

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 19th day of June 2024, at 8:30 A.M.

Present:	Commissioners	Thomas A. Abbate James Asmus Patricia Beckerle
	Attorneys	Michael F. Ingham Gregory W. Carman Jr. (absent)
	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: D&B is working with NCDOH for an approval to operate the facility through the GAC vessels only for Well 21, NCDOH has approved Well 20. Remaining electrical equipment installation will begin in fall. It is 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 Substantial Completion date for all contracts is May 26, 2025. The MC change order has been executed with no additional claims. The EC has indicated that they intend to make a claim for additional costs. The GC is continuing to install the foundations.
3. Kirby Lane AOP: D&B is working with NCDOH to get permission to operate the AOP facility. Best case scenario is mid-July. The Contractor has reached a depth of approximately 60 ft in the diffusion well and cannot advance the rings any further. A test will be performed to determine the resulting capacity.
4. Southwoods Road - New Well and Treatment Facility:

- a. Well Construction Contract: Layne is scheduled to be on site today to complete their work.
- b. Treatment Facility Contracts: Ongoing work including painting, conduit, large diameter pipe, fencing and site grading. D&B met with the EC to discuss equipment modifications to expedite the delivery schedule. The delivery of some of the electrical equipment has been moved up, but the important pieces are still on schedule for early 2025.

Mr. Logan then presented to the Commissioners Contract Modification No. 6 from Construction Consultants LI Inc. for Contract No. C17-22, Construction of the Well 33 Pump Station, General Construction. This change order is to furnish and install a bluestone gravel mow strip 4' x 380' along the north property line in the amount of \$23,257.60. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approved Contract Modification No.6 from Construction Consultants LI Inc. for Contract No. C17-22, Construction of the Well 33 Pump Station, General Construction, in the amount of \$23,257.60 to be charged to the general work allowance line of 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

- 5. PTAS at the Wheatley Rd. Site (Well 6 & 16): Wire to Water has indicated that the electrical equipment has been further delayed. There has been no delivery date provided. D&B sent a delay letter. The generator coolant leak has been repaired and a new load test is scheduled for this week.
- 6. Split Rock Tank Booster Station: Patterson has indicated that the pump station will be shipped from their shop on July 12<sup>th</sup>.
- 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. Paving will be installed after the new hatch is installed outside Well 3 along with some grading modifications and landscaping requested by JWD.
- 8. Pump Rehabilitation Projects:
  - Well 18 & 19: The wells are operational, and a punch list has been prepared.
  - Well 26 & 30: Installation will be performed in the fall.
  - D&B has submitted proposals for the next round of pump rehabilitations.

Mr. Merklin then presented to the Commissioners a proposal from D&B Engineers and Architects D.P.C. to provide engineering services for assistance with the administration of the Pump Rehabilitation at Well No. 3 in the not to exceed fee of \$12,100.00. The construction work will be performed under the Annual Maintenance Contract for Well and Booster Pumps and Motors (JWD Contract No. G3-23R). After discussion and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve D&B's proposal to provide engineering services for the assistance with the administration of the Pump Rehabilitation at Well No. 3 in the not to exceed fee of \$12,100.00 to be charged to Capital Account No. H-8397-016-2303 Well Rehabilitation Program.

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 from D&B Engineers and Architects D.P.C. to provide engineering services for assistance with the administration of the Pump Rehabilitation at Kirby Lane GST Boosters in the not to exceed fee of \$10,000.00. The construction work will be performed under the Annual Maintenance Contract for Well and Booster Pumps and Motors (JWD Contract No. G3-23R). After discussion and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve D&B's proposal to provide engineering services for the assistance with the administration of the Pump Rehabilitation at Kirby Lane GST Boosters in the not to exceed fee of \$10,000.00 to be charged to Capital Account No. H-8397-016-2303 Well Rehabilitation Program.

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

9. Convent Road Facility Architectural Improvements: Demolition is nearly completed. Shop drawings have been approved for the Barn Roof.
10. Water Service Gooseneck Replacement: Draft public outreach documents will be submitted for review this week.
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. Therefore, it is assumed there

are no other utilities in the easement. This would be verified before proceeding with design work. JWD contacted Meadow Brook Club to discuss an easement to connect to Hunt Drive and is awaiting a response.

