

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 21st day of February 2024, 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
	Business Manager	Kathleen Cannon
	Asst. Business Manager	Amanda Blum
	Engineer(s)	William D. Merklin James Van Horn (absent)

Commissioner Abbate called the meeting to order at 8:30 a.m.

Monthly report of Engineer was read and ordered filed.

1. Well 20 & 21 AOP Treatment: Process piping installation is underway. Electrical equipment that was scheduled for delivery on February 29<sup>th</sup> has been delayed with no updated delivery date. Generator is scheduled for delivery on February 26<sup>th</sup>. Automatic Transfer Switch (ATS) delivery date has not yet been provided. D&B will seek conditional approval from NCDOH to operate only through the GAC equipment for summer 2024. Waiting for OSHA report regarding the accident on site. The District will be seeking an extension of the current deferral for emerging contaminants due to delays beyond the District's control. D&B will work with Mr. Ingham to request an additional one year exemption extension
2. Well 22 Facility Improvements & AOP Treatment: D&B is working to close out the terminated GC contract. Bids for the new General Construction Contract will be received on March 15<sup>th</sup>. The current Substantial Completion date of September 24, 2024 will be extended for the PC and EC. The new Substantial Completion date will be May 1, 2025. D&B is working with JWD to determine the financial impacts of the GC termination.
3. Kirby Lane AOP: Final startup testing is anticipated for late March. The best-case substantial completion dated is estimated for May 2024. Additional information will be provided as progress is made.

4. Southwoods Road - New Well and Treatment Facility:
  - a. Well Construction Contract: Layne has notified D&B that they will be closing their Long Island office in April. Requests for additional information have received no response thus far. D&B will prepare a draft letter Layne's bonding company for review by Mr. Ingham.
  - b. Treatment Facility Contracts: D&B has addressed the latest round of NCDOH comments. Building construction is ongoing. No new information regarding reported accident.
5. PTAS at the Wheatley Rd. Site (Well 6 & 16): MCC delivery is scheduled for May 24, 2024. A meeting will be held with National Grid to evaluate the cause of gas supply limitations for generator. Operational tests will be performed under the maximum load for confirmation. Contractors are addressing punch list items and additional work requested by JWD.
6. Split Rock Tank Booster Station: D&B sent a delay letter for Patterson in response to their letter regarding delays in procuring electrical equipment.
7. Syosset Tank Replacement: D&B is working with Landmark to close out the contract. Grass and asphalt restoration will be performed in the spring. Waiting for direction from NYSDEC regarding lead concentrations in soil surrounding the old tank site. D&B is reviewing available survey information to identify potential discrepancies with the property line survey.
8. Pump Rehabilitation Projects:
  - Well 18: The well cleaning work has been completed. Anticipated pump installations will be in March. A schedule has been requested.
  - Well 19: The well cleaning work has been completed. Anticipated pump installations will be in March. A schedule has been requested.
  - Well 26: Shop test results anticipated in the coming weeks.
  - Well 30: D&B is reviewing the certified pump test submittal.
9. Convent Road Facility Architectural Improvements: Bids were received on January 19<sup>th</sup>. D&B is preparing conformed contracts for the Barn Roof Replacement contract. The low bidder for the Architectural Improvements Contract requested to withdraw their bid. The qualifications submitted by the second bidder, TDI, were not relevant to the contract work. D&B and JWD met with the second bidder to discuss their qualifications and the requirements of the contract. TDI provided additional references, which D&B is reviewing. D&B is also reviewing the qualifications of the third bidder, which thus far have appeared to be adequate.
10. Water Service Gooseneck Replacement: D&B is preparing public outreach documents to address NCDOH's verbal comments.

