

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 6<sup>th</sup> day of December 2023, at 8:30 A.M.

Present:	Commissioners	Thomas A. Abbate James Asmus Patricia Beckerle
	Attorneys	Michael F. Ingham Gregory W. Carman Jr.
	Superintendent	Peter F. Logan (absent)
	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:
  - a. Construction Accident: Waiting for OSHA report regarding the accident on site. Structural bracing, trusses and roofing work has been completed.
  - b. Facility Construction: AOP equipment installation is underway and building enclosures nearly completed. Schedule concerns due to electrical equipment delivery, which is scheduled for January.
2. Well 22 Facility Improvements & AOP Treatment: NCDOH and NYSDOH approvals have been received. General Contractor is falling behind schedule. This will be discussed at the next progress meeting. Substantial completion date is September 24, 2024.
3. Kirby Lane AOP: AOP Commissioning, testing and startup is underway. The best-case substantial completion date is currently April 2024. Contract modification for stilling well at Booster Building. D&B is preparing a contract modification document for the proposed blowoff diffusion well installation.

Mr. Merklin then presented to the Commissioners Revised Contract Modification No. 7 (which supersedes the previously approved version on November 15, 2023) from Bensin Contracting Inc. for Contract No. C6-21 Kirby Lane AOP – Mechanical Construction for

furnishing all material and labor to install a new stilling well at the Kirby Lane booster building in the not to exceed amount of \$9,800.00. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approved Revised Contract Modification No. 7 from Bensin Contracting Inc. for Contract No. C6-21 Kirby Lane AOP – Mechanical Construction in the amount of \$9,800.00 to be charged to Capital Project Account No. H-8397-011-2303 Kirby Lane AOP System.

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

4. Southwoods Road - New Well and Treatment Facility:

- a. Well Construction Contract: Layne will return to the site to address the outstanding well construction issues in mid-March. This will allow the building construction to continue in the meantime.
- b. Treatment Facility Contracts: D&B has addressed comments from NCDOH. An approval is expected shortly. Masonry work is underway. Treatment equipment deliveries scheduled for January.

5. PTAS at the Wheatley Rd. Site (Well 6 & 16): MCC delivery is currently scheduled for May 2024. Contractors are addressing punch list items and additional work requested by JWD.

6. Split Rock Tank Booster Station: The Contractor has indicated that the revised shipping date for the booster station is February 19, 2024.

7. Syosset Tank Replacement: Landmark is performing punch list activities, which are nearly completed. D&B is working with Landmark to prepare a close-out contract modification. Existing tank demolition is nearly completed. D&B is working with the surveyor to address discrepancies with the property line survey.

*On behalf of Superintendent Logan, Mr. Merklin requested a moment of silence for the original 1.5 MG Elevated Water Storage Tank located on the District's Convent Road site. At 9:41 AM on December 5<sup>th</sup>, 2023 the original Syosset tank ceased to exist except for our memories.*

8. Pump Rehabilitation Projects:

- Well 18: D&B is reviewing well cleaning and development recommendations from the contractor.

- Well 19: D&B is reviewing well cleaning and development recommendations from the contractor.
  - Well 26: D&B updated the design based on the initial pump test results and is currently reviewing shop drawings from the Contractor.
  - Well 30: D&B is reviewing the shop drawing submittal.
9. Convent Road Facility Architectural Improvements: D&B is finalizing the contract documents for a bid opening on January 19<sup>th</sup>, 2024.
10. Water Service Gooseneck Replacement: D&B is preparing updated public outreach documents to address NCDOH's verbal comments.
11. Water Main Improvements:
- LIE Service Road Connection: JWD and D&B met with the property owner on December 4<sup>th</sup>.
  - National Grid Water Main Relocation: Letter sent to National Grid. Work will commence upon completion of a developer's agreement and receipt of payment from National Grid.
12. Main Plant SCADA Improvements: D&B is working with the Contractor to close out the contract.
13. Transfer Switch Replacements: Contractor is addressing punch list and close out items.
14. Juneau Pump Station Improvements: MCC scheduled for delivery and installation in January 2024.
15. Wheatley Tank Altitude Valves: Work is substantially complete. D&B is preparing a punch list.
16. Grant Opportunities:
- a. Waiting for announcement on BIL funding for Lead Service Line Replacement (LSLRP)
  - b. Waiting for responses on WIIA applications.
17. Wheatley Tank Anniversary Inspection: D&B has completed the inspection and analysis of the tank coating systems. Both Nuco and Caldwell were present during the inspection. A written report was reviewed by Superintendent Logan and Mr. Ingham and filed with the District. The report indicated that the paint coating on the outside of the tank was in good condition. However, the inside of the tank displayed significant deficiencies. A letter has been sent to Caldwell with directions regarding required internal painting protocols for fall 2024. In the interim, the tank will be cleaned and prepared by Nuco for refilling in December for use this winter.

