

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 2nd day of
October 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.

The Commissioners welcomed Ms. Nicole Morton of Salerno Brokerage Corp. (the District's Insurance broker) to discuss the current conditions she's experiencing in the industry and the insurance marketplace. Ms. Morton reviewed with the Commissioners the 9/1/24 insurance renewal approved by the Commissioners on September 4th, 2024 as well as potential exposures the District may have. Ms. Morton discussed two options for the Commissioners consideration regarding increased excess liability insurance in the amount of \$5 Million (additional premium of \$20,350/yr) and \$10 Million (additional premium of \$29,650/yr). Should the Commissioners decide to increase excess liability insurance, this amount would be prorated for the remainder of the insurance policy period and would exclude pollution liability and failure to supply terms.

Ms. Morton then reviewed with the Board new facilities coming online as well as future projects and potential change in insurance requirements when it comes to Builders Risk Insurance policies for contractors.

Monthly report of Engineer was read and ordered filed.

1. Well 20 & 21 AOP Treatment: Motor starters are shipping this week. Optimal testing of the AOP will be performed in early December. Substantial Completion is anticipated early in 2025.

2. Well 22 Facility Improvements & AOP Treatment: D&B and District counsel are working to close out EEG contract. GAC equipment is scheduled for delivery on October 8th. Contractors are preparing the basement piping and equipment for this delivery. Masonry work will commence after GAC equipment has been installed. The Substantial Completion date for all contracts is May 26, 2025.
3. Kirby Lane AOP: Commissioning of the second treatment train is underway. Miscellaneous open work items are being addressed. Site restoration will follow.
4. Southwoods Road - New Well and Treatment Facility:
 - a. Well Construction Contract: Turbidity samples have been collected to determine whether the development work has been completed. The first set of samples came back clean, the contractor will move on to the full set of turbidity samples.
 - b. Treatment Facility Contracts: Transformer has been delivered and the meter pan installed. Awaiting final connections and meter installation. MCC is scheduled for March 2025.
5. PTAS at the Wheatley Rd. Site (Well 6 & 16): Wire to Water indicated that the ship date for the electrical equipment has been pushed back from October 8th, 2024 to October 16th, 2024. Delivery is anticipated the week of October 21st. Generator is capable of operating under full plant load, but inlet pressures are lower than expected. Working with the generator manufacturer to identify cause and solution. Another meeting is required to move this forward.
6. Split Rock Tank Booster Station: The prefabricated booster station is enroute and scheduled for arrival on October 4th. D&B, JWD and the Contractor are coordinating the delivery and installation logistics. Working with contractor to address site grading issues adjacent to the transformer.
7. Syosset Tank Replacement: The one-year anniversary inspection is complete, and the tank has been returned to service. Final paving, trench drain, and hatch work is being scheduled in October, followed by contract close out. D&B is working to close out Wargo's contract.
8. Pump Rehabilitation Projects:
 - Well 26: Motor has been installed. Pump installation will be performed after the second treatment train has been commissioned and the well is removed from service for the season.
 - Well 30: This work will be postponed until Well 3 work is completed.
 - Well 3: Pump has been removed and well has been video inspected. Well will be cleaned and reinspected. Pump is in fabrication. Contractor has indicated a best-case installation of the new pump in mid to late November.

