

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 4<sup>th</sup> day of December 2024, at 8:30 A.M.

|          |                        |  |
|----------|------------------------|--|
| Present: | Commissioners          | Thomas A. Abbate<br>James Asmus<br>Patricia Beckerle |
|          | Attorneys              | Michael F. Ingham<br>Gregory W. Carman Jr.           |
|          | Superintendent         | Peter F. Logan                                       |
|          | Business Manager       | Kathleen Cannon                                      |
|          | Asst. Business Manager | Amanda Blum  |
|          | Engineer(s)            | William D. Merklin<br>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. D&B Budget Report: D&B prepared a monthly summary of active project budgets.
2. Well 20 & 21 AOP Treatment: The facility has been removed from service to complete the project work. The ATS is anticipated to be delivered in February 2025. The motor starter controls are anticipated to be delivered in January 2025. The new service connection will be completed this week. GAC media will be replaced this week and next. AOP performance testing anticipated in the second half of December.
3. Well 22 Facility Improvements & AOP Treatment: D&B and the attorney are working to close out the EEG contract. The goal is to make building watertight by the end of the year. Trusses scheduled for delivery this week. The Substantial Completion date for all contracts is May 26, 2025.
4. 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.

5. Southwoods Road - New Well and Treatment Facility:
  - a. Well Construction Contract: POC, SOC & IOC sampling results appear to be as expected except for ongoing bacteriological issues. Still waiting for perchlorate results.
  - b. Treatment Facility Contracts: Final electrical service connection expected this week. The gas service line will be installed this week. MCC is scheduled for March 2025.
6. PTAS at the Wheatley Rd. Site (Well 6 & 16): Electrical equipment delivery pushed back to December 6<sup>th</sup>. D&B and JWD met with Wire to Water to discuss a plan for completing the work. Wire to Water is scheduling the generator manufacturer's representative to visit the site. A subsequent meeting will be held with National Grid to address the gas pressure fluctuation issues.
7. Split Rock Tank Booster Station: Contractor is coordinating with PSE&G for electrical service and installing accessories. Startup and testing are estimated to begin in early 2025.
8. Syosset Tank Replacement: Working on punch list preparation and contract close out.
9. Pump Rehabilitation Projects:
  - Well 26: Well is available for work to commence. D&B requested a schedule from the Contractor.
  - Well 30: The work will be postponed until fall 2025.
  - Well 3: Contractor is modifying the pump. An installation date has been requested.
  - Well 27: Work will be performed in fall 2025.
  - Kirby Booster Pumps: Work will be performed in fall 2025.
10. Convent Road Facility Architectural Improvements:
  - a. Architectural Contract: Window and exhaust fan installations have been completed. D&B will begin punch list preparation this week.
  - b. Barn Roof: Work will be performed in fall 2025. Pending contract modifications include upsizing gutters, EPDM patch where hot stack was removed, shop building shingle roof repairs and exhaust fan wiring replacement.
11. Water Service Gooseneck Replacement: D&B working on GIS map and collateral updates for Public Outreach Plan. Discussions ongoing regarding the scope of the proposed replacement plan.
12. The Hunt Club Road Water Main Connection: The design is on hold pending further discussions regarding easement requirements.

13. PFAS Treatment at Wells 18, 19 & 29: Waiting for NCDOH approval of BODR. D&B submitted the 90 percent design to JWD for review. D&B is reviewing recent water quality results (mostly Well No. 19) which could impact the facility design and overall capital plan approach. Full water quality review and analysis will be covered under the current proposal for engineering.
14. Juneau Pump Station Improvements: D&B has requested a schedule from the Contractor to complete the work.
15. Jericho Tank Rehabilitation: D&B is addressing NCDOH comments. D&B has prepared an initial letter regarding delays.

