

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 8th day of January 2025, 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 (absent)

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. Engineering Budget Summary: D&B has prepared a summary table identifying the status of project budgets.
2. Well 20 & 21 AOP Treatment: The motor starter controls are scheduled to be delivered in January 2025. D&B has requested a hard date. The ATS is estimated to be delivered mid-2025. Work on Well 20 is ongoing. AOP performance testing is scheduled for the last week in January. No proposed contract modifications at this time. D&B will discuss with Miss Cannon the reallocation of budgets within their approved fee that will result in no overall increase in the cost.
3. Well 22 Facility Improvements & AOP Treatment: D&B and the attorney are working to close out the EEG contract. Watertight building is anticipated this month however the contractor is falling behind schedule. The Substantial Completion date for all contracts is May 26, 2025. No proposed contract modifications at this time.
4. Kirby Lane AOP: D&B is working with contractors to complete punch list and commissioning work. Final completion is anticipated in early 2025. D&B has submitted a proposal amendment. No proposed contract modifications at this time, some pending.

5. Southwoods Road - New Well and Treatment Facility:

- a. Well Construction Contract: D&B is working with the Contractor on contract close out.
- b. Treatment Facility Contracts: Electrical and gas service installations are being coordinated. Power should be active to the site within the next couple of weeks. MCC is scheduled for March 2025. No proposed contract modifications at this time.

6. PTAS at the Wheatley Rd. Site (Well 6 & 16): Electrical equipment was not delivered on the most recently revised date. D&B has reached out to request an explanation. D&B has prepared a chronology regarding EC delays. The EC has supplied D&B with the purchase order from 2021 ordering the equipment but did not provide the requested cancelled checks for the deposit. It appears that the delay is being caused by the manufacturer, Schnieder Electric. A meeting is scheduled for this afternoon with JWD, D&B, the EC and Schnieder Electric to discuss the timeline and delays. D&B has requested a schedule from the EC for the generator manufacturer's representative to visit the site. No clear response has been provided. 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 PSEG for electrical service and installing accessories. Start up and testing are estimated to begin before spring. No proposed contract modifications at this time, some pending (concrete floor and handrails inside the pump station).

8. Pump Rehabilitation Projects:

- Well 26: Scheduling well cleaning before pump installation.
- Well 30: Wiring issues will be addressed utilizing the District's Electrical Requirements Contract. Pump work will be performed in fall 2025.
- Well 3: Sampling and testing are being scheduled. Additional pipe work requested by the District, would be a contract modification.
- 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: Contractor is addressing punch list.
- b. Barn Roof: Contractor is addressing punch list. No proposed contract modifications are anticipated.

10. Water Service Gooseneck Replacement: D&B working on GIS map and collateral updates for Public Outreach Plan. Discussions are ongoing regarding the scope of the proposed replacement plan.

11. The Hunt Club Road Water Main Connection: The design is on hold pending further discussions regarding easement requirements.
12. PFAS Treatment at Wells 18 & 19: D&B is preparing a proposal amendment to separate the work for Well 29 PFAS Treatment into a separate bid package from Wells 18 & 19.
13. PFAS Treatment at Well 29: D&B is preparing a proposal amendment to separate the work for Well 29 PFAS Treatment into a separate bid package from Wells 18 & 19. This project will be ready for bidding and construction prior to Wells 18 & 19.
14. Juneau Pump Station Improvements: Work will commence next week for the installation of permanent equipment. The site should go offline for a day and a half. Security work is pending.
15. Jericho Tank Rehabilitation: D&B is addressing NCDOH comments. D&B sent a letter to the contractor regarding delays. No response has been received. No proposed contract modifications at this time, some pending.
16. GIS Improvements: D&B is working on tap card integration.
17. Wheatley Grading and Paving: Some work remains along with site restoration which will be performed in spring 2025. Proposed contract modification No. 2 for Drainage Modifications to be presented at a future meeting.
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. Discussion regarding the preparation of reapplication letters to be sent in January 2025. After discussion, Mr. Ingham requested that D&B follow-up with NYSDOH via email for a decision.
19. Sugar Toms Lane Water Main replacement: Preliminary layouts which have been submitted for review by JWD.
20. Well 12 Grant: JWD is continuing to collect samples and monitor the water quality.
21. PFAS Treatment at Wells 23: JWD received a BIL grant award in the amount of \$5,000,000.00. D&B is addressing comments from JWD on our draft proposal 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.

