

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 15th day of May 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 returning the facility to service only through the GAC before the end of May. Remaining electrical equipment installation will begin in fall resulting in as anticipated that sampling will begin before the end of the year with Substantial Completion early in 2025. OSHA report has not yet been received.
2. Well 22 Facility Improvements & AOP Treatment: D&B is working to close out the terminated GC contract. The AOP support frame fabricated for EEG will be delivered to JWD for inspection and approval. If accepted, it will be provided to JAE in exchange for a credit. The new Substantial Completion date for all contracts is May 26, 2025. D&B is meeting with the MC and EC to discuss cost increases before preparing the change order documents. GC is preparing to install the foundation.
3. Kirby Lane AOP: D&B will submit a Completed Works Certificate to NCDOH before the end of May. Diffusion well installation is underway.
4. Southwoods Road - New Well and Treatment Facility:

- a. Well Construction Contract: D&B is coordinating with Layne to provide access to complete their work in June or July.
 - b. Treatment Facility Contracts: Building, piping and site work continues. Major delay reported for electrical equipment (moved from August 2024 to March 2025). D&B is working with the EC to investigate using another vendor or even multiple vendors to piece together the MCC.
5. PTAS at the Wheatley Rd. Site (Well 6 & 16): MCC will be delivered to the contractor's shop on May 21, 2024. It will be stored there until it can be installed in the fall. A generator test was performed on April 23rd with National Grid and the contractors present. The test was incomplete due to a coolant leak. Another test will be scheduled after the leak is repaired.
6. Split Rock Tank Booster Station: Patterson has indicated that the pump station will be shipped on July 12th.
7. Syosset Tank Replacement: The one-year anniversary inspection must be coordinated with the shutdown of the Jericho Tank for rehabilitation. Contract close out will commence after the one-year anniversary inspection. Hydroseed has been applied. Paving will be installed after the new hatch is installed outside Well 3. Surveyor appears to be working on correcting the property line survey.
8. Pump Rehabilitation Projects:
 - Well 18: Contractor collected water quality samples. D&B prepared a punch list. Well will be chlorinated and resampled by the end of this week.
 - Well 19: Contractor collected water quality samples. D&B prepared a punch list. Well will be chlorinated and resampled by the end of this week.
 - Well 26 & 30: Installation will be performed in the fall.
9. Convent Road Facility Architectural Improvements: Notice to Proceed has been issued for both contracts. Pre-construction meetings have been completed.
10. Water Service Gooseneck Replacement: D&B is preparing documents and kicking off efforts for this project.
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. Legal has confirmed that this easement is only for electric and water utilities. Therefore, it is assumed there are no other utilities in the easement. This would be verified before proceeding with design work. 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 is installed and operating. The permanent equipment is scheduled for delivery in June and will

be installed in the fall of 2024. Waiting for the security vendor to provide a proposal for 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 the outcome of Congressionally Directed Spending grant applications for four projects.

**RESOLUTION TO APPLY FOR
NYS WATER INFRASTRUCTURE IMPROVEMENT ACT (WIIA) GRANT(S) and/or
DRINKING WATER STATE REVOLVING FUND (DWSRF) EMERGING
CONTAMINANT GRANT(S) THROUGH THE BIPARTISAN INFRASTRUCTURE LAW
(BIL-EC)**

Adopted: May 15, 2024

Discussion was then held with regard to New York State Environmental Facilities Corporation (EFC) announcing that there is \$325 Million in available grants for clean and drinking water projects for the State's 2024-2025 fiscal year. The grants are available under the EFC's NYS Water Infrastructure Improvement Act (WIIA) for current infrastructure projects that protect public health and/or water quality. Under this grant, construction projects qualify to receive a grant of up to 70% of net eligible project costs with no cap for projects addressing emerging contaminants that exceed MCL(s) or the lesser of \$5 million or 60% of net eligible project costs for a project that does not address emerging contaminants or in which emerging contaminants do not exceed the current MCL(s). In addition, discussion was held regarding the grants available under the BIL-EC Grants that are being administered by the DWSRF program and the requirement that these projects be listed on the DWSRF Intended Use Plan (IUP) in order to be considered for a BIL-EC Grant.

Miss Cannon reported that the following projects would qualify for funding under these grants:

1. Convent Road Wells 3, 4 & 5 Emerging Contaminant Treatment, (WIIA Grant re-submission and List on IUP/submission for BIL Grant).
2. Well No. 23 PFAS Treatment, (WIIA Grant submission and List on IUP/submission for BIL Grant).

3. Well No. 28 PFAS Treatment, (WIIA Grant submission and List on IUP/submission for BIL Grant).
4. Well No. 17 PFAS Treatment, (List on IUP only).
5. Well No. 13 PFAS Treatment, (List on IUP only).

