

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 5th day of April 2023, at 9:00 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 (absent)
	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: GAC valve manifold scheduled for delivery on April 3, 2023. D&B responded to NCDH comments; waiting for NYSDOH comments. Contractors are focusing on completing Phase 1 of the project, needing to return the facility to operation in May 2023.
2. Well 22 Facility Improvements & AOP Treatment: D&B responding to NCDH and NYSDOH comments on contract documents. MWBE Utilization Plans in progress. Preconstruction meeting completed. Onsite work not to start until August of 2023.
3. Kirby Lane AOP: Collaborating with contractors to return the existing facility to service by May 1st.
4. Southwoods Road - New Well and Treatment Facility:
 - a. Well Construction Contract: A second round of samples will be collected.
 - b. Treatment Facility Contracts: Evaluating options and costs for retaining wall or other slope stabilization.
5. PTAS at the Wheatley Rd. Site (Well 6 & 16): Electrical contractor is on site working on the control's equipment. PSEG meter has been installed. MCC is

scheduled for delivery on April 21st. Gas meter inspection was scheduled for March 31st. Shakeout scheduled to begin on April 17th.

6. Split Rock Tank Booster Station: Work is behind schedule. MCC released for fabrication.
7. Syosset Tank Replacement: Contractor is working on the steel tank bowl. Painting anticipated to start sometime in May. D&B sent draft response to SHPO for review. Draft contract documents for demolition of the existing tank will be submitted to JWD shortly.
8. Pump Rehabilitation Projects:
 - Well 29: Working on contract closeout.
 - Well 18 & 19: Pump installation will commence in the fall.
 - Well 26 & 30: D&B has started the initial design work.
9. Convent Road Facility Architectural Improvements: An updated cost estimate was sent to JWD. Design work is on hold pending direction on additional scope items. Schedule is to advertise on May 19th and open bids on June 16th. This may be adjusted depending on the decision on final scope of work.
10. Water Service Gooseneck Replacement: Waiting for NCDH and NYSDOH review and approval. D&B will prepare an updated cost estimate and proposal amendment for this project once the NCDH comments have been clarified and incorporated.
11. Glen Head and Roosevelt Avenue Water Main Improvements: Waiting for PSEG to schedule a site meeting to discuss easement.
12. Main Plant SCADA Improvements: Training completed with a follow-up training scheduled for April 12th. Closing out contract . A requirements contract will be needed in the late summer for Managed Services.
13. Transfer Switch Replacements: Startups have been completed. Punch list verification and closeout are underway. JWD is installing required wiring for SCADA connections.
14. Juneau Pump Station Improvements: Generator delivery scheduled for end of May. Will be stored, then installed in August. Outdoor equipment scheduled for delivery and installation in late August. Indoor MCC scheduled for delivery in January 2024.
15. Merry Lane Water Main As-Builts: D&B is performing the preliminary design work.

16. Wheatley Tank Altitude Valves: NCDH approval has been received. D&B has requested a schedule from Contractor.
17. BIL Grant Applications: notice received for grant funding for Wells 18, 19 and 29 PFAS treatment. Waiting for announcement on funding for Lead Service Line Replacements (LSLRP).
18. GAC Media Purchase Contract, pilot study: D&B is preparing a response to NCDH comments.
19. Wheatley Tank Anniversary Inspection: This work will be performed in the fall of 2023.
20. Wheatley Tank Antenna Installations: The work has commenced.
21. 2022 AWQR: D&B submitted the final tables to JWD – Superintendent Logan is finalizing with D&B
22. 2023 Capital Plan: A kickoff meeting has been scheduled with JWD on April 5th.
23. Compliance Deferral: D&B prepared the quarterly report. Report is due on April 10, 2023. D&B is submitting an application for a one-year extension to August 25, 2024.