11. LIE Service Road Water Main Connection (Hunts Club Road): D&B is reviewing the deeds to verify existing easement is included.
  12. Juneau Pump Station Improvements: The Contractor has obtained temporary equipment and will update us on their schedule for installation once it is received. The permanent equipment is scheduled for delivery in June and will be installed in the fall of 2024. D&B is working with the District's security vendor to provide information regarding their work.
  13. Wheatley Tank Altitude Valves: Punch list and outstanding SCADA work remains to be completed.
  14. Grant Opportunities:
    - a. BIL Grant received for Well 12 PFAS project in the amount of \$5,000,000.00 (WIIA grant denied). D&B and JWD will evaluate water quality data over the coming months.
    - b. D&B is working on the next round of WIIA grant applications due on June 14, 2024.
    - c. Waiting for announcement on BIL funding for Lead Service Line Replacements (LSLRP).
  15. Wheatley Tank Anniversary Inspection: D&B has prepared a letter to respond to Caldwell's incomplete response letter.
  16. Requirements Contracts:
    - a. GAC Media Purchasing: A draft GAC Media Purchasing contract has been submitted for review. Bid date will be scheduled for March 29, 2024.
    - b. SCADA Managed Services: A managed service agreement is being drafted.
- Mr. Merklin then requested that a bid date be set for the Requirements Contract for Replacement of Granular Activated Carbon, Contract No. G4-24. After discussion, the Commissioners set a bid date for Friday, March 29, 2024 at 9:00AM.
17. PFAS Treatment at Wells 18, 19 & 29: BODR will be submitted to NCDOH and NYSDOH by the end of the month. A 60 percent design submittal is scheduled for May. Assisting JWD with responding to EFC missing items letter.
  18. Jericho Tank Rehabilitation: A final draft will be submitted by the end of March 2024. The intended schedule is to receive bids in early August and begin construction work in fall of 2024.
  19. Evaluation of System Capacities: D&B is working with JWD to develop a detailed scope of work.

20. GIS Improvements: D&B has started the work and is preparing a schedule.
21. Wheatley Grading and Paving: D&B is working on grading modifications at the entrance requested by JWD. Project schedule will be coordinated with the removal of the caustic tank at Well 7 by others. At the last meeting the Commissioners set a bid date for this project of March 15, 2024, however, this date will be rescheduled.
22. Exemption Reporting: The next report is due on April 10<sup>th</sup>, 2024.
23. 2024 Bond Issue: D&B is assisting the District with their 2024 Bond Application.
24. 2024 Capital Plan: D&B submitted a proposal for assistance with the 2024 Capital Plan.

Mr. Merklin then presented to the Commissioners a proposal from D&B Engineers and Architects D.P.C. to provide engineering services to update the District's Five-Year Capital Plan for 2025. D&B will prepare an annual update to the Capital Plan for use in preparing budgets and planning capital improvements in the not to exceed fee of \$16,000.00. After discussion, and upon motion duly made and seconded, it was

RESOLVED, that the Commissioners approve D&B's proposal to provide engineering services to update the District's Five-Year Capital Plan for 2025 in an amount not to exceed \$16,000.00 to be charged to Operating Account No. A-8340-000-4430 Engineering Services.

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

Status of Proposed Development Projects – Engineers Report

1. Engineers Country Club: D&B is preparing a draft memorandum for review by the District.
2. Country Club Developers: Construction work will commence shortly. D&B and JWD will work with the developer to obtain an easement following installation of the main.
3. Cove Edge Road Property Owners: Evaluation work is underway.
4. National Grid Water Main Relocation: A draft layout has been submitted to JWD for review. D&B intends to submit the plans and specs for NCDOH approval in February. Project schedule will be coordinated with National Grid.

Mr. Ingham reported that on April 11, 2023, NYSDOL issued an update to the NYS Sexual Harassment Model Policy to aid in compliance with NYS laws prohibiting sexual harassment in the workplace. Mr. Ingham reported that he was reviewing the update with Mr. Wirtz of Littler Mendelson and will report back to the Board.

Mr. Ingham presented to the Commissioners a Worker's Compensation Memorandum which outlines the Department of Labor statutes and wage reimbursement guidelines. After discussion, the Memorandum was ordered filed.

Monthly Report of the Superintendent was read and ordered filed.

Mr. Logan reported that all analysis of wells and bacteriological sampling for the period of January 24, 2024 to February 20, 2024 had been completed and all were within state and federal standards.

Mr. Logan notified the Commissioners of a Water Main Break on Wolver Hollow Rd. on February 8, 2024. Mr. Ranaldo called Bancker Construction Corp. to repair the water main utilizing the District's Requirements Contract for Emergency Water Main Repairs due to the break being in the middle of 25A within close proximity to the intersection. Bancker Construction spent the night repairing and restoring the area as best they could. Mr. Ranaldo received prior approval from Commissioner Abbate, and Mr. Logan notified the Commissioners the next day via email for approval. The road is asphalt over concrete, Bancker did not feel that the roadway was compromised by the break, but it may be possible the area will need additional restoration. Mr. Logan will have DeRosa Paving (under the District's Requirements Contract) permanently repair the excavation in the next month and survey the area to see if there are any other areas that need repair.

