

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

held remotely via telephone conference, on the 21st day of December 2022, at 8:30 a.m.

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

Commissioner Abbate called the meeting to order at 8:30 a.m.

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: Foundation and slab construction is underway. Waiting for NCDH and NYSDOH approvals of the contract documents. Working with NCDH to split their approvals into two phases. Phase 1 scheduled for May 2023 to allow existing facility to operate through summer.
2. Well 22 Facility Improvements & AOP Treatment: Waiting for NCDH and NYSDOH approvals for contract documents. Contracts will be rebid on January 6th with a new construction sequence and duration that maintains Well 22 in operation through August 25th.
3. Kirby Lane AOP: D&B is reviewing schedule with contractors to confirm Substantial Completion date will be met. Roof installation is underway ahead of AOP Reactor delivery on January 25th.
4. Southwoods Road - New Well and Treatment Facility:
 - a. Well Construction Contract: Development is nearly completed. Preparing for final pump test and sampling.

- b. Treatment Facility Contracts: Mechanical and General Construction contracts have been executed. Electrical Construction contract execution is pending.
5. PTAS at the Wheatley Rd. Site (Well 6 & 16): Contractual Substantial Completion date was March 4, 2022. Project was delayed due to electrical equipment and well pump delivery delays. The Electrical Contractor has provided a delivery date of March 13, 2023 for the MCC. D&B is preparing a follow up letter to Electrical Contractor regarding delays.

Mr. Ingham reported that he sent a letter to Wire to Water requesting documentation regarding the ordering of the MCC which has held up the PTAS at Wheatley Site well past it's substantial completion date. If Wire to Water does not submit the required documentation within 5 days of receiving the letter, Mr. Ingham will schedule a conference with the bonding company.

6. Split Rock Tank Booster Station: Waiting for resubmittal of electrical equipment which will push back the estimated delivery date to September or October 2023. The manufacturer intends to request a contract extension. Contract Substantial Completion is February 16th. The tank will be drained for the one-year anniversary inspection this week.
7. Wells 18 & 19 Drainage Improvements: Goal is to complete punch list work before the end of the year.
8. Syosset Tank Replacement: Pedestal construction is progressing. Landmark will be shutting down from December 22nd through New Year's Day but buried piping work will continue during this time. Waiting for response from SHPO on the tank demolition alternatives analysis. Preparing contract documents for demolition of the existing tank
9. Pump Rehabilitation Projects:
 - Well 31: Contract close out documents have been submitted for approval
 - Well 17: Punch list and final testing is underway.
 - Well 29: Pump has been removed. Well will be cleaned.
 - Well 18 & 19: Work will begin after Well 29 is returned to service.
10. Convent Road Facility Architectural Improvements: D&B has submitted the 60 percent design documents for JWD review.
11. Water Service Gooseneck Replacement: Waiting for NCDH review and approval. A Notice to Proceed (NTP) will be issued to the Contractor upon NCDH approval of the contract documents.

12. Glen Head and Roosevelt Avenue Water Main Improvements: The Developer has indicated that the water main easement is available if it can be shared with PSEG. A meeting will be scheduled to discuss details and options. A proposal will be prepared for design after the easements have been negotiated.
13. Main Plant SCADA Improvements: Work is substantially completed. D&B is preparing a punch list for contract close out.
14. Transfer Switch Replacements: Bancker is working at Well 29 to install the transfer switch. Startup of Transfer Switch at Well 3 has been delayed due to issues with the generator cooling lines.
15. Juneau Pump Station Improvements: It is anticipated that the MCC will be ready for installation in the fall of 2023.
16. Merry Lane Water Main As-Built: D&B met with JWD on November 17th to discuss an approach for finalizing the as-built drawings. D&B submitted a proposal for the design and installation of delineators for the raw water main.

Mr. Merklin then presented to the Commissioners a proposal for engineering services for the delineation of approximately 2,300 linear feet of raw water transmission main from Well No. 9 to Well No. 14 on the south side of NYS Rte. 25-Jericho Turnpike, Jericho NY in the not to exceed amount of \$16,000.00. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve D&B's proposal for engineering services for the Delineation of Raw Water Transmission Main on Merry Lane in an amount not to exceed \$16,000.00 to be charged to Capital Account No. H-8397-008-2303 Nitrate Removal Facility-Well Nos. 9 & 14.

