

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 4th day of May 2022, 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	

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: Waiting for comments from NCDH and NYSDOH on BODR. The 90 percent submittal is being reviewed by the District.
2. Well 22 Facility Improvements & AOP Treatment: Waiting for comments from NCDH and NYSDOH on BODR. The 60 percent submittal is being reviewed by the District.
3. Kirby Lane AOP: D&B responded to NCDH comments on the contract documents. Approval is pending. Construction is underway with shop drawings and UIC closure documentation. On site work will likely commence towards the end of the month. Shop drawings received from Trojan for AOP pre-purchase.
4. Southwoods Road -New Well and Treatment Facility:
 - a. Well Construction Contract: Contract execution is underway.
 - b. Treatment Facility Contracts: NCDH approval of the Basis of Design Report (BODR) is pending. A 90 percent submittal will be made in July.

5. PTAS at the Wheatley Rd. Site (Well 6 & 16): Contractual Substantial Completion date is March 4, 2022. Project is delayed due to electrical equipment delivery delays. Targeting startup in mid to late summer. The Electrical Contractor has been consistently working on site and has provided a response to the letter regarding schedule and potential for liquidated damages. Miss Cannon requested D&B submit an official change order in the amount of \$23,506.00 for the removal of 16" pipe.
6. Split Rock Tank Booster Station: Contracts have been executed by the Contractors. Scheduling a preconstruction meeting this week or next.
7. Wells 18 & 19 Drainage Improvements: The work is substantially complete. Beginning punch list phase.
8. Syosset Tank Replacement Planning: The 90 percent contract documents will be submitted in mid-May.
9. Water Service Gooseneck Replacement: Comments received from NCDH will require additional effort to obtain an approval before a Notice to Proceed can be issued.

A discussion was held regarding delays in beginning this project and the contractor's urgency to start. The District has proactively assembled the inventory of services with lead goosenecks and will follow the AWWA standard in regards to the replacement of the goosenecks prior to the new lead and copper rules going into effect in 2024. Mr. Merklin will work with Mr. Ingham to prepare a response to the NCDH's most recent communication requesting that the District submit a report of all services in which a gooseneck will be replaced prior to commencing work. Mr. Merklin will keep the Commissioners apprised of the situation.

10. Pump Rehabilitation Projects:
 - Well 31: A final change order has been sent to the Contractor for contract close out.
 - Well 17: Pump has been installed. A new motor is on order. Disinfection and sampling will commence upon installation of temporary motor.
 - Well 29: Work to be performed in the fall.
11. Glen Head Water Main Improvements: Evaluating alternative pipe routes.
12. Main Plant SCADA Improvements: Shop drawings and equipment purchasing is underway.
13. Transfer Switch Replacements: The Contractor has provided a delivery date of August 5th for two of the switches. A contract modification request is forthcoming for the 3rd switch at Well 29.

14. Juneau Pump Station Improvements: Shop drawings will be starting in the coming weeks.
15. Main Plant Basement Improvements: JWD is reviewing draft drawings.
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 the as-built drawings once they have been completed.
17. Vulnerability Assessment (VA) Update: Final update is due in December 2022.
18. GIS Updates: D&B continues to assist the District with adding line valves and water mains to the GIS database. D&B submitted a proposal to prepare hydrant database for East Norwich Fire Department.

Mr. Merklin then presented to the Commissioners a proposal for engineering services for Fire Hydrant Shapefile GIS Assistance for East Norwich and Atlantic Steamer fire companies for the not to exceed fee of \$2,000.00. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve D&B's proposal for Hydrant Shapefile GIS Assistance for East Norwich and Atlantic Steamer Fire Companies for the not to exceed fee of \$2,000.00 contingent on funds being received from the East Norwich Fire Company.

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

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 should be completed this week.
3. Tam O'Shanter Development: NCDH issued a clarification letter to the developer on April 25, 2022.

Mr. Merklin presented to the Commissioners a letter from Mr. Robert Weitzman at the Nassau County Department of Health (NCDH) to the developer, Mr.

Kevin Walsh, regarding the water availability clarification for the Tam O'Shanter Development. The letter states that NCDH will not accept a conditional letter of water availability from the District. The letter of water availability must confirm that the District is able to supply water for "domestic indoor and outdoor uses including drinking, food preparation, bathing, washing clothes and dishes, flushing toilets, watering lawns and gardens and maintaining pools." Mr. Ingham and Mr. Merklin will review the letter and receive further clarification from NCDH regarding the matter and report back to the Commissioners with their findings.

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 a letter from the District to the Town of Oyster Bay requesting the elimination of the Oyster Bay Cove Extension District, established on April 28, 1931. The initial bond issue was paid in full as of May 28, 1957. An additional resolution was passed June 11, 1980, stating that "Oyster Bay Cove Extension District be no longer segregated as a separate unit but shall be recorded and administered as if said annexed territory had been a portion of the Jericho Water District as originally established and never a separate unit". Despite the bond being retired many years ago, the extension district still technically exists. The Town of Oyster Bay will prepare a resolution to be included on the next town Board Agenda to rectify the situation. Miss Cannon will inform the Commissioners when the Oyster Bay Cove Extension District has been officially extinguished.

Monthly report of the Superintendent was read and ordered filed.

Mr. Logan reported that a former employee of the District, Alexander Serio accepted the District's conditional offer of employment of Water Servicer contingent upon approval of Nassau County Civil Service, pre-employment drug test and background check. After discussion, and upon motion duly made and seconded, it was

RESOLVED, that the Commissioners authorize the re-hiring of Alexander Serio of Smithtown, NY to the position of Water Servicer at an annual salary of \$44,500.00.