Status of Proposed Development Projects – Engineers Report

1. Cove Edge Road Property Owners: The HOA has requested that JWD take over ownership of their existing water main and individually meter the homes.
2. Jericho Plaza Hotel: D&B submitted a revised draft memorandum to JWD.
3. Engineers Country Club: D&B will finalize the evaluation memo to include specific language regarding irrigation to be provided by JWD.
4. Tam O'Shanter Development: JWD has prepared a conditional letter of water availability, which will be sent to the engineer for the project, VHB, this week..
5. Oaks at Mill River: JWD issued return of deposit to developer. Project is closed.
6. Northcoast Civil: Request for water availability received. Discussion required regarding easements to create water main loop on adjacent properties.
7. Marriott at Milleridge Inn Water Main: Attorney is collaborating with developer to establish an agreement.
8. Farnum Subdivision: No action until authorized by the Board.

9. Laurel Hollow Service Area Extension: No new activity since the last report.
10. Silver Path Estates Request for Water Availability: No new activity since the last report.
11. Country Club Developers: No new activity since the last report.
12. Aveley Residential Development: No new activity since the last report.

Mr. Ingham informed the Commissioners that he was continuing to work with Mr. Merklin to prepare a full deferral application 1,4-Dioxane set forth by NYSDOH to request an additional deferral period of August 26, 2023 through August 25, 2024. Mr. Ingham is currently in discussions with other Long Island agencies in the same situation who will also be approaching NYS for an additional deferral. Mr. Ingham will be submitting a full Memorandum of Law in support of the additional one-year extension.

Mr. Ingham presented to the Commissioners a legal memorandum regarding Unsuccessful Bidders Loss of Profits.

Mr. Carman updated the Commissioners on the sale of District property. Mr. Carman reported the District received an offer of \$895,000.00 for the sale of 61 Saratoga Drive, Jericho NY 11753 to Sabu Varghese and Blessey M. Joseph 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 Saratoga Drive between Cantiague Rock Road and Madison Avenue and across the street from P&L Development and more particularly described in the Ciotta-THR appraisal annexed hereto; and

WHEREAS, the District abandoned Well 15 located on the subject property July 2009; 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 Sabu Varghese and Blessey M. Joseph, husband and wife that successfully concluded on a contract price of \$895,000; 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 \$895,000 constitutes fair consideration and shall be executed by Chairman Abbate;

Motion was made by Commissioner Asmus, seconded by Commissioner Beckerle. 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				

Monthly report of the Superintendent was read and ordered filed.

Mr. Logan reported that all analysis of wells and bacteriological sampling for the period March 15, 2023 to April 4, 2023 had been completed and all were within state and federal standards.

Mr. Logan then requested authorization to hire James Wenzel of Fort Salonga, New York as Water Servicer Trainee, with a two-year probationary period as per Rule XVII with Nassau County Civil Service Commission with an appointment date of April 11, 2023. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners authorize the appointment of James Wenzel of Fort Salonga, New York to the position of Water Servicer Trainee contingent upon approval from Nassau County Civil Service Commission, pre-employment drug test and background check.

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

Mr. Logan then informed the Commissioners that he received a proposal from Botto Mechanical Inc. for preventative maintenance of the District's rooftop AC units in the

amount of \$1,699.50 per year for the contract period of April 1, 2023 through March 31, 2024 and April 1, 2024 through March 31, 2025 with an option to extend for an additional year at an increase not to exceed 3.5% (for the period of April 1, 2025 through March 31, 2026). After discussion, the Commissioners approved the proposal.

Mr. Logan then reported to the District that he was in discussion with the Town of Oyster Bay to enter into an Inter-municipal Agreement (IMA) for the District to service all Town of Oyster Bay (TOB) owned fire hydrants located on TOB properties located within the boundaries of the District. The IMA would also include the District selling fire hydrants and parts to the Town at the District's cost. In return the Town will provide inspection services as required by the New York State Department of Motor Vehicles (NYSDMV) for the District's diesel trucks as well as providing CDL training to district employees who are seeking a CDL License from the NYSDMV. After discussion, the Commissioners authorized Mr. Carman and Mr. Logan to prepare an IMA for their consideration.

