

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

held remotely via telephone conference, on the 7<sup>th</sup> 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: Excavation for foundations nearly complete. Drainage structures installed. 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 the summer.

Mr. Merklin presented to the Commissioners Contract Modification Nos. 3-5 from Stalco Construction Inc. for JWD Contract No. C4-21, Kirby Lane AOP – General Construction as follows:

- Contract Modification No. 3: For the additional cost associated with the removal of unsuitable fill and bringing in suitable select fill in the not to exceed fee of \$80,230.50.
- Contract Modification No. 4: To remove additional tree limbs along the eastern fence line that would be hanging over the new buildings roof in the not to exceed fee of \$8,881.11.
- Contract Modification No. 5: To install masonry piers between the windows and louvers on the back side of the building and increase the double bond beam to a triple bond beam in the not to exceed fee of \$5,277.63.

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

RESOLVED that the Commissioners approve Contract Modification Nos. 3 through 5 for Contract No. C4-21, Kirby Lane AOP – General Contract in the total not to exceed amount of \$94,389.24 to be paid under the contingency line item of the contract and have no effect on the original contract price.

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

Mr. Merklin presented to the Commissioners Contract Modification Nos. 1 & 2 from Bensin Contracting, Inc. for JWD Contract No. C6-21, Kirby Lane AOP – Mechanical Construction as follows:

- Contract Modification No. 1: To furnish all labor and material to add #24 mesh insect screen to two (2) PTAS Air Intake Louver Hoods in the not to exceed fee of \$4,025.00.
- Contract Modification No. 2: Furnish all labor and materials to add vesconite bearings to one (1) tank fill booster pump in the not to exceed fee of \$551.25.

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

RESOLVED that the Commissioners approve Contract Modification Nos. 1 & 2 for Contract No. C6-21, Kirby Lane AOP – Mechanical Contract in the total not to exceed amount of \$4,576.25 to be paid under the contingency line item of the contract and thereby have no effect on the original contract price.

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

2. Well 22 Facility Improvements & AOP Treatment: Waiting for NCDH and NYSDOH approvals for contract documents. Bids were received on November 18<sup>th</sup>. D&B is still reviewing bids received. Discussion regarding policy on errors on bid forms.

After discussion the Commissioners tabled the award of Contract Nos. C13-22 & C14-22, 1,4-Dioxane and PFOA Treatment at Well No. 22 Electrical & Mechanical Contracts to a later date pending D&B's review.

Mr. Merklin then presented to the Commissioners a letter stating that he reviewed the fourteen (14) bid proposals received on November 18, 2022 for Contract No. C12-22, 1,4-Dioxane and PFOA Treatment at Well 22 – General Construction Contract. Based on his review of the bids submitted and the quantity of bidders that made an error entering information on bid forms, D&B recommended that the District reject all bids for Contract No. C12-22, 1,4-Dioxane and PFOA Treatment at Well 22 – General Construction Contract and rebid the project. Mr. Merklin then requested that the Commissioners set a rebid date of this Contract for January 6, 2023. After discussion, the Commissioners set a bid date for Friday, January 6, 2023 at 9:00 a.m.

3. Kirby Lane AOP: D&B is reviewing schedule with contractors to confirm Substantial Completion date will be met. AOP Reactors will be delivered on January 25<sup>th</sup>. Contract modifications for approval.
4. Southwoods Road - New Well and Treatment Facility:
  - a. Well Construction Contract: Development is about 50 percent complete.
  - b. Treatment Facility Contracts: Contract execution is underway.

Mr. Merklin, Mr. Logan and Mr. Ingham then presented the following resolution to the Commissioners for standardization of ion exchange equipment.

**STANDARDIZATION OF HUNGERFORD & TERRY, INC.  
ION EXCHANGE (IX) SYSTEMS AND RELATED EQUIPMENT**

**WHEREAS**, Superintendent Peter F. Logan, by memorandum dated December 7<sup>th</sup>, 2022, (copy attached) has recommended authorization for standardization of Hungerford & Terry, Inc. IX Systems ("IX System") and appurtenances; and

**WHEREAS**, the Jericho Water District currently operates and maintains an IX System to provide for water supply treatment for nitrate removal at the Merry Lane/Well 9 treatment plant; and

**WHEREAS**, the District's existing IX System is manufactured by Hungerford & Terry, Inc. and was procured through regular bidding procedures under General Municipal Law §103; and