12. Juneau Pump Station Improvements: The Contractor has indicated that they received the permanent equipment. It will be installed in the fall of 2024. Working with Banker and security vendor to coordinate camera installation details.

13. Wheatley Tank Altitude Valves: All work is completed. D&B is confirming that the punch list has been 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. Waiting for outcome of Congressionally Directed Spending grant applications for 4 projects.
- c. WIIA, IUP Listing and BIL-EC grant applications were submitted by June 14, 2024 deadline.

15. Wheatley Tank Anniversary Inspection: Discussion regarding contract close out.

16. Requirements Contracts: D&B is working with JWD to identify contracts that need to be bid before next year.

17. PFAS Treatment at Wells 18, 19 & 29: D&B is addressing DOH comments on the BODR. A 60 percent design has been submitted to JWD.

18. Jericho Tank Rehabilitation: D&B met with JWD to discuss comments on the 90 percent draft contract documents. The documents have been submitted to NCDOH. Bids will be Advertised on June 28<sup>th</sup> and will be received on August 2<sup>nd</sup>.

Mr. Merklin then requested that a bid date be set for the Jericho Tank Rehabilitation, Contract No. C4-24. After discussion, the Commissioners set a bid date for Friday, August 2<sup>nd</sup>, 2024 at 9:00AM.

19. GIS Improvements: D&B has received the tap cards from JWD and will begin importing them into GIS.

20. Wheatley Grading and Paving: Bids will be received on June 21<sup>st</sup>.

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

22. 2024 Capital Plan: The final meeting was held on June 13<sup>th</sup>. The spreadsheet will be finalized this week.

Status of Proposed Development Projects – Engineers Report

1. Engineers Country Club: D&B is addressing JWD comments on the draft memorandum.

Mr. Merklin then presented and reviewed with the Commissioners a memorandum outlining the review and evaluation of request for service connections within the Engineers Country Club.

2. Country Club Developers: D&B and JWD are working with the developer to obtain an easement.
3. Cove Edge Road Property Owners: D&B prepared a final memorandum addressing JWD comments.

Mr. Merklin presented and reviewed with the Commissioners a memorandum outlining the review and evaluation of request for service connections within the Cove Edge Road Property Owners Association (CERPOA).

4. National Grid Water Main Relocation: NCDOH has approved the water main to be placed into service. D&B is preparing a project cost summary for construction and engineering and contract close out change modification.

Mr. Logan then presented to the Commissioners Contract Modification No. 1 from Araz Industries for Contract No. 11-24, National Grid Water Main Relocation to provide temporary asphalt at the end of each work-day to protect trench in the amount of \$11,445.12. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approved Contract Modification No.1 Araz Industries for Contract No. 11-24, National Grid Water Main Relocation in the amount of \$11,445.12, thereby amending the original contract from \$384,540.00 to \$395,985.12, to be charged to Installation Fund Account No. H-8398-897-2300 National Grid WM Relocation.

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

5. Woodbury Hills: JWD received a check from the developer. D&B will commence work.

Mr. Logan reported that all analysis of wells and bacteriological sampling for the period of June 5, 2024 to June 18, 2024 had been completed and all were within state and federal standards.

Mr. Logan then presented to the Commissioners Contract Modification No. 6 from WEB Construction Corp. for Contract No. C4-22, AOP Treatment at Merry Lane, General Construction for additional labor and material for the demolition, removal, and disposal of nine (9) sidewalk flags and replacement with new in the amount of \$2,700.00. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approved Contract Modification No.6 from WEB Construction Corp. for Contract No. C4-22, AOP Treatment at Merry Lane, General Construction, in the amount of \$2,700.00 to be charged to the general work allowance line of the contract with no overall increase to the total cost of the project.

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

Mr. Logan informed the Commissioners that he received an additional request for reimbursement for damage incurred to interior plumbing during the repair to the water service the District made on April 9<sup>th</sup>, 2024, in the Hidden Ridge Condominium complex in the total amount of \$1,375.18. Mr. Logan reported that during the repair sand and dirt apparently did get into the service line and recommended the District reimburse affected consumers for repairs made to their internal plumbing that were caused by this. Mr. Logan reviewed each claim and supporting documentation submitted and informed the Commissioners that all appeared to be fair and accurate. After discussion, the Commissioners authorized the reimbursement to the homeowner.