- Well 27: Preliminary pump test has been completed. D&B will commence design upon receipt of test results.
 - Kirby Booster Pumps: Preliminary pump tests have been completed. D&B is working on the design.
9. Convent Road Facility Architectural Improvements:
- a. Architectural Contract: Cottage windows to be delivered in October. Shop windows to be delivered in November. Contractor is working on tiles in the bathroom. Evaluating potential contract modification for upsizing of electrical panel.
 - b. Barn Roof: Roof membrane has been installed. Waiting for new fans to be delivered.
10. Water Service Gooseneck Replacement: Initial public outreach documents are completed. D&B and JWD are finalizing the inventory spreadsheet. GIS map preparation will follow. Water service replacement contract may be expanded to include replacement of galvanized lines within the right-of-way. Documents will be updated accordingly and address pending NCDOH comments on a project for another water supplier in hopes this will streamline the submittal process.
11. The Hunt Club Road Water Main Connection: JWD is coordinating with the Meadow Brook Club for an easement to connect to Hunt Drive. Markout of the existing utility easement in 50 Jericho Quadrangle has been delayed to October 2nd at the subconsultant's request. Survey will immediately follow.
12. Juneau Pump Station Improvements: The permanent electrical equipment installation is being scheduled and coordinated with JWD operations. Working with Bancker and security vendor to coordinate camera installations.
13. PFAS Treatment at Wells 18, 19 & 29: Waiting for NCDOH approval of BODR. D&B submitted the 90 percent design for JWD for review. Congressionally Directed Spending (CDS) grant in the amount of \$700,000 is pending approval, administered under EPA.
14. Jericho Tank Rehabilitation: D&B is addressing NCDOH comments which are minor. Contract execution has been completed. The preconstruction meeting will be scheduled after the contracts are executed. Shop drawing preparation efforts are underway in the meantime.
15. GIS Improvements: D&B has been working on updating existing layers and creating new layers which will be completed this week or next. Tap card integration is nearly completed.
16. Election Map: D&B will commence with the work upon receipt of the updated database from Nassau County.

17. Wheatley Grading and Paving: Work on site commenced last week. D&B has submitted a proposal to provide SWPPP inspection services during construction.

Mr. Merklin then presented to the Commissioners a proposal from D&B Engineers and Architects D.P.C. for SWPP Inspection Services for the proposed paving and drainage improvements at the Wheatley property in the amount of \$8,600.00. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve the proposal from D&B for SWPP Inspection Services for Paving and Grading Improvements at Wheatley Road Facility in the not to exceed fee of \$8,600.00 to be charged to Capital Project Account No. H-8397-002-2303 Wheatley Tank Rehabilitation.

VOTE AYES: 3 NOES: 0 ABSENTIONS: 0

Commissioner Abbate AYE
Commissioner Asmus AYE
Commissioner Beckerle AYE

18. Exemption Reporting: NYSDOH has granted an Exemption extension until April 25, 2025. Letters have been sent to request a correction for August 25, 2025.

19. Sugar Toms Road Water Main: Markouts have been completed. Survey will commence this week.

20. Well 12 Grant: Discussion about water quality data as it relates to the grant award.

21. PFAS Treatment at Wells 23: D&B is preparing draft scope of work documents and proposals for discussion with JWD.

22. PFAS Treatment at Wells 28: D&B is preparing draft scope of work documents and proposals for discussion with JWD.

23. LIU Post Distribution Mapping: D&B sent a draft proposal for review for assisting the District with mapping of JWD and LIU Post water mains.

Status of Proposed Development Projects – Engineers Report

1. Country Club Developers: The developer has submitted the easement map. D&B requested the metes & bounds description. Developer will be put on notice that if the metes & bounds description is not provide and the easement filed, D&B will hire a land surveyor to complete the work to be charged to the developer's deposit on file with the District. Miss Cannon informed the Commissioners that there is approximately \$6,000 left on deposit for the project after the change modification below which should cover the cost of the easement work.

Mr. Logan then presented to the Commissioners Contract Modification No. 1 from Orchid Sewer and Water Contracting Corp. for Contract No. 11-23 Water Main Improvement for Country Club Developers in the amount of \$11,128.00 to cover additional items required during the water main installation. After discussion and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve Contract Modification No. 1 for Contract No. 11-23, Water Main Improvement for Country Club Developers in the total amount of \$11,128.00 to be charged to installation fund account no. H-8398-880-2300.

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

2. Cove Edge Road Property Owners: JWD sent the final memorandum to Cove Edge.
3. Woodbury Hills: D&B has addressed JWD's comments. The NCDOH submittal will be made upon approval of the contract documents by JWD. D&B has identified the required easements on contract drawings. A Developers Agreement will be prepared after receipt of NCDOH approval.
4. Farnum Subdivision: D&B is working with JWD to review recent request for water availability. D&B will prepare a proposal for requested services.
5. Silver Path Estates Subdivision: D&B is preparing a proposal to evaluate the impact and feasibility of this proposed subdivision.
6. Grandville Gardens Subdivision: D&B is preparing a proposal to evaluate the impact feasibility of this proposed subdivision.

