

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

held remotely via telephone conference, on the 6th day of July 2022, 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 D. Merklin

In response to the concerns relative to the Coronavirus (COVID-19), today's meeting of the Board of Commissioners and all meetings until further notice will be held via a phone-conferencing platform pursuant to Chapter 417 of the NYS Laws of 2021. 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.

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 responded to comments received from NYSDOH on BODR. Waiting for comments from NCDH. Bids will be opened on August 26th.

Mr. Merklin then requested that a bid date be set for the 1,4- Dioxane & PFOA Treatment at Stillwell Lane – Well Nos. 20 & 21 Contract Nos. C9-22 (General), C10-22 (Electrical) and C11-22 (Mechanical). After discussion, the Commissioners set a bid date for Friday, August 26, 2022 at 9:00am.

2. Well 22 Facility Improvements & AOP Treatment: D&B is addressing NYSDOH comments on the BODR. D&B is addressing JWD comments on the 90 percent contract documents. Targeting bidding in fall 2022.
3. Kirby Lane AOP: Waiting for NCDH final approval. AOP equipment has been released for fabrication. Existing soils are unsuitable for foundation. Additional quantities of select fill will be required.

4. Southwoods Road -New Well and Treatment Facility:
 - a. Well Construction Contract: Well drilling is underway. Schedule is to complete work in late September.
 - b. Treatment Facility Contracts: NCDH approval of the Basis of Design Report (BODR) is pending. A 90 percent submittal will be made in late July.
5. PTAS at the Wheatley Rd. Site (Well 6 & 16): Contractual Substantial Completion date is March 4, 2022. The project is delayed due to electrical equipment and well pump delivery delays. NCDH has submitted a recommendation letter to NYSDOH recommending approval of the contract documents.
6. Split Rock Tank Booster Station: D&B is reviewing the pump station shop drawing. D&B has requested a project schedule from the Contractor.
7. Wells 18 & 19 Drainage Improvements: Punch list work is on-going.
8. Syosset Tank Replacement Planning: The bid date has been extended to July 8th to address BABA requirements and Contractor questions.
9. Water Service Gooseneck Replacement: A meeting has been scheduled with NCDH for July 18th to discuss the project approach. A Notice to Proceed (NTP) will be issued to the Contractor upon NCDH approval of the contract documents.
10. Pump Rehabilitation Projects:
 - Well 31: A final change order has been sent to the Contractor for contract close out.
 - Well 17: NCDH has provided a temporary approval to operate while final sample results are pending. The motor has been delivered to the Contractor and will now be delivered to JWD. The angle drive modifications will be performed in the fall.
 - Well 29: Contractor has received the pump. Installation work to be performed in the fall.
 - Wells 18: D&B is preparing the scope of work and pump design to develop a purchase order.

Miss Cannon informed the Commissioners that she received the cost estimate for the Rehabilitation of the pump at Well No. 18 utilizing the District Requirements Contract No. G5-20 for Annual Maintenance of Well and Booster Pumps and Motors with A. C. Schultes in the amount of \$163,682.79 (which includes a 10% contingency). After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners authorize the issuance of a purchase order in the amount of \$163,682.79 for the rehabilitation of the pump at Well No. 18 to A. C. Schultes to be charged to Capital Project Account No. H-8397-016-2303 Well Rehabilitation Program.

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

- Well 19: D&B is preparing the scope of work and pump design to develop a purchase order.

Miss Cannon informed the Commissioners that she received the cost estimate for the Rehabilitation of the pump at Well No. 19 utilizing the District Requirements Contract No. G5-20 for Annual Maintenance of Well and Booster Pumps and Motors with A. C. Schultes in the amount of \$148,489.59 (which includes a 10% contingency). After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners authorize the issuance of a purchase order in the amount of \$148,489.59 for the rehabilitation of the pump at Well No. 19 to A. C. Schultes to be charged to Capital Project Account No. H-8397-016-2303 Well Rehabilitation Program.

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

11. Roosevelt Avenue Water Main Improvements: D&B met with JWD to discuss the scope of the project.
12. Main Plant SCADA Improvements: Dell server delivery is late, servers have not yet gone into production due to the inability to obtain power cords. JWD is investigating alternatives.
13. Transfer Switch Replacements: This work will be performed in the fall. A contract modification request is forthcoming for the 3rd switch at Well No. 29. D&B prepared a request for cost proposal to be sent to Bancker Electric as an alternative approach using the existing requirements contract.
14. Juneau Pump Station Improvements: D&B has requested a schedule from the Contractor.

15. Main Plant Basement Improvements: Work was moved into the Convent Road Facility Architectural Improvements project.
16. Merry Lane Water Main As-Built: D&B will meet with JWD in the field to review as-built drawings to finalize them. D&B will estimate the cost for production of these as-built drawings once they have been completed.
17. Vulnerability Assessment (VA) Update: Final update is due in December 2022.
18. Lead and Copper Rule (LCR) Grant Application: D&B is working on the grant application which is due on August 31st.
19. Convent Road Facility Architectural Improvements: D&B revised the proposal for architectural improvements to various facilities at the Convent Road site to address a reduced scope of work.