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

Mr. Logan reported that all analysis of wells and bacteriological sampling for the period April 20, 2022, to May 3, 2022, had been completed and all were within state and federal standards.

Mr. Logan then informed the Commissioners that Cathi Horan of Signature Premier Properties reduced her commission to 4% for the sale of the Well No. 10 & 15 properties. Mr. Ingham is reviewing the property sale agreement and will reach out to Ms. Horan to start discussions.

Miss Cannon then presented and reviewed with the Commissioners a Cash Balance/Cash Deposit report as of May 2, 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 April 19, 2022 and May 3, 2022. After discussion, the report was ordered filed.

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

To fund advertising for bid notices (nunc pro tunc)

A-8310-000-4460	Advertising	\$2,500.00
A-8310-000-4350	WC First Aid	(\$1,500.00)
A-8310-000-4470	Printing Services	(\$1,000.00)

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 reported that the Bank Reconciliations for the month of April 2022 were completed. After discussion, the Commissioners ordered the Bank Reconciliation filed.

Miss Cannon informed the Commissioners that she had received a request from Mr. John H. Byington requesting contract and payment documents for several of the District's construction projects awarded to Philip Ross Industries. Miss Cannon sent Mr. Byington a letter acknowledging receipt of his FOIL request within five (5) days of the receipt of his request as required under Section 89 (3) of the Freedom of Information Law, stating that his request will be granted or denied, (in whole or part), within approximately thirty (30) days. The Commissioners instructed Miss Cannon to compile the requested information to comply with the FOIL request.

Miss Cannon requested that based upon the opinion of the District's Counsel, Michael F. Ingham, the Commissioners should consider authorizing the write off a miscellaneous accounts receivable doubtful account from NILT Inc. (Invoice No. I18-00109 and Invoice No. I18-00276), in the total amount of \$6,125.96. Miss Cannon reported that the District has made numerous unsuccessful attempts to collect on these outstanding invoices issued for damage to a fire hydrant and damage to the roadway that occurred on March 26, 2018. Mr. Ingham advised that the three (3) year statute of limitations for injury to property expired on March 26, 2021. After discussion, the Commissioners authorized Miss Cannon to write off the above listed invoices in the total amount of \$6,125.96.

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 received the official award letters from New York State Department of Environmental Facilities Corporation, (NYS EFC), for the Well No. 20 & 21 AOP Treatment Facility Project (\$12,115,200.00) and the Wheatley Road Well No. 6 & 16 PTAS (\$3,000,000.00) and the next step is for the District to confirm acceptance of the grant awards by completing and returning the Acknowledgement and Acceptance of WIIA Grant Award forms to the NYS EFC by May 13, 2022. After discussion, the Commissioners authorized Commissioner Abbate to sign the required form for each grant award and return to NYS EFC by the deadline.

Miss Cannon the requested authorization for her and Ms. Blum to attend NYS GFOA regional seminars (spring, fall & winter) throughout the remainder of 2022 at a cost of \$95.00 per person for each seminar attended. After discussion, the Commissioners authorized Miss Cannon and Ms. Blum to attend the seminars.

Miss Cannon informed the Commissioners that the WIIA Grant award and denial letters received made mention of pursuing Drinking Water Standard Revolving Fund (DWSRF) financing. Miss Cannon explained that all federal Bipartisan Infrastructure Law (BIL) funding for drinking water will be coming through the DWSRF. In order to be eligible for BIL funding for year 2023, projects must be

listed on the DWSRF Intended Use Plan (IUP) by June 17, 2022. Traditionally, the District has not listed projects with the DWSRF; however, with \$55 billion being invested by the Federal Government for clean drinking water it should be considered. After discussion, the Commissioners instructed Miss Cannon to work with D&B to prepare a list of projects to submit to the EFC by the deadline, particularly the Southwoods Road Well No. 33 – Perchlorate and Nitrate Removal and Well No. 22 1,4-Dioxane and PFOA Removal projects that were not selected to receive a WIIA grant this round.

Mr. Logan presented to the Commissioners a recommendation letter from Mr. Steven Mirra from H2M architects + engineers for Contract No. I1-22, Installation of Water Main & Appurtenances, Phase II – Woodbury Villas. Mr. Mirra reported that he had reviewed the five (5) bid proposals received April 29, 2022. Bancker Construction Corp. was the low bidder with a total bid price of \$259,810.00. Based on his findings of the Contractor’s past and present performances, and his review of the bid proposal, Mr. Mirra recommended award of the contract for Installation of Water Main & Appurtenances, Phase II – Woodbury Villas be made to Bancker Construction Corp, of Islip, NY. After discussion and upon motion duly made and seconded, it was

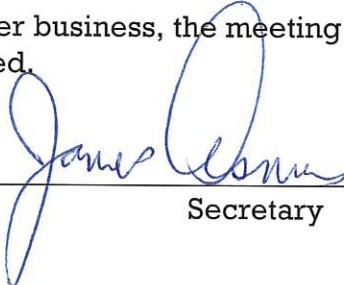
RESOLVED that Contract No. I1-22, Installation of Water Main & Appurtenances, Phase II – Woodbury Villas be awarded to Bancker Construction Corp. as the lowest responsible bidder with a bid that conforms with the bid specifications of the District in the amount of \$259,810.00 to be paid from Installation Fund Account No. H-8398-855-2300 Woodbury Villas contingent upon receipt of funds from the developer.

VOTE	AYES	3	NOES	0	ABSENTIONS	0
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 #26409 to #26432 and Construction Fund #2594.

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


Secretary