Miss Cannon then presented and reviewed with the Commissioners a Cash Balance/Cash Deposit report as of June 17, 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 June 4, 2024 and June 17, 2024. After discussion, the report was ordered filed.

Miss Cannon then presented and reviewed with the Commissioner the Budget to Actual Revenue and Expenditure reports for the month ended May 31<sup>st</sup>, 2024. After discussion, the report was ordered filed.

Miss Cannon then requested authorization to transfer \$500,000.00 from the District's Investment Account with FNBLI to the District's General Fund Checking Account in order to

maintain the required minimum balance in the District's checking account. After discussion, the Commissioners authorized the transfer.

Miss Cannon then requested the Commissioners authorize the following budget transfer(s):

<u>To fund laptops for new employees, (nunc pro tunc)</u>		
A-8310-000-4120	Computer Supplies	(\$99.79)
A-8310-000-4010	Computer Equipment	\$99.79

After discussion, and upon motion duly made and seconded, the Commissioners authorized the budget transfer(s).

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

Miss Cannon then presented to the Commissioners an engagement letter from Ms. Jill K. Lemke, CPA, of JKL Municipal Accounting Solutions LLC to provide miscellaneous accounting services estimated to require between 25-50 hours, for a total fee between \$4,250.00 - \$8,500.00 for the period of July 1<sup>st</sup>, 2024 through June 30<sup>th</sup>, 2025. After discussion and upon motion duly made and seconded it was

RESOLVED that the Commissioners contract with Ms. Jill K. Lemke, CPA of JKL Municipal Accounting Solutions LLC to provide accounting services for the not to exceed fee of \$8,500.00 to be charged to Operating Account No. A-8310-000-440 Audit/Accounting Services. It was

FURTHER RESOLVED, that the Commissioners authorize a budget transfer in the amount of \$1,800.00 from A-8310-000-4480 Other Professional Services to A-8310-000-4400 Audit/Accounting Services.

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

Miss Cannon informed the Commissioners that the District received a call from the owner of Account No. 21151268-0, a sprinkler service at the entrance of a six-home gated community. Due to non-payment (and the parcel being designated by Nassau County as value reflected and unable to lien), the District had shut the service off to the entrance last year. The District has a Sprinkler Agreement on file for the parcel with a \$1,500.00 deposit

however, the charges on the account exceeded the deposit. After consulting with the District's Attorney, Miss Cannon requested the owner to pay the outstanding balance plus estimated cost of water for 2024 in order to turn the service back on. Miss Cannon received the check several days later and the service was turned back on. The District will work with counsel to amend the current sprinkler agreement on file to ensure the District is adequately covered going forward.

Ms. Blum reported on the cellular endpoint communication issue brought to the Commissioners attention at the last board meeting. The District had a meeting with several Badger Meter representatives to discuss the issue. Badger has assured the District that they are actively working to get the issue resolved with the carrier. A follow-up meeting is scheduled for Monday June 24<sup>th</sup>. The Commissioners will be kept apprised of the issue.

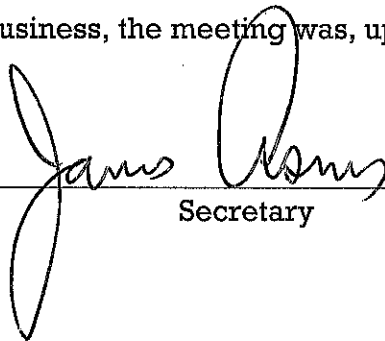
Ms. Blum informed the Commissioners that the District went live with a new webpage "Droplets", a children's section where families can find age-appropriate and educational materials to learn about water and water conservation.

Miss Cannon discussed the upcoming schedule of board meetings and budget calendar with the Commissioners. The Commissioners will get back to Miss Cannon with their availability.

The pending agenda items list was read and filed.

The following claims were then audited and approved for payment: General Fund #28538 to #28584 and Construction Fund #2737 to #2738.

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

  
Secretary