Deposit report as of July 2, 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 June 15, 2021 and July 2, 2021. After discussion, the report was ordered filed.

Miss Cannon then presented and reviewed with the Commissioners the Construction Fund Report and Installation Fund Report for the quarter ended June 30, 2021. After discussion, the report was ordered filed.

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

Miss Cannon then reported to the Commissioners that the District received a \$22,951.43 dividend check from Utica National Insurance for Worker's Compensation Insurance Policy for a period of 11/29/2019 to 11/29/2020 due to an excellent experience rating for claims. Miss Cannon recorded the check in revenue account# A-8310-2701-Refund of Prior Year Expenditures.

Miss Cannon then presented and reviewed with the Commissioners the estimated District's cost to pump 1,000 gallons of water for the period ended 12/31/2020 of \$1.78 to be utilized when calculating the amount of relief to consumers for leaks on their water service as of April 1, 2021. After discussion, the report was ordered filed.

Miss Cannon informed the Commissioners that she received a request for reduction of a water bill on Account No. 55428000-0 by the owner 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 of 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 \$140.12 from \$168.44, a reduction equal to \$28.32. After discussion, the Commissioners approved the reduction and instruction Miss Cannon to send a revised bill.

Miss Cannon informed the Commissioners that she is in the beginning stages of working on the 2022 Operating and Revenue Budgets. The timeline as follows:

- August 4th, 2021 – Submit Five Year Capital Plan to Commissioners for review and comments
- August 18th, 2021 – Submit Preliminary Operating Budget to Commissioners for review and comments
- September 1st, 2021 - Submit revised Operating and Capital Budget to Commissioners
- September 3rd, 2021 – Make Budget available for public inspection
- September 9th, 2021 at 9:00AM – Budget Hearing

Miss Cannon informed the Commissioners that Ms. Blum had the honor of being invited to join Badger Meter's 2021 Customer Advisory Board Meeting scheduled for August 25 -26, 2021 in Englewood, CO. Ms. Blum politely declined, but will assist with any input or feedback she can provide the panel members without traveling.

Pending agenda items list was read and filed.

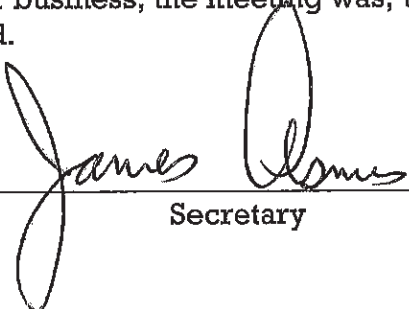
At 9:40 a.m. Mr. Joseph Todaro from H2M architects+engineers joined the meeting to provide his monthly engineer's project status report:

1. New Elevated Tank at Wheatley Road Site: Tank is in operation. Painting subcontract continues to remove all scaffolding equipment and perform the necessary exterior painting touch-ups. All scaffolding removals and misc. painting touch-ups are expected to be completed by 7/2. Site work subcontractor tentatively scheduled to return to site next week to begin rough grading and layout for asphalt driveway improvements.
2. Woodbury Villas Water Main Installation: No update since last meeting.
3. Well Nos. 9 & 14 Nitrate and VOC Removal Facility: District has collected all water quality for NCDH compliance. Results from Well 9 have been reported and presented to NCDH with a Completed Works Application. NCDH approval was received on July 1st, 2021 and Well No. 9 was returned to service.
4. Well Nos. 9 & 14 Emerging Contaminant Treatment: Superintendent comments to plans are being incorporated into the design. Plans to be submitted to NYSDOH and NCDH this month.
5. GIS Data Development: Ongoing. H2M continued to digitize water mains, connecting the hydrants and hydrant valves that are currently being field-verified by District staff. To date, H2M has digitized 9,894 water main sections, accounting for approximately 290 lineal miles of the District mains.

The Board went into Executive Session at 9:40 a.m. to discuss pending litigation matters and personnel and re-entered with no action taken.

The following claims were then audited and approved for payment: General Fund #25558 to #25627, Construction Fund #2559 to #2562 and Installation Fund #4131 to #4133.

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


Secretary