

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 5th day of November 2025, at 8:30 A.M.

Present:	Commissioners	Thomas A. Abbate James Asmus Patricia Beckerle Gregory W. Carman Jr. Peter F. Logan Kathleen Cannon Amanda Blum William D. Merklin James Van Horn (absent)
	Attorney	
	Superintendent	
	Business Manager	
	Asst. Business Manager	
	Engineer(s)	

Commissioner Abbate called the meeting to order at 8:30 a.m.

Minutes of the previous meeting(s) were read and approved unanimously.

Mr. Merklin presented his bi-monthly engineers report, and the report was ordered filed.

1. Budget Report: D&B prepared a summary of ongoing project budgets.
2. Well 20 & 21 AOP Treatment: Working on punch list and close-out, which is expected in early 2026. D&B requested a budget reallocation.

Mr. Merklin requested authorization to reallocate various under-expended engineering project phase budgets within the Well 20 & 21 AOP Treatment project to cover additional expenses in the 2025 construction phase (commissioning and start up) phase of the project in the total amount of \$41,158.59 with no overall increase to the total approved fee for engineering services (individual breakdown of transfers detailed in D&B's November 3, 2025 letter to the District). After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners authorize the reallocation of the engineering project phase budgets within the Well 20 & 21 AOP Treatment project in the total amount of \$41,158.59 with no overall increase to the total approved fee for engineering services.

VOTE                      AYES:              3              NOES:              0              ABSTENTIONS:              0

Commissioner Abbate	AYE
Commissioner Asmus	AYE
Commissioner Beckerle	AYE

3. Well 22 Facility Improvements & AOP Treatment: Discussion regarding ongoing JAE delays and claims. Vibration monitoring contract has expired, D&B recommended extending. After discussion, the Commissioners instructed D&B to continue vibration monitoring and provide a proposal amendment for the additional fees. D&B has requested a proposal from a Surveyor for property line mark-out and monument installation. D&B will provide a proposal amendment for the surveyor. D&B and JWD met with MC and EC contractors to discuss steps towards expedition the remaining work following the completion of the diffusion wells. No proposed contract modifications at this time.
4. Kirby Lane AOP: MC and EC are preparing contract close out documents. D&B is working with Attorney on GC close out. No proposed contract modifications at this time.
5. Southwoods Road - New Well and Treatment Facility: Contractors are working on punch list. Attorney is preparing a settlement agreement for closing out Layne's contract. D&B is addressing NCDOH comments. No proposed contract modifications at this time.
6. PTAS at the Wheatley Rd. Site (Well 6 & 16): Generator test was performed on October 30<sup>th</sup>. The generator did not meet the requirements of the contract but was able to operate under the current full plant load. D&B is evaluating next steps and recommendations. Waiting for MCC submittal. Grant expires in March 2028.
7. Split Rock Tank Booster Station: Working with Patterson and Great Rock for SCADA integration. Startup is scheduled for November 18<sup>th</sup> and 19<sup>th</sup>.
8. Pump Rehabilitation Projects:
  - Well 30: Schedule coordination is underway.
  - Kirby Booster Pumps: Schedule coordination is underway.
  - Stone Hill Booster Pumps: Waiting for certified test results.
  - Juneau Booster Pumps: Reviewing pump submittal.
9. Convent Road Facility Architectural Improvements and Barn Roof Replacement: Final Requisition has been sent to JWD for Architectural Improvement Contract. Waiting for revised O&M Manual for the Roof Contract.
10. Water Service Gooseneck Replacement: D&B sent an updated cost estimate to JWD. Bids will be received on November 21, 2025.
11. The Hunt Club Road Water Main Connection: NCDOH approval has been received. DOT confirmed they do not have jurisdiction. D&B is coordinating with Nassau County.

