

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 15th day of October 2025, at 8:30 A.M.

Present:	Commissioners	Thomas A. Abbate
		James Asmus
		Patricia Beckerle
	Attorney	Gregory W. Carman Jr. (remote)
	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.

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

1. Budget Report: D&B will prepare a monthly update on project budgets for the first meeting in November.
2. Well 20 & 21 AOP Treatment: Working on punch list and close out, which is expected in early 2026. NCDOH has given approval for Well 21 to be returned to service. No proposed contract modifications at this time.

Mr. Logan then informed the Commissioners that D&B Engineers & Architects D.P.C. sent a follow-up to their July 31, 2025 correspondence to all the prime contractors (Philip Ross Industries, Bensin Contracting and Baltray Enterprises) on the Well 20 & 21 AOP Treatment Project regarding the District's directive to complete and close out the project. The letter reminds the contractors of the liquidated damages clause in the contracts and while there was a no cost contract extension through September 2, 2025, to date no further change order has been executed and contract close out has not occurred.

3. Well 22 Facility Improvements & AOP Treatment: Contractor will be testing the diffusion wells this week. Discussion regarding ongoing JAE delays and claims.

Mr. Logan then presented to the Commissioners Contract Modification No. 6 from J. Anthony Enterprises, Inc. for Contract No. C5-24, 1,4-Dioxane and PFOA Treatment at Well No. 22 General Construction for installing an alternative downspout boot for a credit in the

amount of \$1,851.27, thereby decreasing the original contract from \$3,861,789.55 to \$3,859,938.28. After discussion and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approved Contract Modification No. 6 from J. Anthony Enterprises Inc. for Contract No. C5-24, 1,4-Dioxane and PFOA Treatment at Well No. 22 General Construction in the credit amount of \$1,851.27 to be charged to Capital Project Account No. H-8397-020-2303 Well No. 22 AOP System.

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

4. Kirby Lane AOP: MC and EC are preparing contract close out documents. D&B is working with the attorney to close out the GC Contract. No proposed contract modifications at this time.
5. Southwoods Road - New Well and Treatment Facility: D&B is working with the Attorney to close out the Well Contract. Contractors are working on the punch list. NCDOH site inspection has been completed and comments received. No proposed contract modifications at this time.
6. PTAS at the Wheatley Rd. Site (Well 6 & 16): The preliminary generator test was completed. Waiting for confirmation from manufacturer that they will perform start up testing and certification. D&B will request a meeting with the Contractor and generator manufacturer. Waiting for MCC submittal. No proposed contract modifications at this time.
7. Split Rock Tank Booster Station: Final startup is underway this week. No proposed contract modifications at this time.
8. Pump Rehabilitation Projects:
 - Well 30: Schedule coordination is underway.
 - Kirby Booster Pumps: Schedule coordination is underway.
 - Stone Hill Booster Pumps: D&B is reviewing shop drawings.
 - Juneau Booster Pumps: Discussing pump repair and replacement alternatives.
9. Convent Road Facility Architectural Improvements and Barn Roof Replacement: D&B is reviewing the final submittals required prior to contract close out.
10. Water Service Gooseneck Replacement: D&B met with JWD to finalize the scope and develop a revised schedule. Goal now is to receive bids in late November or early December.

11. The Hunt Club Road Water Main Connection: D&B submitted the contract documents to NCDOH. DOT and Nassau County coordination is ongoing.
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 Contractor is on site performing exterior surface preparation and painting. D&B has submitted a budget reallocation proposal. No proposed contract modifications at this time.

Mr. Merklin then requested authorization to reallocate engineering budgets in Contract No. C4-24, Jericho Tank Rehabilitation of \$12,000.00 from the Inspection Services phase to the Bidding and Construction Services phase. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners authorize the reallocation of engineering budgets for Contract No. C4-24 from the Inspection Services phase to the Bidding & Construction phase in the total amount of \$12,000.00.

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

15. GIS Improvements: D&B is preparing an instruction manual for JWD staff.
16. Wheatley Grading and Paving: D&B has requested contract close out documents from the Contractor.
17. Exemption Reporting: The final report has been submitted. Work is completed.
18. Sugar Toms Lane Water Main replacement: D&B is reviewing shop drawings. Contractor working on DOT permits.
19. PFAS Treatment at Wells 23: D&B is working with JWD to develop scope and cost estimate to add AOP treatment to the project.
20. PFAS Treatment at Wells 27 & 28: D&B is preparing a draft proposal to finalize the scope of work.

21. 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.
22. Grant Funding Opportunities:
 - a. Waiting for response to BIL applications submitted on May 30, 2025.
 - b. Waiting for response to WIIA applications submitted on September 12, 2025.
23. Valentine Lane Water Main: D&B addressed JWD comments on the initial draft drawings and performing a QA/QC review. D&B is preparing NYSDEC submittals.
24. Merry Lane Piping Modifications: D&B has started design work.
25. Muttontown Pressure Zone: D&B is meeting with JWD on October 17th to discuss the preliminary modeling results.
26. Requirements Contracts: D&B is updating the contract documents.
27. Election Mapping: D&B is preparing for the project and waiting for the required information from Nassau County.

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 is looking at Muttontown Pressure Zone alternatives before estimating the development's percentage of demand.
3. Farnum Subdivision: Waiting for more information related to adjacent properties and the potential for an easement to loop the proposed water main.
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 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.