Mr. Ingham reported that the District has terminated their agreement for uniform services with UniFirst Corporation (under Sourcewell Contract No. 040920-UPC) for cause. UniFirst was informed of the termination of the Contract via certified mail return receipt requested on September 13, 2024. Over the last several years, the District has been experiencing numerous issues related to invoicing and pickup and delivery of the uniforms despite repeated requests to rectify these issues, the problems have remained unresolved and continuously reoccur. Mr. Daniel Tabala has requested a meeting with Mr. Logan and Miss Cannon to review the termination of the contract and return process of uniforms, they will keep the board apprised of the outcome.

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 September 18, 2024 to September 30, 2024 had been completed and all were within state and federal standards.

Mr. Logan then reported that he terminated employee Matthew McCarthy on September 25, 2024; per Nassau County Civil Service Rules for termination of a probationary employee and approval of the Commissioners, he was paid through October 1st, 2024. Miss Cannon then presented to the Commissioners a calculation of accrued time owed to Matthew McCarthy in the amount of \$2,966.64. Mr. Logan informed the Commissioners that Mr. McCarthy returned all keys, badges and uniforms issued to him. After discussion, and upon motion duly made and seconded, it was

RESOLVED, that the Commissioners authorize the accrual payout in the amount of \$2,966.64 be made to Matthew McCarthy on the pay date of October 11th, 2024.

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

Mr. Logan requested authorization to “piggyback” off the Hicksville Water District bid for Solar Salt under the terms of the Long Island Water Conference Purchasing Cooperative (LIWCPC) with Morton Salt effective January 1, 2025. Mr. Logan explained that under the District’s current contract (G5-24) the District will be paying \$283.58/ton for January 1, 2025- December 31, 2025. Under the Morton Salt Contract, the price is \$219.82/ton, a savings of 22.48%. After discussion, the Commissioners agreed to purchase solar salt from Morton Salt under the Hicksville Water District’s contract for this service effective January 1st, 2025.

A discussion was held regarding the scheduled delivery of the prefabricated booster station at the Split Rock Road facility set to arrive on Friday, October 4th, 2024. Mr. Logan requested authorization to allow the residents along the private road to park on District property at Wells 18 & 19 so that they are not inconvenienced by the delivery. After discussion, the Commissioners agreed to offer the residents being impacted the courtesy of parking their cars on District property.

Mr. Logan then presented to the Commissioners a proposal from American Engineering & Land Surveying P.C. to provide a boundary and topographic survey for the Split Rock Road Facility (Sec. 25 Blk. 58 Lots 62 & 63) in the total lump sum fee of \$5,700.00. After discussion and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve the proposal from American Engineering & Land Surveying P.C. in the total lump sum fee of \$5,700.00 to be charged to Capital Project Account No. H-8397-003-2303 Split Rock Tank Rehabilitation.

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

Mr. Logan then presented to the Commissioners Contract Modification No. 4 from Bensin Contracting Inc. for Contract No. C11-22 for 1,4-Dioxane & PFOA Treatment at Stillwell Lane (Wells 20 & 21). The change order includes heating blankets and insulation on the Well 20 & 21 caustic tanks, new 6" Gate Valve on the blowoff line, new handheld eyewash at Well 21 Caustic injection point, new eyewash on Well 20, (1) 16" MJ Butterfly valve to existing 16" Treated Water Line and 3/4" reinforced PVC pipe in containment pipe at Well 20 building and SCADA/Nitrate Equipment changes in the not to exceed fee of \$69,662.00. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve Contract Modification No. 4 from Bensin Contracting Inc. for Contract No. C11-22 for 1,4-Dioxane & PFOA Treatment at Stillwell Lane (Wells 20 & 21) in the amount of \$69,662.00 to be charged to the general allowance line of the bid with no increase to the overall cost of the project.