Miss Cannon then presented and reviewed with the Commissioners a Cash Balance/Cash Deposit report as of April 3, 2023. 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 March 15, 2023 and March 31, 2023. After discussion, the report was ordered filed.

Miss Cannon then reported that the Bank Reconciliations for the month of March 2023 were completed and reviewed. After discussion, the Commissioners ordered the Bank Reconciliations filed.

Miss Cannon then informed the Commissioners that the District received the official award letter from NYS Department of Health (NYSDOH) for 2022 Bipartisan Infrastructure Law Emerging Contaminants (BIL-EC) funding through the Drinking Water State Revolving Fund (DWSRF) for DWSRF Project No. 19393, PFAS Treatment at Wells 18, 19 and 29 in the amount up to \$5,000,000.00. The next step is for the District to confirm acceptance of the grant award by completing and returning the Acknowledgement and Acceptance of BIL-EC Funding Award form to the NYSDOH by April 7, 2023. After discussion, the Commissioners authorized Commissioner Abbate to sign the required form and return to NYSDOH by the deadline.

Miss Cannon informed the Commissioners 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 the year 2024, projects must be listed on the DWSRF Intended Use Plan (IUP) by June 16, 2023. After discussion, the Commissioners instructed Miss Cannon to work with D&B to prepare a list of new projects and current project updates to submit to EFC by the deadline.

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

To fund Office Salaries through 12/31/2023 after contract updates

A-8310-000-1100	Office Full Time Salaries	\$79,500.00
A-8340-000-1100	Plant Full Time Salaries	(\$64,500.00)
A-9060-000-8060	Hospital and Medical Insurance	(\$15,000.00)

To fund Night call Pay through 12/31/2023 after contract updates

A-8340-000-1310	Night call Pay	\$10,400.00
A-8340-000-1100	Plant Full Time Salaries	(\$10,400.00)

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 then presented the following budget transfers for the Commissioners approval:

Accounting Correction Adjustment for Nitrate Plant to Account for \$3,000,000 Grant

H-8397-008-2303	Nitrate Removal Facility Well 9&14	\$3,000,000.00
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Corresponding Revenue Account

H-7017-5710	Nitrate Removal Facility Well 9&14	\$3,000,000.00
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To Reclass Expense for Bond Issuance Costs

H-8397-000-1380	Bond Issuance Costs 2020 Bond	\$120,000.00
H-8397-009-2020	Meter Change Out Program	(\$ 20,000.00)
H-8397-015-2303	Water Main Replacement	(\$ 25,000.00)
H-8397-018-2303	New 3MG Tank & Booster	(\$ 25,000.00)
H-8397-020-2303	Well No. 22 AOP	(\$ 25,000.00)
H-8397-021-2303	Well No. 20 & 21 AOP	(\$ 25,000.00)

Corresponding Revenue Accounts

H-7000-5710	Bond Issuance Costs 2020 Bond	\$120,000.00
H-7009-5710	Meter Change Out Program	(\$ 20,000.00)
H-7015-5710	Water Main Replacement	(\$ 25,000.00)
H-7018-5710	New 3MG Tank & Booster	(\$ 25,000.00)
H-7020-5710	Well No. 22 AOP	(\$ 25,000.00)
H-7021-5710	Well No. 20 & 21 AOP	(\$ 25,000.00)

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

Miss Cannon the present and reviewed with the Commissioners a listing of Grants for the quarter ended March 31, 2023. After discussion, the Commissioners ordered the schedule filed.

Miss Cannon then presented and reviewed with the Commissioners the estimated District's cost to pump 1,000 gallons of water for the period ended 12/31/2022 of \$2.01 to be utilized when calculating the amount of relief to customers for leaks on their water service as of April 1, 2023. After discussion, the report was ordered filed.