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: No recent activity.
3. Woodbury Hills: Contract documents have been submitted to NCDOH for approval. D&B has identified the required easements in the contract drawings. A Developers Agreement will be prepared after receipt of NCDOH approval.
4. Silver Path Estates Subdivision: Payment has been received, and D&B is scheduling the work on a feasibility study.
5. Farnum Subdivision: 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: Payment has been received, and D&B is scheduling the work on a feasibility study.
7. TOB Miller Place Water Main Extension: D&B has submitted a revised proposal for the water main design work which includes the provision for surveying of the required easements, if needed.

Mr. Merklin then presented to the Commissioners a revised proposal (which supersedes the proposal previously approved by the Board of Commissioners at their meeting on December 18th, 2024) from D&B Engineers and Architects D.P.C. for Water Main Improvements for Town of Oyster Bay (TOB) Highway Administration Building and Welding Repair Shop located at 150 Miller Place in Syosset. The proposed development is located on the existing DPW campus and includes the construction of a new administration building and operations building requiring water main development including approximately 600 feet of 8-inch water main with service connections for the proposed buildings. The proposal is for detailed design and permitting in the amount of \$16,000.00. TOB will provide the survey and metes & bounds description for easements prepared by their engineer. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve D&B's proposal for Engineering Services for Water Main Improvements for TOB DPW in the amount of \$16,000.00 to be paid for by TOB. It was

FURTHER RESOLVED that the Commissioners instruct Mr. Logan and Mr. Ingham to prepare the Deposit for Design Agreement requesting engineering design, permitting fees and NCDOH fee.

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

Mr. Ingham reported that he is reviewing the updates to the District's procedures and template agreements for Installation Fund Projects provided by Miss Cannon. A discussion was held regarding adding the requirement of an application fee as well as the District taking control of obtaining the title search, title insurance and recording of the easement on behalf of the developer. Mr. Ingham and Mr. Logan will make the appropriate revisions to the Deposit for Design Agreement and the Developer's Agreement. Miss Cannon & Ms. Blum will finalize the Application, Checklist, and various form letters to finalize the process.

Miss Cannon informed the Commissioners that she had received a request from Mr. Robert J. L Reddola of La Reddola Lester & Associates, LLP requesting copies of any and all agreements between J. Anthony Enterprises, Inc. and the Jericho Water District including contracts, blueprints and specifications as well as all copies of invoices, bills or requests for compensation by J. Anthony Enterprises, Inc. for services related to the bid, construction and operation of the Jericho Water District 1,4-Dioxane and PFOA Treatment at Well 22, Contract No C5-24R. Miss Cannon informed the Commissioners that she sent Mr. Reddola a letter acknowledging receipt of his FOIL request within five (5) days of the receipt of his request as required under Section 90 (3) of the Freedom of Information Law, stating that his request will be granted or denied, (in whole or part) within approximately thirty (30) days. The Commissioners instructed Miss Cannon to work with Mr. Logan to compile the requested information to comply with the FOIL request.

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 December 18, 2024, to January 7, 2025, had been completed and all were within state and federal standards.

The Board went into Executive Session at 9:32 a.m. to discuss pending legal and personnel matters and returned at 9:38 a.m. with the following actions taken:

RESOLVED that the Commissioners renew and execute the part-time employment contract for Michael Rowe to the position of Water Plant Attendant as of January 1, 2025. It was

FURTHER RESOLVED that the Commissioners authorize the promotion of Marco Bamonte to the internal title of Assistant Foreman effective January 8th, 2025.

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

Mr. Logan then reported that he received the 2025 NYS AWWA training schedule and requested authorization to send four (4) employees to each of the scheduled classes at a cost of \$2,560.00. After discussion and upon motion duly made and seconded it was

RESOLVED that the Commissioners authorized Mr. Logan to send four (4) employees to each of the scheduled NYS AWWA classes in the amount of \$2,560.00 to be charged to Operating Account No. A-8340-000-4640 Education, Meetings and Dues.