12. Treatment at Wells 18, 19 & 29: D&B is working on the BODR for the revised scope of work.
13. Juneau Pump Station Improvements: Contractor is working on the punch list and contract close out.
14. Jericho Tank Rehabilitation: The exterior coating application work has been completed. Scaffolding is being removed to prepare for piping and site work. Mr. Merklin mentioned that the lower hatch on the riser was opened and given a quick visual inspection. There were several areas (holidays) that started to show rust. After a discussion between JWD and D&B, it was decided that now would be the best time for the anniversary inspection of the interior of the tank. D&B have drafted a letter to the contractor, Atlas Painting, explaining why the anniversary inspection should be completed at this time. As soon as Mr. Carman has had a chance to review and comment, the letter will be sent to Atlas. No proposed contract modifications at this time.
15. GIS Improvements: D&B is preparing a "How To" manual for JWD staff.
16. Wheatley Grading and Paving: Close out documents have been submitted to JWD.
17. Sugar Toms Lane Water Main replacement: The notice to proceed was issued on Sept. 4<sup>th</sup>, 2025, and the Contractor has received the NYSDOT permit. D&B requested a schedule from the Contractor. As a condition of the permit, night work for the portion of work on Rte. 106 is required. D&B is reviewing the Contractors' request for the night work. No Pending Contract modification, other than the night work, at this time.
18. PFAS Treatment at Wells 23: D&B is working with JWD to develop scope and a cost estimate to add AOP treatment to the project. D&B will contact EFC when the scope and budget estimate have been established.
19. PFAS Treatment at Wells 27 & 28: D&B is preparing a draft proposal to finalize the scope of work. The District has been notified that a \$5,000,000 BIL grant has been awarded for this project.
20. LIU Post Distribution Mapping: D&B sent a draft for review for assisting the District with mapping of JWD and LIU Post Water Mains.
21. Grant Funding Opportunities:
  - a. An Award letter has been received for a \$5,000,000 BIL Grant for PFAS Treatment at Wells 27 & 28.
  - b. Waiting for response to WIHA applications submitted on September 12, 2025.

22. Valentine Lane Water Main: Final draft drawings will be submitted to JWD this week. Soil borings are being scheduled. NYSDEC submittal will be submitted this week. Discussion regarding bidding before or after receipt of regulatory approvals. Mr. Logan & Mr. Merklin recommended waiting until after NYSDEC approval.
23. Merry Lane Piping Modifications: Survey and mark-out is ongoing at Well 14 site, while tank containment is being dismantled at Well 9 site. D&B is updating site plans with information from various projects. A draft will be submitted to JWD in late December.
24. Muttontown Pressure Zone: D&B met with JWD to select the preferred boundaries for the proposed pressure zone. A draft memo will be submitted in late November.
25. Requirements Contracts: Draft contract documents will be submitted later this week or early next week. Proposing advertisements for November 21, 2025 and bidding on December 12, 2025.

Mr. Logan then requested that the following bid dates be set for:

- Contract No. G2-26 Requirements Contract for Road Restoration
- Contract No. G3-26 Requirements Contract for Water Distribution System Repairs
- Contract No. G4-26 Requirements Contract for Carbon Media Purchasing
- Contract No. G5-26 Requirements Contract for Electrical Maintenance and Repairs
- Contract No. G6-26 Requirements Contract for Liquid Sodium Hypochlorite

After discussion, the Commissioners set a bid date for Friday, December 12, 2025 at 9:00AM.

26. Election Mapping: D&B is preparing for the project and waiting for the required information from Nassau County. The election is on December 9, 2025.
27. D&B is preparing a proposal to assist the District with tracking data to improve Capital Project Planning.
28. Risk and Resiliency Assessment (RRA): D&B has submitted a proposal to assist the District in the preparation of the RRA.