**WHEREAS**, standardization in the acquisition of future IX Systems would be advantageous and economical for the District in that it would:

1. achieve and maintain operational consistency;

2. permit the District's staff to familiarize themselves with the same IX equipment/operations having similar controls and standard operating procedures ("SOPs"), thus simplifying both training and routine operations with respect to this specific technology thus minimizing operational errors;

3. be more readily secure and stock an inventory with uniform original equipment manufacturer ("OEM") spare parts thus minimizing deployment costs for future installations; and

4. consolidation of maintenance contracts with a single vendor; and

**WHEREAS**, said recommendation expresses the opinion, and clearly states, that it would be cost effective to standardize on one brand of IX System which is compatible with existing District equipment and tend to enable an inventory of repair parts to be kept to a minimum;

**WHEREAS**, District's counsel had informed the Board that the General Municipal Law authorizes standardization of equipment when in the best interest of the District:

**NOW THEREFORE**, under the authority vested in the District under General Municipal Law §103, Subdivision 5 and in consideration of the above recitals;

Be It Unanimously,

**RESOLVED** that, for reasons of efficiency and economy, there is a need for standardization in the purchase of IX Systems and appurtenances and therefore the recommendations of Superintendent Peter F. Logan, as set forth in the attached memorandum, are hereby accepted and authorization is hereby given for the standardization of IX Systems manufactured by Hungerford & Terry, Inc. and an inventory of related repair parts for the purposes of maintaining reliability and compatibility for the District's IX Systems and appurtenances in a cost effective manner.

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

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. MCC delivery will be in January. Requested a hard date.

6. Split Rock Tank Booster Station: Waiting for resubmittal of electrical equipment which is likely to push back the delivery date to September 2023. The manufacturer intends to request a contract extension. The foundations have been installed.
7. Wells 18 & 19 Drainage Improvements: Goal is to complete punch list work before the end of the year.
8. Syosset Tank Replacement: Buried piping work is underway. Pedestal construction is underway. Waiting for response from SHPO on the tank demolition alternatives analysis.
9. Pump Rehabilitation Projects:
  - Well 31: Requested close out documents from Contractor.
  - Well 17: The new motor has been installed.
  - Well 29: Contractor is working on-site.
  - Well 18 & 19: Contractor has received the pumps in their shop. Work will be scheduled after Well No. 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: D&B submitted updated contract documents to NCDH for approval. A Notice to Proceed (NTP) will be issued to the Contractor upon NCDH approval of the contract documents. D&B requested an invoice from the Contractor with appropriate backup documentation.
12. Glen Head and Roosevelt Avenue Water Main Improvements: D&B provided a drawing to the developer with a suggested easement location on the Engineers Country Club site. Waiting for a response from the developer. A proposal will be prepared for design after the easement s have been negotiated.
13. Main Plant SCADA Improvements: Contractor has indicated an anticipated substantial completion of December 15<sup>th</sup>. D&B will confirm work is completed.
14. Transfer Switch Replacements: Contract Modification sent to JWD for unforeseen conditions at Well No. 3. Bancker is working at Well No. 29 to install the transfer switch.

Mr. Merklin presented to the Commissioners Contract Modification No. 2 from Hinck Electrical Contractor, Inc. for JWD Contract No. C2-21, Transfer Switch Replacements at Various Sites for additional cable and conduit to be run from the

ATS to the MCC for Well 3 in the not to exceed fee of \$14,355.43. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve Contract Modification No. 2 for Contract No. C2-21, Transfer Switch Replacement at Various Sites in the total not to exceed amount of \$14,355.43 to be paid under the contingency line item of the contract and thereby have no effect on the original contract price.

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

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 17<sup>th</sup> to discuss an approach for finalizing the as-built drawings. D&B is preparing a proposal for the design and installation of delineators and for production of the as-built drawings.

17. Vulnerability Assessment (VA) Update: Final update is due December 31, 2022.

18. Wheatley Tank Altitude Valves: 90 percent draft contract documents will be submitted to JWD within 2 weeks.

19. Requirements Contracts:

- i. Pump Maintenance: Bid was December 2<sup>nd</sup>, but the District received no bids this contract will be rebid at a later date.
- ii. Road Restoration: Bids were received on December 2<sup>nd</sup>.
- iii. Water Distribution System Repairs: Bids were received on December 2<sup>nd</sup>.
- iv. Electrical Improvements: D&B is preparing a draft document for review. Bids will be received on January 6<sup>th</sup>.
- v. Liquid Sodium Hypochlorite: D&B has prepared a proposal for updating the contract. Bids will be received on December 9<sup>th</sup>.