Miss Cannon then presented to the Commissioners a letter from Badger Meter for the renewal of the Long Island Water Conference Purchasing Cooperative (LIWCPC) Quote for the period of April 1st, 2023 through March 31, 2024 noting a 6.41% increase due to industry PPI. The cost for cellular endpoints increased approx. 30% due to the cost of the cellular chip from the old LTE-M endpoint model to the current LTE-C endpoint model. After discussion, the Commissioners agreed to continue to utilize the LIWCPC contract for the purchase of meters, endpoints, and other supplies.

Miss Cannon presented to the Commissioners the 2023 Price List and Fee Schedule to be updated as part of Article XIV of the District's Ordinances. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the District set the 2023 Price List and Fee Schedule and update Article XIV of the District Ordinances accordingly. A complete price list for water supplies sold by the District will be kept on file (2023 Price List and Fee Schedule for Article XIV of District Ordinances is attached to the end of these minutes).

VOTE AYES: 3 NOES: 0 ABSTENTIONS: 0

Commissioner Abbate AYE
Commissioner Asmus AYE
Commissioner Beckerle AYE

Miss Cannon informed the Commissioners that she received the following request to waive a penalty:

1. Account No. 45450515-2 in the amount of \$148.99.

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.

Miss Cannon then informed the Commissioners that she received a request from a customer on Account No. 30068100-0, for a reduction to their 1st Quarter 2023 water bill due to a leak on their water service. 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, to be charged at a rate equal to the District's cost to pump 1,000 gallons of water. The reduction will result in the total water charge being reduced for the 1st Quarter of 2023 to \$1,303.14 from \$2,014.62 a reduction of \$711.48. After discussion, the Commissioners approved the reduction and instructed Miss Cannon to send the consumer a revised bill.

Discussion was held regarding 100th anniversary planning. Miss Cannon also informed the Commissioners that the deadline for the District's Poster Contest entries was Monday, April 3rd. The Commissioners will choose the category winners by next meeting, April 19th, 2023. Winners will be announced via the District's website on Friday April 21st, 2023 for Earth Day and posters will be included in the Spring Special Edition of the District's Newsletter.

**JERICO WATER DISTRICT
RESOLUTION
DISTRICT'S 100TH ANNIVERSARY CELEBRATION**

WHEREAS, the Jericho Water District ("District") was established in on July 3, 1923 by a Special Act of the New York State Legislature; and

WHEREAS, the District is now celebrating its 100th year of continuous water service to the community; and

WHEREAS, in recognition of this milestone, the Board of Commissioners have elected to hold a 100th Anniversary celebration; and

NOW THEREFORE, in accordance with the above recitals, the Board of Commissioners

Be It **UNANIMOUSLY RESOLVED** as follows:

FIRST, the District will host a 100th Anniversary celebration barbeque on Wednesday, June 7th, 2023 from 12:00 to 4:00 at its Headquarters at 125 Convent Road, Syosset, New York; and

SECOND, the District will invite neighboring elected officials and Community leaders to participate in the festivities; and

THIRD, a time capsule will be created which will contain items representing the District's 100 year history; and

FOURTH, the District will present 1st, 2nd and 3rd place awards to winners of the 100th Anniversary poster contest from the following four (4) class groups:

- Kindergarten to Second Grade
- Third to Fifth Grades
- Sixth to Eighth Grades
- Ninth to Twelfth Grades

FIFTH, Ms. Cannon was directed to coordinate the festivities which shall include:

- a) Barbeque;
- b) Time Capsule;
- c) Newsletter;
- d) 100th Anniversary logo change;
 - 1- Stationary;
 - 2- Consumer Bills;
 - 3- Pens;
 - 4- Decals for trucks
 - 5- T-Shirts and Sweatshirts for employees
 - 6- Gift bags for students including water bottles, t-shirts etc.