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

Mr. Logan then presented to the Commissioners Contract Modification No. 1 from J. Anthony Enterprises, Inc. for Contract No. C5-24 for 1,4-Dioxane and PFOA Treatment at Well 22 for upgrading overhead door to a coachman door in the amount of \$3,082.00. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve Contract Modification No. 1 from J. Anthony Enterprises, Inc. for Contract No. C5-24 for 1,4-Dioxane and PFOA Treatment at Well 22 in the amount of \$3,082.00 to be charged to the general allowance line of the bid with no increase to the overall cost of the project.

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

Mr. Logan then presented to the Commissioners Contract Modification No. 2 from J. Anthony Enterprises, Inc. for Contract No. C5-24 for 1,4-Dioxane and PFOA Treatment at Well 22 to remove concrete and steel from the existing Well in the amount of \$12,125.33. The work for the concrete removal around the Well casing was originally scheduled under the Mechanical Contractor (Philip Ross Industries). Due to the contractor's coordination efforts, the General Contractor completed this work including the removal of steel casing around the Well. A credit change order will be forthcoming on the Philip Ross contract. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve Contract Modification No. 2 from J. Anthony Enterprises, Inc. for Contract No. C5-24 for 1,4-Dioxane and PFOA Treatment at Well 22 in the amount of \$12,125.33 to be charged to the general allowance line of the bid with no increase to the overall cost of the project.

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

Mr. Logan requested that a bid date be set for Contract No. G1-25 Purchase of Water Supplies. After discussion, the Commissioners set a bid date for Friday, November 8th, 2024 at 9:00 AM.

Mr. Logan presented to the Commissioners a proposal from Minuteman Press Syosset to print 5,000 Lead and Copper trifold notices and address and mail 1,000 (of the 5,000) discussed at the last meeting in the amount of \$940.88. After discussion and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve the proposal from Minuteman Press Syosset in the amount of \$940.88 to be charged to Operating Account No. A-8310-000-4470 Printing Services.

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

Mr. Logan then presented to the Commissioners a draft contract modification for Contract No. C2-24 Convent Road Architectural Improvements for repointing brick façade and chimney, and repair part of the bluestone stoop at the Superintendent's Cottage in the amount of \$31,956.43. The Commissioners approved the draft contract modification pending the formal contract modification from D&B Engineers and Architects D.P.C.

Miss Cannon then presented and reviewed with the Commissioners a Cash Balance/Cash Deposit report as of September 30, 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 September 17th, 2024, and September 30^h, 2024. After discussion, the report was ordered filed.

Miss Cannon then advised the Commissioners that she received a notification from First National Bank of Long Island (FNBLI) that the interest rate decreased from 5.15% to 5.0%. Miss Cannon also advised that the NYCLASS interest rate also decreased to 5.02%.

Miss Cannon informed the Commissioners that blanket purchase order no. 24-00035 for purchase of liquid sodium hypochlorite (chlorine) was getting low and required a blanket increase in the amount of \$15,000.00 to cover purchases through year end. After discussion, the Commissioners authorized the blanket increase.

Miss Cannon then presented the following budget transfers for the Commissioners approval:

To Reclass Budgets for Sugar Toms Lane WM Improvements (nunc pro tunc)

H-8397-315-2300	Water Main Replacement Program	(\$619,835.00)
H-8397-316-2300	Sugar Toms Water Main Replacement	\$619,835.00

Corresponding Revenue Accounts

H-7315-5710	Water Main Replacement Program	\$619,835.00
H-7316-5710	Sugar Toms Water Main Replacement	(\$619,835.00)

To Reclass Budgets for Hunts Club WM Improvements (nunc pro tunc)

H-8397-315-2300	Water Main Replacement Program	(\$1,901,000.00)
H-8397-317-2300	Hunts Club Water Main Improvements	\$1,901,000.00

Corresponding Revenue Accounts

H-7315-5710	Water Main Replacement Program	\$1,901,000.00
H-7317-5710	Hunts Club Water Main Improvements	(\$1,901,000.00)

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

RESOLVED that the Commissioners authorize the Business Manager to execute the above-listed budget transfers.