Miss Cannon then presented to the Commissioners the following resolution to authorize the District to submit grant applications under the NYS Water Infrastructure Improvement Act (WIIA) for NYS fiscal year 2024-2025 and to list projects on the DWSRF IUP for consideration of BIL-EC grants:

WHEREAS, the New York State Environmental Facilities Corporation (EFC) is offering \$325 million in grants for the clean water and drinking water projects during the 2024-2025 state fiscal year to selected municipalities with infrastructure projects that protect public health and/or improve water quality; and

WHEREAS, the New York State EFC, the Department of Environmental Conservation (DEC) and the Department of Health (DOH) announced the availability of grant funds administered by the DWSRF for BIL-EC for FFY 2024; and

WHEREAS, under the WIIA program, the Environmental Facilities Corporation (EFC) will evaluate applications for projects received by the deadline of 5PM on Friday, June 14, 2024 and;

WHEREAS, the deadline to list drinking water projects on the DWSRF IUP is also Friday, June 14, 2024 in order to be considered for a BIL Grant, and;

WHEREAS, the Board of Commissioners of the Jericho Water District believes itself to be qualified for multiple NYS WIIA and BIL Grants, and is willing to carry out all activities described in the grant applications, and

WHEREAS, in this action the Jericho Water District will upon an award and acceptance of a grant, agree to the terms of the grant;

WHEREAS, one of the requirements under the NYS WIIA grant administered by the NYS Environmental Facility Corporation (EFC) is that the Commissioners are required to appoint a Minority Business Officer (MBO) as the official contact person to administer the Minority and Women Owned Business Enterprise (MWBE) documentation and act as a liaison between the NYS EFC and the prime contractors.

NOW THEREFORE, after discussion and due deliberation, and in consideration of the above recitals, the Board Unanimously:

RESOLVED, that the Board of Commissioners of the Jericho Water District authorizes the submittal of grant applications for the NYS Water Infrastructure Improvement Act (WIIA) and authorizes the submittal of IUPs to the DWSRF for consideration of BIL grants

and assigns Superintendent Peter F. Logan to be the Authorized Representative of the District, it was

FURTHER RESOLVED that the Jericho Water District requests the funds and assistance available from the NYS WIIA Grant and/or the BIL grants administered by the DWSRF and will comply with all rules and requirements of both programs, it was

FURTHER RESOLVED that the Commissioners appoint Kathleen Cannon, Business Manager as the District's MBO Officer for any NYS WIIA Grant received.

VOTE AYES: 3 NOES: 0 ABSTENTIONS: 0

Commissioner Abbate AYE
Commissioner Asmus AYE
Commissioner Beckerle AYE

15. Wheatley Tank Anniversary Inspection: A response letter has been received from Caldwell. D&B, JWD and Mike Ingham will meet to discuss the response to the letter.
16. Requirements Contracts: Bids were received for the GAC Media Purchasing Contract on March 29th. D&B is evaluating the bids and potential rebid arrangement and will report back to the Board at the next meeting.
17. PFAS Treatment at Wells 18, 19 & 29: The BODR was submitted to NCDOH and NYSDOH in February. A 60 percent design submittal is scheduled for later this month or early June. D&B is assisting JWD with responding to the EFC regarding the outstanding missing items required for the Grant Agreement.
18. Jericho Tank Rehabilitation: 90 percent draft contract documents will be submitted before the end of May. The intended schedule is to receive bids in early August and begin construction work in fall of 2024.
19. GIS Improvements: D&B is working with JWD to obtain the required information and progress the work.
20. Wheatley Grading and Paving: D&B is finalizing the contract documents to address JWD comments. The project schedule is to finalize the contract documents next week with a bid opening in early June. D&B has prepared a proposal amendment for the additional design work related to the entrance modifications. An updated cost estimate is being reviewed in-house and will be shared with JWD later this week.

Mr. Merklin then requested that a bid date be set for the Wheatley Grading and Paving, Contract No. C6-24. After discussion, the Commissioners set a bid date for Friday, June 21, 2024 at 9:00AM.

Mr. Merklin then presented to the Commissioners a proposal amendment from D&B Engineer's and Architects D.P.C. from the original November 30th, 2023, proposal for Engineering Services for Paving and Grading Improvements at the Wheatley Road Facility. The amendment to the proposal is based on additional effort related to the addition of the full depth replacement of the pavement, additional concept plans and re-alignment of the internal driveway and driveway estimate in the amount of \$19,000.00, thereby amending their original proposal from \$43,000.00 to \$62,000.00. After discussion and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve D&B's proposal amendment for Engineering Services for Paving and Grading Improvements at the Wheatley Road Facility in the amount of \$19,000.00, thereby amending their original proposal from \$43,000.00 to \$62,000.00 to be charged to Capital Project Account No. H-8397-002-2303 Wheatley Tank Rehabilitation.