Mr. Logan then presented to the Commissioners Contract Modification No. 1 from Atlas Painting and Sheeting Corp. for Contract No. C4-24 for the Rehabilitation of the 1.5 MG Jericho Tank for required modifications to site piping to allow for tank draining in the amount of \$15,592.00. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve Contract Modification No. 1 from Atlas Painting and Sheeting Corp. for Contract No. C4-24, Rehabilitation of the 1.5 MG Jericho Tank in the amount of \$15,592.00 to be charged the general allowance line of the contract with no overall increase to the cost of the project.

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

16. GIS Improvements: D&B is working on tap card integration.
17. Election Map: D&B is reviewing the data received from Nassau County to identify any gaps. A draft map for testing will be provided this week.
18. Wheatley Grading and Paving: Paving work has been completed; some punchlist items will require repairs. Site restoration will be performed in spring 2025. Some pending contract modifications.
19. Exemption Reporting: NYSDOH has granted an Exemption extension until April 25<sup>th</sup>, 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.
20. Sugar Toms Lane Water Main replacement: D&B is preparing preliminary layouts for review by JWD.

21. Well 12 Grant: JWD is continuing to collect samples and monitor the water quality.
22. 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.
23. PFAS Treatment at Wells 28: D&B is preparing a draft proposal for JWD review.
24. 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.
25. Petroleum Bulk Storage (PBS) and Chemical Bulk Storage (CBS) Operator Training: D&B is scheduling the training.

#### 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: D&B will submit the contract documents to NCDOH for approval this week. 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 will commence work upon receipt of payment from developer.
5. Farnum Subdivision: D&B is working with JWD to review a recent request for water availability and the approach to the required water main installation. JWD will contract 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 will commence work upon receipt of payment from developer.
7. TOB Miller Place Water Main Extension: D&B has requested information regarding the survey needed to prepare a proposal for water main design.

Mr. Ingham reported that he is working on reviewing the updates to the District's procedures and template agreements for Installation Fund Projects provided by Miss Cannon.

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 November 20, 2024, to December 3, 2024, had been completed and all were within state and federal standards.

Mr. Logan then requested authorization to hire Frank Vespa as a Water Servicer Trainee contingent upon Nassau County Civil Service approval and pre-employment drug test. His estimated start date is January 6, 2025. After discussion, and upon motion duly made and seconded, it was

RESOLVED that Frank Vespa be hired as a Water Servicer Trainee as of January 6, 2025 contingent upon Nassau County Civil Service approval and pre-employment drug test.

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

Mr. Logan then presented to the Commissioners Contract Modification No. 1 from WEB Construction Corp. for Contract No. C4-22 for AOP Treatment at Merry Lane, General Construction for contract closeout of unused line items resulting in a net credit owed to the District in the amount of \$23,634.28 (thereby amending their original contract amount from \$2,490,000.00 to \$2,466,365.72). After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve Contract Modification No. 1 from WEB Construction Corp. for Contract No. C4-22 for AOP Treatment at Merry Lane, General Construction in the amount of (\$23,634.28) to be credited to Capital Project Account No. H-8397-012-2303 Merry Lane AOP System.

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

Mr. Logan then presented to the Commissioners Contract Modification No. 1 from Hinck Electrical Contractor, Inc. for Contract No. C5-22 for AOP Treatment at Merry Lane, Electrical Construction for contract closeout of unused line items resulting in a net credit owed to the District in the amount of \$71,907.97 (thereby amending their original contract amount from \$1,249,900.00 to \$1,177,992.09). After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve Contract Modification No. 1 from Hinck Electrical Contractor, Inc. for Contract No. C5-22 for AOP Treatment at Merry Lane, Electrical Construction in the amount of (\$71,907.91) to be credited to Capital Project Account No. H-8397-012-2303 Merry Lane AOP System.

|                       |      |   |      |   |            |   |
|-----------------------|------|---|------|---|------------|---|
| 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 Philip Ross Industries for Contract No. C6-22 for AOP Treatment at Merry Lane, Plumbing Construction for contract closeout of unused line items resulting in a net credit owed to the District in the amount of \$35,012.00 (thereby amending their original contract amount from \$2,305,084.51 to \$2,270,072.51). After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve Contract Modification No. 2 from Philip Ross Industries for Contract No. C6-22 for AOP Treatment at Merry Lane, Plumbing Construction in the amount of (\$35,012.00) to be credited to Capital Project Account No. H-8397-012-2303 Merry Lane AOP System.