VOTE AYES: 3 NOES: 0 ABSTENTIONS: 0

Commissioner Abbate AYE
 Commissioner Asmus AYE
 Commissioner Beckerle AYE

17. Vulnerability Assessment (VA) Update: Finalizing cybersecurity audit prior to submitting (Due December 31, 2022).
18. Wheatley Tank Altitude Valves: 90 percent draft contract documents have been submitted to JWD.
19. Requirements Contracts:

- i. Pump Maintenance: D&B is preparing a contract document for rebid. This will address some critical technical changes and an extended bidding period to allow contractors to obtain pricing from manufacturers.
- ii. Road Restoration: Waiting for bonds and insurance documents.
- iii. Water Distribution System Repairs: Waiting for bonds and insurance documents.
- iv. Electrical Improvements: Bids will be received on January 20, 2023.
- v. Liquid Sodium Hypochlorite: Bids will be received on January 20, 2023. Contract will be set up with quarterly price increases.

Mr. Merlin informed the Commissioners that after review of the two (2) bids the District received for Contract No. G4-23, Requirements Contract for the Supply and Delivery of Liquid Sodium Hypochlorite, received and opened December 9th, 2022, and opinion from legal counsel, the apparent low bidder was determined nonresponsive due to the exclusion of the mandatory percentage price increases required to calculate the composite bid. Therefore, Mr. Merklin recommended the contract be rebid to revise contract language and format of the contract as a quarterly contract due to the fluctuating market conditions.

Mr. Merklin then requested that the Commissioners set a date for Contract No. G4-23R Requirements Contract for the Supply and Delivery of Liquid Sodium Hypochlorite for January 20, 2023. After discussion, the Commissioners set a bid date for Friday, January 20, 2023 at 9:00 a.m.

20. BIL Grant Applications: Waiting for determinations on BIL grant applications anticipated in January. \$482,000,000 has been earmarked for NYS CWSRF and DWSRF.
21. GAC Media Purchase Contract: D&B is preparing a draft pilot testing protocol for review by JWD prior to submittal to NCDH.
22. Wheatley Tank Litigation Assistance: D&B is reviewing inspection reports to determine required effort to include in our proposal.
23. Wheatley Tank Antenna Installations: D&B is preparing a proposal to provide inspection services during the installation of antennas on the tank.
24. 2022 AWQR: This work will commence in 2023 upon receipt of water quality data.

25. Annual Retainer and Proposals: D&B submitted the annual retainer agreement and proposal letters for GIS Maintenance and Road Restoration Inspection Services in 2023.

Mr. Merklin then presented to the Commissioners a proposal for Annual GIS Maintenance in the total not to exceed amount of \$10,000.00, to expire December 31, 2023. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve D&B's proposal for Annual GIS Maintenance in the total not to exceed amount of \$10,000.00 to be charged to Account No. A-8340-000-4430 Engineering Services.

VOTE AYES: 3 NOES: 0 ABSTENTIONS: 0

Commissioner Abbate AYE
Commissioner Asmus AYE
Commissioner Beckerle AYE

Mr. Merklin then presented the Commissioners with a proposal for engineering services for the construction and administration of the road restoration requirements contract for 2023. The fee for these services will be hourly at the rates identified in the retainer agreement with JWD, estimated at \$10,000.00 for 2023. After discussion and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve the proposal for engineering services for the construction administration of the road restoration requirements contract from D&B Engineers and Architects D.P.C. in the estimated amount of \$10,000.00 to be increased or decreased based on the number of road patches, to be charged to Operating Account No. A-8340-000-4430 Engineering Services.

VOTE AYES: 3 NOES: 0 ABSTENTIONS: 0

Commissioner Abbate AYE
Commissioner Asmus AYE
Commissioner Beckerle AYE

Status of Proposed Development Projects – Engineers Report

1. Jericho Plaza Hotel: D&B will commence review of water availability request after JWD has received funding and executed a developer's agreement.
2. Engineers Country Club: D&B is performing the evaluation of the request for water availability.

