

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 March 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.

Monthly report of Engineer was read and ordered filed.

1. Well 20 & 21 AOP Treatment: Foundations have been installed. Working on buried piping. Waiting for NCDH and NYSDOH approvals of the contract documents. Phase 1 scheduled for May 2023 to allow existing facility to operate through summer.
2. Well 22 Facility Improvements & AOP Treatment: Waiting for NCDH approvals for contract documents. Responding to NYSDOH comments on contract documents.
3. Kirby Lane AOP: Work is behind schedule primarily due to delays associated with electrical controls equipment. Working with Contractors to return the existing facility to service by May 1st. MCC and roof trusses scheduled for mid-March. Automatic transfer switch will be delivered sometime in the summer.
4. Southwoods Road - New Well and Treatment Facility:
 - a. Well Construction Contract: Waiting for water quality results.
 - b. Treatment Facility Contracts: Initial site work is underway. Discussion regarding a retaining wall along property lines. D&B is evaluating options.
5. PTAS at the Wheatley Rd. Site (Well 6 & 16): Well disinfection and testing will commence this week. Electrical contractor is on site working on the controls

equipment. Working with National Grid to get gas service installed. MCC is scheduled for delivery in April 21st.

6. Split Rock Tank Booster Station: Work is behind schedule. D&B is meeting with Contractor to discuss the most recent electrical controls submittal. Closing out the tank painting contract.
7. Wells 18 & 19 Drainage Improvements: Final payment and maintenance bond submitted for contract closeout.
8. 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 next week.
9. Pump Rehabilitation Projects:
 - Well 29: Bacteriological results are acceptable. Waiting for full water quality results.
 - Well 18 & 19: Pump installation will commence in the fall.
 - Well 26 & 30: D&B has started the initial design work.
10. Convent Road Facility Architectural Improvements: D&B is preparing the 90 percent submittal. Schedule is to advertise on May 19th and open bids on June 16th. D&B submitted a proposal amendment for additional work requested by the District.

Mr. Merklin presented to the Commissioners a proposal amendment from their original proposal dated June 30, 2022 for the Miscellaneous Architectural Improvements at the 125 Convent Road Facility for the additional not to exceed fee of \$48,000.00 thereby amending their original proposal from \$218,000.00 to \$266,000.00. After discussion, the Commissioners tabled the proposal pending review of the updated project budget estimates.

11. Water Service Gooseneck Replacement: Waiting for NCDH review and approval. D&B met with NCDH to discuss their questions and comments on the public outreach documents. The discussion was focused on public outreach documents. NCDH wants to coordinate with NYSDOH before issuing any comments. D&B will prepare an updated cost estimate and proposal amendment for this project once the NCDH comments have been clarified and incorporated.
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 set PSEG requested documents.

13. Main Plant SCADA Improvements: The Contractor is working on the punch list and training sessions.
14. Transfer Switch Replacements: Wells 3 & 29 will be started up on March 2nd.
15. Juneau Pump Station Improvements: Delivery dates of August 30, 2023 and January 10, 2024 have been provided for MCC equipment. D&B is discussing the sequence of equipment installation with the Contractor.
16. Merry Lane Water Main As-Builts: D&B is performing the preliminary design work.
17. Wheatley Tank Altitude Valves: D&B received NCDH approval. Contract execution is underway. Contractor is submitting shop drawings. Contractor is submitting shop drawings.
18. Requirements Contracts:
 - i. Pump Maintenance: D&B submitted a recommendation for Award.
 - ii. Electrical Improvements: Purchase Order process is underway. Wire to Water submitted a letter withdrawing their bid.

Mr. Merklin then reported to the Commissioners that he reviewed the two (2) bid proposals received on January 24, 2023 for Contract No. G3-23R, Annual Maintenance Contract Well and Booster Pumps and Motors. A.C. Schultes, Inc. of Woodbury Heights, New Jersey was the low bidder for the contract with a total corrected bid price of \$1,239,300.00. Based on his review of the bid documents and the contractor's past and present performances, Mr. Merklin recommended award of the contract be made to A.C. Schultes, Inc. for the estimated bid amount of \$1,239,300.00 (for bidding purposes, actual value of the contract will depend on the quantity of work orders performed during the contract duration and the actual quantity of each unit price item incurred during the performance of the work). After discussion and upon motion duly made and seconded, it was

RESOLVED that Contract No. G3-23R, Annual Maintenance Contract Well and Booster Pumps and Motors be awarded to A.C. Schultes, Inc. of Woodbury Heights, New Jersey the lowest responsible bidder with a bid that conforms to the bid specifications of the District in the estimated amount of \$1,239,300.00.