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

Mr. Logan then presented to the Commissioners Contingency Account Disbursement No. 3 from Philip Ross Industries for Contract No. C6-22 for AOP Treatment at Merry Lane, Plumbing Construction for additional labor, material, and equipment to install three isolation valves on the suction piping from the peroxide tanks to the pump skids in the amount of \$1,800.00. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve Contingency Account Disbursement No. 3 from Philip Ross Industries for Contract No. C6-22 for AOP Treatment at Merry Lane, Plumbing Construction in the amount of \$1,800.00 to be charged to the general allowance line item of the contract with no overall increase to the cost of the project.

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

Commissioner Beckerle                      AYE

Mr. Logan informed the Commissioners that the Inter-Municipal Agreement with the Town of Oyster Bay (TOB) that was approved by the Commissioners in the Minutes of March 29<sup>th</sup>, 2024 had not been executed pending his comments. Under the IMA the Jericho Water District (JWD) agrees to maintain, repair, inspect and flush five (5) TOB owned fire hydrants at no cost. In exchange, the TOB agrees to provide commercial driver's license training to JWD employees, by qualified and certified Town personnel at no cost. TOB has inquired about purchasing a new fire hydrant (at the District's cost) for their location on Miller Place. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners authorize selling the Town of Oyster Bay (TOB) a fire hydrant at the District's cost.

VOTE                      AYES:                      3                      NOES:                      0                      ABSTENTIONS:                      0

Commissioner Abbate                      AYE  
Commissioner Asmus                      AYE  
Commissioner Beckerle                      AYE

A discussion was held regarding the District's Verizon Wireless account. Miss Cannon explained that last year when the District switched phone plans to save money, international calling, (Travelpass), was automatically included in the plan. There are no fees associated with this feature until the phone receives a call while outside the country. A District employee traveled internationally and incurred \$121.51 fees. Miss Cannon informed the Commissioners that she had temporarily removed Travelpass from the account pending Commissioner decision on the fees. After discussion, the Commissioners authorized payment of the \$121.51 and instructed Miss Cannon to add back the Travelpass to the Superintendent and Assistant Superintendent Verizon phone plans.

Mr. Logan presented the Commissioners with a draft update to the District's Cell Phone Policy for consideration. After discussion, Miss Cannon indicated that she would incorporate the changes discussed and finalize the policy to be approved by the Board of Commissioners on December 10<sup>th</sup>, 2024.

Mr. Logan then reported that he received a thank you letter Mr. Gary Foote of 22 Ann Drive, Syosset thanking District staff for the courtesy email leak notification and acknowledging two (2) District employees, Brian Berardi and Joseph Suriano being so cooperative and responsive in assisting with their leak. After discussion, the Commissioners instructed Mr. Logan to add a copy of the letter to each of the employees' personnel files and commended them for their quick action.

Miss Cannon then presented and reviewed with the Commissioners a Cash Balance/Cash Deposit report as of December 2, 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 19, 2024, and December 2, 2024. After discussion, the report was ordered filed.