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

Mr. Logan informed the Commissioners regarding an issue that came up with a solar salt delivery for the Nitrate Removal Plant at Merry Lane. The District placed an order on November 1st, 2024 for a full delivery of 50,000 lbs. (25 tons) of solar salt, scheduled for November 15th, 2024. On November 14th, the District attempted to cancel the delivery, but the truck was already loaded and on its way. Due to the draining of the Jericho Tank, the District was only able to take on half of the delivery (25,000 lbs.). The District's contract only allows for full loads and has a six-business day notice for orders and cancellations. The solar salt vendor, Univar, was invoiced from their distributor, Morton Salt, for the full delivery even though half was sent back and therefore the District must pay for the remaining 25,000 lbs. The District is in negotiations between Univar and Morton Salt, but it appears the District is responsible for the additional costs. After discussion, the Commissioners authorized payment of the full invoice.

Mr. Logan informed the Commissioners that the Plainview Water District notified him that the Intermunicipal Grant Application for Improvements to Interconnects was not awarded in this round of grant funding by NYS EFC.

Mr. Logan informed the Board that the District was served with an Order to Show Cause with regard to an accident on 25A and Brookville Rd., Muttontown, back on November 13th, 2023. The New York State Dept. of Transportation was initially served with the notice of claim, which they in turn sent to the District. Both documents have been sent

to our insurance carrier. Mr. Ingham, after discussing this issue with Mr. Logan, said that the District could, and should, disregard the order to show cause.

Miss Cannon then informed the Commissioners in reviewing year end invoices, the Blanket Purchase order (24-00031) for Lexington Technologies, Contract No. G2-24, Requirements Contract for Instrumentation and Controls requires a blanket increase of \$5,500.00 to cover work completed through 12/31/2024, as well as a budget transfer. After discussion, and upon motion duly made and seconded, it was

RESOLVED, that the Commissioners authorize the blanket increase to PO No. 24-00031 and approve transferring \$5,500.00 from A-8340-000-2304 Motors & Pumps for Wells to A-8340-000-4650 Repairs to Wells and Distribution to cover the cost of the additional invoices.

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

Miss Cannon then presented and reviewed with the Commissioners a Cash Balance/Cash Deposit report as of January 3, 2025. 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 December 17, 2024, and January 3, 2025. After discussion, the report was ordered filed.

Miss Cannon then reported that the Bank Reconciliations for the month of December 2024 were completed and reviewed. After discussion, the Commissioners ordered the Bank Reconciliations filed.

Miss Cannon then requested the Commissioners authorize the following budget transfer(s):

To Fund Expenses through Year End 12-31-2024

A-9070-000-8070	Employee Eyeglass Reimbursement	\$ 750.00
A-9060-000-8065	Dental Insurance	(\$ 750.00)
A-8340-000-4651	Electrical Repairs	\$10,000.00
A-8330-000-4450	Lab Testing	(\$10,000.00)
A-8340-000-4480	Other Professional Services	\$ 525.00
A-8340-000-4240	Diesel Fuel	(\$ 525.00)

To fund negative balances in payroll expenditure lines (PP#1 & 2 2025 Accrual, Vacation Buyback etc.)

A-8310-000-1100	Office Full Time Salaries	\$28,000.00
A-8340-000-1100	Plant Full Time Salaries	(\$30,500.00)
A-8340-000-1300	Plant Overtime Salaries	\$ 2,000.00
A-8340-000-1310	Night Call Pay	\$ 500.00

After discussion, and upon motion duly made and seconded, the Commissioners authorized the budget transfer(s).

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

Miss Cannon reported that the 2024 District's Annual Operating Budget, the Commissioners budgeted \$500,000.00 in A-9950-000-9020 Transfer to Assigned Fund Balance to be transferred to A-0915-0000, Unreserved Fund Balance Designated for Debt Service. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve transferring \$500,000.00 from the 2024 Operating Budget A-9950-000-9020 to Unreserved Fund Balance for Debt Service.

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

Miss Cannon then requested authorization to transfer \$750,000 from the District's General Fund Checking Account to the District's Investment Account to maximize earned interest. After discussion, the Commissioners authorized Miss Cannon to transfer the funds.

