

MINUTES OF BID OPENING
JERICHO WATER DISTRICT

held at the office of the District in Syosset, Nassau County, New York, on the 28th day of February 2025, at 9:00 A.M.

Present:	Commissioner	Thomas A. Abbate
	Commissioner	James Asmus
	Commissioner	Patricia Beckerle
	Superintendent	Peter F. Logan
	Business Manager	Kathleen Cannon
	Asst. Business Manager	Amanda Blum

At 9:00 A.M., the bid(s) for Contract No. G2-25, Landscaping Maintenance at Various Sites, were received and opened. The following bids were received:

<u>Contractor</u>	<u>Bid Price</u>
DGB Landscaping Inc.	\$51,000.00

The above bid results were immediately posted on the District's website and given to the Superintendent for review and recommendation to the Board.

As discussed at the last meeting, Mr. Logan presented to the Commissioners a letter from the owner of 64 East Avenue, Glen Cove requesting reimbursement for unpaid invoices in the total amount of \$443.68 for a plumber to replace his double-check and drain rust from the hot water heater, and for six (6) five gallon bottles of water since he felt the water is unsafe. Miss Cannon informed the Commissioners that it's the District's policy to only reimburse consumers that include paid invoices in their request package. Mr. Logan informed the Commissioners that after cutting out the piece of pipe, inspection found tuberculation sitting in one area of the water main. After discussion, the Commissioners authorized reimbursement to the owner contingent upon Miss Cannon receiving paid invoices from the consumer.

The Board went into Executive Session at 9:20 a.m. to discuss pending litigation and returned at 9:22 a.m. with no action taken.

Mr. Logan informed the Commissioners that he and Mr. Merklin received notification from the Nassau County Department of Health approving plans for the Woodbury Hills Development Water Main Installation. Mr. Ingham is working with D&B and JWD to draft the Developers Agreement in accordance with the District's updated policies and procedures.

Mr. Logan reported that on August 2nd, 2024, the auction, held by Auctions International (AI), which included two (2) 30+ year old, 150 hp electric motors up for

bid, came in very low. A counter-offer was initiated by JWD, but not accepted. Mr. Logan memorialized for the minutes that motors are still in the District's possession and will be sold for scrap in the future.

Miss Cannon requested the Commissioners to approve appropriating \$50,000.00 from the Employee Benefit Accrued Liability Reserve Fund to cover the cost of two retirees accrued payouts. Both employees retired in 2024 and were paid on January 17, 2025. After discussion, and upon motion duly made and seconded, the following resolution was then presented to the Board for their consideration (nunc pro tunc):

RESOLUTION AUTHORIZING THE TREASURER TO APPROPRIATE FUNDS FROM THE EMPLOYEE BENEFIT ACCRUED LIABILITY RESERVE FUND FOR THE PURPOSE OF PROVIDING FUNDING FOR THE ACCRUAL PAYOUTS FOR EMPLOYEES WHO RETIRED IN 2024 IN THE AMOUNT OF \$50,000.00.

WHEREAS, the Board of Commissioners approved appropriated funds be set aside for the purpose of establishing an Employee Benefit Reserve Fund in accordance with § 6-p of General Municipal Law; and

WHEREAS, effective December 31, 2024 the Employee Benefit Accrued Liability Reserve Fund (A-0885) had a balance of \$954,230.07; and

WHEREAS, in the fiscal year ended December 31, 2024 two (2) District employees retired from the District and were entitled to accrual payouts for unused vacation and sick time in the total amount of \$52,695.49; and

WHEREAS, in the 2024 Operating Budget for revenues the District budgeted to appropriate \$50,000 from the Reserve Funds (A-8310-0597) to cover the costs of the employee payouts for accrued time; and

WHEREAS, the Treasurer recommended to the Commissioners that they offset the total costs of the accrual payouts of \$52,695.49 by appropriating \$50,000.00 from the Employee Benefit Accrued Liability Reserve (A-0885); and

WHEREAS, the Commissioners have elected to approve the recommendation of the Treasurer; and