VOTE AYES 3 NOES 0 ABSENTIONS 0

Commissioner Abbate AYE

Commissioner Asmus AYE
Commissioner Beckerle AYE

Discussion was held regarding the District's policy for requests to waive penalties greater than \$50.00. After discussion, the Commissioners revised the District's Policy on waiving penalties effective immediately by increasing the amount that needs board approval from greater than \$50.00 to greater than \$75.00. The Business Manager, Assistant Business Manager and the Billing Supervisor have the authority to waive penalties added to a customer's account due to late payment, (upon customer's request), for penalties up to \$75.00. This authority may be exercised provided that the customer's account is current and that they have not had a penalty waived in the last five (5) years. All requests to remove penalties greater than \$75.00 will be decided by the Commissioners of the District on a case-by-case basis.

Miss Cannon reported that Miss Cannon filed the required 2025 NYS Tax Cap Compliance form with the Office of the State Comptroller.

Miss Cannon informed the Commissioners that the Jericho Water District has officially transitioned from the Legacy NYS Retirement reporting to Enhanced Reporting and has received Gold Certification. There are many benefits of enhanced reporting for both the District and its employees. Ms. Blum worked hard with the NYS Retirement System, UKG and Edmunds GovTech to make the transition to the new reporting format.

Miss Cannon reported that the District was contacted by Northwell GoHealth Urgent Care regarding a new program for on-the-job injuries, where they store the District's Worker's Compensation policy information so that employees can be seen same day without waiting for a claim number from the insurance company. The new program was discussed with Salerno Brokerage Corp. and PERMA, who both thought this was a great idea. Northwell provided the District with a one-page informational sheet, that was shared with employees notifying them about the new program. While the use of a Northwell Facility is not required, it will help streamline the Worker's Comp process should an injured employee use one of these facilities.

Miss Cannon informed the Commissioners that she received a request to waive a penalty in the amount of \$51.91 from account no. 50206330-0. Miss Cannon informed the Commissioners that no penalty on the above account has been waived in the last five (5) years. After discussion, the Commissioners authorized Miss Cannon to waive the penalty on the account and instructed her to send a revised bill to the consumer.

The Board went into Executive Session at 10:20 am to discuss pending potential personnel matters and re-entered at 10:35 am with the following actions taken:

Upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve salary increases for the following employees effective October 8th, 2024: Christopher Smith, John Minucci, Jill Galantini, Suet-Yee Huang, Edward Keenan, Trent Knox, Erica Napolitano, Thomas Regan, Peter Van Beek, Jonathan Wright, Debra Riccinto and Amanda Blum (Pick). It was

FURTHER RESOLVED that the Commissioners authorized a promotion of employee Edward J. Keenan III, to the title of Water Service Supervisor effective October 8th, 2024 contingent upon Nassau County Civil Service approval. It was

FURTHER RESOLVED that the Commissioners authorized a promotion of employee Erica Napolitano, to the title of Senior Account Clerk effective October 8th, 2024 contingent upon Nassau County Civil Service approval. It was

FURTHER RESOLVED that the Commissioners authorize the transition of Assistant Business Manager, Amanda Blum (Pick) to the Management Contract as a salaried employee of the District. It was

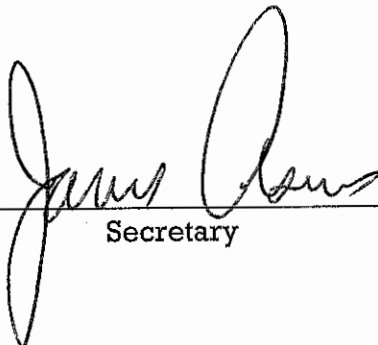
FURTHER RESOLVED that the Commissioners approve the Nassau County Civil Service revised Salary and Minimum/Maximum Salary Schedules effective October 8th, 2024, in accordance with the above listed approvals and instructed Miss Cannon to make proper notification to the Nassau Civil Service Commission regarding these changes.

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

The following claims were then audited and approved for payment: General Fund #28821 to #28852, Construction Fund #2756 to 2758 and Installation Fund #4201.

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


Secretary