Mr. Merklin then presented to the Commissioners a proposal from D&B Engineers and Architects D.P.C. for engineering services related to conducting a Risk and Resilience Assessment (RRA) and incorporating any new findings of the RRA into the JWD's existing

Emergency Response Plan (ERP) in the not to exceed amount of \$1,800.00. After discussion, and upon motion duly made and seconded it was

RESOLVED that the Commissioners approve D&B Engineers and Architects D.P.C.'s proposal for engineering services related to the District's Risk and Resilience Assessment in the amount of \$1,800.00 to be charged to Operating Account No. A-8340-000-4430 Engineering Services. It was

FURTHER RESOLVED that the Commissioners authorized a budget transfer in the amount of \$1,800.00 from Operating Account No. A-8340-000-4480 Other Professional Services to Operating Account No. A-8340-000-4430 Engineering Services.

VOTE                      AYES:              3              NOES:              0              ABSTENTIONS:              0

Commissioner Abbate              AYE  
Commissioner Asmus              AYE  
Commissioner Beckerle              AYE

#### Status of Proposed Development Projects – Engineers Report

1. Woodbury Hills: Contract documents have been approved by NCDOH. A Developers Agreement has been sent to the developer. A bid date will be established after payment is received.
2. Silver Path Estates Subdivision: D&B has estimated the development's percentage of the scope of the work to be 15 percent. JWD has sent this information to the Developer.
3. Farnum Subdivision: Mr. Logan reported that he was informed that the adjacent lot to the Farnum project is not available for an easement through Horsehill Rd. Mr. Logan re-sent the request for the application fee and the developer's application for certificate of water availability to the developer. Waiting for application and initial deposit from developer.
4. Grandville Gardens Subdivision: No action required unless developer makes a request for further evaluation of water availability.
5. TOB Miller Place Water Main Extension: The Town has indicated that this project is on hold.
6. Bhooma Subdivision: Waiting for application and initial deposit from developer prior to preparing a proposal.
7. Country Club Developers: D&B prepared draft language for JWD to address developer's request for easement modifications.

8. Whitney Estates: D&B has submitted a proposal for the design of the water mains. Attorney is working on Deposit for Design Agreement.

9. 2340 Cedar Swamp: Waiting for initial application fee from developer.

The Board of Commissioners went into executive session at 8:43 AM to discuss legal and re-entered at 8:53 AM with no action taken.

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 October 15, 2025 to November 4, 2025, had been completed and all were within state and federal standards.

Discussion was held regarding personnel. After discussion and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve the terms of a written contractual employment agreement for Superintendent Logan memorialized in his personnel file for the period of January 1, 2026 through December 31, 2027, it was

FURTHER RESOLVED that the Commissioners approve amending paragraph six (6) of Mr. Logan's current employment agreement for employment for the period covering January 1, 2024 through December 31, 2025.

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

Mr. Logan then informed the Commissioners that he reviewed the four (4) bid proposals received on October 31, 2025 for Contract No. G9-25, Complete Power Washing of the Exterior of the Wheatley, Syosset and Split Rock Water Storage Tanks. Based on the review of the bid documents and references provided by the contractor, Mr. Logan recommended awarding the Contract to Partners Industrial Services, Inc. for the unit prices indicated on their bid sheet represented by their low bid in the amount of \$54,368.00. After discussion, and upon motion duly made and seconded, it was

RESOLVED that Contract No. G9-25, Complete Power Washing of the Exterior of the Wheatley, Syosset and Split Rock Water Storage Tanks in the amount of \$54,368.00 to be charged to Operating Account No. A-8340-000-4650 Repairs to Wells and Distribution. It was

FURTHER RESOLVED that the Commissioners approve transferring \$54,368.00 from Operating Account No. A-8310-000-4000 Contingency to Operating Account No. A-8340-000-4650 Repairs to Wells and Distribution.

VOTE                      AYES:              3              NOES:              0              ABSTENTIONS:              0

Commissioner Abbate              AYE  
Commissioner Asmus              AYE  
Commissioner Beckerle              AYE

Mr. Logan then informed the Commissioners that he reviewed the four (4) bid proposals received on October 31, 2025 for Contract No. C6-25, Replacement of Trane HVAC Fan Coil Units in the Administration Building. Based on the review of the bid documents and references provided by the contractor, Mr. Logan recommended awarding the Contract to Botto Mechanical Corp. for the unit prices indicated on their bid sheet represented by their low bid in the amount of \$75,726.00.