WHEREAS, the funding of employee accrual payouts from the Employee Benefit Accrued Liability Reserve Fund in the Jericho Water District is a Type II action pursuant to SEQRA as defined by 6 N.Y.C.R.R. §617(c)(1)(2) and therefore no further SEQRA review is required; and

NOW THEREFORE,

BE IT RESOLVED that the Board of Commissioners hereby authorizes the Treasurer to appropriate \$50,000.00 from the Employee Benefit Accrued Liability Reserve Fund (A-0885) to partially fund the accrued payout of retirees who retired in the fiscal year ended 12-31-2024.

VOTE AYES: 3 NOES:0 ABSENTIONS:0

Commissioner Abbate	AYE
Commissioner Asmus	AYE
Commissioner Beckerle	AYE

A discussion was held regarding project close out of the District's Meter Change Out Program. Miss Cannon informed the Commissioners that the final expenditures were paid from the 2018 Bond Authorization. The District's amount borrowed a total of \$5,770,000.00, (including the final \$300,000 in the TOB planned March 2025 BAN sale), of the \$7,300,000.00 authorized amount. The project came in \$1,530,000.00 under budget due to the District managing the installation of all of the meters and cellular endpoints in house rather than hiring an outside firm. This decision resulted in saving the taxpayers principal and interest payments on the \$1,530,000.00 of unborrowed funds. Miss Cannon informed the Commissioners that the next step would be to inform the Town of Oyster Bay that there will be no additional expenditure charged to the 2018 Bond Authorization and both the bond authorization, and the project can be closed out.

After discussion, and upon motion duly made and seconded, the following resolution was then presented to the Board for their consideration:

RESOLUTION TO RECONCILE METER CHANGE OUT PROJECT FOR CONTRACT CLOSE OUT AND REQUEST A REDUCTION TO THE DISTRICT'S 2018 BOND AUTHORIZATION WITH THE TOWN OF OYSTER BAY IN THE AMOUNT OF \$1,530,000.00

WHEREAS, on October 2, 2018, the Town of Oyster Bay passed Resolution No. 647B-2018 that authorized the issuance of \$7,300,000.00 in bonds for improvements to the facilities of the Jericho Water District consisting of the acquisition and installation of automatic data-reporting water meters throughout the District and related equipment; and

WHEREAS, the District funded the original start-up of the project through the 2018 Operating Budget in the amount of \$350,000.00; and

WHEREAS, in the Minutes of November 7th, 2018, the Commissioners authorized the reallocation of \$512,437.61 in funds from the 2010 Bond Authorization allocated to the Meter Change Out Program to reimburse for expenses incurred prior to Bond Resolution 647B-2018 being adopted; and

WHEREAS, the project budget including the three above funding sources totaled \$8,162,437.61; and

WHEREAS, the District's decision to take on this project utilizing its own employees to install the meters in lieu of hiring an outside firm provided tremendous savings to the District while simultaneously keeping critical control of the project; and

WHEREAS, the District Staff successfully changed 98% of the District's meters to cellular technology by October of 2022, just three short years from the passing of the bond resolution; and

WHEREAS, on December 12th, 2023, the Commissioners authorized a final phase of the Meter Change Out Program to target large meters, meters registering little to no high flow and properties with multiple meters in one pit/vault for replacement with Badger E-Series Meters; and

WHEREAS, Miss Cannon reported the District's meters have been successfully changed with total costs of the project coming in \$1,530,000.00 under budget; final cost equal to \$6,632,437.61, (\$6,286,354.10 in parts and materials and \$286,827.70 in labor, and \$59,255.81 in bond issuance costs); and

WHEREAS, Miss Cannon then reported. The total amount borrowed from the 2018 Bond Authorization of \$7,300,000.00 was \$5,770,000.00, \$1,530,000.00 under the amount authorized; and

NOW THEREFORE,

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the Treasurer/Clerk to inform the Town of Oyster Bay to close out the 2018 Bond Authorization thereby reducing the amount authorized from \$7,300,000.00 to \$5,770,000.00, a reduction equal to \$1,530,000.00. It was