3. Marriott at Milleridge Inn Water Main: The developer has indicated that they wish to proceed with executing an agreement for the construction of the water main.
4. Farnum Subdivision: D&B is reviewing the request for water availability and preparing a proposal for evaluation.
5. Oaks at Mill River: The cost estimates will be sent to the developer upon receipt of funds.
6. Tam O'Shanter Development: Waiting for developer response regarding April 25, 2022 letter from NCDH about conditional letter of water availability.
7. Laurel Hollow Service Area Extension: No new activity since the last report.
8. Woodbury Hills Development: No new activity since the last report.
9. Silver Path Estates Request for Water Availability: No new activity since the last report.
10. Country Club Developers: No new activity since the last report.
11. Aveley Residential Development: No new activity since the last report.

Mr. Carman updated the Commissioners on the sale of District properties. Mr. Carman reported the District received an offer of \$1,075,000.00 for the sale of 160 Robbins Lane, Jericho NY 11753 to Ahmad Nawabi and Mariam Nawabi and the contract has been prepared for signature if accepted by the District. After discussion, the Commissioners passed the following resolution:

**JERICHO WATER DISTRICT RESOLUTION REGARDING AUTHORIZATION
FOR SALE OF EXCESS PROPERTY**

WHEREAS, the Jericho Water District ("District") owns a well site located on the south side of Robbins Lane between Lydia Place and Freedom Drive and across the street from the Jericho school district's Robbins Lane Elementary School and more particularly described in the Ciotta-THR appraisal annexed hereto; and

WHEREAS, the District abandoned Well 10 located on the subject property in 1989; and

WHEREAS, the District secured appraisals from Ciotta-THR Valuation Associates, Inc evaluating the fair market value of the property; and

WHEREAS, the District determined that the requested parcel had no future need for District purposes thus rendering it excess property; and

WHEREAS, the District has received an offer after negotiations with Mr. Ahmad Nawabi and Mariam Nawabi that successfully concluded on a contract price of \$1,075,000; and

NOW THEREFORE, upon recognition of the above referenced recitals, be it

RESOLVED:

FIRST, that the Contract of Sale annexed hereto for the purchase price of \$1,075,000 constitutes fair consideration and shall be executed by Chairman Abbate;

Motion was made by Commissioner Beckerle, seconded by Commissioner Asmus. The foregoing resolution was declared adopted after a vote of the Board; the vote being recorded as follows:

VOTE	AYES:	3	NOES:	0	ABSTENTIONS:	0
Commissioner Abbate		AYE				
Commissioner Asmus		AYE				
Commissioner Beckerle		AYE				

Mr. Ingham presented to the Commissioners a letter from Elisabetta T. Coschignano regarding the Cove Edge Road Property Owners Association (C.E.R.P.O.A.) requesting that the District consider servicing twenty-five (25) homes in C.E.R.P.O.A. (currently an unfranchised area bordering the Jericho Water District). Mr. Logan informed the Commissioners that a similar request had been received on October 25, 2021 in the past. The Jericho Water District currently has one utility account for the association that is a six-inch (6") meter with an RPZ, which lies inside the District's boundaries. The remainder of the Cove Edge Road Association lies in the Incorporated Village of Oyster Bay Cove. In response to the recent inquiry, Mr. Logan requested that the Association forward to him documents regarding the current infrastructure of the water main and house services. The Commissioners instructed Mr. Ingham to respond to Ms. Coschignano's letter on the District's behalf informing her that the Association must provide the District the information previously requested about the infrastructure as well as funding for the project in order for D&B to conduct a feasibility study.

Mr. Ingham informed the Commissioners that he was contacted by Ted Philips of Newsday for comments regarding Resolution No. 953-2022, temporarily removing twenty-four (24) properties being serviced by the City of Glen Cove within the District's Tax Code (310) and responded to his questions.

Mr. Ingham reported on the Charles Lane FOIL Request. He wrote to Mr. Lane acknowledging his continued request for several documents. Mr. Ingham indicated that the District would comply in approximately ninety (90) days because of the volume of documents requested.

Mr. Ingham informed the Commissioners that the District received a request from Mr. Charles Lane for correspondence between the District and NYS Committee on Open Government. Miss Cannon reported that she sent Mr. Lane a letter acknowledging receipt of his FOIL request within five (5) days of receipt of his request as required under Section 89 (3) of Freedom of Information Law, stating that his request will be granted or denied, (in whole or part), within approximately thirty (30) days.

Mr. Logan reported that all analysis of wells and bacteriological sampling for the period December 7, 2022, to December 20, 2022 had been completed and all were within state and federal standards.