Mr. Merklin then presented to the Commissioners a letter stating that he reviewed the two (2) bid proposals received on December 2<sup>nd</sup>, 2022 for Contract No. G1-23 Requirements Contract for Road Restoration. Mr. Merklin informed the Commissioners that eight (8) contractors purchased bid packages, with only two (2) providing bids. Based on his findings of the Contractor's past and present

performances, and his review of the bid proposal, Mr. Merklin recommended award of the Requirements Contract for Road Restoration be made to DeRosa Paving Inc. for the total amount of \$45,873.00 (established using estimated quantities for bidding purposes) with the option to renew for two (2) additional years at a 0% increase per year (1/1/2024-12/31/2024 and 1/1/2025-12/31/2025). After discussion, and upon motion duly made and seconded, it was

RESOLVED that Contract No. G1-23, Requirements Contract for Road Restoration be awarded to DeRosa Paving, Inc. of Springfield Gardens, NY the lowest responsible bidder with a bid that conforms to the bid specifications of the District in the amount of \$45,873.00 with an option to renew for two (2) additional years at a 0% increase per year.

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

Mr. Merklin then presented to the Commissioners a letter stating that he reviewed the one (1) bid proposal received on December 2<sup>nd</sup>, 2022 for Contract No. G2-23 Requirements Contract for Water Distribution System Repairs. Mr. Merklin informed the Commissioners that four (4) contractors purchased bid packages, with only one (1) providing a bid. Based on his findings of the Contractor's past and present performances, and his review of the bid proposal, Mr. Merklin recommended award of the Requirements Contract for Water Distribution System Repairs be made to Bancker Construction Corp. for the total amount of \$489,840.75 (established using estimated quantities for bidding purposes) with the option to renew for two (2) additional years at a 5% increase per year (1/1/2024-12/31/2024 and 1/1/2025-12/31/2025). After discussion, and upon motion duly made and seconded, it was

RESOLVED that Contract No. G2-23, Requirements Contract for Water Distribution Repairs be awarded to Bancker Construction Corp. Islip, NY the lowest responsible bidder with a bid that conforms to the bid specifications of the District in the amount of \$489,840.75 with an option to renew for two (2) additional years at a 5% increase per year.

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

Mr. Merklin then requested that the Commissioners set a date for Contract No. G7-23 Requirements Contract for Electrical Maintenance and Repairs for January 6,

2023. After discussion, the Commissioners set a bid date for Friday, January 6, 2023 at 9:00 a.m.

Mr. Merklin then presented to the Commissioners a proposal to update the Requirements Contract for the Supply and Delivery of Liquid Sodium Hypochlorite for the not to exceed fee of \$3,000.00. After discussion and upon motion duly made and seconded it was

RESOLVED that the Commissioners approve D&B's proposal to update the Requirements Contract for Liquid Sodium Hypochlorite for the not to exceed fee of \$3,000.00 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				

20. Grant Applications: Waiting for determinations on BIL grant applications. A response has been received from SHPO regarding Well 3, agreeing that there is no adverse impact.

21. Election Mapping and List: Work had to be redone by D&B. D&B discovered that the original election list provided by Nassau County was incomplete due to redistricting. The corrected information was received, and D&B was able to quickly turn around the updated map and deliver it to the District yesterday.

22. GAC Media Purchase Contract: D&B is preparing a pilot testing protocol for submittal to NCDH. Sites have been selected (Wells 18 & 19).

23. Wheatley Tank Anniversary Inspection: D&B is working with Mike Ingham to develop a scope of work for this project.

24. GIS Assistance: D&B is working with miscellaneous tasks as requested by the District.

25. 2022 AWQR: This work will commence in 2023 upon receipt of the water quality data.

#### Status of Proposed Development Projects – Engineers Report

1. Jericho Plaza Hotel: D&B is prepared a proposal to evaluate the request for water availability.



Mr. Merklin then presented to the Commissioners a proposal from D&B Engineers and Architects D.P.C. to provide engineering services for the review and evaluation of the feasibility of providing water service for a proposed hotel and restaurant in the area of 1 and 2 Jericho Plaza (to be known as Jericho Plaza Hotel) in the not to exceed amount of \$7,000.00. 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 Evaluation of Water Availability for the Jericho Plaza Hotel in an amount not to exceed \$7,000.00 contingent upon receiving of the funds from the developer.