VOTE AYES: 3 NOES: 0 ABSENTIONS: 0

Commissioner Abbate AYE
 Commissioner Asmus AYE
 Commissioner Beckerle AYE

19. BIL Grant Applications: Waiting for announcement on funding for Lead Service Line Replacement (LSLRP). D&B will attend upcoming webinar.
20. GAC Media Purchase Contract: D&B is reviewing comments received from NCDH.
21. Wheatley Tank Anniversary Inspection: D&B will be on site when construction begins in March. D&B prepared a list of contractor responsibilities that must be addressed to completed D&B's work.
22. Wheatley Tank Antenna Installations: This work will be performed when the tank is removed from service in March.
23. 2022 AWQR: D&B is preparing the draft spreadsheet for submittal by the end of this week.
24. LGRMIF Grant Assistance: Application will be submitted today, March 1st.

Ms. Blum indicated the District will be applying for a \$74,872.12 grant in the category of records access/conversion through the Local Government Records Management Improvement Fund (LGRMIF). After discussion, the Commissioners approved the filing of the LGRMIF grant and authorized Miss Cannon, as the District's Project Director, to sign all submission forms on behalf of the District.

25. 2023 Capital Plan: D&B is performing up-front work prior to meeting with JWD.

Status of Proposed Development Projects – Engineers Report

1. Jericho Plaza Hotel: D&B is preparing a draft memorandum for review by JWD. Waiting for missing information requesting from Developer.
2. Engineers Country Club: The draft memorandum has been sent to JWD for review.
3. Tam O'Shanter Development: D&B met with JWD and Mike Ingham to review the historical file and discuss next steps. D&B prepared a chronology of correspondence for reference. Waiting for developer response regarding April 25, 2022 letter from NCDH about conditional letter of water availability.

A discussion was held regarding request for water availability by the developer. After discussion, the Commissioners instructed Mr. Ingham to draft the Certificate of Water Availability stating that no irrigation service will be provided by the District.

4. Woodbury Hills Development: A letter of water availability has been sent to the developer. D&B submitted a proposal for effort in evaluating alternatives for the water main loop.

Commissioner Abbate recused himself from all discussions and decisions relating to the Woodbury Hills Development.

Mr. Merklin informed the Commissioners that back in 2020 the Commissioners had requested D&B to explore the possibility of investigating an easement the elimination of the dead-end main as part of the Woodbury Hills Development project. D&B determined that the installation of a watermain to create a loop would not be cost effective. Mr. Merklin presented to the Commissioners the cost of the work performed for this analysis in the amount of \$1,886.83. After discussion, and upon motion duly made and seconded it was

RESOVLED that the Commissioners approve the proposal for the work performed for analysis of the elimination of the dead-end main as part of the Woodbury Hills Development project in the not to exceed fee of \$ 1,886.83 to be charged to Operating Account No. A-8340-000-4430 Engineering Services.

VOTE AYES: 2 NOES: 0 ABSECTIONS: 1

Commissioner Abbate ABSTAINED
Commissioner Asmus AYE
Commissioner Beckerle AYE

5. Marriott at Milleridge Inn Water Main: Attorney is working with developer to establish an agreement.
6. Farnum Subdivision: No action until authorized by the Board.
7. Oaks at Mill River: The cost estimates will be sent to the developer upon receipt of funds.
8. Laurel Hollow Service Area Extension: 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 was reviewing procedures for RFPs and will be preparing a legal memorandum for all of his clients.

Mr. Ingham informed the Commissioners that he has compiled a list of other Districts/municipalities that believe that they will not be able to meet the requirements of the deferral period for 1,4-Dioxane set forth by NYSDOH. Mr. Ingham is currently in discussions with these agencies to approach NYS for an additional deferral.

