

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 1st day of February 2023, 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.

Mr. Jeffery J. Alessio of Alessio Pipe & Construction Co., Inc. joined the meeting to discuss Contract No. C3-21 Water Service Gooseneck Replacement with the Commissioners. Mr. Alessio presented to the Commissioners a request for costs associated with the contract that he has incurred to date plus liquidated damages due to the Nassau County Department of Health's delay in reviewing and approving the project. After discussion, the Commissioners expressed to Mr. Alessio that they were sympathetic to the situation. However, the Board also stated that they had a fiduciary responsibility to the residents of the District. The Commissioners also stated that they would be considering every and all available options in order to remedy the situation.

Monthly report of Engineer was read and ordered filed.

1. Well 20 & 21 AOP Treatment: Construction is underway. Scheduling meetings are being held regularly. Waiting for NCDH and NYSDOH approvals of the contract documents. Phase 1 scheduled for May 2023 to allow existing facility to operate through the summer.
2. Well 22 Facility Improvements & AOP Treatment: Waiting for NCDH approvals for contract documents. Responding to NYSDOH comments on contract documents. Contract execution is underway.

3. Kirby Lane AOP: Work is behind schedule primarily due to delays associated with electrical controls equipment. One progress and one scheduling meeting are being held each week with Contractors to implement an approach to return the existing facility to service by May 1st.
4. Southwoods Road - New Well and Treatment Facility:
 - a. Well Construction Contract: 72-hour pump test completed. Waiting for water quality results.
 - b. Treatment Facility Contracts: The Notice to Proceed has been issued and the preconstruction meeting was held on January 20th. GC will commence with other site work while Layne completes the well work.
5. PTAS at the Wheatley Rd. Site (Well 6 & 16): The project is significantly behind schedule due to electrical and control equipment delays. Regular progress meetings are being held to develop an approach to starting up the facility before summer 2023. D&B obtained a potential delivery date of late March for the electrical equipment, the control equipment is already on site. Exploring possibilities of using existing electrical equipment to test new equipment to continue progress on the site.
6. Split Rock Tank Booster Station: Work is behind schedule. A delay letter has been sent to the Contractor. Closing out the tank painting contract.
7. Wells 18 & 19 Drainage Improvements: Punch list status will be verified prior to contract close out.
8. Syosset Tank Replacement: Contractor is preparing for the erection and welding of the steel tank bowl. Discussion on requested documents from SHPO for existing tank demolition. Draft contract documents for demolition of the existing tank will be submitted to JWD in February.

Mr. Logan then presented to the Commissioners a preliminary Letter of Resolution for the demolition of the 1.5 Million Gallon Syosset Tank requested by the Office of Parks, Recreation and Historic Preservation. SHPO finished their review of the District's analysis, and they understand that demolition is the only feasible alternative. However, they requested the District pass this resolution acknowledging that the demolition is significant and must take place and agree to some measures/stipulations to help document the history of the tank. A discussion was held regarding the stipulations for the recordation of the existing Syosset Tank and how the District could include comply with the request.

9. Pump Rehabilitation Projects:

- Well 31: Contract is closed out.
- Well 17: Contract is closed out.
- Well 29: Well cleaning is completed. D&B will review video inspection prior to authorizing installation of the pump.
- Well 18 & 19: Pump installation will commence in the fall.
- D&B submitted proposals for pump rehabilitations at Wells 26 & 30.

Mr. Merklin then presented to the Commissioners a proposal from D&B Engineers and Architects D.P.C. to provide engineering services for assistance with the administration of the Pump Rehabilitation at Well No. 26 in the not to exceed fee of \$11,000.00. The construction work will be performed under the Annual Maintenance Contract for Well and Booster Pumps and Motors (JWD Contract No. G3-23R). After discussion and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve D&B's proposal to provide engineering services for the assistance with the administration of the Pump Rehabilitation at Well No. 26 in the not to exceed fee of \$11,000.00 to be charged to Capital Account No. H-8397-016-2303 Well Rehabilitation Program.