Mr. Logan then reported that he received the invoice from Bancker Construction for the emergency repair of the 8" water main on Northern Blvd. and Wolver Hollow Rd. on February 8, 2024 in the amount of \$47,143.09. Mr. Logan informed the Commissioners that he had reviewed the invoice and believed it to be fair and accurate based on the line items in the District's Requirements Contract for Emergency Repairs to Water Distribution Systems. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve the emergency repair work on Northern Blvd. and Wolver Hollow Rd. in the amount of \$47,143.09 to be charged to Operating Account No. A-8340-000-4650 Repairs to Wells & Distribution. It was

FURTHER RESOLVED that the Commissioners approve transferring \$50,000.00 from Operating Account No. A-8310-000-4000 Contingency to Operating Account No. A-8340-000-4650 Repairs to Wells and Distribution to cover the cost of the repair.

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

Mr. Logan then reported that he received an additional invoice from Bancker Construction for asphalt patches on Sugar Toms Lane, East Norwich on due to the emergency repair on January 18, 2024 in the amount of \$6,270.02. Mr. Logan informed the Commissioners that he had reviewed the invoice and believed it to be fair and accurate based on the line items in the District's Requirements Contract for Emergency Repairs to Water Distribution Systems. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve the emergency repair work on Sugar Toms Lane, East Norwich in the amount of \$6,270.02 to be charged to Operating Account No. A-8340-000-4650 Repairs to Wells & Distribution.

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

Mr. Logan then presented to the Commissioners Contract Modification No. 4 from Construction Consultants LI, Inc. for Contract No. C17-22, Construction of the Well 33 Pump Station General Construction, to change three doors to wood grain doors, in the amount of \$7,475.00. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approved Contract Modification No.4 from Construction Consultants LI Inc. for Contract No. C17-22, Construction of the Well 33 Pump Station, General Construction, in the amount of \$7,475.00 to be charged to the Misc. Work Allowance line in the contract with no overall increase to the total cost of the project.

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

Mr. Logan informed the Commissioners that the Village of Roslyn Harbor requested an irrigation service for the corner of Mary Lane and 25A. After discussion, the Commissioners authorized the new service.

Mr. Logan reported that he was contacted by the Plainview Water District who is looking to be lead agency in the application for an intermunicipal grant to upgrade two interconnections (one located on Woodbury Road and one on Plainview Road) with the

Jericho Water District. The District would be eligible for up to 40% in grant funding for the project. Mr. Logan will keep the Board apprised of any progress.

Mr. Logan reported that on Saturday, February 10<sup>th</sup>, 2024, he received a phone call from Ed Keenan, foreman for the District. Apparently, the homeowner, Mr. Yiping Yin, at 99 Jericho-Oyster Bay Rd, Muttontown, decided that he was going to attempt to repair a leak in his water service. The owner is not a plumber. Unfortunately, in trying to replace the broken section of water service, he disturbed the curbstop, which eventually blew off the copper service and flooded the hole. Mr. Logan felt the need to call in a crew to at least shut the 16" water main down and get a new curbstop on the copper pipe and return the water main to service. Mr. Logan insisted that the homeowner call in a competent plumber to make the repair, which Mr. Yin did; he contacted Felicioni Plumbing. Records indicate that the leak had been going on for a year prior. Mr. Logan felt that Mr. Yin's total disregard for making a timely repair, and for choosing that day to attempt to make the repair himself, warranted sending Mr. Yin a bill for the parts and labor that district employees expended in getting the situation stable. The Board agreed with Mr. Logan and instructed him to draft a letter and invoice to be sent to Mr. Yin.

Miss Cannon then presented and reviewed with the Commissioners a Cash Balance/Cash Deposit report as of February 20, 2024. 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 6, 2024 and February 19, 2024. After discussion, the report was ordered filed.

Miss Cannon then presented and reviewed with the Commissioners the Employee Accrual Report for the year ended December 31, 2023. After discussion the report was ordered filed.

Miss Cannon then informed the Commissioners that she received the first half of the taxes collected by the Town of Oyster Bay in the gross amount of \$7,253,672.68; \$4,755,215.33 for Ad Valorem Taxes, \$368,094.91 for 2023 water bills in arrears that the County attached to consumers tax bills and \$2,130,362.44 for interest and BAN premium. The Town of Oyster Bay deducted \$3,915,640.00 to pay the District's first half required debt service payment resulting in a net check of \$3,338,032.68.