Mr. Logan then informed the Commissioners that employee Anthony Nicolaou resigned his position of Water Servicer Trainee as of Friday December 30, 2022.

Mr. Logan then presented to the Commissioners Contract Modification No. 1 for Contract No. C4-20, Rehabilitation of Well Pump No. 31 from A.C. Schultes. The change order encompasses the additional work performed by A.C. Schultes split 50/50 with the contractor net against credits for contract close out resulting in a net credit of (\$30,156.35). After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approved Contract Modification No. 1 for Contract No. C4-20, Rehabilitation of Well Pump No. 31 from A.C. Schultes for contract close out resulting in a net credit of (\$30,156.35) to be applied to Capital 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

Mr. Logan informed the Commissioners that he reviewed the two (2) bid proposals received on December 2nd, 2022 for Contract No. C20-22R Interior Building Renovation, Well No. 14. Fifteen (15) contractors were notified of the bid and sent bid packets. Philip Ross Industries was the low bidder for the contract with a total bid price of \$122,000.00. Based on his findings of the contractor's past and present performances, and his review of the bid proposals, Mr. Logan recommended award of the Interior Building Renovation, Well No. 14 be made to

Philip Ross Industries for the total amount of \$122,000.00. After discussion, and upon motion duly made and seconded, it was

RESOLVED that Contract No. C20-22R, Interior Building Renovation, Well No. 14 be awarded to Philip Ross Industries the lowest responsible bidder with a bid that conforms to the bid specifications of the District in the bid amount of \$122,000.00 to be charged to Capital Account No. H-8397-888-2102 Well No. 14 PH Interior Renovations.

VOTE AYES: 3 NOES: 0 ABSTENTIONS: 0

Commissioner Abbate AYE
Commissioner Asmus AYE
Commissioner Beckerle AYE

Mr. Logan informed the Commissioners that he reviewed the two (2) bid proposals received on December 9th, 2022 for Contract No. C21-22R Kitchen and Restroom Renovation. Twelve (12) contractors were notified of the bid and sent bid packets. Philip Ross Industries was the low bidder for the contract with a total bid price of \$138,700.00. Based on his findings of the contractor's past and present performances, and his review of the bid proposals, Mr. Logan recommended award of the Kitchen and Restroom Renovation be made to Philip Ross Industries for the total amount of \$138,700.00. After discussion, and upon motion duly made and seconded, it was

RESOLVED that Contract No. C21-22R Kitchen and Restroom Renovation be awarded to Philip Ross Industries the lowest responsible bidder with a bid that conforms to the bid specifications of the District in the bid amount of \$138,700.00 to be charged to Capital Account No. H-8397-883-2102 Kitchen and Restroom Renovation.

VOTE AYES: 3 NOES: 0 ABSTENTIONS: 0

Commissioner Abbate AYE
Commissioner Asmus AYE
Commissioner Beckerle AYE

Mr. Logan informed the Commissioners that he reviewed the three (3) bid proposals received on December 9th, 2022 for Contract No. C22-22R, Replacement of Garage Doors at Operations Center. Fifteen (15) contractors were notified of the bid and sent bid packets. Philip Ross Industries was the low bidder for the contract with a total bid price of \$179,000.00. Based on his findings of the contractor's past and present performances, and his review of the bid proposals, Mr. Logan recommended award of the Replacement of Garage Doors at Operations Center be made to Philip Ross Industries for the total amount of \$179,000.00. After discussion, and upon motion duly made and seconded, it was

RESOLVED that Contract No. C22-22R, Replacement of Garage Doors at Operations Center be awarded to Philip Ross Industries the lowest responsible bidder with a bid that conforms to the bid specifications of the District in the bid amount of \$179,000.00. Miss Cannon requested authorization to appropriate funds from the Capital Reserve Fund (A-0878) to Capital Account No. H-8397-889-2102, Replacement of Garage Doors at District Headquarters to fund this purchase. After discussion and upon motion duly made and seconded, the Commissioners passed the following resolution:

JERICHO WATER DISTRICT RESOLUTION AUTHORIZING THE TREASURER TO APPROPRIATE \$179,000.00 FROM THE CAPITAL IMPROVEMENT RESERVE FUND FOR THE PURPOSE OF FUNDING REPLACEMENT OF GARAGE DOORS AT DISTRICT HEADQUARTERS

