

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 3rd day of April 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

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: Ongoing work is focused on getting the facility to service summer operating only through the GAC. Temporary operation concept has been approved by NCDOH and NYSDOH. It should be noted that the GAC media must be replaced once the AOP is operational. The EC has not yet provided a revised delivery schedule for the electrical equipment. It is expected that the AOP will be operational in the fall, after the electrical equipment is installed. Waiting for OSHA report about the accident on site.
2. Well 22 Facility Improvements & AOP Treatment: D&B is working to close out the terminated GC contract. Contract execution is underway for the new GC contract. The new Substantial Completion goal will be May 1, 2025. D&B is working to identify any additional costs associated with the PC and EC related to delays caused by the GC.
3. Kirby Lane AOP: Optimal runs and sampling for approval to operate have been completed. If results are acceptable, D&B will request NCDOH approval in mid-May.
4. Southwoods Road - New Well and Treatment Facility:

- a. Well Construction Contract: Layne will be on site to complete the well work when the building is accessible.
 - b. Treatment Facility Contracts: Trusses are installed. Roof sheathing and conduit in the attic are being installed.
5. PTAS at the Wheatley Rd. Site (Well 6 & 16): MCC delivery is scheduled for May 24, 2024, which will be installed in the fall. A meeting will be held with National Grid this month to evaluate the cause of gas supply limitations for the generator. Operational tests will be performed under maximum load for confirmation. Contractors are addressing punch list items and additional work requested by JWD.
6. Split Rock Tank Booster Station: Patterson's bonding company sent a response letter regarding the project delays.
7. Syosset Tank Replacement: The one-year anniversary inspection must be coordinated with the shutdown of the Jericho Tank rehabilitation. Contract close out will commence after the one-year anniversary inspection. D&B is coordinating the schedule for paving, grading and grass restoration with the Contractors. D&B is reviewing available survey information to identify potential discrepancies with the property line survey. A letter has been sent to the surveyor requesting that they update the survey.
8. Pump Rehabilitation Projects:
 - Well 18: Pump will be installed on April 8th. The right-angle drive at Well 18 will be installed at a later date.
 - Well 19: Will follow Well 18.
 - Well 26 & 30: Installation will be performed in the fall.
9. Convent Road Facility Architectural Improvements: Contracts have been executed for the Barn Roof Replacement. JWD will issue a Notice to Proceed. D&B notified the apparent low bidder that an Award cannot be recommended because they did not provide recent relevant references.
10. Water Service Gooseneck Replacement: D&B is preparing a proposal to assist the District with completing the inventory document, finalize the public outreach documents and rebid the water service replacements.
11. LIE Service Road Water Main Connection (Hunts Club Road): The existing easement on the east side of 50 Jericho Quadrangle is 10 ft wide and overlaps with a larger utility easement with overhead electrical lines. An investigation is required to identify other utilities already located in the easement. Legal review of the easement has been requested to confirm if it can be used for the water main. JWD will reach out to the Meadow Brook Club for an easement to connect to Hunt Drive.

12. Juneau Pump Station Improvements: The temporary equipment installation is scheduled for April 4th. The permanent equipment is scheduled for delivery in June and will be installed in 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. D&B is assisting the District with submittals for four (4) projects for Congressionally Directed Spending grants.

Discussion was held with regards to the "earmarked" funding open for Congressionally Directed Spending. The deadline to apply is April 5th, 2024.

Mr. Merklin and Mr. Van Horn reported that the following projects may qualify for funding (ranked in priority order):

1. Gooseneck Replacement
2. PFAS Treatment for Well No(s). 18, 19 & 29
3. PFAS Treatment for Well No. 23
4. PFAS Treatment for Well No. 28

After discussion, and upon motion duly made and seconded, it was

RESOLVED that Commissioners authorize applications for the above listed project to be submitted for earmarked Congressionally Directed Spending by the deadline of April 5th, 2024 for consideration.

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

15. Wheatley Tank Anniversary Inspection: D&B and JWD met with Caldwell and Tnemec on March 21st. A draft follow up letter has been submitted to JWD for

review. D&B will be making further revisions to this letter based on input from an AMPP3 Inspector.

16. Requirements Contracts: Bids have been received for the GAC Media Purchasing Contract on March 29th. D&B is reviewing the bids to make a recommendation for Award.
17. PFAS Treatment at Wells 18, 19 & 29: The BODR was submitted to NCDOH and NYSDOH in February. A 60 percent design submitted is scheduled for May. D&B is assisting JWD with responding to the EFC regarding the outstanding missing items required for the Grant Agreement.
18. Jericho Tank Rehabilitation: D&B is working on additional scope items requested by JWD. The 90 percent draft is scheduled for mid-April. 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 is working with JWD to obtain the required information and progress the work.
21. Wheatley Grading and Paving: D&B met with JWD at the site and has submitted updated draft drawings including the entrance modifications for review. The project schedule will be coordinated with the removal of the caustic tank at Well No. 7 being addressed by JWD. D&B is preparing a proposal amendment for the additional design work related to the entrance modifications.
22. Exemption Reporting: The next report is due on April 10th, 2024. D&B will submit a draft to JWD for review before the end of March. D&B has submitted a proposal to assist the District with requesting an extension to the Exemption.

Mr. Merklin then presented to the Commissioners a proposal from D&B Engineers and Architects D.P.C. for assistance with a one-year compliance exemption extension through August 25, 2025 and quarterly exemption reporting in the not to exceed amount of \$24,000.00. After discussion and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve D&B's proposal for engineering services for assistance with making a one-year compliance exemption extension and quarterly exemption reporting in the not to exceed amount of \$24,000.00 to be charged to Operating Account No. A-8340-000-4430 Engineering Services. It was

FURTHER RESOLVED, that the Commissioners authorize a budget transfer in the amount of \$17,500.00; \$10,000 from A-8340-000-4480 Other Professional Services and \$7,500.00 from A-8340-000-4240 Diesel Fuel to A-8340-000-4430 Engineering Services to fund the proposal.