Miss Cannon then presented to the Commissioners a calculation of the accrual payouts for Mr. Rowe, whose last day on payroll is February 28, 2024. Mr. Logan indicated that he received back all uniforms and keys from Mr. Rowe. After discussion, and upon motion duly made and seconded, it was

RESOLVED, that the Commissioners authorize the accrual payout be made to Michael Rowe on the pay date of March 15, 2024.

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

Miss Cannon then indicated that the District had posted the Standard Workday Resolution for thirty (30) days, as required under NYS Comptroller Regulation No. 315.4. Miss Cannon indicated that she certified and submitted the Standard Workday Resolution to the Comptroller's Office as required.

Miss Cannon 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 1<sup>st</sup>, 2024 through March 31, 2025 noting a 2.63% increase due to industry PPI. 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 a list of obsolete and broken computer equipment for disposal (attached to the end of these minutes). After discussion, the Commissioners approved the disposal of the broken and obsolete items.

Miss Cannon then informed the Commissioners that she received a request for a reduction to the 1<sup>st</sup> Quarter 2024 water bill for Account No. 20411200-0 due to a leak on their main service line. Miss Cannon informed the Commissioners that a reduction to these bills would be in line with the District's 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 first quarter 2024 water bill resulted in the total water charge being reduced to \$239.10 from \$713.45, a reduction equal to \$474.35. After discussion, the Commissioners approved the reduction and instructed Miss Cannon to send a revised bill to the consumer.

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

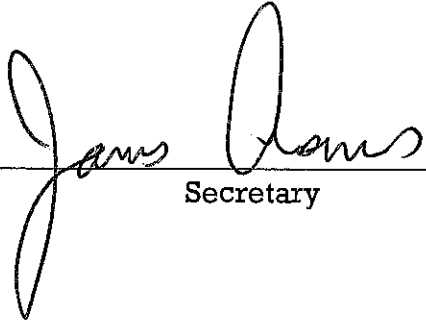
1. Account No. 50101800-0 in the amount of \$53.81.
2. Account No. 60102861-2 in the amount of \$50.50.
3. Account No. 20405900-0 in the amount of \$96.45.

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.

Pending agenda items list was read and filed.

The following claims were then audited and approved for payment: General Fund #28210 to #28238 and Construction Fund #2716 to #2718.

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

  
Secretary

Jericho Water District  
 List of IT Equipment Discarded  
 Approved by BOC 2-21-2024

JWD Tag ID#	Item Description	Serial #
424	Versa Probe	VP31DT3887
363	Versa Probe	VP33CT3309
425	Versa Probe	VP31DT3888
428	Versa Probe	VP31DT3891
427	Versa Probe	VP31DT3890
429	Versa Probe	VP31DT3892
	Dell Tablet Latitude 7220EX	BR5DYX2
	Dell Tablet Latitude 7220EX	G1XBDD3
508	Trimble Ranger 6	RS2VC62199
463	Trimble Ranger	RS0PC12166
507	Trimble Ranger 8	RS3PC80177
505	Trimble Ranger 1	RS2VC62208
414	Trimble Ranger 2	RS2VC62256
462	Trimble Ranger 7	RS3PC80174
506	Trimble Ranger 4	RS2VC62205
	Canon Scanner	KEBA85518
	Canon Scanner	KEBA85523
	ACTISYS I R Activator Cable	TA008278
	ACTISYS I R Activator Cable	TA008273
	ACTISYS I R Activator Cable	TA008325
	ACTISYS I R Activator Cable	TA008274
	ACTISYS I R Activator Cable	TA009736
	ACTISYS I R Activator Cable	TA008395
	Dell Monitor	E178FPV
	Lenovo Computer tower M720S	MJ09NJD6
	Cisco router M850	FHK12072B5E
	Dell Monitor	E19FPV
	Brother Printer Fax2840	U63274F5J971621
	Lenovo Laptop	PF1WF6EJ
	Samsung 52"TV	ZIYNHCB700002E
	Metrotech 810DX	588
	Metrotech 810DX-D	810DX043008006
	Metrotech 810A	47658handheld/038929
	Fisher M-Scope (split box)	15101697
	Orion PH Tester 230A	3945
	RPZ tester kit 825TK	
	RPZ tester kit 825TK	
	RPZ tester kit 825TK	
	RPZ tester kit 825TK	
	Phantom Drone	
	Fisher M-Scope (split box)	13101173
	Radio Read Endpoint	39056092
	Radio Read Endpoint	39055319
	Radio Read Endpoint	39078326
	Radio Read Endpoint	39078861
	Radio Read Endpoint	39055871
	Radio Read Endpoint	39078327
	Radio Read Endpoint	39055289
	Radio Read Endpoint	39076405
	Radio Read Endpoint	39055870
	Radio Read Endpoint	39055361
	Radio Read Endpoint	39123494
	Radio Read Endpoint	39055349
	Radio Read Endpoint	39076407
	Radio Read Endpoint	39124120
	Radio Read Endpoint	39078314
	Radio Read Endpoint	39055371
	Radio Read Endpoint	39123435
	Radio Read Endpoint	39123433
	Radio Read Endpoint	39123981
	Radio Read Endpoint	39079434
	Radio Read Endpoint	39124080
	Radio Read Endpoint	39055338
	Radio Read Endpoint	39123605
	Radio Read Endpoint	39079445
	Radio Read Endpoint	39077358
	Radio Read Endpoint	39082747
	Radio Read Endpoint	39125675
	Radio Read Endpoint	39077250
	Radio Read Endpoint	39055310
	Radio Read Endpoint	39055323
	Radio Read Endpoint	39123969
	Radio Read Endpoint	39125624
	Radio Read Endpoint	39076414
	Radio Read Endpoint	39076402
	Radio Read Endpoint	39076334
	Radio Read Endpoint	39125690