Miss Cannon then requested authorization to transfer \$500,000.00 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 discussed with the Commissioners contractual raises for part-time & seasonal employees. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners authorize contractual raises for part-time employee Lisa Cataldo effective January 1<sup>st</sup>, 2025 and Chelsea Lee effective immediately and instructed Miss Cannon to make proper notification to the Nassau County 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 requested the Commissioners authorize the following budget transfer(s):

To Fund Audit Fee – change in billing process to properly match invoice to dates worked performed

|                 |                                 |               |
|-----------------|---------------------------------|---------------|
| A-8310-000-4400 | Audit/Accounting Services       | \$11,520.00   |
| A-9040-000-8040 | Worker’s Compensation Insurance | (\$11,520.00) |

To Fund additional cold patch (nunc pro tunc)

|                 |                        |               |
|-----------------|------------------------|---------------|
| A-8340-000-4620 | Road Restoration       | \$ 1,700.00   |
| A-8340-000-4740 | Health Department Fees | (\$ 1,700.00) |

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 informed the Commissioners that PERMA (the District's Workers' Compensation Insurance Company) extended at third year renewal offer to the District for the period of December 1<sup>st</sup>, 2025 through November 30<sup>th</sup>, 2026 ranging from \$67,523 to \$74,275 contingent upon what the loss ratio is in year two and the District developing the Safety Plan. The final cost for the third year of insurance will be reported to the Commissioners before the renewal date.

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

RESOLVED that the Commissioners approve renewing Workers Compensation Insurance Plan with PERMA for the third year, December 1, 2025 through November 30, 2026 at an estimated cost between \$67,523 to \$74,275.00.

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

Miss Cannon informed the Commissioners that the 2025 Annual Organization Meeting of the Board of Commissioners Notice is scheduled to be published in the Oyster Bay Guardian on Friday, December 6<sup>th</sup>, 2024.

Miss Cannon informed the Commissioners that the New York State Health Insurance Plan (NYSHIP) released their rates effective January 1, 2025 as follows:

| <u>Category</u>       | <u>2024 Rates</u> | <u>2025 Rates</u> | <u>% Change</u> |
|-----------------------|-------------------|-------------------|-----------------|
| Plan Prime Individual | 1,445.66          | 1,479.53          | 2.3%            |
| Plan Prime Family     | 3,367.09          | 3,367.80          | 0.0%            |
| MediPrime Individual  | 548.95            | 551.85            | 0.5%            |
| MediPrime Family 1    | 1,654.92          | 1,820.56          | 10.0%           |
| MediPrime Family 2    | 1,498.01          | 1,511.55          | 0.9%            |

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

1. Account No. 30160200-0 in the amount of \$88.72.
2. Account No. 30208100-0 in the amount of \$133.57.
3. Account No. 31162196-0 in the amount of \$82.48.

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.

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| VOTE | AYES | 3 | NOES | 0 | ABSENTIONS | 0 |
|------|------|---|------|---|------------|---|

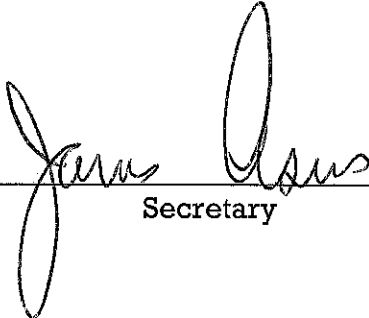
|                       |     |
|-----------------------|-----|
| Commissioner Abbate   | AYE |
| Commissioner Asmus    | AYE |
| Commissioner Beckerle | AYE |

Discussion was held regarding the potential changes discussed with Ms. Morton on October 2<sup>nd</sup>, 2024 for Builder's Risk Insurance for new project. The Commissioners discussed the District purchasing the Builder's Risk Insurance policy. After discussion, the Commissioners instructed Miss Cannon to clarify with Ms. Morton whether it would be more beneficial for the District to purchase a lump sum policy or purchase insurance by project. Once a final decision is made, D&B will need to update the template contract document to incorporate the changes in insurance.

The pending agenda items list was read, thoroughly discussed and filed.

The following claims were then audited and approved for payment: General Fund #28986 to #29029 and Construction Fund #2769 to #2772.

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

  
Secretary