WHEREAS, the Board of Commissioners approved appropriated funds be set aside for the purpose of Capital Improvements by establishing a Capital Improvement Reserve Fund in accordance with § 6-c of General Municipal Law; and

WHEREAS, effective December 21, 2022 the Capital Improvement Reserve Fund (A-0878) had a balance of \$2,073,823.85; and

WHEREAS, the District received bids on December 9, 2022 for replacement of garage doors at district headquarters with the lowest bid equal to \$179,000.00, and

WHEREAS, the Commissioners wish to appropriate funds from the Capital Improvement Reserve Fund (A-0878) to Capital Project No. H-8397-889-2102, Replacement of Garage Doors at District Headquarters in the amount of \$179,000.00; and

WHEREAS, funds would be appropriated from the Capital Reserve Fund Account without incurring any additional debt service payments for principal and interest and, therefore, be cost beneficial to the District taxpayers; and

WHEREAS, this resolution is adopted subject to permissive referendum as set forth in Town Law Section 90 and shall take effect thirty (30) days after its adoption or, if a referendum is held, upon the affirmative vote of a majority of the qualified electors of the issuer voting on the referendum; and

WHEREAS, the funding of capital improvement projects in the Jericho Water District is a Type II action pursuant to SEQRA as defined by 6 N.Y.C.R.R. §617.5 (c)(5) and therefore no further SEQRA review is required; and

NOW THEREFORE,

BE IT RESOLVED that the Board of Commissioners hereby authorizes the Treasurer to appropriate \$179,000.00 from the Capital Improvement Reserve Fund (A-0878) for the purpose of funding the replacement of garage doors at district headquarters.

FURTHER BE IT RESOLVED THAT the Treasurer/Clerk is hereby authorized and directed to, within ten (10) days after the adoption of this resolution, cause this resolution to be published in the District's official newspaper and (b) posted on both the sign boards of the Town of Oyster Bay and the District pursuant to Town Law, together with a notice of adoption thereof.

VOTE AYES: 3 NOES: 0 ABSTENTIONS: 0

Commissioner Abbate AYE
Commissioner Asmus AYE
Commissioner Beckerle AYE

Mr. Logan informed the Commissioners that he reviewed the two (2) bid proposals received on December 2nd, 2022 for Contract No. G5-23, Purchase and Delivery of Water Supplies and recommended the contract be awarded to various vendors on a line-by-line basis, (As per the scheduled attached to the end of these minutes). Six (6) vendors were notified of the bid and sent bid packets. After discussion, and upon motion duly made and seconded, it was

RESOLVED that Contract No. G5-23, Water Supplies Requirements Contract be awarded to various supplies on a line-by-line basis as per the scheduled attached to the end of these minutes.

VOTE AYES 3 NOES 0 ABSENTIONS 0

Commissioner Abbate AYE
Commissioner Asmus AYE
Commissioner Beckerle AYE

Mr. Logan informed the Commissioners that he reviewed the two (2) bid proposals received on December 9th, 2022 for Contract No. G9-22R, Replacement of Windows at Various Sites. Twelve (12) contractors were notified of the bid and sent bid packets. Preferred Construction was the low bidder for the contract with a total bid price of \$98,000.00. Based on his findings of the contractor's past and present performances and thorough review of references, and his review of the bid proposals, Mr. Logan recommended award of the Replacement of Windows at Various Sites be made Preferred Construction for the total amount of \$98,000.00. After discussion, and upon motion duly made and seconded, it was

RESOLVED that Contract No. G9-22R, Replacement of Windows at Various Sites be awarded to Preferred Construction the lowest responsible bidder with a bid

that conforms to the bid specifications of the District in the bid amount of \$98,000.00 to be charged to Operating Account No. A-8340-000-2102 Building Improvements.

VOTE	AYES:	3	NOES:	0	ABSTENTIONS:	0
Commissioner Abbate		AYE				
Commissioner Asmus		AYE				
Commissioner Beckerle		AYE				

Mr. Logan requested that the Commissioners release H2M architects + engineers as the engineer on record for the Construction of the New Wheatley Tank. After discussion, the Commissioners released H2M architects + engineers of their responsibilities on the project.