VOTE AYES: 3 NOES: 0 ABSTENTIONS: 0

Commissioner Abbate AYE
 Commissioner Asmus AYE
 Commissioner Beckerle AYE

21. Exemption Reporting: The next report is due on July 10th. D&B is preparing a draft letter to request an extension to the Exemption.

22. 2024 Capital Plan: A progress meeting was held on May 10th.

Status of Proposed Development Projects – Engineers Report

1. Engineers Country Club: D&B submitted a draft memorandum to JWD.
2. Country Club Developers: D&B and JWD are working with the developer to obtain an easement.
3. Cove Edge Road Property Owners: The goal is to submit a draft report before the end of the month.
4. National Grid Water Main Relocation: JWD issued the Notice to Proceed. NCDOH has approved the contract documents for construction. NYSDOT road opening permit has been received. Work will commence in the next 2 weeks.
5. Woodbury Hills: D&B will commence 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 the District received back the revised Anti-Sexual Harassment Policy from Mr. David Wirtz and Sanjay Nair of Littler Mendelson to incorporate the mandatory updates included in the NYS Model Policy. Mr. Ingham then presented to the Commissioners the District's Revised Anti-Sexual Harassment Policy. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Revised Anti-Sexual Harassment Policy be adopted.

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

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 May 1, 2024 to May 14, 2024 had been completed and all were within state and federal standards.

Mr. Logan then requested authorization to hire Nicholas Meyer as a Water Servicer Trainee contingent upon Nassau County Civil Service approval and pre-employment drug test. His estimated start date is June 18, 2024. After discussion, and upon motion duly made and seconded, it was

RESOLVED that Nicholas Meyer be hired as a Water Servicer Trainee as of June 18, 2024 contingent upon Nassau County Civil Service approval and pre-employment drug test.

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

Mr. Logan then requested authorization to sell Unit No. 18, a 2005 Chevrolet C1500 Fleetside Pickup Truck (Vin# 1GCEC14X25Z243872, Fixed Asset ID# 900163) through Auctions International, an online website for government agencies to sell surplus vehicles, equipment, machinery, and other assets. Mr. Logan explained that the truck had been taken off the road and replaced with a new vehicle. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioner approved the use of Auctionsinternational.com to sell Unit No. 18, 2005 Chevrolet C1500 Fleetside Pickup Truck (Vin# 1GCEC14X25Z243872, Fixed Asset ID# 900163).

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

Mr. Logan then presented to the Commissioners Contract Modification No. 5 from Construction Consultants LI, Inc. for Contract No. C17-22, Construction of the Well 33 Pump Station General Construction. This change modification is for labor, equipment, and material to extend the first course of the retaining wall 50' south along the east property line in the not to exceed amount of \$17,815.80. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approved Contract Modification No.5 Construction Consultants LI, Inc. for Contract No. C17-22, Construction of the Well 33 Pump Station General Construction in the amount of \$17,815.80 to be charged to the general allowance line of the contract with no overall increase to the total cost of the project.

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 May 13, 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 April 30, 2024 and May 13, 2024. After discussion, the report was ordered filed.

Miss Cannon then presented and reviewed with the Commissioners the Budget to Actual Revenue and Expenditure reports for the month ended April 30th, 2024. After discussion, the report was ordered filed.

Miss Cannon then reported that the Bank Reconciliations for the month of April 2024 were completed. After discussion, the Commissioners ordered the Bank Reconciliations filed.

Miss Cannon presented to the Commissioners the Audited Financial Statements for the year ended December 31, 2023 from Cullen & Danowski, LLP along with their management letter and recommendations. After review and discussion, the Commissioners accepted the audited financial statements and ordered same to be filed.

Miss Cannon then requested authorization to hire Hope McManamy as a Typist Clerk contingent upon Nassau County Civil Service approval. After discussion, and upon motion duly made and seconded, it was

RESOLVED that Hope McManamy be appointed as a Typist Clerk contingent upon Nassau County Civil Service approval.