Mr. Merklin then presented to the Commissioners a proposal from D&B Architects & Engineers D.P.C. for engineering services for the design and permitting of water main improvements for the proposed Whitney Estates Subdivision. The proposed development includes three (3) new residential homes located on Whitney Lane, north of Woodbury Road, Woodbury NY. The proposal includes services for utility mark out in the amount of \$3,000.00, surface feature/utility survey in the amount of \$6,000.00, detailed design and permitting in the amount of \$15,000.00 and easement and written description in the amount of \$8,500.00 for the total not to exceed fee of \$32,500.00. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Commissioners approve D&B Architects & Engineers D.P.C.'s proposal for engineering services for the Water Main Improvements for the proposed Whitney Estate Subdivision for the total not to exceed fee of \$32,500.00 contingent upon receiving the signed developer's agreement along with the funding from the developer.

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

9. 2340 Cedar Swamp: Waiting for initial application fee of \$2,500.00 due to the District.

The Board of Commissioners went into executive session at 8:51 AM to discuss legal and re-entered at 9:03 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 1, 2025, to October 14, 2025, had been completed and all were within state and federal standards.

Mr. Logan then requested authorization to sell Unit No. 15, a 2002 Ford F-350 Utility Body Truck (VIN# 1FDSF34L62ED12175, Fixed Asset ID#826) through Auctions International, an online website for government agencies to sell surplus vehicles, equipment, machinery, and other assets. Mr. Logan requested authorization via email to the Commissioners. Mr. Logan will report the final bid price to the Commissioners once the auction ends. After discussion, and upon motion duly made and seconded it was

RESOLVED that the Commissioners approved the use of Auctionsinternational.com to sell Unit No. 15, a 2002 Ford F-350 Utility Body Truck (VIN# 1FDSF34L62ED12175, Fixed Asset ID#826).

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

Mr. Logan presented to the Commissioners a Notice of Intent to Proceed with Restoration of Damage to the property located at 8 Springwood Path, Laurel Hollow and new water services installed at 2 Springwood Path on the easement. A meeting will be scheduled with all parties cited in the letter.

Miss Cannon then presented and reviewed with the Commissioners a Cash Balance/Cash Deposit report as of October 14, 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 September 30, 2025, and October 13, 2025. After discussion, the report was ordered filed.

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

Miss Cannon then presented and reviewed with the Commissioners the Budget to Actual Revenue and Expenditure reports for the month ended September 30th, 2025. After discussion, the report was ordered filed.

Miss Cannon then presented and reviewed with the Commissioners the Construction Fund Report and Installation Fund Report for the quarter ended September 30th, 2025. After discussion, the report was ordered filed.

Miss Cannon then requested authorization to transfer \$600,000.00 from the General Fund Checking account to the Investment account to maximize interest earnings. After discussion, the Commissioners authorized Miss Cannon to make the bank transfer, (nunc pro tunc).

Miss Cannon then reported that the District received the NYS EFC WIIA Grant Agreement for Project No. 19582, Well No. 23 PFAS. After discussion, and upon motion duly made and seconded, it was

RESOLVED that the Board of Commissioners authorize Superintendent Peter F. Logan to execute the NYS WIIA Grant Agreement for Project No. 19582 on behalf of the District.

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

Miss Cannon then presented the following budget transfers for the Commissioners approval:

To Fund Contractual Increases for 2025

A-8310-000-1100	Office Full Time Salaries	\$140,000.00
A-8310-000-4000	Contingency	(\$140,000.00)

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

RESOLVED that the Commissioners authorize the Business Manager to execute the above-listed budget transfers.

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

Discussion was held regarding the funding options for the \$3,325,049.64 in net proceeds from the 3M 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
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Commissioner Abbate	AYE
Commissioner Asmus	AYE

Commissioner Beckerle

AYE

Miss Cannon then informed the Commissioners that the District's 2026 NYS Tax Cap Compliance filing was selected for review by the Office of the Comptroller. Miss Cannon complied with the request and forwarded additional supporting schedules for their review. On October 7, 2025 Megan D. Cohen, CFE from the NYS Office of the Comptroller notified Miss Cannon that she completed her review, and the Tax Cap calculation was correct.

Miss Cannon informed the Commissioners that the District received a FOIL request from Mr. Mark Zurada Esq. via email on October 6th, 2025 requesting the line-item bid tabulation for the Wheatley Road Facility Paving and Drainage Rehabilitation Project. Miss Cannon sent Mr. Zurada a letter acknowledging receipt of his FOIL request within five (5) days of the receipt of her request as required under Section 89 (3) of the Freedom of Information Law, stating that her request will be granted or denied, (in whole or part), within approximately thirty (30) days. After discussion, the Commissioners directed Miss Cannon to comply with the FOIL request.

Miss Cannon then requested authorization to attend two (2) NYSGFOA Webinars, Internal Control Basics and Capital Assets Overview on October 30th, 2025 from 10:00 AM – 11:50 AM for a total amount of \$45.00 and Ethics and Professional Conduct for NYS CPAs on Wednesday, November 12th, 2025 and Wednesday, November 19th, 2025 from 10:00AM – 12:00PM (both days) in the amount of \$100.00. After discussion, the Commissioners authorized Miss Cannon to attend.

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

The following claims were then audited and approved for payment: General Fund #29865 to #29900, Construction Fund #2844 to #2848.

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



Secretary