Mr. Carman informed the Commissioners that the contract for the sale of the Robbins Lane property has been scheduled for March 10th, 2023 at 2:00PM.

Mr. Logan reported that all analysis of wells and bacteriological sampling for the period February 15, 2023 to February 28, 2023 had been completed and all were within state and federal standards.

Mr. Logan then requested authorization to hire Justin Lohen of Floral Park, New York as Water Plant Operator Trainee, with a two-year probationary period as per Rule XVII with Nassau County Civil Service Commission with an appointment date of March 28, 2023. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners authorize the appointment of Justin Lohen of Floral Park, New York to the position of Water Plant Operator 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 presented to the Commissioners Contract Modification Nos. 7 and 8 from J. Anthony Enterprises Inc. for JWD Contract No. C8-20, PTAS at Wheatley Road Facility Wells 6 & 16 – General Construction as per the below:

1. Contract Modification No. 7: To furnish and install approximately 124' of 6' high black system chain link fence and 24' wide double swing gates topped with barbed wire in the amount of \$17,062.00.
2. Contract Modification No. 8: To install field stone on the exterior of the fill box wall to match the building in the amount of \$5,040.00.

After discussion and upon motion duly made and seconded it was

RESOLVED that the Commissioners approved Contract Modification Nos. 7 and 8 from J. Anthony Enterprises Inc. for JWD Contract No. C8-20 PTAS at Wheatley Road Facility Wells 6 & 16 – General Construction in the amount of \$22,102.00 to be charged to Capital Account No. H-8397-010-2303 PTAS @ Well Nos. 6 & 16.

VOTE AYES: 3 NOES: 0 ABSENTIONS: 0

Commissioner Abbate AYE

Commissioner Asmus AYE
Commissioner Beckerle AYE

Mr. Logan then presented to the Commissioners Contract Modification No. 2 from Wire to Water Inc. for JWD Contract No. C9-20, PTAS at Wheatley Road Facility Wells 6 & 16 – Electrical Construction. The change modification included the costs over PSEG allowance for new generator and costs associated with the relocation of the Altice box on the power pole in the not to exceed amount of \$4,215.36. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approved Contract Modification No. 2 from Wire to Water Inc. for JWD Contract No. C9-20, PTAS at Wheatley Road Facility Wells 6 & 16 – Electrical Construction in the amount of \$4,215.36 to be charged to the \$40,000.00 General Allowance of the contract.

VOTE AYES: 3 NOES: 0 ABSENTIONS: 0

Commissioner Abbate AYE
Commissioner Asmus AYE
Commissioner Beckerle AYE

Mr. Logan the presented to the Commissioners Contract Modification No. 6 from Stalco Construction, Inc. for JWD Contract No. C4-21 Kirby Lane AOP -General Construction. The change modification included costs associated with the supply, delivery and unloading of the fire rated double doors, frames and associated hardware for the not to exceed fee of \$13,950.65. After discussion and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approved Contract Modification No. 6 from Stalco Construction, Inc. for JWD Contract No. C4-21 Kirby Lane AOP – General Construction in the amount of \$13,950.65 to be charged to the \$100,000.00 General Allowance of the contract.

VOTE AYES: 3 NOES: 0 ABSENTIONS: 0

Commissioner Abbate AYE
Commissioner Asmus AYE
Commissioner Beckerle AYE

Mr. Logan then presented to the Commissioners a request for water availability from Mr. Michael Rant, P.E. of Northcoast Civil Land Surveying & Civil Engineering for the Wilson Hurley Estates, 77 Linden Lane, a two-lot subdivision in Upper Brookville. Mr. Logan explained this subdivision would require a water main extension to provide service to these parcels. Mr. Logan will notify the developer of the procedure to be followed. Mr.

Ingham and Mr. Logan will review the latest iteration of the District's letter of water availability, amend if necessary, and then send a copy to the developer.

Miss Cannon then presented and reviewed with the Commissioners a Cash Balance/Cash Deposit report as of February 27, 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 February 15, 2023 and February 27, 2023. After discussion, the report was ordered filed.