Mr. Merklin then presented to the Commissioners a revised proposal from D&B Engineers and Architects, D.P.C. to provide engineering services for Miscellaneous Architectural Improvements at the Nicholas J. Bartilucci Administration Offices located at 125 Convent Road. The major components of the project include various renovations to the shop building (including repointing of exterior masonry, replacement of all windows, bathroom and locker room and replacement of all light fixtures), replacement of the barn roof, and administration building basement office (which 90 percent complete drawings were already prepared under a separate contract and will be finalized and incorporated into this project). The revised proposal includes Detailed Design services for \$100,000.00, Bidding and Construction Services for \$79,000.00 and Part-Time Inspection Services for \$39,000.00 for a total not to exceed fee of \$218,000.00. 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 Miscellaneous Architectural Improvements at the Nicholas J. Bartilucci Administration Offices located at 125 Convent Road in the not to exceed fee of \$218,000.00, funding source to be determined at a future meeting.

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

20. Convent Road Facility Architectural Improvements: The final Capital Plan Table has been submitted to JWD.

Status of Proposed Development Projects – Engineers Report

1. Oaks at Mill River: The cost estimates will be sent to the developer upon receipt of funds.
2. The Center for Developmental Disabilities (The Center) Water Main Improvements: Punch list work has been completed. Requested final invoice and close out documents.
3. Tam O'Shanter Development: Waiting for developer response regarding April 25, 2022 letter from NCDH about conditional letter of water availability.
4. Laurel Hollow Service Area Extension: No new activity since the last report.
5. Woodbury Hills Development: No new activity since the last report.
6. Silver Path Estates Request for Water Availability: No new activity since the last report.
7. Marriott at Milleridge Inn Water Main: No new activity since the last report.
8. Country Club Developers: No new activity since the last report.
9. Aveley Residential Development: No new activity since the last report.

Mr. Ingham presented to the Commissioners letters from WHM Plumbing and Heating Contractors, Inc. (dated June 15th, 2022) and Hirsch & Co., LLC (dated June 15th, 2022 but received on June 23, 2022) protesting the rejection of their bids for Contract No. C6-22 AOP Treatment at Merry Lane Plumbing Contract. The District had determined that both bids were "non-responsive" due to their inability to meet the requisite AOP experience set forth in the bid specifications. Mr. Ingham provided the Commissioners the response to both contractors on June 23rd, 2022 affirming H2M's thorough investigation into the qualifications of the bidders and the importance of the prior experience requirement. Mr. Ingham reiterated the critical nature of the project and the tight schedule set forth by the NYSDOH and NCDH to meet the deferral deadline of August 25th, 2022 with the one year extension of August 25th, 2023. The Merry Lane AOP project contract was executed by Philip Ross Industries, Inc. at 11:00am on June 20, 2022. It is currently being processed for execution by the District with the goal of issuing a notice to proceed expeditiously.

Superintendent's Monthly Report was read and ordered filed.

A discussion was held regarding the pumpage recorded for the month of June (618,486,000) which is currently 10% below the five-year average and 12.75% less

than last June. Mr. Logan informed the Commissioners that he was unable to put six wells in service until late June due to the slow return of the sample results from Pace Analytical which impacted the pumpage for the month. The Nassau County Department of Health (NCDOH) won't release wells until all of the results have been obtained and are satisfactory. Mr. Logan explained that several other surrounding Districts had a similar issues with Pace Analytical. Mr. Logan contacted the District's Account Representative at Pace Analytical, Justin Hall to express his disappointment in their customer service. As of now, all wells are online that can be.

Mr. Logan reported that all analysis of wells and bacteriological sampling for the period June 14, 2022, to July 4, 2022, had been completed and all were within state and federal standards.

Mr. Logan reported that the District received a reading of 10 mg/L for Nitrates at Well No. 20. Subsequent sampling within 24 hours was back to normal. Mr. Logan will inform the Nassau County Department of Health (NCDOH) and follow all necessary protocols.

Mr. Logan presented to the Commissioners with an email from the homeowners of 26 Harriet Drive, Syosset recognizing the Jericho Water District Repair Crew (Ed Keenan, Chris Nuzzolese, Jon Wright, Anthony Nicolaou and Anthony Camardi) for their professionalism, communication and overall care to the details of their job while fixing a water service leak on June 30th. After discussion, the Commissioners commended and acknowledged the staff's hard work and requested the email be placed in each of their personnel files.

Mr. Logan then informed the Commissioners that the District was served with a Notice of Claim on June 27th, 2022 from Francine Angilletta who allegedly was injured on June 2nd, 2022 in front of the Robbins Lane Elementary School at 157 Robbins Lane, Syosset when she tripped when stepping off the curb. Mr. Logan indicated that he forwarded a copy of the claim to the District's Insurance Broker, Salerno Brokerage Corp. After discussion, the Commissioners requested to be apprised of all further communication regarding this incident.

Mr. Logan informed the Commissioners that he received a letter from the homeowners of 60 Calvin Avenue requesting reimbursement for paint-damaged pavers when the District was called to mark out the property. Mr. Logan will attempt to contact the homeowner to see if the pavers can be cleaned, if not will request a formal invoice of the cost for replacement and will bring the request to the Commissioners at a future date.