**18. Requirements Contracts:**

- a. Hydrogen Peroxide Purchasing – USP has agreed to deliver hydrogen peroxide under the existing Hicksville Water District Contract. This procurement procedure is recommended. D&B prepared a bid rejection letter.
- b. GAC Media Purchasing: D&B is preparing an updated draft.
- c. SCADA Managed Services: D&B has made a recommendation to renew Lexington's Managed Service Contract as a professional service.

Mr. Merklin then presented to the Commissioners a letter from Mr. Anthony Eagan of D&B Engineers and Architects D.P.C. stating that he reviewed the one (1) bid proposal from US Peroxide LLC dba USP Technologies received on October 20<sup>th</sup>, 2023 Contract No. G9-24 Supply and Delivery of Liquid Hydrogen Peroxide for \$3.58/gallon. The District was aware that the Hicksville Water District (HWD) contract had been renewed with USP for a second year at a 5% increase for a cost of \$3.41/gallon. D&B reached out to USP on the District's behalf and USP confirmed they would extend the HWD contract to the District with the receipt of a formal request. Mr. Logan, with the assistance of Mr. Eagan & Mr. Ingham, honored USP's request and sent a letter, via email, on November 29<sup>th</sup>, 2023. USP responded, via email, on December 4<sup>th</sup>, 2023 with documentation agreeing to provide JWD with peroxide under the HWD contract. Based on his findings of the Contractors' past and present performances and his review of the bid proposal and the HWD contract, Mr. Eagan recommended the District reject the bid received for Contract No. G9-24 Supply and Delivery of Liquid Hydrogen Peroxide. He then recommended the District utilize the HWD Annual Maintenance Contract with USP Technologies for Furnishing Hydrogen Peroxide for Water Treatment, prepared by H2M Architects + Engineers in October 2022 for the procurement of liquid hydrogen peroxide through the clause identified as Extension of Contract to Members of the Long Island Water Conference Purchasing Cooperative at a cost of \$3.41/gallon for January 1, 2024 through December 31, 2024. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve piggybacking on the HWD Annual Maintenance Contract with USP Technologies for Furnishing Hydrogen Peroxide for Water Treatment for \$3.41/gallon for January 1, 2024 through December 31, 2024 to be charged to Operating Account No. A-8330-000-4170 PURIFICATION – Chemicals & Treatments.

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

Mr. Merklin then presented to the Commissioners a letter from Mr. Anthony Eagan of D&B Engineers & Architects D.P.C. stating that he had reviewed the two (2) proposals

received for Contract No. G3-24 Professional Services - Managed IT Service Contract (Plant & SCADA). The lowest proposal received was from Lexington Technologies, Inc. at \$2,640.70/month. Based on his review of the services provided and the ability of each of the providers to respond to the needs and concerns of the District, Mr. Eagan recommended award of Contract No. G3-24 Professional Services - Managed IT Service Contract (Plant & SCADA) to Lexington Technologies, Inc. in the amount of \$2,640.70/month for January 1, 2024 through December 31, 2024. After discussion, and upon motion duly made and seconded it was

RESOLVED that the Commissioners award Contract No. G3-24 Professional Services - Managed IT Service Contract (Plant & SCADA) to Lexington Technologies, Inc. in the amount of \$2,640.70/month for January 1, 2024 through December 31, 2024 to be charged to Operating Account No. A-8340-000-4420 IT & Computer Services contingent upon an executed managed service agreement.

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

19. PFAS Treatment at Wells 18, 19 & 29: D&B is meeting with JWD to review conceptual drawings. A draft BODR will be submitted later this month.

20. Jericho Tank Rehabilitation: A 60 percent draft design will be submitted later this week.

21. Evaluation of System Capacities: D&B is working with JWD to develop a detailed scope of work.

22. Election Database: D&B and JWD worked with the County to resolve issues with the data they provided. D&B is in final testing phase and database is almost complete.