VOTE AYES: 3 NOES: 0 ABSTENTIONS: 0

Commissioner Abbate AYE
 Commissioner Asmus AYE
 Commissioner Beckerle AYE

Mr. Merklin then presented to the Commissioners a proposal from D&B Engineers and Architects D.P.C. to provide engineering services for assistance with the administration of the Pump Rehabilitation at Well No. 30 in the not to exceed fee of \$11,000.00. The construction work will be performed under the Annual Maintenance Contract for Well and Booster Pumps and Motors (JWD Contract No. G3-23R). After discussion and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve D&B's proposal to provide engineering services for the assistance with the administration of the Pump Rehabilitation at Well No. 30 in the not to exceed fee of \$11,000.00 to be charged to Capital Account No. H-8397-016-2303 Well Rehabilitation Program.

VOTE AYES: 3 NOES: 0 ABSTENTIONS: 0

Commissioner Abbate AYE
 Commissioner Asmus AYE
 Commissioner Beckerle AYE

10. Convent Road Facility Architectural Improvements: A 60 percent design review meeting was held with JWD. D&B is preparing the 90 percent submittal for late February or early March.

11. Water Service Gooseneck Replacement: Waiting for NCDH review and approval. Comments expected this week or next. A letter was sent to Contractor indicating that the contract will not be renewed in 2023.
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. D&B has requested a meeting with PSEG and is waiting for their Real Estate Group to provide their availability. A proposal will be prepared for design after the easements have been negotiated.
13. Main Plant SCADA Improvements: The Contractor is working on the punch list.
14. Transfer Switch Replacements: It has been determined that the existing generator is not capable of starting the Well 3 pump. Contract Modification No. 3 is therefore no longer required. Well 29 startup will be scheduled for same day as Well 3.
15. Juneau Pump Station Improvements: It is anticipated that the MCC will be installed in the fall of 2023. A specific delivery date has been requested.
16. Merry Lane Water Main As-Builts: D&B is performing the preliminary design work.
17. Wheatley Tank Altitude Valves: Submitted to NCDH for approval. Bids will be received on February 10th.
18. Requirements Contracts:
 - i. Pump Maintenance: Bids will be received on February 24th.
 - ii. Road Restoration: Contract has been executed.
 - iii. Water Distribution System Repairs: Contract has been executed.
 - iv. Electrical Improvements: Bids received on January 20th, 2023. D&B is reviewing results.
 - v. Liquid Sodium Hypochlorite: D&B submitted a letter of recommendation of Award.

Mr. Merklin then presented to the Commissioners a letter stating that he reviewed the two (2) bid proposals received on January 20, 2023 for Contract No. G4-23R Supply and Delivery of Liquid Sodium Hypochlorite. Twin County Swimming Pool Maintenance & Supply Co., Inc. was the low bidder for the contract with a total bid price of \$80,925.00/\$2.49 per gallon. (Established with estimated quantities for bidding purposes only. The actual contract value will vary depending on the actual orders placed during the contract duration.) Based on his findings of the vendor's

past and present performances, and his review of the bid proposals, Mr. Merklin recommended award of the Supply and Delivery of Liquid Sodium Hypochlorite be made to Twin County Swimming Pool Maintenance & Supply Co. from February 1, 2023 through December 31, 2023 at \$2.49 per gallon. After discussion, and upon motion duly made and seconded, it was

RESOLVED that Contract No. G4-23R Supply and Delivery of Liquid Sodium Hypochlorite be awarded Twin County Swimming Pool Maintenance & Supply Co. of Farmingdale, New York the lowest responsible bidder with a bid that conforms to the bid specifications of the District in the bid amount of \$2.49 per gallon to be charged to General Fund Account No. A-8330-000-4170 Chemicals and Treatments.

VOTE AYES: 3 NOES: 0 ABSTENTIONS: 0

Commissioner Abbate AYE
Commissioner Asmus AYE
Commissioner Beckerle AYE

19. BIL Grant Applications: Waiting for announcement on funding for Lead Service Line Replacements (LSLRP).
20. GAC Media Purchase Contract: Waiting for NCDH approval of pilot testing protocol.
21. Wheatley Tank Assistance: Work will commence once construction begins.
22. Wheatley Tank Antenna Installations: This work will be performed when the tank is removed from service in March.
23. 2022 AWQR: Data has been received from JWD. D&B is reviewing and will start the work.
24. LGRMIF Grant Assistance: D&B is preparing a proposal to assist the District with a grant application.

