

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

held at the office of the District in Syosset, Nassau County, New York, on the 18<sup>th</sup> day of August 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	

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 informed the Commissioners that the Employee Negotiating Committee would like to meet with them today following the Board Meeting regarding the employee memo dated August 6<sup>th</sup>, 2021 which included updated COVID Policies and Procedures.

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: On-site pilot testing is underway. Draft BODR scheduled for submittal in the 4<sup>th</sup> quarter of 2021.
2. Well 22 Facility Improvements & AOP Treatment: Draft BODR scheduled for submittal in the 4<sup>th</sup> quarter of 2021.
3. Kirby Lane AOP: The final draft will be submitted to JWD in August. The current schedule for NCDH submittal and bidding is September 2021.
4. Southwoods Road -New Well and Treatment Facility: Waiting for comments from NYSDEC and NCDH on Well Design Report and application. Draft well construction contract documents will be submitted to JWD in August. Basis of Design Report (BODR) and contract documents for construction of the Treatment Facility are underway. The schedule for draft submittals is in late August.

5. PTAS at Wheatley Station (Well 6 & 16): Construction is underway.
6. Well 17 GAC Treatment for Simazine Removal: Punch list and contract close out is underway. Landscaping to be completed in the fall.
7. Well 20 GAC Treatment for Simazine Removal: Punch list and contract close out is underway. Landscaping to be complete in the fall.
8. Split Rock Tank Booster Station: Preparation of contract documents for the Booster Pumping Station is underway. A draft will be submitted to JWD in late August.
9. Split Rock Drainage Pipe: Goal is to be out for bids in September.

Mr. Logan and Mr. Merklin then requested that a bid date be set for Contract No. C7-21, Split Rock Drainage Pipe. After discussion, the Commissioners set a bid date for Friday, September 17<sup>th</sup>, 2021, at 9:00AM.

10. Wells 18 & 19 Drainage Improvements: Goal is to be out for bids in September.

Mr. Logan and Mr. Merklin then requested that a bid date be set for Contract No. C8-21, Wells 18 & 19 Drainage Improvements. After discussion, the Commissioners set a bid date for Friday, September 17<sup>th</sup>, 2021, at 9:00AM.

11. Well 19 PFAS Removal: Waiting for NCDH comments on submittal.
12. Syosset Tank Replacement Planning: D&B addressing JWD comments on the draft tank design report. Surveying subconsultant continues to be behind schedule with as-built property line survey drawing.
13. Woodbury Tank: D&B is addressing JWD comments on the draft Condition Assessment Report. Mr. Merklin requested to formally present the condition assessment report to the Commissioners at the Board Meeting on September 1<sup>st</sup>, 2021.
14. Water Service Gooseneck Replacements: Project will be out for bids in September.
15. Wells 4 and 31 Pump Rehabilitation:
  - Well 31: The replacement pump has been ordered by the Contractor.
  - D&B is preparing contract documents for rehabilitation of the Well 17 pump.
  - D&B is preparing contract documents for rehabilitation of the Well 29 pump.

16. Requirements Contracts:

- Flow Control Valves: D&B is preparing a draft of the contract documents.
- Electrical: D&B has started the initial design work.
- Instrumentation and Controls: D&B has started the initial design work
- Kick-off meetings will be scheduled in the coming weeks for all projects.

17. McCoun's Lane Water Main Improvements: Punch list and contract close out is underway. Final payment will be held until the electrical issue has been resolved by the Contractor.

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

19. Main Plant SCADA Improvements: D&B is addressing JWD comments on the Main Plant scoping memorandum. Preparation of Requirements Contract is underway.

20. Transfer Switch Replacements: Contract execution is underway.

21. Juneau Pump Station Improvements: D&B has addressed JWD comments on the draft generator alternative memorandum. A letter to the Town will be sent with respect to the required easement.