23. GIS Improvements: D&B is preparing a draft proposal for review by JWD.

24. Wheatley Grading and Paving: D&B submitted a proposal for the design of final grading and paving of the site.

Mr. Merklin then presented to the Commissioners a proposal from D&B Engineers and Architects D.P.C. to provide engineering services related to the Paving and Grading Improvements at Wheatley Road Facility. The proposal includes detailed design services in the amount of \$28,000.00, Bidding and Construction Services in the amount of \$8,000.00 and Inspection Services in the amount of \$7,000.00 for the total not to exceed fee of \$43,000.00. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve D&B's proposal for engineering services related to the Paving and Grading Improvements at Wheatley Road Facility for the not to exceed fee of \$43,000.00 to be charged to Construction Fund Account No. H-8397-002-2303 Wheatley Tank Rehabilitation.

VOTE            AYES            3            NOES            0            ABSENTIONS            0

Commissioner Abbate            AYE  
Commissioner Asmus            AYE  
Commissioner Beckerle            AYE

25. PFAS Regulatory Update: D&B is reviewing JWD data to evaluate the impact of NYSDOH proposed regulations.

Mr. Merklin then presented to the Commissioners a proposal for Annual GIS Maintenance in the total not to exceed amount of \$10,000.00 for 2024. 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 2024. The fee for these services will be hourly at the rates identified in the retainer agreement with JWD, estimated at \$10,000.00 for 2024. 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

Mr. Merklin then presented to the Commissioners a proposal for analyzing laboratory sampling results for inclusion in the 2023 Annual Water Quality Report (AWQR), for the District for the not to exceed fee of \$10,000.00 (2024 Expense). After discussion and upon motion duly made and seconded it was

RESOLVED that the Commissioners approve D&B's proposal for engineering services for analyzing laboratory sampling results for inclusion in the 2023 Annual Water Quality Report, (AWQR) for the not to exceed fee of \$10,000.00 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				

Status of Proposed Development Projects – Engineers Report

1. Engineers Country Club: D&B is performing the additional evaluation work.
2. Country Club Developers: D&B has made a recommendation for award of the construction contract. After discussion, the award of the contract was tabled until the next board meeting pending clarification from Superintendent Logan on inspection hours for D&B.
3. Cove Edge Road Property Owners: D&B is reviewing available documents and is generating a letter requesting additional information.

Miss Cannon then reported that she reviewed the miscellaneous accounts receivable list that remains uncollected. Miss Cannon informed the Commissioners that there was one doubtful account for damage to a fire hydrant caused by Daniel J. Jones on August 30, 2020. Mr. Ingham informed the board that he could not pursue a civil lawsuit as Mr. Jones had moved and could not be served with process. Miss Cannon requested the Commissioners consider authorizing the write off of the doubtful account for the year ended December 31, 2023 in the amount of \$7,048.91. Both the District and Miss Cannon have made numerous unsuccessful attempts to collect this outstanding invoice issued for damaged fire hydrants from August 30, 2020. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners authorized Miss Cannon to write off the uncollectible accounts receivable from Daniel J. Jones in the total amount of \$7,048.91 as of December 31, 2023.

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 December 4, 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 November 14, 2023 and December 4, 2023. After discussion, the report was ordered filed.

Miss Cannon then requested authorization to transfer \$500,000.00 from the FNBLI General Fund Checking Account to the FNBLI Investment Account in order to maximize interest. After discussion, the Commissioners authorized the bank transfer.

Miss Cannon reported that Mr. Logan called in Bancker Construction under JWD Requirements Contract No. G2-23 Requirements Contract for Emergency Water Distribution System Repairs to repair to a service on Woodbury Road on November 30<sup>th</sup>, 2023. It was unclear at first if the leak was on the water main or a water service and took both the District's Repair Crew and Bancker Construction time to isolate it in a dangerous section on Woodbury Road. Mr. Logan will inform the Commissioners of the cost of the repair pending an invoice from Bancker Construction.