Status of Proposed Development Projects – Engineers Report

1. Jericho Plaza Hotel: D&B has commenced with the evaluation.
2. Engineers Country Club: D&B is performing the evaluation of the request for water availability.
3. Marriott at Milleridge Inn Water Main: Agreement negotiation is underway.
4. Farnum Subdivision: No action until authorized by the Board.

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. Ingham informed the Commissioners that he responded to Tina Munz regarding the temporary removal of the (24) twenty-four properties being serviced by the City of Glen Cove. In turn, Ms. Munz expressed her appreciation of the District for undertaking the petition and securing a resolution from the Town of Oyster Bay.

Mr. Merklin informed the Commissioners that he sent letter to NYS requesting an extension to the 1,4-Dioxane deferral deadline of August 25, 2023. He will keep the Commissioners apprised of any information he receives regarding this.

Mr. Logan reported that all analysis of wells and bacteriological sampling for the period January 18, 2023 to January 31, 2023 had been completed and all were within state and federal standards.

Mr. Logan informed the Commissioners that the District sold the 2007 Chevrolet Trailblazer (Unit No. 13) for scrap in the amount of \$400.00 from Loni-Joe Recycling (Fixed Asset Tag # 900161). After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners authorize the disposal of Unit No. 13, Fixed Asset Tag # 900161.

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

Commissioner Beckerle AYE

Mr. Logan then requested authorization to hire Matthew McCarthy of Farmingdale, New York to the position of Water Servicer Trainee. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners authorize the hiring of Matthew McCarthy of Farmingdale, New York to the position of Water Servicer Trainee contingent upon approval from Nassau County Civil Service Commission, background check and pre-employment drug test.

VOTE AYES: 3 NOES: 0 ABSTENTIONS: 0

Commissioner Abbate AYE
Commissioner Asmus AYE
Commissioner Beckerle AYE

Mr. Logan then presented to the Commissioners a list of obsolete IT equipment associated with the District's old SCADA system, that have no appreciable market value as per the below:

JWD Tag ID#	Item Description	Serial #
000511	Dell Ethernet Switch Powerconnect	FXJ57N2
000512	Cisco ASA 5570 VPN Server	MX1608X034
000513	Dell Precision R5500 Server	V2HTK-98XPV-JC7R2-RO6KQ-79VHP
000514	Dell Precision R5500 Server	4CW0N-MC4W8-8VPMP-G42M7-PQT32
000515	Dell Precision R5500 Server	83PCY-XHJKR-4JVH0-F8HPP-YBJFT
	Dell Precision T3500 Client	YPC99-DP7TY-KMB64-QCWJ3-RRWGJ
	Dell Precision T3500 Client	7Y6KT-QG404-G4DXH-GFQKM-VFX67
	Dell Precision T3500 Client	R9DK7-FDBFQ-9YG3F-7Q78Y-20PRG
	Dell Monitor	CN-059MJ3-74445-180-C7JL
	Dell Monitor	CN-059MJ3-74445-180-C7JL
	Dell Monitor	CN-OY4289-71618-SAS-520
	HP Printer Color et Pro	
	Dell Keyboard KB212-B	CN-01HP2Y-71616-19O-04ES-A00
	Dell Keyboard KB212-B	CN-05P02F-71581-18O-07OX-A01
	Dell Mouse N231	
	Dell Mouse N231	
	Samsung TV	XIYNHCJ
	APC 3000XL UPS	A51133143020

	APC 3000XL UPS	AS1137242845
	NETGEAR PROSAFE	3G5Y6B5P00046
	DELL POWEREDGE R30 SERVER	YKN98-7B6XF-234TC-RXDH3-BHBKG
	DELL OPTIPLEX 3060 CLIENT	FLP0D52
	DELL MONITOR E2417H	CN-0T4KPW-QDC00-8AQ-3PYB-A05
	DELL KEYBOARD	CN-0RKORN-LO300-895-0580-A03
	DELL MOUSE	CN-0DV0RH-LO380-88U-21WY

Mr. Logan explained that as part of SCADA Improvements and Maintenance Contract No. C1-22, Lexington Technologies properly disposed of the obsolete equipment. After discussion, and upon motion duly made and seconded it was

RESOLVED that the above list of obsolete items be disposed of.