Mr. Logan requested authorization to purchase a new gasoline dispenser from Blue 1 Energy Equipment through Sourcewell Purchasing Alliance Contract No. 092920-TAN in the amount of \$43,834.00. After discussion, and upon motion duly made and seconded it was

RESOLVED that the Commissioners authorize the purchase of a new gasoline dispenser from Blue 1 Energy Equipment through Sourcewell Purchasing Alliance Contract No. 092920-TAN in the amount of \$43,834.00 to be charged to A-8340-000-2020 Equipment and Machinery.

VOTE	AYES:	3	NOES:	0	ABSTENTIONS:	0
Commissioner Abbate		AYE				
Commissioner Asmus		AYE				
Commissioner Beckerle		AYE				

Mr. Logan then presented to the Commissioners a request for water availability from Mr. Douglas Castellano of Northcoast Civil Land Surveying & Civil Engineering for the Farnam Subdivision located in the Village of Brookville at 1622 Cedar Swamp Road, Glen Head. The subdivision will consist of four (4) two-acre parcels. After discussion, the Commissioners requested that Mr. Merklin prepare a proposal for a feasibility study to ascertain the potential impact on the District to provide water to the subdivision (to be funded by the developer.)

Mr. Logan presented to the Commissioners a request for water availability from Whitney Ln Woodbury LLC for 3 lots that will be the result of the existing lot, 11 Whitney Lane, Woodbury (tax lot 14/E/112) being divided. The current water service to 11 Whitney Lane is tapped out on Woodbury Rd., as are the six (6) properties on Whitney Lane. According to district records, the service to 11 Whitney La. is connected to the water service that provides water to two (2) other services on Whitney Lane. After discussion, Mr. Logan stated that he would do more research and get back to the Board with his recommendation as to how to provide service to these three (3) new lots.

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

Miss Cannon then requested authorization to transfer \$400,000.00 from General Fund Checking Account to the Investment Account in order to maximize interest. After discussion, the Commissioners authorized the bank transfer.

Miss Cannon then presented and reviewed with the Commissioners a Purchase Order by Expense Account Report listing all purchase orders issued between December 6, 2022 and December 20, 2022. 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 month ended November 30, 2022. After discussion, the report was ordered filed.

Ms. Blum presented to the Commissioners three options for the District's Centennial Logo as designed by Progressive Marketing Group. After discussion, the Commissioners approved the new District logo.

Ms. Blum then reported to the Commissioners that she received four (4) quotes for Graphic Design & Printing Services, Contract No. G6-23, from The Print Shop, Agrecolor, Minute Man Press and Complete Business Forms & Printing on December 9th, 2022. Ms. Blum reported that she and Miss Cannon thoroughly analyzed the quotes using routinely ordered items and quantities for the bid tabulation. While Complete Business Forms & Printing (the District's current vendor) came in with the lowest quote, due to current market conditions, they could only guarantee some prices for as little as 30 to 60 days. The second lowest quote came from Minute Man Printing who confirmed that he would be able to hold pricing through 2023 even with the fluctuations in the ever-changing market. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners award Contract No. G6-23 Graphic Design & Printing Services to Minute Man Press of Syosset NY for the period of January 1, 2023 through December 31, 2023 with no option to extend in future years.

VOTE	AYES:	3	NOES:	0	ABSTENTIONS:	0
Commissioner Abbate		AYE				
Commissioner Asmus		AYE				
Commissioner Beckerle		AYE				

Miss Cannon then informed the Commissioners that she met with Mr. Chris Starr, Regional Director of Marketing for New York Cooperative Liquid Assets

Securities System (NYCLASS). NYCLASS is a short-term liquid investment fund designed specifically for the public sector. NYCLASS provides the opportunity to invest funds on a cooperative basis in short-term investments that are carefully chosen to yield favorable returns while striving to provide maximum safety and liquidity. The program has 900 public sector participants and over 7 Billion in total assets. The interest compounds on a daily basis, as of last week the rate was 3.95% versus the District's current interest rate of 2.2% with First National Bank of Long Island. After discussion, Miss Cannon recommended the District join NYCLASS and passed the following resolution:

**JERICHO WATER DISTRICT RESOLUTION TO JOIN THE NEW YORK
COOPERATIVE LIQUID ASSETS SECURITIES SYSTEM (NYCLASS)**

WHEREAS, New York General Municipal Law, Article 5-G, Section 119-o ("Section 119-o") empowers municipal corporations [defined in Article 5-G, Section 119-n to include school districts, boards of cooperative educational services, counties, cities, town and villages, and districts] to enter into, amend, cancel and terminate agreements for the performance among themselves (or one for the other) of their respective functions, powers and duties on a cooperative or contract basis;

