

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 20th day of November 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: Electrical equipment has been delivered to the control's vendor. The facility will be removed from service this week to allow the balance of the work to be completed. GAC media will be replaced in the first half of December. AOP performance testing anticipated in the second half of December. Pending contract modifications include electrical gear modifications (EC), additional labor (EC) & AOP modifications (MC).
2. Well 22 Facility Improvements & AOP Treatment: D&B and the attorney are working to close out EEG contract. The goal is to make the building watertight by end of the year. Large diameter process piping is nearly completed. The substantial completion date for all contracts is May 26, 2025. Pending contract modifications include Generator storage, watermain relocations in the NYSDOT ROW, GAC valve blowoff panel, credit for GAC mis-fabrication and fieldwork to correct GAC mis-fabrication.
3. Kirby Lane AOP: D&B is working with contractors to bring all equipment into full operation. Final completion is anticipated in early 2025. D&B has revised the proposal amendment to include only effort expended to date. A special meeting is requested with the Board to discuss the project history and the additional effort required to complete the project. The Commissioners tabled D&B's revised

proposal amendment pending internal meetings with the Superintendent and Business Manager and special meeting with D&B. Pending contract modifications include miscellaneous MC changes.

4. Southwoods Road - New Well and Treatment Facility:

- a. Well Construction Contract: Final sampling was performed on October 18th. Waiting for complete results.
- b. Treatment Facility Contracts: Awaiting final electrical and gas connections and meter installations. MCC is scheduled for March 2025.
- c. Pending Contract Modifications include downspout boots (GC), Relocation of PSEG meter (EC) and Stainless-steel piping modifications (MC).

5. PTAS at the Wheatley Rd. Site (Well 6 & 16): Electrical equipment will be delivered on November 25th. D&B is attempting to schedule a meeting with the EC, generator manufacturer and National Grid to determine the cause of low-pressure conditions at full load.

6. Split Rock Tank Booster Station: Contractor is coordinating with PSEG for electrical service and installing accessories. Startup and testing are estimated to begin in early 2025. Pending contract modifications for floor installation and additional sitework (asphalt, concrete stairs and fence).

7. Syosset Tank Replacement: Working on contract close out.

8. Pump Rehabilitation Projects:

- Well 26: Pump installation will be performed after the well is removed from service for the season.
- Well 30: The work will be postponed until fall 2025.
- Well 3: D&B is reviewing the post well cleaning inspection video. Pump did not pass the shop test and is being modified and retested. The contractor has indicated a best-case installation of the new pump in late November.
- Well 27: Work will be performed in fall 2025.
- Kirby Booster Pumps: Work will be performed in fall 2025.

9. Convent Road Facility Architectural Improvements:

- a. Architectural Contract: Cottage brick pointing has been completed. The windows have been installed. The cottage doors were ordered incorrectly and will need to be reordered, which will delay installation. Shop windows have been delivered and the installation should be completed shortly.
- b. Barn Roof: Pending contract modifications include upsizing gutters, EPDM patch where hot stack was removed, shop building shingle roof repairs and exhaust fan wiring replacement.