VOTE AYES: 3 NOES: 0 ABSTENTIONS: 0

Commissioner Abbate AYE
Commissioner Asmus AYE
Commissioner Beckerle AYE

Mr. Logan then reported that he received the 2023 NYS AWWA training schedule and requested authorization to send four (4) employees to each of the scheduled classes at a cost of \$2,420.00. After discussion, and upon motion duly made and seconded it was

RESOLVED that the Commissioners authorized Mr. Logan to send four (4) employees to each of the scheduled NYS AWWA classes in the amount of \$2,420.00 to be charged to Operating Account No. A-8340-000-4640 Education, Meetings and Dues.

VOTE AYES: 3 NOES: 0 ABSTENTIONS: 0

Commissioner Abbate AYE
Commissioner Asmus AYE
Commissioner Beckerle AYE

Miss Cannon then presented and reviewed with the Commissioners a Cash Balance/Cash Deposit report as of January 30, 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 January 18, 2023 and January 30, 2023. After discussion, the report was ordered filed.

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

To fund electrical repairs under the requirements contract for 12-31-2022, (nunc pro tunc -verbal approval received from Commissioners prior transfer being made)

A-8340-000-4651	Electrical Repairs	\$ 13,500.00
A-8340-000-4640	Education, Meetings & Dues	(\$ 7,500.00)
A-8340-000-4620	Road Patch-Permanent	(\$ 6,000.00)

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 then presented and reviewed with the Commissioners the Employee Accrual Report for the quarter ended December 31, 2022. After discussion, the report was ordered filed.

Miss Cannon informed the Commissioners that Part-Time employee, Chelsea Lee, requested the District sponsor her for her Senior Project which requires twenty five (25) hours of non-paid internship hours. After discussion, the Commissioners approved Ms. Lee's request.

Miss Cannon then reported that she reviewed the outstanding miscellaneous accounts receivable list that remains uncollected. Miss Cannon informed the Commissioners that there was one doubtful account that Mr. Ingham is still pursuing through civil lawsuits. Miss Cannon requested that the Commissioners consider authorizing the write off two doubtful accounts for the year ended December 31, 2022 as follows in the total amount of \$6,483.23. Miss Cannon reported that the District has made numerous unsuccessful attempts to collect on these outstanding invoices, the first from NILT Inc. for damaged hydrant and road repair from March of 2018 in the amount of \$6,125.96. The second was the amount left unpaid from the Rallye Motors hydrant after Geico settlement in the amount of \$357.27. After discussion, the Commissioners authorized Miss Cannon to permanently write off the account in the total amount of \$6,483.23 as of December 31, 2022.

A discussion was held regarding the 100th Anniversary plans for the District.

Miss Cannon informed the Commissioners that she received the following two (2) requests to waive penalties:

1. Account No. 45576200-0 in the amount of \$139.45

2. Account No. 55457090-0 in the amount of \$52.32

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 presented and reviewed with the Commissioners the Preliminary Budget to Actual Report for the month ended December 31st, 2022. After discussion, the report was ordered filed.

Mr. Logan then gave the Commissioners a project status report on behalf of H2M architects + engineers:

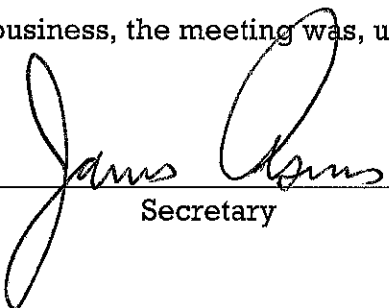
Mr. Logan informed the Commissioners that the Merry Lane AOP project is progressing nicely, and the building is now watertight.

Pending agenda items list was read and filed.

The Board went into Executive Session at 10:05 am to discuss pending litigation matters and personnel and reentered at 10:25 am with no action taken.

The following claims were then audited and approved for payment: General Fund #27150 to #27180, Construction Fund #2644 to #2648 and Installation Fund #4166 to #4167.

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


Secretary