22. Water Main As-Built Drawings: D&B is continuing to prepare as-built drawings for JWD review.

Status of Proposed Development Projects – Engineers Report

1. Laurel Hollow Service Area Extension: D&B will commence with work upon execution of an agreement and receipt of funds from the Village of Laurel Hollow.
2. The Center for Developmental Disabilities (The Center) Water Main Improvements: The preconstruction meeting has been completed. Shop drawings are underway. Waiting for Contractor to schedule start of work.
3. LIU Post Water Distribution Improvements: Punchlist and contract close out is underway.
4. Woodbury Hills Development: No update since last meeting.

5. Silver Path Estates Request for Water Availability: No update since last meeting.
6. Amazon Warehouse (former Cerro Wire Site): No update since last meeting.
7. Marriott at Milleridge Inn Water Main: No update since last meeting.
8. Country Club Developers: No update from last meeting.
9. Tam O'Shanter Development: No update from last meeting.
10. Aveley Residential Development: No update from last meeting.

Mr. Ingham reported that he had not yet heard from the owners of 1 Nome Drive regarding the letter of first refusal to purchase their property. He and Superintendent Logan will begin discussing other options for access of the Woodbury Tank for a future rehabilitation.

The Board went into Executive Session at 8:46 a.m. to discuss pending litigation matters and personnel and re-entered at 9:00 a.m. with no action taken.

Mr. Logan reported that all analysis of wells and bacteriological sampling for the period August 4, 2021 to August 17, 2021, had been completed and all were within state and federal standards.

Mr. Logan presented to the Commissioners a letter from Chief Griffin Rosen of the East Norwich Fire Company requesting to install a radio repeater and antenna on the new Wheatley Tank at no cost to the District. The tank is substantially complete. After discussion, the Commissioners requested Mr. Ingham and Mr. Logan work on agreements for all five of the entities (Jericho Fire Department, Old Brookville Police Department, East Norwich Fire Company, Nassau County FireCom, and Village of Old Brookville) that wish to install radio equipment on the new tank at their own expense. Mr. Logan also reported that he requested from H2M a proposal for the full-time inspection services for the cabling and installation of the radio repeaters and antennas for the five entities.

Mr. Logan presented to the Commissioners a Contract Modification No. 13 from Hinck Electrical for Contract No. C7-17, Nitrate and VOC Removal Facility, Well Nos. 9 & 14 Electrical Work for SCADA programming for salt levels in the not to exceed fee of \$1,680.00. After discussion, and upon motion duly made and seconded, it was

**RESOLVED** that the Commissioners approved Contract Modification No. 13 for Contract No. C7-17, Contract No. C7-17, Nitrate and VOC Removal Facility, Well Nos. 9 & 14 Electrical Work from Hinck Electrical in the total not to exceed amount of

\$1,680.00 to be charged to Capital Account No. H-8397-008-2303 Nitrate Removal Facility – Well Nos. 9 & 14.

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

Mr. Logan presented to the Commissioners revised contract modifications from J. Anthony Enterprises for JWD Contract No. C8-20, PTAS at Wheatley Road Facility Well Nos. 6 & 16 General Construction as follows:

1. Contract Modification No. 1: To replace the exterior brick facing with cultured stone for the total not to exceed fee of \$26,250.00 (increased from \$25,000.00 previously approved at the 8/4/21 meeting).
2. Contract Modification No. 2: To change the exterior door color to black for the total not to exceed fee of \$3,657.00 (increased from \$3,180.00 previously approved at the 8/4/21 meeting).

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

RESOLVED that the Commissioners approved Contract Modification Nos. 1 and 2 for Contract No. C8-20, PTAS at Wheatley Road Facility Well Nos. 6 & 16 General Construction from J. Anthony Enterprises in the total not to exceed amount of \$29,907.00 (increased from \$28,180.00 previously approved at the 8/4/21 meeting) be paid under the \$50,000.00 contingency line item of the contract.