10. Water Service Gooseneck Replacement: D&B is working on the GIS map and collateral updates for Public Outreach Plan. Discussions are ongoing regarding the scope of the proposed replacement plan. Lead Service Line letters with informational pamphlet were mailed out to residents and postmarked by November 15th as required by the health department.
11. The Hunt Club Road Water Main Connection: JWD is coordinating with the Meadow Brook Club for an easement to connect to Hunt Drive. JWD will reach out to 50 Jericho Quadrangle to discuss the possibility of a new easement to avoid conflicts within the existing easement.
12. PFAS Treatment at Wells 18, 19 & 29: Waiting for NCDOH approval of BODR. D&B submitted the 90 percent design to JWD for review. A bidding schedule will be established at the 90 percent review meeting.
13. Juneau Pump Station Improvements: JWD met with the Contractor on November 11th to discuss installation of the permanent equipment.
14. Jericho Tank Rehabilitation: D&B is addressing NCDOH comments. D&B is working with JWD to modify piping to allow for tank draining. Contractor will be mobilizing this week to begin steel work, assuming they submit an approvable CAMP. Inspection of the roof rafters will play a critical role in the actual schedule for completion of the work. The Contractor will perform this work as soon as possible after the tank is drained most likely in December. Pending Contract Modifications for piping modifications for tank draining (JWD to provide valve and hydrant).
15. GIS Improvements: Work is progressing with tap card integration remaining to be completed.
16. Election Map: D&B is in receipt of the final list of registered voters and will commence work.
17. Wheatley Grading and Paving: Entrance grading and fence installation is ongoing. Substantial completion is anticipated in early December.
18. Exemption Reporting: NYSDOH has granted an Exemption extension until April 25th, 2025. Letters have been sent to request a correction for August 25, 2025. NYSDOH responded saying that they are focused on lead currently. It is not clear when they will review our requests. Reapplication letters will be sent in January 2025 if no response is received from NYSDOH.
19. Sugar Toms Road Water Main: D&B is performing the drainage inventory. Preliminary layouts will be submitted towards the end of the month.

- 20. Well 12 Grant: JWD is continuing to collect samples and monitor the water quality.
- 21. PFAS Treatment at Wells 23: D&B has submitted a final draft proposal to JWD for the design and permitting of this new treatment facility.
- 22. PFAS Treatment at Wells 28: D&B is preparing a draft proposal for JWD review.
- 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.
- 24. Petroleum Bulk Storage (PBS) and Chemical Bulk Storage (CBS) Operator Training: D&B has prepared a proposal to provide the training required by NYSDEC.

Miss Cannon requested that Mr. Merklin and Mr. Logan discuss with her any potential contract modifications that will exceed the current contract price, so that she can verify if funding is available in the budget for the project or if an alternative funding source will need to be identified and approved by the Commissioners.

Mr. Merklin then presented the Commissioners with a proposal from D&B Engineers and Architects D.P.C. for assistance with Petroleum Bulk Storage (PBS) and Chemical Bulk Storage (CBS) UST Class A and/or B Operator Training in the amount of \$800.00 per person, total of \$4,000.00 for five (5) District Employees. After discussion, and upon motion duly made and seconded, it was

RESOLVED, that the Commissioners approve D&B's proposal for assistance with Petroleum Bulk Storage (PBS) and Chemical Bulk Storage (CBS) UST Class A and/or B Operator Training in the amount of \$4,000.00 to be charged to Operating Account No. A-8340-000-4640 Education, Meetings & Dues. It was

FURTHER RESOLVED, that the Commissioners approve a budget transfer in the amount of \$1,000.00 from A-8340-000-4740 Health Department Permits to A-8340-000-4640 Education, Meetings & Dues to fund the training.

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

Status of Proposed Development Projects – Engineers Report

- 1. Country Club Developers: Attorney is preparing the easement documents for execution.

2. Cove Edge Road Property Owners: JWD sent the final memorandum to Cove Edge.
3. Woodbury Hills: JWD responded to D&B with minor comments to the plans. D&B has identified the required easements on the contract drawings. A Developers Agreement will be prepared after receipt of NCDOH approval.
4. Silver Path Estates Subdivision: D&B revised the proposal to include two phases of work.

Mr. Merklin then presented to the Commissioners a proposal from D&B Engineers and Architect D.P.C. for engineering service to assist the Jericho Water District with the evaluation of system capacity related to a request for water availability for Silver Path Estates Subdivision for the total not to exceed fee of \$19,000.00; \$11,000.00 for initial evaluation services and an additional \$8,000.00 if further evaluation is needed. 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 review and evaluation of system capacity related to the request for water availability for Silver Path Estates Subdivision in the not to exceed fee of \$19,000.00 contingent upon receiving funds from the developer.