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

A discussion was held regarding Contract No. G4-22 Requirements Contract for the Maintenance and Replacement of Flow Control Valves. Miss Cannon informed the Commissioners that she worked with D&B and Peter Ranaldo to come up with a list of valves to be replaced and calibrated under the Contract. The Board of Commissioners expressed their desire to fund the calibration and replacement of flow control valves throughout the District by appropriating \$200,000.00 from the Repair Reserve (A-0880). Miss Cannon informed the Commissioners that as per General Municipal Law § 6-d the District must hold a public hearing before electing to appropriate monies from the repair reserve. After discussion, the Commissioners unanimously passed the following resolution:

RESOLUTION SCHEDULING A PUBLIC HEARING TO CONSIDER AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE REPAIR RESERVE AND FROM EXCESS BALANCE IN A CAPITAL PROJECT ACCOUNT ORIGINALLY FUNDED FROM THE REPAIR RESERVE FOR THE MAINTENANCE, REPAIR AND REPLACEMENT OF FLOW CONTROL VALVES THROUGHOUT THE DISTRICT IN THE AMOUNT OF \$200,000.00

WHEREAS, the Board of Commissioners approved appropriated funds be set aside for the purpose of establishing a Repair Reserve Fund in accordance with § 6-d of General Municipal Law; and

WHEREAS, effective May 15, 2024 the Repair Reserve Fund (A-0880) had a balance of \$1,013,556.21; and

WHEREAS, as of May 15, 2024 capital project account no. H-8397-878-2303 Woodbury Tank Altitude Valve has an excess balance of \$1,683.46 which was originally funded from appropriating funds from the Repair Reserve(A-0880); and

WHEREAS, on February 4, 2022 the District received bid proposals for requirements contract for the maintenance and replacement of flow control valves in effect through December 31, 2024 which the Superintendent utilized to estimate the cost to maintain or replace the valves in 2024 to be \$200,000.00, including engineering, legal, and a contingency allowance; and

WHEREAS, the Superintendent of the District has reported that based on current flow measurements and maintenance records from each wellsite, the Cla-Val, Ross, and Watts flow control valves need to be rebuilt and recalibrated; and

WHEREAS, maintaining the District's flow control valves would accurately measure the water produced from each well as required by the NYSDEC permit to operate public water supply wells; and

WHEREAS, General Municipal Law § 6-d requires the District hold a public hearing before electing to appropriate moneys from a repair reserve with at least five days' notice between the publication of the notice of hearing and the date specified for the hearing, and

WHEREAS, the funding of capital improvement projects from the repair reserve in the Jericho Water District is a Type II action pursuant to SEQRA as defined by 6 N.Y.C.R.R. §617.5 (c)(1)(2) and therefore no further SEQRA review is required; and

NOW THEREFORE,

BE IT RESOLVED, that the Board of Commissioners hereby schedules a public hearing to be held on the 5th of June 2024 at 9:00 a.m. at the Jericho Water District, 125 Convent Rd., Syosset, New York to consider the appropriating \$198,361.54 from the Repair Reserve (A-0880) and transferring \$1,638.46 from capital project no. H-8397-878-2303 Woodbury Tank Altitude Valve Vault for the purpose of funding the maintenance and repair of flow control valves throughout the District for 2024 in the amount of \$200,000.00; and

FURTHER BE IT RESOLVED THAT the Treasurer/Clerk is hereby authorized and directed to publish a Notice of Hearing in the District's official newspaper at least five days before the hearing date of June 5th, 2024.

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

Miss Cannon then informed the Commissioners that the District has completed their implementation of the UKG Time and Attendance software and is live with the new system.

Ms. Blum and Ms. Riccinto worked hard with Andrew's Technology over the last six months to customize the system to the District's needs. Miss Cannon reported that that transition with the staff was seamless and well organized, and employees and supervisors are adapting well to the changes.

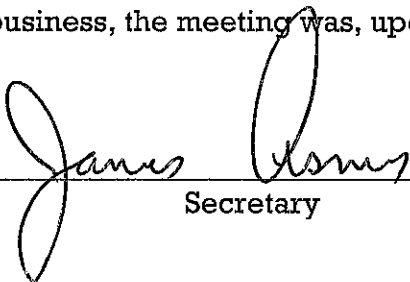
Miss Cannon then informed the Commissioners that she received a request to waive several penalties on Account No. 50059400-0. After discussion, the Commissioners authorized Miss Cannon to waive one of the penalties in the amount of \$83.35 and informed them that no penalty on this account has been waived in the last five (5) years. After discussion, the Commissioners authorized Miss Cannon to waive the penalty and send a revised bill to the consumer.

Mr. Logan provided the Commissioners with an update on the Merry Lane AOP project with H2M. Mr. Logan informed the Commissioners that he received NCDOH approval and is awaiting NYDOH approval. Once received, the AOP facility can be put into service.

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

The following claims were then audited and approved for payment: General Fund #28442 to #28488, Construction Fund #2730 to #2732, and Installation Fund #4193 to #4194.

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


Secretary