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

Miss Cannon then presented and reviewed with the Commissioners a Cash Balance/Cash Deposit report as of August 16th, 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 August 3, 2021 and August 16, 2021. After discussion, the report was ordered filed.

Miss Cannon then presented to the Commissioners a Draft of the 2022 Operating Budget for their consideration and approval. After a detailed review and

discussion, the Commissioners approved the draft and requested Miss Cannon to prepare a final 2022 Operating Budget to be approved after the September 9th, 2022 Budget Hearing.

Miss Cannon then presented and reviewed with the Commissioners the Budget to Actual Report for the month ended on July 31, 2021. After discussion, the report was ordered filed.

Miss Cannon then reported that she received a request from Mr. Michael Weber of H2M architects + engineers regarding the Nitrate/VOC Removal Project at Merry Lane to reallocate the make-up of expenses from one task to another with no overall net change. Mr. Weber requested to increase Construction Administration from \$161,190.00 to \$166,690.00 (an increase of \$5,500.00), to increase Operation/Start Up task from \$8,600.00 to \$14,100.00 (an increase of \$5,500.00) and to decrease Construction Inspection from \$176,000.00 to \$165,000 (a decrease of \$11,000.00). After discussion, the Commissioners approved the reallocation of the project budget for each of the tasks with no overall net change to the cost of the project.

Miss Cannon then presented to the Commissioners a proposal from Maureen Data Systems, the District's IT provider, for the purchase and implementation of a Barracuda's Advanced Threat Email Protection (which includes email security and email continuity), and Sentinel (an API-based email inbox defense software) in the not to exceed fee of \$4,694.00 (\$1,400.00 for initial implementation and \$3,294.00 for the annual subscription). The cost going forward will be \$3,294.00 per year. After discussion, and upon motion duly made and seconded, it was

**RESOLVED** that the Commissioners approve the proposal from Maureen Data Systems for advanced email security software for the total not to exceed fee of \$4,694.00 to be charged to Operating Account No. A-8310-000-4420 IT Computer Services.

Miss Cannon informed the Commissioners that she received the following three (3) requests to waive penalties:

1. Account No. 20252250-0 in the amount of \$199.20
2. Account No. 70068210-0 in the amount of \$85.03
3. Account No. 50061536-0 in the amount of \$59.10

Miss Cannon informed the Commissioners that no penalty on any of the above accounts has been waived in the last five (5) years. After discussion, the Commissioners authorized Miss Cannon to waive penalties on the accounts listed above and instructed her to send revised bills to the consumers.

A preliminary discussion was held regarding the 2021 Commissioner Election. After discussion, due to the uncertainty regarding the Delta Variant, the

Commissioners decided a drive through format would be safer in lieu of having residents enter the District Headquarters to vote. Miss Cannon and Mr. Logan will begin preparations to hold the election in the District's Storage Barn as it was done last year.

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

To Fund Health Department Fees

A-8340-000-4760	Other Plant Expense	(\$ 35.00)
A-8340-000-4740	Health Dept. Permits	\$ 35.00

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

RESOLVED that the Commissioners authorize the above listed budget transfers.

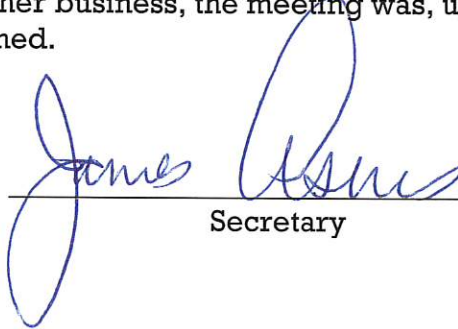
VOTE	AYES	3	NOES	0	ABSENTIONS	0
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Commissioner Abbate	AYE
Commissioner Asmus	AYE
Commissioner Beckerle	AYE

Pending agenda items list was read and filed.

The following claims were then audited and approved for payment: General Fund #25693 to #25722, Construction Fund #2567 and Installation Fund #4135 to #4137.

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

  
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Secretary