The Board of Commissioners then expressed their desire to fund the Replacement of Trane HVAC Fan Coil project by appropriating the Capital Reserve Fund (A-0878). After discussion, and upon motion duly made and seconded, the Commissioners unanimously passed the following resolution:

**RESOLUTION AUTHORIZING THE TREASURER TO APPROPRIATE \$87,000.00 FROM THE CAPITAL IMPROVEMENT RESERVE FUND FOR THE PURPOSE OF FUNDING THE REPLACEMENT OF TRANE HVAC FAN COIL UNITS IN THE ADMINISTRATION BUILDING LOCATED AT DISTRICT HEADQUARTERS**

**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 November 5, 2025 the Capital Improvement Reserve Fund (A-0878) had a balance of \$7,940,523.17; and

**WHEREAS**, the District held a bid opening on October 31, 2025 and on November 5, 2025 awarded the contract to the lowest responsible bidder who had a bid price of \$75,726 plus a 15% contingency for a total cost of eighty-seven thousand dollars (\$87,000); and

**WHEREAS**, the Commissioners wish to appropriate funds from the Capital Improvement Reserve Fund (A-0878) for the replacement of Trane HVAC fan coil units in the administration building located at District Headquarters in the estimated amount of \$87,000.00; and

**WHEREAS**, funds would be appropriated from the Capital Reserve Fund Account without incurring 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. §617.5 (c)(5) 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 \$87,000.00 from the Capital Improvement Reserve Fund (A-0878) for the purpose of funding the replacement of Trane HVAC fan coil unit in the administration building located at District Headquarters.

**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	ABSTENTIONS:	0
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Commissioner Abbate	AYE
Commissioner Asmus	AYE
Commissioner Beckerle	AYE

Mr. Logan reported that over the weekend, it was discovered that a very large tree limb and branches fell on the roof of Pumphouse No. 27, located at 199 Glen Cove Rd., Glen Head. Mr. Logan reported that he sent a crew to clean up the area and make the roof watertight. Mr. Logan reported that he forwarded the claim to the insurance company for review, however, the District has a \$25,000 deductible. Mr. Logan reported that he will call in Crane's Tree & Shrub Service Inc. under Nassau County BOCES Contract to remove the tree limb. Mr. Logan also informed the Commissioners that Long Island Roofing (who the District has used in the past) was on State Contract. Long Island Roofing will give the District an estimate for the repair, and Mr. Logan will report back to the board at a future meeting.



Mr. Logan then informed the Commissioners that he received the NYS DEC Permit Renewal for Well No. 4R. After discussion, the Commissioners authorized Commissioner Abbate to sign the permit renewal.

Miss Cannon then presented and reviewed with the Commissioners a Cash Balance/Cash Deposit report as of November 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 October 14, 2025, and November 3, 2025. After discussion, the report was ordered filed.

Miss Cannon then reported that the Bank Reconciliations for the month of October 2025 were completed. After discussion, the Commissioners ordered the Bank Reconciliations filed.

Miss Cannon then presented and reviewed with the Commissioners the Employee Accrual Report for the third quarter ended September 30, 2025. After discussion, the report was ordered filed.

Miss Cannon then presented to the Commissioners with an Engagement Letter for the 2025 Audit from the District's accounting firm, Cullen & Danowski LLP who requested a fee of \$29,300.00. After discussion, and upon motion duly made and seconded it was

RESOLVED that the Commissioners approve hiring Cullen & Danowski LLP to conduct the District's Audit for the fiscal year ended 12/31/25 for the not to exceed fee of \$29,300.00 and authorized Commissioner Beckerle and Miss Cannon to execute the agreement on behalf of the District.