Miss Cannon then requested authorization to hire Suet-Yee Huang of Floral Park, New York as an Administrative Assistant, with a six-month probationary period and an appointment date of March 8, 2023. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners authorize the appointment of Suet-Yee Huang of Floral Park, New York to the position of Administrative Assistant contingent upon approval from Nassau County Civil Service Commission.

VOTE AYES: 3 NOES: 0 ABSENTIONS: 0

Commissioner Abbate AYE
Commissioner Asmus AYE
Commissioner Beckerle AYE

Miss Cannon informed the Commissioners that she received a request from Oaks at Mill River, LLC for return of funds held on deposit in Installation Fund Account No. H-8398-862-2300 in the amount of \$176,164.00 less any outstanding invoices from D&B Engineers & Architects for work they performed to recalculate cost estimate for the development project. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners authorize the return of funds on deposit to the Oaks @ Mill River, LLLC in the amount of \$176,164.00 less any unpaid invoices from D&B Engineers & Architects..

VOTE AYES: 3 NOES: 0 ABSENTIONS: 0

Commissioner Abbate AYE
Commissioner Asmus AYE
Commissioner Beckerle AYE

Miss Cannon informed the Commissioners that she received the following three (3) requests to waive penalties:

1. Account No. 26811600-0 in the amount of \$79.35.
2. Account No. 30162252-0 in the amount of \$149.31.
3. Account No. 25851200-0 in the amount of \$50.09.

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 informed the Commissioners that the District has been awarded a \$50,000.00 ARPA Grant as part of the Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) from Nassau County Boost to defray the cost of laboratory testing for emerging contaminants.

Miss Cannon then informed the Commissioners that she received a request for reduction of their 3rd Quarter and 4th Quarter water bill on Account No. 20322600-0 by the owner due to a leak on their water service. Miss Cannon informed the Commissioners that a reduction to these bills would be in line with the District 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. The adjustment to the 3rd Quarter 2022 water bill resulted in the total water charge being reduced to \$731.64 from \$898.44, a reduction equal to \$166.80. The adjustment to the 4th Quarter 2022 water bill resulted in a total water charge being reduced to \$704.22 from \$997.02, a reduction equal to \$247.20. Miss Cannon indicated that all required documentation had been received. After discussion, the Commissioners approved the reduction and instructed Miss Cannon to send a revised bill(s).

Miss Cannon then informed the Commissioners that she received a request for reduction of their 4th Quarter 2022 and 1st Quarter 2023 water bill on Account No. 25817206-2 by the owner due to a leak on their water service. Miss Cannon informed the Commissioners that a reduction to these bills would be in line with the District 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. The adjustment to the 4th Quarter water bill resulted in the total water charge being reduced to \$499.08 from \$720.36, a reduction equal to \$221.28. The adjustment to the 1st Quarter 2023 water bill resulted in a total water charge being reduced to \$689.82 from \$1,019.28, a reduction equal to \$329.46. Miss Cannon indicated that all required documentation had been received. After discussion, the Commissioners approved the reduction and instructed Miss Cannon to send a revised bill(s).

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 close to schedule. At this time, the building structure has been completed,

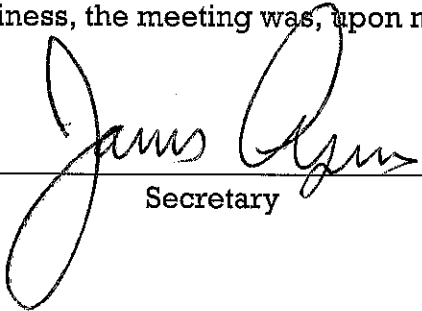
roof has been installed and shingled, GAC vessels have been delivered and installed, ceiling and lighting have been installed, and they are awaiting the delivery of the Trojan reactors. The delivery of the exterior split-face block has been held up, which in turn has held up the installation of the windows and glass block. The block should be here within the next month.

Pending agenda items list was read and filed.

The Board went into Executive Session at 10:00 am to discuss pending litigation matters and personnel and reentered at 10:16 am with no action taken.

The following claims were then audited and approved for payment: General Fund #27220 to #27245 and Construction Fund #2652 to #2653.

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


Secretary