Mr. Logan informed the Commissioners that over the weekend, a contractor that was hydroseeding on Cold Spring Road had illegally connected to a District Hydrant without a obtaining a hydrant permit. The District was notified by the fire department and the District's on-call employee was dispatched to the location with

instructions to remove and confiscate any illegal equipment connected to the hydrant. Mr. Logan will keep the Commissioners apprised of the situation.

Miss Cannon then presented and reviewed with the Commissioners a Cash Balance/Cash Deposit report as of July 5, 2022. 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 14, 2022 and July 5, 2022. After discussion, the report was ordered filed.

Miss Cannon then requested authorization to hire Chelsea Lee as a seasonal Water Plant Attendant at a rate of \$15.00 per hour with an estimated start date of July 13th, 2022. After discussion, the Board of Commissioners approved hiring Miss Lee contingent upon Nassau County Civil Service Approval.

Miss Cannon reported that the January 2022 Nassau County Civil Service Commission Payroll Certification for the payroll dated January 21, 2022 was approved with no disapprovals therefore extending the District's certification to January 2023.

Miss Cannon then requested that the Commissioners approve the following budget transfers:

To Increase Revenue and Expenditure Budget for Wheatley Tank Antennas for Various Agencies (H2M fee of \$39,500.00 previously approved by the Board of Commissioners contingent upon receipt of funds from all agencies)

Revenue	A-8310-2770	Miscellaneous Revenue	\$39,500.00
Expenditure	A-8340-000-4430	Engineering	\$39,500.00

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
Commissioner Abbate			AYE			
Commissioner Asmus			AYE			
Commissioner Beckerle			AYE			

Miss Cannon then informed the Commissioners that the District's printer submitted a quote for billing and billing envelopes much higher than their bid prices under the current Contract No. G14-20. The increase is due to high demand,

low stock and the rise in energy costs. Since the pricing was so much higher, Miss Cannon contacted the District's old printing company, Minuteman Press, his quote was higher and the lead time was fifteen weeks on some of the items. Miss Cannon informed the Commissioners via email on June 28th, and was given authorization to place the order with Complete Business Forms and Printing in the amount of \$7,285.00 in order to secure the paper and envelopes needed to complete the job.

A discussion was held regarding the various notifications being received from vendors informing the District of surcharges or price increases due to inflation, rise in energy costs and supply chain issues. After discussion, the Commissioners agreed these are unprecedented times and granted authority to the Superintendent and Business Manager to approve these fees as long as they are reasonable and instructed them to adequately document the vendor file.

Miss Cannon then reported to the Commissioners that the District received a \$12,010.93 dividend check from Utica National Insurance for the Worker's Compensation Insurance Policy for a period of 11/29/2020 to 11/29/2021 due to an excellent experience rating for claims. Miss Cannon recorded the check in Revenue Account No. A-8310-2701 Refund of Prior Year Expenditures.

Miss Cannon requested authorization to participate in the NYSGFOA webinar on Bipartisan Infrastructure Law (BIL) on July 12th, 2022 from 10:00am to 11:15am at a cost of \$75.00. After discussion, the Commissioners authorized Miss Cannon to attend.

Miss Cannon informed the Commissioners that she received a request to waive a penalty on Account No. 46431100-2 in the amount of \$66.60. Miss Cannon informed the Commissioners that no penalty had been waived in the last five (5) years on this account. After discussion, the Commissioners authorized Miss Cannon to waive the penalty on the account and instructed her to send a revised bill to the consumer.

Mr. Logan then provided the Commissioners an update on the H2M's projects:

1. New Elevated Tank at Wheatley Road Site: Based on the inspection report completed back in June, the contractor will need to return in the fall to address the holidays which are primarily on the interior of the tank.
2. Well Nos. 9 & 14 Nitrate and VOC Removal Facility: Gensets are scheduled to be put online on July 19th after sitting idle for almost four years. Completing final punchlist items and working on contract closeout.
3. Well Nos. 9 & 14 Emerging Contaminant Treatment: Preconstruction meeting is scheduled with WEB Construction, Philip Ross Industries and Hinck Electrical. Notice to proceed has been issued to the 3 contractors. Work should commence within the next 2 weeks.

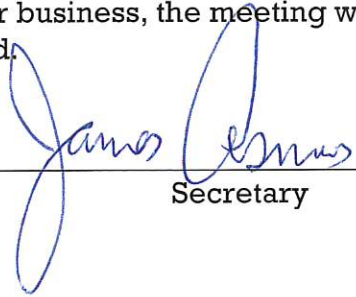
Mr. Merklin informed the Commissioners that the August 31st, 2022 deadline for grant applications for BIL which emerging contaminate treatment and would include PFAS compounds.

The Board went into Executive Session at 9:30 a.m. to discuss pending legal matters and returned at 9:40 a.m. with no actions.

Pending agenda items list was read and filed.

The following claims were then audited and approved for payment: General Fund #26550 to #26569, Construction Fund #2602.

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


Secretary