Miss Cannon informed the Commissioners that she received a missing items list sent to Superintendent Logan on November 16, 2023, for the District's \$5,000,000.00 BIL-EC Grant for Project No. 19393 PFAS Treatment at Well Nos. 18, 19 & 29 due back by December 11, 2023. Miss Cannon indicated the majority of the list could be supplied to the EFC by the deadline. However, the District would need to request an extension for several items including the bond authorization funding portion and Plans and Specifications (which have not yet been completed by D&B). The EFC informed Miss Cannon that the District would not only need to commit to bond for the unfunded portion but is required to have bonding/funding in place in order for a grant agreement to be signed. Miss Cannon discussed two options with the Commissioners. Either the District expedites a new bond authorization or reallocates excess funding from the 2022 Bond Authorization (currently earmarked for new projects in the 2024 Capital Plan). Miss Cannon is still analyzing the status of projects and discussing options with the engineers to reassess the 2024 Capital Plan to encompass this new requirement.

A discussion was held regarding when to purchase Granular Activated Carbon systems for PFAS Treatment at Well Nos. 18, 19 & 29. This project will require the District to purchase three (3) systems (one for each well to be treated). Miss Cannon then recommended that the District re-allocate funding originally approved in the 2022 Bond Authorization for construction of the AOP facility at Wells 20 & 21 for this project. Subsequent to the bond authorization, the District received a NYS WIIA Grant in the amount



of \$12,115,200.00 for this project thereby decreasing the need to bond \$20,192,000.00 approved under the 2022 Bond Authorization.

After discussion, and upon motion duly made and seconded, the following resolution was then presented to the Board for their consideration:

**RESOLUTION TO REALLOCATE FUNDING APPROVED IN THE DISTRICT'S 2022 BOND AUTHORIZATION TO FUND THE PURCHASE OF GRANULAR ACTIVATED CARBON UNITS AT WELL NOS. 18, 19 & 29 AND FOR OTHER PRELIMINARY ADMINISTRATION AND CONSTRUCTION COSTS ASSOCIATED WITH THE CONSTRUCTION OF A GRANULAR ACTIVATED CARBON TREATMENT SYSTEM FOR THE REMOVAL OF PFAS COMPOUNDS AT WELL NOS. 18, 19 AND 29 IN THE AMOUNT OF \$1,500,000.00**

**WHEREAS**, On March 1, 2022 the Town of Oyster Bay passed Resolution No. 156B-2022 that authorized the issuance of \$39,149,150 in bonds for improvements to the facilities of the Jericho Water District; and

**WHEREAS**, Resolution No. 156B-2022 listed various improvement projects the District intended on funding through the issuance of these bonds; and

**WHEREAS**, the resolution stated the purpose of the bond was to pay costs for improvements to the District consisting of but not limited to these said projects; and

**WHEREAS**, on March 15, 2023 the District received a 2022 Bipartisan Infrastructure Law Emerging Contaminants (BIL-EC) grant through the Drinking Water State Resolving Fund (DWSRF) in the amount of \$5,000,000.00, (Five Million Dollars), for PFAS Treatment at Well Nos. 18, 19 & 29, Project No. 19393, and

**WHEREAS**, on June 7, 2023 the Board of Commissioners of the District approved a resolution to reallocate funding in the amount of \$840,000.00 from the 2022 Bond Authorization to fund engineering services to prepare a BODR, plans and specifications and assist with permitting including permitting fees, and

**WHEREAS**, the District now desires to reallocate an additional \$1,500,000.00 to fund the purchase of three (3) Granular Activated Carbon Systems, (GACs) at an estimated cost of \$1,137,000.00 plus contingency in the amount of \$363,00.00 to be made available for preliminary administrative and construction costs incurred before the BODR is completed, a final cost estimate is prepared, and a bond petition and bond authorization is issued for the total cost of the project (offset by grant funding), and

**WHEREAS**, the 2022 Bond Authorization included funding in the amount of \$20,192,000.00 for the construction of an Advanced Oxidation Process ("AOP") facility for Wells 20 & 21 with granular activated carbon, ("GAC") units and building; and

**WHEREAS**, on April 25, 2022 the District was awarded a NYS WIIA Grant – Project No. 19081 to assist with the construction of the AOP facility at Wells 20 & 21 in the amount of \$12,115,200.00; thereby decreasing the amount the district will need to bond; and

**WHEREAS**, the District desires to reallocated funding from the AOP Facility at Wells 20 & 21 to provide funding for required additional costs to construct a GAC Treatments System for the removal of PFAS compounds at Well Nos. 18, 19 & 29 in the amount of \$1,500,000.00; and

**NOW THEREFORE**,

**BE IT RESOLVED**, that the Board of Commissioners hereby authorizes the Treasurer/Clerk to transfer \$1,500,000.00 from Capital Project No. H-8397-021-2303 AOP facility at Wells 20 & 21 to H-8397-022-2303 PFAS Treatment System for Well Nos. 18, 19 & 29.