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

5. Farnum Subdivision: D&B is working with JWD to review a recent request for water availability and the approach required for the water main installation. JWD will contact the adjacent property owner regarding the potential for an easement to eliminate a dead end within the proposed development.
6. Grandville Gardens Subdivision: D&B submitted a revised proposal to evaluate the impact and feasibility of this proposed subdivision.

Mr. Merklin then presented to the Commissioners a proposal from D&B Engineers and Architect D.P.C. for engineering service to assist the Jericho Water District with the evaluation of system capacity related to a request for water availability for Grandville Gardens Subdivision for the total not to exceed fee of \$19,000.00; \$11,000.00 for initial evaluation services and an additional \$8,000.00 if further evaluation is needed. 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 review and evaluation of system capacity related to the request for water availability for Grandville Gardens Subdivision in the not to exceed fee of \$19,000.00 contingent upon receiving funds from the developer.

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

7. TOB Miller Place Water Main Extension: D&B has contacted the design engineer to obtain information required to prepare a proposal.

The Board went into Executive Session at 8:50 a.m. to discuss pending legal matters and returned at 8:58 a.m. with no actions taken.

Miss Cannon reported that she has been collaborating with Dina Scott, Business Manager of the Plainview Water District and Jill Gunzel-Lemke of JKL Municipal Accounting Solutions LLC to provide a special Nassau Suffolk Water Commissioners Association (NSWCA) informational open forum to discuss options for settlement funds on January 15th, 2025 at Westbury Firehouse.

Mr. Ingham informed the Commissioners that he has finalized the contract template used for projects under \$35,000 with Mr. Logan.

Mr. Logan reported that all analysis of wells and bacteriological sampling for the period of November 6, 2024, to November 19, 2024, had been completed and all were within state and federal standards.

Mr. Logan discussed with the Commissioners the possibility of installing a water main down three (3) dead end streets, 20th, 21st & 22nd Street (all south of Burke Ave.) in Jericho. This was discovered when the contractor working for the owner of #85 20th Street went to disconnect the service at the main and discovered that the water service is actually tapped on Burke Ave., and supplies water to #5 20th Street, across the street, as well. Mr. Logan allowed the contractor to discontinue the service after the curb (not at the main) in order to keep the service live to the other home. After discussion, Mr. Logan recommended the Commissioners consider extending the water mains down the dead-end public streets of 20th, 21st and 22nd Street. It has been an unwritten policy and practice that whenever it is discovered that a public street does not have a water main, and there is either an empty lot looking for a water service, or an existing property has a water service tapped a considerable distance away, on a cross street, the District will consider installing a water main. After discussion, the Commissioners requested Mr. Merklin to provide the District with a proposal for engineering services and projected cost for the water main extensions for the dead-end streets.

Mr. Logan gave the Board of Commissioners an update on the request from the owner at 225 Undehill Blvd. for the District to pay for the replacement of an old, 4" RPZ, that apparently failed after District employees replaced the water meter. Mr. Logan stated that he sent the request to the District's insurance broker, Salerno Brokerage Corp, for them to investigate.

Mr. Logan presented Chairman Abbate with the updated copy, dated Nov. 20th, 2024, of the District's Spill Prevention Report for the Chairman to review, and if acceptable, sign the certification page, which the Chairman did.

Miss Cannon then presented and reviewed with the Commissioners a Cash Balance/Cash Deposit report as of November 18, 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 November 5, 2024, and November 18, 2024. After discussion, the report was ordered filed.

Miss Cannon then requested authorization to transfer \$350,000.00 from the FNBLI General Fund Checking Account to the FNBLI Investment Account in order to maximize interest. After discussion, the Commissioners authorized the bank transfer.

Miss Cannon then presented and reviewed with the Commissioners the Budget to Actual Reports for the month ended October 31, 2024. After discussion, the report was ordered filed.

Miss Cannon informed the Commissioners that in November, Governor Kathy Hochul announced the next round of WIIA funding, unfortunately, the Jericho Water District did not receive any funding this round. BIL grants have not yet been awarded. Miss Cannon also informed the Commissioners that she received a call from Senator Schumer's office, regarding the potential \$700,000.00 grant. They informed her that once the NYS budget is passed and as long as the earmarks are included, the grant will be awarded.

