

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 24th day of July 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.

The Commissioners welcomed Michael Maker, Partner of NewGen Strategies and Solutions to give a presentation on the District's Water and Tax Rate Study Findings for FY 2025 through 2029. Mr. Maker and the NewGen team have been working with Miss Cannon, Ms. Blum and Ms. Huang at the District since the beginning of the year to update and develop the District's Water and Tax Rate excel model. The key objective of the model is to project the District's revenue requirements to support O&M and Capital Expenditures over the next five (5) years. In addition, the model calculates what water rates and tax rates should be to support the revenue requirements. NewGen's model helps to ensure rates are stable through sound financial management and system maintenance. The model will continue to be a budgeting tool for the District each year going forward. After the presentation, and thorough discussion, the Commissioners thanked Mr. Maker for providing the District with his findings.

Monthly report of Engineer was read and ordered filed.

1. Well 20 & 21 AOP Treatment: Wells 20 & 21 are operating through a bypass for the remainder of the summer. Optimal testing of the AOP will be performed when the GAC vessels are 100 percent filled with carbon and the motor starters have been installed (November 2024). Final site restoration and sample work is ongoing. Remaining electrical equipment installation will begin in the fall

resulting in anticipated sampling by year end with substantial completion in early 2025.

2. Well 22 Facility Improvements & AOP Treatment: EEG has not submitted all the documentation required to close out their contract. D&B is preparing a final close out letter. The Substantial Completion date for all contracts is May 26, 2025. The no-cost time extension change order for the mechanical contractor has been executed. The electrical contractor is refusing to sign a no-cost time extension change order and has indicated that they intend to make a claim for additional costs. The GC is working on the first-floor slab.
3. Kirby Lane AOP: NCDOH and NYSDOH site inspection has been completed. Confirmatory sampling will follow. Diffusion well has been completed and appears to be functioning. Additional testing will be performed under operating conditions to confirm it's capacity is acceptable for payment.

Mr. Logan discussed with the Commissioners several draft change modifications for Contract No. C4-21, Kirby Lane AOP, with Stalco Construction including bollards around generator, SS OH door threshold, Well 25 Bilco Door, additional concrete around load banks and concrete step at PTAS building, upgrade sanitary pipe for the Well 25 septic system at a total cost for all of \$54,780.73 to be funded from the general allowance line of the contract with no additional increase to the overall cost of the project. An additional draft change modification will be forthcoming for riprap at basin outlets. Once the change modifications have been finalized, they will be brought before the Board for their approval.

4. Southwoods Road - New Well and Treatment Facility:
 - a. Well Construction Contract: Although field turbidity samples appeared favorable, the laboratory results did not meet the specifications. D&B is communicating with Layne about the next steps to complete the development of the well.
 - b. Treatment Facility Contracts: Ongoing work includes installing piping and conduit. Filling perchlorate and nitrate vessels. Gas header will be installed after generator is on site. The new electrical service will be installed next week. Generator is scheduled for early August. MCC is scheduled for March 2025.
5. PTAS at the Wheatley Rd. Site (Well 6 & 16): D&B sent a delay letter to the Electrical Contractor. No response has been received. Calls have not been returned. Contractor has been unresponsive regarding the required generator load test.

Miss Cannon informed the Commissioners that the General Construction contract with J. Anthony was closed out without the contractor meeting their 30% MWBE goals for the project. The District is working with the EFC to explore options on how to rectify the

issue. If the contractor cannot supply backup that they met their MWBE goal, they would need to apply for a partial waiver. If the other two prime contracts exceeded their MWBE goals, it's possible that overall, the MWBE requirement could be redistributed amongst the other contractors. JWD and D&B are meeting to discuss how to monitor progress of meeting SDVOB & MWBE goals on grant funded projects. Going forward projects will not be closed until there is confirmation that the goals were met. If MWBE/SDVOB goals are not met, a credit change order will be calculated to reconcile reduction in grant funding due to the contractor not meeting their responsibilities in the contract.