**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 (a) 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	ABSENTIONS	0
	Commissioner Abbate		AYE			
	Commissioner Asmus		AYE			
	Commissioner Beckerle		AYE			

Miss Cannon then presented to the Commissioners the following SEQRA Resolution declaring Type II Action for Project No. 19393- PFAS Treatment at Wells 18, 19, and 29:

**WHEREAS**, the Board of Commissioners of the Jericho Water District has been awarded Bipartisan Infrastructure Law Emerging Contaminants (BIL-EC) funding for the following project: Project No. 19393- PFAS Treatment at Wells 18, 19, and 29; and

**WHEREAS**, the funding agreement execution process requires the completion of the SEQRA-State Environmental Quality Review Act; and

**WHEREAS**, the D&B Engineers & Architects have determined the action is a Type II Action under 6 NYCRR 617.5(c) item (2) and 6 NYCRR 617.5(c) item (9).

**NOW THEREFORE**, after discussion and due deliberation, and in consideration of the above recitals, it was;

**RESOLVED**, that the Board of Commissioners of the Jericho Water District concurs with the recommendation that the project is a Type II Action and has reviewed the

significance and made a determination of no impact and is declaring a negative declaration in regards to the project.

VOTE                    AYES:            3            NOES:            0            ABSENTIONS:    0

Commissioner Abbate    AYE  
Commissioner Asmus    AYE  
Commissioner Beckerle   AYE

Miss Cannon (on behalf of Superintendent Logan) then requested authorization from the Commissioners to purchase one (1) 2024 Chevrolet Silverado 2500 HD truck for \$58,997.45 and one (1) 2024 Chevrolet Silverado 3500 HD truck for \$61,071.42 piggybacking off the Franklin County, NY Bid No. 23-0908-1. Miss Cannon informed the Commissioners that Mr. Ingham had reviewed the contract language and that the vendor DeNooyer Chevrolet of 127 Wolf Road, Albany NY had agreed to honor the piggybacking clause of the contract. Miss Cannon further requested the Commissioners approve an additional \$1,931.13 for the purchase of light bars, decals & miscellaneous equipment to install on the vehicles after the District takes delivery. After discussion, and upon motion duly made and seconded it was

RESOLVED that the Commissioners authorize the purchase of one (1) 2024 Chevrolet Silverado 2500 HD truck and one (1) 2024 Chevrolet Silverado 3500 HD truck in the total amount of \$120,068.87 plus an additional \$1,931.13 for light bars and miscellaneous equipment to be charged to Capital Project Account No. H-8397-843-2202 Heavy Duty Trucks/Equipment. It was

FURTHER RESOLVED that the Commissioners authorize a budget transfer of \$122,000.00 from Operating Account No. A-9950-000-9010 Transfers for Capital Projects to Capital Project Account No. H-8397-843-2202 Heavy Duty Trucks/Equipment.

VOTE                    AYES:            3            NOES:            0            ABSTENTIONS:    0

Commissioner Abbate    AYE  
Commissioner Asmus    AYE  
Commissioner Beckerle   AYE

Miss Cannon (on behalf of Superintendent Logan) then requested authorization to replace the VCT flooring throughout the office with Mohawk Luxury Vinyl Tile (LVT) in the amount of \$32,873.51 under NYS Contract No. PC69409 with Sterling Floor Designs LTD of Commack NY. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners authorize the replacement of VCT flooring throughout the office in the amount of \$32,873.51.65 under NYS Contract No. PC69409 with Sterling Floor Designs LTD of Commack NY to be charged to Operating Account No. A-8340-000-2102 Building Improvements. It was

FURTHER RESOLVED that the Commissioners authorize a budget transfer of \$26,000 from Operating Account No. A-8330-000-4690 Carbon Replacement to Operating Account No. A-8340-000-2102 Building Improvements to fund the project.