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

Miss Cannon then apprised the Board that on May 17, 2023, the District resolved in its minutes to retain Sher Edling to prosecute claims against Dupont De Nemours, Inc. for PFAS/PFOA contamination to its wells. Miss Cannon further apprised the Board that on November 1, 2023, the District resolved in its minutes to accept a class action settlement for Dupont De Nemours, Inc. as recommended by Sher Edling. Ms. Cannon presented correspondence dated October 28, 2025 issued by Sher Edling notifying the District of the final class action settlement award, legal fees and expense allocations as determined by the Claims Administrator in the Dupont De Nemours, Inc. PFAS settlement. Ms. Cannon reported that the total gross settlement amounted to \$835,648.48, the class action multi-district litigation assessment fee of 8% or \$66,851.88 was deducted from the District's

allocation award sent to Sher Edling in the amount of \$768,796.60. Sher Edling's legal fee of \$115,319.49 was then deducted from this amount leaving a net proceed to the District of \$653,477.11. In addition, Sher Edling reported that there is a holdback estimated of approximately 5% still owed to the District, the timing of this payment is not yet known. Ms. Cannon confirmed the District's received the net proceeds from Sher Edling via wire transfer on November 4, 2025.

Miss Cannon then presented to the Commissioners the journal entries for the Settlement with Dupont De Nemours, Inc. for PFAS/PFOA contamination for their review and approval. In order to properly record legal and settlement fees associated with this Settlement, Miss Cannon requested the Commissioners authorize the following budget amendment(s):

<u>To record the Settlement Legal Fees and Corresponding Revenue for Payment One</u>			
Expense	A-8310-000-4411	Settlement Legal Fees	\$182,171.37
Revenue	A-8310-2690	Other Compensation for Loss	\$182,171.37

After discussion and upon motion duly made and seconded, the Commissioners authorized the budget amendment.

VOTE                      AYES:              3              NOES:              0              ABSTENTIONS:              0

Commissioner Abbate	AYE
Commissioner Asmus	AYE
Commissioner Beckerle	AYE

Discussion was held regarding the funding options for the \$653,477.11 in net proceeds from the Dupont De Nemours, Inc. Settlement for 2025. Miss Cannon, after consulting with D&B, C&D and Jill Gunzel-Lemke, CPA from JKL Municipal Accounting Solutions, recommended that the District use these funds to partially fund the Well No. 27 & 28 PFAS Treatment project, thereby reducing the amount the District will need to bond for in the future for this project.

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

RESOLVED that the Commissioners agreed with this recommendation and authorized Miss Cannon to complete all associated G/L entries, bank transfers and budget transfers.

VOTE                      AYES              3              NOES              0                      ABSENTIONS              0

Commissioner Abbate	AYE
Commissioner Asmus	AYE
Commissioner Beckerle	AYE

Discussion was then held on procedures to be followed for the upcoming District Election for Commissioner to be held on Tuesday, December 9, 2025 between the hours of 4:00PM and 9:00 PM at the District Office located at 125 Convent Road, Syosset, NY. Also discussed was the requirement to appoint a District Clerk and Election Inspectors/Poll Workers to constitute the Jericho Water District Election Board. Upon a motion duly made and seconded, it was

RESOLVED that Kathleen Cannon, Business Manager for the District be named District Clerk for the purpose of overseeing the 2025 Election and the following resident Election Inspectors/Poll Workers of the Jericho Water District hereby be appointed to constitute the Jericho Water District Board of Elections for the 2025 Annual District Election; Karen Fletcher, Victoria Emma, Erica Napolitano and Kim De Santis, with technical assistance from, Amanda Blum, Jill Galantini, Hope Mc Manamy, Mary Mc Gann and Annie Chen, and it was

FURTHER RESOLVED that the Commissioners adopt the Jericho Water District Election Policy.


VOTE                      AYES:              3              NOES:              0              ABSTENTIONS:              0

Commissioner Abbate	AYE
Commissioner Asmus	AYE
Commissioner Beckerle	AYE

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

The following claims were then audited and approved for payment: General Fund #29942 to #29956 and Construction Fund #2851.

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

  
Secretary