6. Split Rock Tank Booster Station: Patterson has indicated that the permanent pump station will reach the project site during the last week in July. Some items will be shipped separately and will arrive this week. Working with contractor to address site grading issues adjacent to the transformer.
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. Switching from Wargo to Landmark to get final paving, trench drain, and hatch work completed.
8. Pump Rehabilitation Projects:
 - Well 18 & 19: D&B will confirm that punch list is completed before closing out contracts.
 - Well 26 & 30: Installation will be performed in the fall.
 - Well 3, 27 & Kirby Booster Pumps: D&B has started the preliminary design work.
9. Convent Road Facility Architectural Improvements:
 - a. Architectural Contract: Demolition is completed. Shop framing is completed. Discussing upsizing of electrical panel.
 - b. Barn Roof: Materials will be delivered by the end of July. Requested shop drawings for roof fans.
10. Water Service Gooseneck Replacement: D&B is finalizing the public outreach documents to address JWD comments. A draft inventory spreadsheet has been submitted to JWD. GIS map will be prepared after the inventory is finalized.
11. Hunts Club Road Water Main Connection: JWD reached out to the Meadow Brook Club for an easement to connect to Hunt Drive with positive results. D&B will proceed with a markout survey of the existing utility easement in 50 Jericho Quadrangle to confirm that this is adequate space for the proposed water main.
12. Juneau Pump Station Improvements: The permanent electrical equipment will be installed in the fall of 2024. Working with Bancker and security vendor to coordinate camera installations.

13. Wheatley Tank Altitude Valves: Some punch lists were not completed. An updated punch list has been issued.
14. 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. D&B is advancing the 90 percent design.
15. Jericho Tank Rehabilitation: The documents have been submitted to NCDOH. Bids will be received on August 2nd. There was low attendance at the pre-bid meeting, but at least six known contractors have picked up the bid documents.
16. GIS Improvements: D&B is evaluating methods to import previously scanned tap card data into GIS.
17. Wheatley Grading and Paving: Conformed contracts have been prepared. Two trees were identified as potential bat habitat. D&B is modifying the design to avoid these trees. D&B will review the modifications and DEC submittal process with JWD before proceeding.
18. Exemption Reporting: The current exemption expires August 25, 2024. The request for exemption extension has been submitted to NCDOH & NYSDOH.
19. PFAS Treatment at Wells 23 & 28: D&B is preparing draft scope of work documents and proposals for discussion with JWD.
20. LIU Post Distribution Mapping: D&B is preparing a proposal for assisting the District with mapping of JWD and LIU Post water mains.

Status of Proposed Development Projects – Engineers Report

1. Country Club Developers: D&B and JWD are working with the developer to obtain an easement.
2. Cove Edge Road Property Owners: JWD sent the final memorandum to Cove Edge.
3. National Grid Water Main Relocation: D&B is working with JWD to close out the contract.
4. Woodbury Hills: A draft will be submitted early next week.

Mr. Logan reported that all analysis of wells and bacteriological sampling for the period of July 10, 2024 to July 23, 2024 had been completed and all were within state and federal standards.

Mr. Logan informed the Commissioners that he received a follow-up email from the owners on Account No. 21415400-0 regarding their 2nd request for leak adjustment to their 1st Quarter 2024 water bill due to a leak on their main service line. The original request was discussed and the leak adjustment approved by the Board of Commissioners at their meeting on June 5, 2024 and the second request was discussed and denied at the last Board meeting. The homeowner is not satisfied with the District's outcome to the matter. Unfortunately, after discussion, while sympathetic to the owner's situation, the Commissioners could not extend any additional relief beyond what was already approved.

Mr. Logan then presented to the Commissioners Contract Modification No. 6 from Philip Ross Industries, Inc. for Contract No. C9-22, 1,4-Dioxane & PFOA Treatment at Stillwell Lane (Wells 20 & 21) for additional work requested including generator FRP platforms, additional paving, chemical transfer pad modifications, three chemical containment pads and fill box wall coating and removing existing chemical room door in Well 20 for the total not to exceed fee of \$74,840.13 thereby increasing the original contract from \$3,760,298.76 to \$3,819,962.84 (\$15,176.05 to be charged to the general allowance line of the contract with \$59,664.08 net overall increase to the cost of the project). After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approved Contract Modification No. 6 from Philip Ross Industries, Inc. for Contract No. C9-22, 1,4-Dioxane & PFOA Treatment at Stillwell Lane (Wells 20 & 21) in the net amount of \$59,664.08 to be charged Capital Project Account No. H-8397-021-2303 Well No. 20 & 21 AOP System.

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

Mr. Logan then discussed with the Commissioners the removal of the anniversary banners on the fence at the District Headquarters. After discussion, the Commissioners ordered the removal of the banners.