Jericho Water District  
 List of IT Equipment Discarded  
 Approved by BOC 2-21-2024

JWD Tag ID#	Item Description	Serial #
	Radio Read Endpoint	39076419
	Radio Read Endpoint	39125555
	Radio Read Endpoint	39123635
	Radio Read Endpoint	39055299
	Radio Read Endpoint	39076399
	Radio Read Endpoint	39123607
	Radio Read Endpoint	39055081
	Radio Read Endpoint	39124117
	Radio Read Endpoint	39055374
	Radio Read Endpoint	39055325
	Radio Read Endpoint	39078265
	Radio Read Endpoint	39079436
	Radio Read Endpoint	39076413
	Radio Read Endpoint	39057395
	Radio Read Endpoint	39055311
	Radio Read Endpoint	39057371
	Radio Read Endpoint	39122343
	Radio Read Endpoint	39055885
	Radio Read Endpoint	39055308 BOX 1 55
	Radio Read Endpoint	39056900
	Radio Read Endpoint	39124069
	Radio Read Endpoint	39055322
	Radio Read Endpoint	39055326
	Radio Read Endpoint	39056463
	Radio Read Endpoint	39077384
	Radio Read Endpoint	39056073
	Radio Read Endpoint	39123610
	Radio Read Endpoint	39124088
	Radio Read Endpoint	39055321
	Radio Read Endpoint	39055317
	Radio Read Endpoint	39055352
	Radio Read Endpoint	39056887
	Radio Read Endpoint	39076404
	Radio Read Endpoint	39076397
	Radio Read Endpoint	39078305
	Radio Read Endpoint	39056468
	Radio Read Endpoint	39123496
	Radio Read Endpoint	39055872
	Radio Read Endpoint	39055307
	Radio Read Endpoint	39124758
	Radio Read Endpoint	39055347
	Radio Read Endpoint	39055303
	Radio Read Endpoint	39125690
	Radio Read Endpoint	39055886
	Radio Read Endpoint	39125527
	Radio Read Endpoint	39076400
	Radio Read Endpoint	39123991
	Radio Read Endpoint	39056889
	Radio Read Endpoint	39126354
	Radio Read Endpoint	39101129
	Radio Read Endpoint	39125548
	Radio Read Endpoint	39078192
	Radio Read Endpoint	39079369
	Radio Read Endpoint	39122345
	Radio Read Endpoint	39056878
	Radio Read Endpoint	39055343
	Radio Read Endpoint	39078281
	Radio Read Endpoint	39077292
	Radio Read Endpoint	39076401
	Radio Read Endpoint	39125641
	Radio Read Endpoint	39056837
	Radio Read Endpoint	39055318
	Radio Read Endpoint	39079383
	Radio Read Endpoint	39055773
	Radio Read Endpoint	39124760
	Radio Read Endpoint	39055309
	Radio Read Endpoint	39076403
	Radio Read Endpoint	39124119
	Radio Read Endpoint	39124026 BOX 2 50