Miss Cannon advised the Commissioners that she received a notification from First National Bank of Long Island (FNBLI) that the interest rate decreased from 4.75 % to 4.4% effective January 7, 2025.

Miss Cannon then presented to the Commissioners a revised Credit Card Policy for the District. After discussion and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approved the revised Credit Card Policy.

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

Miss Cannon then requested authorization to renew the District's Group Life Insurance Policy (Policy No. G000BC3T) and the Employee Voluntary Life Insurance Policy (Policy No. G000AIT4) with Mutual of Omaha for the period of April 1, 2025 through April 1, 2027. Miss Cannon reported that Mutual of Omaha has offered the renewal for both policies at the same rates as the District and employees are currently paying. After discussion, and upon motion duly made and seconded, it was

RESOLVED, that the Commissioners approve renewing the District's Group Life Insurance Policy (Policy No. G000BC3T) and the Employee Voluntary Life Insurance Policy (Policy No. G000AIT4) with Mutual of Omaha for the period of April 1, 2025 through April 1, 2027 with no increase.

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

Miss Cannon then presented to the Commissioners a letter from Mr. David S. Philips, P.E. of NYS Department of Health notifying the District that the PFAS Treatment at Well No. 23, DWSRF Project No. 19582, is eligible for a BIL-EC grant award through the Drinking Water State Revolving Fund (DWSRF) of up to \$5,000,000.00. The next step is for the District to confirm acceptance of the funding award and intent to proceed with the project by completing and signing the Acknowledgement and Acceptance of BIL-EC Funding Award form by January 24, 2025. After discussion, the Commissioners authorized Commissioner Abbate to sign the required form and for Miss Cannon to return same to NYSDOH by the deadline.

Miss Cannon then informed the Commissioners that Ms. Blum had applied for a grant with the District's Workers Compensation Insurance Company, PERMA, for equipment for a remote learning center. The District was notified that we were selected for the grant and received a laptop and 55" flat screen TV to be utilized by the District for the primary purpose of safety training and annual compliance training in accordance with PESH and PERMA standards. The District will utilize the equipment in the new basement office to serve as an employee training center to enhance the District's safety program.

Miss Cannon then requested authorization for her and Ms. Blum to attend the NYSGFOA Annual Conference in Albany, New York to be held from April 2nd, 2025 to April 4th, 2025. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners authorize Miss Cannon and Ms. Blum to attend the NYSGFOA Annual Conference.

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 the Service Department completed the final inspection of the Stone Hill Development (Installation Fund Contract No. 11-06). In the final report, Mr. Logan indicated that the development was not completed noting the list of items needing to be corrected/repared. This work was completed by District employees at a cost of \$2,600.00 for labor, materials, and equipment. Miss Cannon indicated that the District would charge the invoice to the remaining deposit on file with the developer. After payment of the invoice, the deposit on file with the District is exhausted resulting in no remaining funds to be returned to the developer. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners close Contract No. 11-06 Stone Hill Development.

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 a request to waive the following penalty:

1. Account No. 45461100-0 in the amount of \$252.13.

Miss Cannon informed the Commissioners that no penalty on this account has been waived in the last five (5) years. After discussion, the Commissioners authorized Miss Cannon to waive the penalty and send a revised bill to the consumer.

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

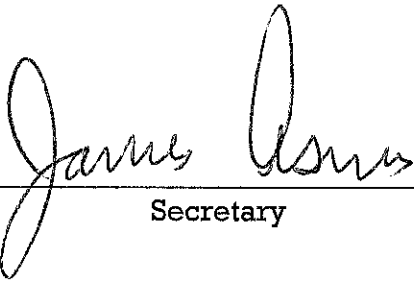
Miss Cannon informed the Commissioners that she received a request for a reduction of their fourth quarter 2024 water bill on Account No. 20150049-0 from the owner due to a leak in their water service. Miss Cannon informed the Commissioners that a

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 this account resulted in the total water charge being reduced to \$1,913.80 from \$3,141.40, a reduction equal to \$1,227.60. After discussion, the Commissioners approved the reduction and instructed Miss Cannon to send a revised bill.

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

The following claims were then audited and approved for payment: General Fund #29085 to #29136, Construction Fund #2776 to #2780, and Installation Fund #4209 to 4210.

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


Secretary