Miss Cannon then presented and reviewed with the Commissioners the Quarterly listing of Federal, State and County Grants received by the District to date and the status as of November 20, 2024.

Miss Cannon then presented to the Commissioners a letter from Nicole Morton of Salerno Brokerage Corp. (the District's Insurance Broker), regarding District's Worker's Compensation Policy, as the first-year of the policy expires November 30th, 2024. Miss Cannon explained that last year, the Commissioners approved a two-year policy with PERMA, the second-year premium was dependent on the loss ratio percentage which came in at 171.3% with a premium due of \$71,798 that includes a 2% discount for payment in full. Miss Cannon also informed the Commissioners that she was anticipating a third-year

extension offer from PERMA to the policy to discuss with the Commissioners at a future meeting. After discussion, and upon motion duly made and seconded it was

RESOLVED that the District renew it's worker's compensation policy with PERMA for the period of December 1st, 2024 through November 30th, 2025. The payment will be made in full to take advantage of the 2% discount in the amount of \$71,798.00 to be charged to Operating Account No. A-9040-000-8030 Workers Compensation Insurance.

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

The Board went into Executive Session at 9:22 am to discuss pending potential personnel matters and re-entered at 9:28 am with the following actions taken:

Upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve a Schedule of Salary Adjustments and contract modifications outlined in the Negotiating Committee memorandum with salary increases effective November 19th, 2024 and longevity schedule and health insurance buyout effective January 1, 2025. The employees and the Commissioners also agreed to amend the current employee contract set to expire on December 31, 2025 with terms listed in the memorandum; the revised Employee Contract will be effective January 1, 2025 through December 31, 2030, it was

FURTHER RESOLVED that the Commissioners approve salary increases for Management Employees for the period of January 1st, 2025 through December 31st, 2030, it was

FURTHER RESOLVED that the Commissioners approve the Starting Salary Chart by Title effective November 19th, 2024, effective January 1st, 2025, effective January 1st, 2027 and effective January 1st, 2029, it was

FURTHER RESOLVED that the Commissioners approve the Nassau County Civil Service revised Salary and Minimum/Maximum Salary Schedules effective November 19th, 2024 and January 1st, 2025, 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
Commissioner Abbate			AYE			
Commissioner Asmus			AYE			
Commissioner Beckerle			AYE			

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

1. Account No. 2591290-0 in the amount of \$114.46.
2. Account No. 2580950-0 in the amount of \$132.01.
3. Account No. 3005460-0 in the amount of \$194.80.
4. Account No. 3020820-0 in the amount of \$90.67
5. Account No. 2585710-2 in the amount of \$272.02.

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 a revised bills to the consumers.

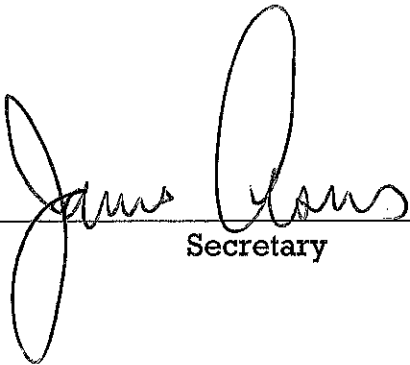
VOTE	AYES	3	NOES	0	ABSENTIONS	0
Commissioner Abbate			AYE			
Commissioner Asmus			AYE			
Commissioner Beckerle			AYE			

Miss Cannon then requested the Commissioners to be available to sign one (1) additional check batch on December 30, 2024 in order to process year-end vendor payments. After discussion, the Commissioners agreed to the additional check batch.

The pending agenda items list was read and filed.

The following claims were then audited and approved for payment: General Fund #28949 to #28985, Construction Fund #2767 to 2768 and Installation Fund #4206.

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



 Secretary