VOTE                    AYES:            3        NOES:            0        ABSTENTIONS:    0

Commissioner Abbate            AYE  
Commissioner Asmus            AYE  
Commissioner Beckerle        AYE

Ms. Blum reported to the Commissioners that she reached out to eleven (11) vendors and received four (4) quotes for Graphic Design & Printing Services, Contract No. G7-24 that were due back on Friday November 17, 2023 at 4:00PM. Ms. Blum reported that she and Miss Cannon thoroughly analyzed the quotes, bids were tabulated only based on line items where all four vendors submitted a quote. The lowest quote received was from Minute Man Press Syosset in the total amount of \$9,642.17. After discussion, and upon motion duly made and seconded, it was

RESOLVED, that the Commissioners award Contract No. G7-24 Graphic Design & Printing Services to Minute Man Press of Syosset NY for the period of January 1, 2024 through December 31, 2024 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 presented to the Commissioners the District Salary Schedule for all employees of the District effective January 1, 2024. After discussion, it was

RESOLVED that the Commissioners approve the Salary Schedule effective January 1, 2024 for all full employees and management. It was

FURTHER RESOLVED that the Commissioners approve the terms of a written contractual employment agreement on file for Superintendent Logan memorialized in his personnel file for the period of January 1, 2024 through December 31, 2025. It was

FURTHER RESOLVED that the Commissioners authorize contractual raises for part-time/ seasonal employees, Lisa Cataldo, Giovanna Ranaldo and Chelsea Lee effective January 1, 2024 and corrected a minor contradiction in language in the employee contract regarding Part-time employees. It was

FURTHER RESOLVED that the Commissioners approve the Nassau County Civil Service revised Salary and Minimum/Maximum Salary Schedules in accordance with the above listed approvals and instructed Miss Cannon to make proper notification to the Nassau County Civil Service Commission regarding these changes.

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

Miss Cannon informed the Commissioners that the New York State Health Insurance Plan (NYSHIP) released their rates effective January 1, 2024 as follows:

	(7/1/2023)		
<u>Category</u>	<u>2023 Rates</u>	<u>2024 Rates</u>	<u>% Change</u>
Plan Prime Individual	\$1,308.34	\$1,445.66	10.5%
Plan Prime Family	\$3,089.17	\$3,367.09	9.0%
MediPrime Individual	\$463.67	\$548.95	18.4%
MediPrime Family 1	\$1,308.34	\$1,654.92	26.5%
MediPrime Family 2	\$1,208.56	\$1,498.01	23.9%

Miss Cannon informed the Commissioners that although the rates for some of the categories surpassed the budgeted % increase of 12.5%, after analyzing # of employees in each category and cost savings of some employees opting for the health insurance buyout, actual costs should come in under budget for 2024.

Miss Cannon presented to the Commissioners a proposal from CBIZ Valuation Group, LLC for the Fixed Asset Reporting and Property Insurance Valuation Updating Services for 2023 in the amount of \$1,500.00. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve the proposal for the Fixed Asset Reporting and Property Insurance Valuation Updating Services for 2023 from CBIZ Valuation Group, LLC for the not to exceed fee of \$1,500.00 to be charged to Operating Account No. A-8310-000-4480.

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 letter from Ms. MaryAnn Dantona, POA for Helen Horan (surviving spouse of Bill Horan, long time

employee of the Jericho Water District) thanking the District for allowing her step-mother to continue to stay on the District's insurance policy for all of these years (at their expense). Ms. Dantona requested to voluntarily cancel Ms. Horan's health insurance policy with the District and thanked Ms. Blum for being a pleasure to deal with.

Miss Cannon informed the Commissioners that she received the following nine (9) requests to waive penalties:

1. Account No. 20403900-0 in the amount of \$118.97.
2. Account No. 21408209-0 in the amount of \$125.72.
3. Account No. 25452800-0 in the amount of \$198.85.
4. Account No. 25851900-0 in the amount of \$268.22.
5. Account No. 30103100-0 in the amount of \$95.72.
6. Account No. 30104100-0 in the amount of \$73.60.
7. Account No. 30109800-0 in the amount of \$82.97.
8. Account No. 30154700-0 in the amount of \$203.35.
9. Account No. 31162124-0 in the amount of \$144.85.

Miss Cannon informed the Commissioners that no penalty on the above accounts had 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.

The Board of Commissioners went into Executive Session at 9:58 a.m. to discuss personnel and legal matters and returned at 10:06 a.m. with no action taken

Pending agenda items list was read and filed.

The following claims were then audited and approved for payment: General Fund #27963 to #28016 and Construction Fund #2695 to #2699.

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

  
Secretary