Mr. Logan then discussed with the Commissioners options of what to do with excess COVID masks, gloves and supplies. Mr. Logan will work with Mr. Carman regarding the options available to the District.

Mr. Logan then discussed with the Commissioners a revision to the Town of Oyster Bay Intermunicipal Agreement adopted by the Commissioners on March 29th, 2024 for Hydrant Maintenance and GDL Training. The revisions to the IMA include several additional sites including Syosset-Woodbury Park, TOB Golf Course and the Farm on Split Rock Road for a total of 15 additional hydrants. The IMA was reviewed by counsel and will be executed by the District after it is passed by the Town of Oyster Bay.

Miss Cannon then presented and reviewed with the Commissioners a Cash Balance/Cash Deposit report as of July 22, 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 July 9th, 2024 and July 22nd, 2024. After discussion, the report was ordered filed.

Miss Cannon reported to the Commissioners that the District sent out Tax Roll reminder letters and emails to all District consumers with unpaid water bills as of May, 31st, 2024.

Miss Cannon informed the Commissioners that the District received an email from Mr. & Mrs. Pruitt thanking the District for the content on the website which assisted their grandson in receiving their Environmental Science Merit Badge for Boy Scouts. Their email made a recommendation to an additional website link. After discussion, the Commissioners instructed Miss Cannon to send a thank you letter back to Mr. & Mrs. Pruitt.

Miss Cannon then discussed the District's Uniform Rental and Cleaning Contract with Unifirst, (using Sourcewell Purchasing Alliance) with the Commissioners. The District has not been happy with the service being provided by Unifirst and has been exploring other options for a new contract. The District had a preliminary meeting with Cintas under the OMNIA Partners Purchasing Alliance Contract to discuss the District's needs and the results were promising. After discussion, the Commissioners approved the contract change pending and authorized Miss Cannon to sign contract documents with Cintas.

Miss Cannon then requested authorization to join BJs Wholesale Club via the OMNIA Partners Purchasing Alliance for the cost of \$20.00 per year. After discussion, the Commissioners authorized joining BJs Wholesale Club.

Miss Cannon reported on the ongoing cellular endpoint communication issue with Badger Meter. The District is down to the last 500 endpoints not communicating, the service department and office staff are working hard to wrap up the project by the end of the month.

Miss Cannon then informed the Commissioners that she received requests to waive the following penalties:

1. Account No. 35800510-0 in the amount of \$78.47.
2. Account No. 25619300-0 in the amount of \$ 5.62.
3. Account No. 46601330-0 in the amount of \$90.10.
4. Account No. 45570700-0 in the amount of \$67.97.

Miss Cannon informed the Commissioners that no penalties on these accounts have been waived in the last five (5) years. After discussion, the Commissioners authorized Miss Cannon to waive the penalties and send revised bills to the consumers.

VOTE	AYES	2	NOES	0	ABSENTIONS	1
Commissioner Abbate			ABSTAINED			
Commissioner Asmus			AYE			
Commissioner Beckerle			AYE			

Miss Cannon then informed the Commissioners that she received a request for reduction to the 3rd Quarter 2024 water bill on Account No. 65908010-0 by the owner due to a leak on their main service line. Miss Cannon informed the Commissioners that a reduction to this bill 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 third quarter 2024 water bill resulted in the total water charge being reduced to \$140.42 from \$147.00, a reduction equal to \$6.58. After discussion, the Commissioners approved the reduction and instructed Miss Cannon to send a revised bill to the consumer.

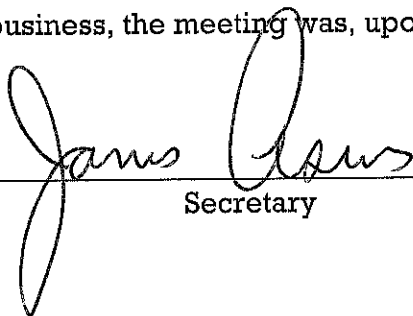
Miss Cannon reviewed the budget schedule with the Commissioners as per below:

- August 7th, 2024 – 2025 Preliminary Capital Budget Presentation
- August 21st, 2024 – 2025 Preliminary Operating Budget Presentation
- September 5th, 2024 – 9:00 AM 2025 Budget Hearing

The pending agenda items list was read and filed.

The following claims were then audited and approved for payment: General Fund #28649 to #28678, Construction Fund #2742 to #2743 and Installation Fund #4197.

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


Secretary