FURTHER RESOLVED THAT that the Board of Commissioners hereby authorizes the Treasurer/Clerk to decrease the following project expenditure and revenue budgets:

Expense	H-8397-009-2020	Meter Change Out – Parts/Materials	\$745,122.54
Revenue	H-7009-5710	Meter Change Out Bond Revenue	\$745,122.54
Expense	H-8397-009-2025	Meter Change Out – Labor	\$774,133.27
Revenue	H-7009-5710	Meter Change Out Bond Revenue	\$774,133.27
Expense	H-8397-018-1380	Bond Issuance Costs – 2018	\$ 10,744.19
Revenue	H-7000-5710	Bond Issuance Cost Revenue	<u>\$ 10,744.19</u>

Total Reduction: \$1,530,000.00

VOTE AYES: 3 NOES: 0 ABSENTIONS: 0

Commissioner Abbate AYE
Commissioner Asmus AYE
Commissioner Beckerle AYE

Miss Cannon informed the Commissioners that after reviewing the list of open capital projects at year end, several projects on the list that were originally funded through the capital improvement reserve fund have been completed but remain open with a total unexpended balance of \$275,404.09. Miss Cannon recommended that the unexpended balances be transferred to fund well rehabilitation projects. After discussion, and upon motion duly made and seconded, the following resolution was then presented to the Board for their consideration:

RESOLUTION AUTHORIZING THE TREASURER TO TRANSFER FUNDS WITHIN THE CAPITAL IMPROVEMENT RESERVE FUND FOR THE PURPOSE OF PROVIDING FUNDING FOR WELL REHABILITATIONS IN THE AMOUNT OF \$275,404.09

WHEREAS, the Board of Commissioners approved appropriated funds to be set aside for the purpose of Capital Improvements by establishing a Capital Improvement Reserve Fund in accordance with § 6-c of General Municipal Law; and

WHEREAS, effective December 31, 2024 the Capital Improvement Reserve Fund (A-0878) had a balance of \$6,422,812.74; and

WHEREAS, the following capital projects originally funded from the Capital Improvement Reserve remain open with a total unexpended balance of \$275,404.09. Superintendent Logan has confirmed project completion.

H-8397-848-2102	New Roof at District Headquarters	\$ 4,915.44
H-8397-880-2010	SCADA System Replacement	\$224,996.76
H-8397-881-2303	Well Nos. 18 & 19 Additional Drywells	\$ 15,491.89
H-8397-889-2102	Replace Garage Doors DH	\$ 5,000.00
H-8397-890-2303	Caustic Tank Removal Well No. 5 & 7	<u>\$ 25,000.00</u>
Total Excess Balance		\$275,404.09

WHEREAS, the Jericho Water District plans to fund Well Rehabilitations through appropriating the Capital Improvement Reserve; and

WHEREAS, the District would not incur any additional debt service payments for principal and interest and, therefore, be cost beneficial to the District taxpayers; and

WHEREAS, this resolution is adopted subject to permissive referendum as set forth in Town Law Section 90 and shall take effect thirty (30) days after its adoption or, if a referendum is held, upon the affirmative vote of a majority of the qualified electors of the issuer voting on the referendum; and

WHEREAS, the funding of capital improvement projects in the Jericho Water District is a Type II action pursuant to SEQRA as defined by 6 N.Y.C.R.R. §617(c) (10) and therefore no further SEQRA review is required; and

NOW THEREFORE,

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the Treasurer to transfer \$275,404.09 to Capital Project Account No. H-8397-016-2303 Well Rehabilitation Program through the following budget transfers:

Decrease:

Expense	H-8397-848-2102	New Roof at DH	\$ 4,915.44
Revenue	H-6848-5031	New Roof at DH	\$ 4,915.44
Expense	H-8397-880-2010	SCADA System Replacement	\$224,996.76
Revenue	H-6880-5031	SCADA System Replacement	\$224,996.76
Expense	H-8397-881-2303	Well Nos. 18 & 19 Drywells	\$ 15,491.89
Revenue	H-6881-5031	Well Nos. 18 & 19 Drywells	\$ 15,491.89
Expense	H-8397-889-2102	Replace Garage Doors @ DH	\$ 5,000.00
Revenue	H-6889-5031	Replace Garage Doors @ DH	\$ 5,000.00
Expense	H-8397-890-2303	Caustic Tank Removal No. 5 & 7	\$ 25,000.00
Revenue	H-6890-5031	Caustic Tank Removal No. 5 & 7	\$ 25,000.00

Increase:

Expense	H-8397-016-2303	Well Rehabilitation Program	\$275,404.09
Revenue	H-7016-5031	Well Rehab Program (Reserves)	\$275,404.09

FURTHER BE IT RESOLVED THAT the Treasurer/Clerk is hereby authorized and directed to, within ten (10) days after the adoption of this resolution, cause this resolution to be published in the District's official newspaper and (b) posted on both the sign boards of the Town of Oyster Bay and the District pursuant to Town Law, together with a notice of adoption thereof.

VOTE AYES: 3 NOES:0 ABSENTIONS:0

Commissioner Abbate AYE

Commissioner Asmus	AYE
Commissioner Beckerle	AYE

Miss Cannon reported that after reviewing the status of the District's Capital Project accounts at year end, Contract No. C5-19, Anita Avenue Water Main Replacement and Auto/Light Trucks (both originally funded through general fund appropriations) remain open with a total unexpended balance of \$2,178.48. Mr. Logan informed the Commissioners that both of these projects have been closed. Miss Cannon requested the following budget transfer(s) be approved:

Decrease

Expenditure	H-8397-876-2300	Anita Avenue WM Replacement	\$1,009.23
Revenue	H-6876-5031	Anita Avenue WM Replacement	\$1,009.23

Expenditure	H-8397-842-2200	Auto/Light Truck	\$1,169.25
Revenue	H-6842-5031	Auto/Light Truck	\$1,169.25

Increase

Expenditure	H-8397-843-2202	Heavy Duty Truck	\$2,178.48
Revenue	H-6843-5031	Heavy Duty Truck	\$2,178.48

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

RESOLVED that the above listed budget transfers be approved.

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

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

1. Account No. 21415600-0 in the amount of \$141.37.
2. Account No. 25857120-2 in the amount of \$161.06.
3. Account No. 30107100-0 in the amount of \$250.96.
4. Account No. 31205801-0 in the amount of \$122.65.
5. Account No. 30072000-1 in the amount of \$103.93.

Miss Cannon informed the Commissioners that no penalty on any of the above accounts had been waived in the last five (5) years. After discussion, the Commissioners authorized Miss Cannon to waive the penalty and send revised bills to the consumers.

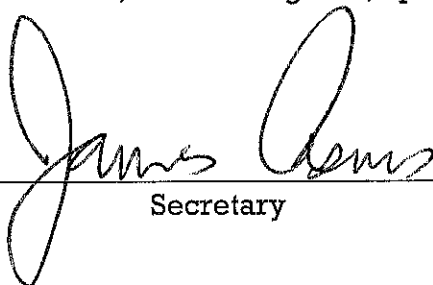
VOTE	AYES	3	NOES	0	ABSENTIONS	0
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Commissioner Abbate	AYE
Commissioner Asmus	AYE
Commissioner Beckerle	AYE

Miss Cannon presented to the Commissioners a letter from Badger Meter for the renewal of the Long Island Water Conference Purchasing Cooperative (LIWCPC) Quote for the period of April 1st, 2025, through March 31st, 2025, noting a 2.89% increase due to industry PPI. After discussion, the Commissioners agreed to continue to utilize the LIWCPC contract for the purchase of meters, endpoints and other supplies.

The following claims were then audited and approved for payment: General Fund #29232 to #29256 and Installation Fund #4212.

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


Secretary