Motion was made by Commissioner Asmus, seconded by Commissioner Beckerle. 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

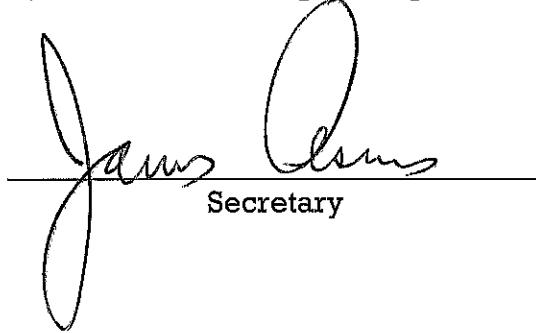
Commissioner Abbate AYE
Commissioner Asmus AYE
Commissioner Beckerle AYE

Pending agenda items list was read and filed.

The Board went into Executive Session at 9:50 am to discuss pending litigation matters and personnel and re-entered at 10:15 am with no action taken:

The following claims were then audited and approved for payment: General Fund #27285 to #27347, Construction Fund #2656 to #2657, and Installation Fund #4169 to #4170.

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



Secretary

Article XIV of District Ordinances
Policies and Procedures

Jericho Water District
2023 Price List and Fee Schedule
Adopted by the Board Of Commissioners on April 5, 2023

Service	April 2023 Fee
Fireline Demand Charges (size of connection from district main)	
2" Diameter	44.00
3" Diameter	62.00
4" Diameter	125.00
6" Diameter	367.00
8" Diameter	733.00
Hydrant Permit Fee (For Tree Sprayers)	350.00
Hydrant Permit Fee (Construction)	350.00
Flow Test	400.00
Testing of Meters at Consumer's Request:	
3/4 and 1 inch meters	100.00
1 1/2 and 2 inch meters	250.00
Connection Fee 1" Service	900.00
Connection Fee 1 1/2 " to 2" Service	1,000.00
Connection Fee Larger than 2"	1,200.00
Sprinkler Permit	150.00
Bounced Check Fee	20.00
Bid Deposit Fee (when required)	100.00
Plan Review Fee for RPZ	250.00
Fine for Untested Backflow Device - Non-residential	250.00

Non-Access Fine (Remotes & Meter Pit Conditions) 250.00
 Section 12C Violations of Ordinances, Rules and Regulations

Charge for Damaged/Broken/Lost Cellular Endpoint 153.56
 (Price based on current Water Meter Bid plus 25% markup-updated April 1st each year)

Charge for Damaged/Broken/Lost Radio Read Endpoint 178.46
 (Price based on current Water Meter Bid plus 25% markup-updated April 1st each year)

Charge for Damaged/Broken Water Meter

3/4"	189.91
1"	272.50
1.5"	784.39
2"	957.79
3"	2,731.01
4"	3,320.00
6"	7,431.06

(Price based on current Water Meter Bid plus 25% markup-updated April 1st each year)

Charge for Damaged/Broken/Lost Composite Meter Pit Lid

C53	102.50
X43	72.50
A3H	66.25
X33	71.25
Ford #10	178.75

(Price based on current Water Meter Bid plus 25% markup-updated April 1st each year)

Deposit for Irrigation Meter 500.00

Service Department Charges for Property Damage

Straight time	40.00/hr
Overtime	60.00/hr
Doubletime	80.00/hr
Truck Charge	25.00/hr
Saw Cut Machine Charge	75.00/hr
Backhoe Charge	50.00/hr
Arrow Board Charge	75.00/hr

Cost to Pump Water Rate 2.01
 (Price changes every April 1st, based on Prior Year Revenue and Expenitures - BOC Approved)

Water Supplies sold by Jericho Water District Various
 (Price based on current Water Meter Bid plus 25% markup-updated April 1st each year)