WHEREAS, the Jericho Water District wishes to invest portions of its available investment funds in cooperation with other corporations and/or districts pursuant to the NYCLASS Municipal Cooperation Agreement Amended and Restated as of March 28, 2019;

WHEREAS, the Jericho Water District wishes to assure the safety and liquidity needs of their funds;

Now, therefore, it is hereby resolved as follows:

That the Commissioners authorize Kathleen Cannon, Business Manager of the Jericho Water District to participate in the NYCLASS program under the terms of the NYCLASS Municipal Agreement.

VOTE AYES: 3 NOES: 0 ABSTENTIONS: 0

Commissioner Abbate AYE
Commissioner Asmus AYE
Commissioner Beckerle AYE

Miss Cannon then requested authorization to attend the NYS GFOA Annual Conference being held March 29, 2023 through March 31, 2023 in Albany, NY for a cost of \$225.00 plus hotel and travel expenses. After discussion, the Commissioners authorized Miss Cannon's attendance at the NYS GFOA Annual Conference.

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

Additional Funding for Well No. 14 Interior Renovations & DH Kitchen and Bath Remodel

A-9950-000-9010	Transfers for Capital Projects	\$44,300.00
A-8340-000-2102	Building Improvements	(\$20,000.00)
A-8340-000-2304	Motors & Pump for Wells	(\$15,000.00)
A-8330-000-2025	Chemical Pumps and Analyzers	(\$ 9,300.00)

To Transfer Funds from Operating Budget to Construction Fund

H-8397-883-2102	DH- Building Renovations	\$138,700.00
H-8397-888-2102	Well No. 14 PH Int. Renovations	\$122,000.00
A-9950-000-9010	Transfers for Capital Projects	(\$260,700.00)

To Fund Purchase of New Gasoline Pump

A-8340-000-2020	Equipment & Machinery	\$23,334.00
A-8340-000-2104	Land Improvements	(\$10,975.00)
A-8330-000-4690	Carbon Replacement	(\$10,000.00)
A-8340-000-2303	Well Improvements	(\$ 2,359.00)

After discussion, and upon motion duly made and seconded, the Commissioners authorized the budget transfer(s).

VOTE	AYES:	3	NOES:	0	ABSTENTIONS:	0
Commissioner Abbate		AYE				
Commissioner Asmus		AYE				
Commissioner Beckerle		AYE				

Miss Cannon informed the Commissioners that she received a request from a consumer, Account No. 45517900-0, requesting a reduction to his water bill due to a service leak after the meter on their domestic line (notified by the District via letter 9/26/2022). 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 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 charge being reduced to \$391.50 from \$510.48 a reduction equal to \$118.98. After discussion, the Commissioners approved the reduction and instructed Miss Cannon to send a revised bill.

Miss Cannon informed the Commissioners that she received the following eleven (11) requests to waive penalties:

1. Account No. 25910400-0 in the amount of \$200.19

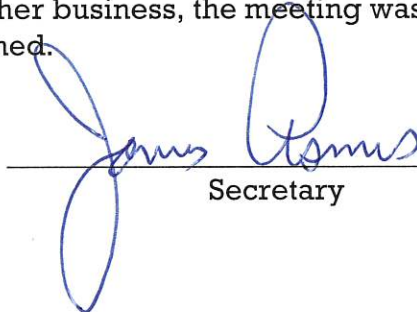
2. Account No. 45576000-0 in the amount of \$85.71
3. Account No. 45576100-0 in the amount of \$82.85
4. Account No. 45601870-0 in the amount of \$89.53
5. Account No. 50052651-2 in the amount of \$224.99
6. Account No. 50061627-0 in the amount of \$71.12
7. Account No. 51070720-0 in the amount of \$110.83
8. Account No. 55432100-0 in the amount of \$98.11
9. Account No. 55804910-0 in the amount of \$63.77
10. Account No. 55600530-0 in the amount of \$107.97
11. Account No. 45576400-0 in the amount of \$84.12

Miss Cannon informed the Commissioners that no penalty on any of the above accounts have 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.

Pending agenda items list was read and filed.

The following claims were then audited and approved for payment: General Fund #27023 to #27075 and Construction Fund #2631 to #2634.

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


Secretary