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

2. Engineers Country Club: D&B has commenced with the evaluation of the request for water availability as funds have been received from the Developer.
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. Oaks at Mill River: The cost estimates will be sent to the developer upon receipt of funds.
5. Tam O'Shanter Development: Waiting for developer response regarding April 25, 2022 letter from NCDH about conditional letter of water availability.
6. Laurel Hollow Service Area Extension: No new activity since the last report.
7. Woodbury Hills Development: No new activity since the last report.
8. Silver Path Estates Request for Water Availability: No new activity since the last report.
9. Country Club Developers: No new activity since the last report.
10. Aveley Residential Development: No new activity since the last report.

Mr. Carman updated the Commissioners on the sale of District properties.

Mr. Michael Weber of H2M joined the meeting at 9:30 a.m. to give his monthly engineers project status report and then exited the meeting:

1. AOP Treatment at Merry Lane: The foundation work has been completed, and masonry walls have been started. The four (4) GAC vessels were delivered yesterday from TIGG. Other activity includes site watermain work between the existing building & new AOP building and buried conduit work. By mid to late February, the building should be completely enclosed. Currently on schedule for substantial completion in late June.

Mr. Logan reported that all analysis of wells and bacteriological sampling for the period November 16, 2022, to December 6, 2022 had been completed and all were within state and federal standards.

Monthly report of the Superintendent was read and ordered filed.

Mr. Logan informed the Commissioners that on December 5<sup>th</sup>, the District experienced a water main break on White Oak Tree Rd. in Laurel Hollow. A crew was immediately dispatched to find the source of the break and to shut off valves to isolate the water main. Residents in the surrounding areas in north Syosset experienced low pressure as well as rusty water. By 10:30 AM water pressure had returned to normal for most of the area. As a precaution, the District increased the amount of chlorine in the water in the area.

Mr. Logan informed the Commissioners that he was in the process of reviewing the hundred or so left-over accounts where meters have not been changed during the meter change out program. The majority of these meters were left unchanged due to non-access and the District suspending the non-access policies due to the pandemic. Mr. Logan then requested authorization to re-implement the District's Policies for Non-Access of Remote Meters/Meter Height. After discussion, the Commissioners re-implemented the Non-Access of Remote Meter/Meter Height policies effective immediately.

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

Miss Cannon then requested authorization to transfer \$500,000.00 from the 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 November 15, 2022 and December 5, 2022. After discussion, the report was ordered filed.

Miss Cannon reported that the Bank Reconciliations for the month of November have been completed.

Miss Cannon then presented to the Commissioners a proposal from Progressive Marketing Group for the update of the District's logo for the centennial year for the not to exceed fee of \$2,250.00. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve PMG's proposal to update the District's logo for the centennial year for the amount not to exceed \$2,250.00 to be charged to Operating Account No. A-8310-000-4470 Printing & Graphic Design Services.

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

Miss Cannon informed the Commissioners that the Annual Organization Meeting notice for 2023 will be published in the December 16<sup>th</sup>, 2022 Issue of the Oyster Bay Guardian. Miss Cannon provided the Commissioners with the 2023 Schedule of Board Meetings, Holidays and Payroll Dates.

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

To fund additional \$ for Engineering Services

A-8340-000-4430	Engineering Services	\$50.00
A-8340-000-4480	Other Professional Services	(\$50.00)

To transfer for increased cost for lab testing (PACE)

A-8330-000-4450	Lab Testing & Analysis	\$90,000.00
A-8330-000-4690	Carbon Replacement	(\$90,000.00)

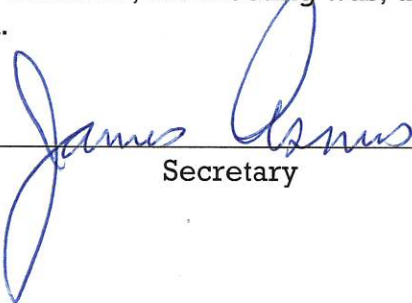
After discussion, and upon motion duly made and seconded, the Commissioners authorized the budget transfer(s).

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

Pending agenda items list was read and filed.

The following claims were then audited and approved for payment: General Fund #26957 to #27022, Construction Fund #2627 to #2630, and Installation Fund #4161 to #4162.

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

  
Secretary