VOTE AYES 3 NOES 0 ABSENTIONS 0

Commissioner Abbate AYE
Commissioner Asmus AYE
Commissioner Beckerle AYE

23. 2024 Bond Issue: D&B is addressing JWD comments on the draft 2024 Bond Application Report.

24. 2024 Capital Plan: A kick-off meeting with JWD has been scheduled for late April.

25. 2023 AWQR: D&B has completed the work for JWD's use.

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 has been completed. D&B has requested approval from NCDOH. D&B and JWD will work with the developer to obtain an easement following completion of the work.
3. Cove Edge Road Property Owners: D&B is preparing a draft memorandum for review by the District.
4. National Grid Water Main Relocation: Bids were received on March 29th. D&B is reviewing the low bidder's qualifications. Waiting for comments from NCDOH and NYSDOT. National Grid has indicated that they would like to work to start on April 15th, if possible. JWD is waiting for payment from National Grid.
5. Woodbury Hills: D&B will commence with work after the District has received payment from the developer. D&B will prepare a construction cost estimate for Mike Ingham's use in the developer's agreement as part of the draft design submittal.

Mr. Ingham reported that he is working on developer's agreements for both National Grid for water main relocation and Woodbury Hills Development.

Mr. Ingham informed updated the Commissioners on the status of his progress with Littler Mendelson P.C. on the updated Sexual Harassment Policy for the District. Mr. David Wirtz and Sanjay Nair of Littler Mendelson provided an initial review of the new model sexual harassment policy under Labor Law Section 201-g. The District will forward the District's current version of the Sexual Harassment policy for Littler Mendelson to redline and incorporate mandatory updates based on the NYS Model Policy and the labor law for adoption by the board at a future meeting.

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 March 20, 2024 to April 2, 2024 had been completed and all were within state and federal standards.

Mr. Logan then requested authorization to re-hire retiree, Michael Rowe to a part-time position of Water Plant Attendant as of April 8th, 2024. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners authorize the re-hire of Michael Rowe to the position of Water Plant Attendant as of April 8th, 2024 and executed Mr. Rowe's part-time employment contract with the District.

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

Mr. Logan then requested authorization to hire Ajay Ottimo as a Water Servicer Trainee contingent upon Nassau County Civil Service approval and pre-employment drug test. His estimated start date is April 23, 2024. After discussion, and upon motion duly made and seconded, it was

RESOLVED that Ajay Ottimo be hired as a Water Servicer Trainee as of April 23rd, 2024 contingent upon civil service approval and pre-employment drug test.

VOTE	AYES	3	NOES	0	ABSENTIONS	0
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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 April 1 2024. After discussion, the report was ordered filed.

Miss Cannon then requested authorization to transfer \$250,000 from the FNBLI General Fund Checking Account to the FNBLI Investment account to maximize interest. After discussion the Commissioners authorized Miss Cannon to make the transfer.

Miss Cannon then presented and reviewed with the Commissioners a Purchase Order by Expense Account Report listing all purchase orders issued between March 20, 2024 and April 1, 2024. After discussion, the report was ordered filed.

Miss Cannon informed the Commissioners that the District is in possession of forty-eight (48) Badger Radio Read ME endpoints that were originally purchased by the District back in 2019 for a total cost of \$6,200.00. With updates to technology, the District has been able to put cellular endpoints in several properties that had been earmarked for radio technology. Through Badger, Ms. Blum was able to connect with a Water Utility in Maryland, WSSC Water, who are looking to purchase the endpoints. The endpoints originally came with a 20-year transferable warranty, but with 15 years left, Ms. Blum recommended discounting the endpoints 25%, for a purchase price of \$4,600.00. After discussion, the Commissioners agreed to sell the endpoints to WSSC Water.

Ms. Blum then presented to the Commissioners a proposal from PMG Strategic Marketing and Media Services for the District's Website Maintenance in the amount of \$3,600.00 per year for the period of April 1st, 2024 through March 31st, 2025 with the option to extend for two additional years (\$3,900.00/year for April 1, 2025 through March 31, 2026, \$4,200.00/year for April 1, 2026 through March 31, 2027). This proposal also includes Website Hosting of \$635.00 for year one (12/1/24-11/30/25), \$650.00 for year two (12/1/25-11/30/26) and \$665.00 for year three (12/1/26-11/30/27) and Website SSL Certificate Renewal of \$135.00 for year one (2/1/24-1/31/25), \$140.00 for year two (2/1/25-1/31/26), \$145.00 for year three (2/1/26-1/31/27). After discussion and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve the proposal from PMG Strategic Marketing and Media Services for the District's Website Maintenance, Website Hosting and SSL Certificate Renewal in the total amount of \$4,370.00 to be charged to Operating Account No. A-8310-000-4420 IT Computer Services.

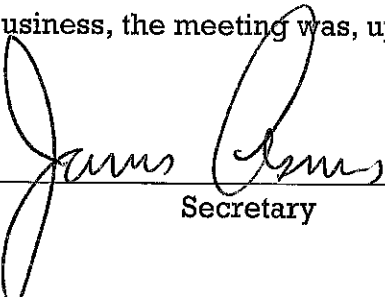
VOTE	AYES	3	NOES	0	ABSENTIONS	0
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Commissioner Abbate	AYE
Commissioner Asmus	AYE
Commissioner Beckerle	AYE

The pending agenda items list was read and completed items removed.

The following claims were then audited and approved for payment: General Fund #28334 to #28369 and Construction Fund #2723.

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


Secretary