

Varick Town Board

June 28, 2012 (Represents July meeting; held early because of July 4th Holiday)

The regular meeting of the Varick Town Board was called to order by Supervisor Robert Hayssen at 7:00 p.m. Present at this meeting were council members, Peter McDonald, John Saeli, Kathy Russo, Town Clerk Donna Karlsen, Attorney for the Town John Sipos, Bookkeepers Carol Sipos and Cheryl Poormon, and Water Maintainer Ben Karlsen and Code Enforcement Officer Larry Colton. Absent: Council members Robert Bauman and Kathy Russo

Privilege of the Floor: None

Code Enforcement Officer: A discussion was held regarding the Mormon Camp property on East Lake Road and the number of travel trailers they are bringing in. Larry Colton reported that they submitted a building permit for installing four cement pads for placement of travel trailers which he granted. It was reported that there might be more travel trailers coming and going than what the permit indicated and Mr. Colton will follow up on this. The concern over how they were accessing municipal water and the extra sewage being pumped into our system was expressed and will be checked into.

Larry Colton provided a written Building Permit report.

Highway: Mr. Hayssen will find out from Superintendent McCulloch the status of the school sign for the Mennonite Church on Townline Road.

Discussion was held regarding the bid proposals specifications for the replacement of the highway barn roof which were presented as follows:

The Town of Varick is seeking detailed bid proposals for the replacement of the highway barn roof. Proposals will include complete tear off of existing shingles and paper, clean up and removal of all materials, installation of new felt paper, nailing strips and new white steel roofing, new drip edge, and new vented ridge cap. New steel to have a minimum 50-year, non-pro-rated warranty. Proof of warranty will be required. Bid Proposal will include specifications on new felt paper, nailing board size, distance between boards, and thickness of new steel. For information, contact Rick McCulloch, Varick Highway Superintendent.

Mr. Saeli will contact the county code enforcement officer to see if engineering plans will be required for this work.

A motion by Peter McDonald, seconded by John Saeli and so carried unanimously for John Saeli to obtain the necessary requirements pertaining to county codes to replace existing roof as specified and then he will work with Mrs. Karlsen to advertise for bids to be opened at the next board meeting.

Planning Board: The Planning Board requested a resolution rescinding the board's resolution made in February. This will be discussed at the next board meeting.

It was reported that Larry Colton did issue the permit to Verizon.

Varick Water District No. 1: Nothing

Seneca Lake Water: Ben Karlsen reported that there had been a water main break that was repaired by the Village of Waterloo in the vicinity of 4761 East Lake Road. He has been working with Rob Bauman and Bob Hayssen in updating inventory lists. He and Mr. Hayssen met with Blair Supply and ordered meter pits and other needed supply parts. He also has met with Village of Waterloo and received a list of approximately 70 meters that did not read when the Village last read them. He will be working with Jamie King on this to determine whether it is a meter issue or the device that receives the radio reads from the transponders on the meters is working properly. It was suggested that the town purchase their own reader, but this was tabled till further information could be gathered. There are definitely meters that do need to be replaced, but it is unsure as to how many at this time until further research and possibly the next meter reading can be done. Ben also reported that Jim Bromka sent an email to him that he should be meeting with the representative from ISO in July. He will be attending a two day class in Morrisville in July to get his Class D Certification as requested by the board.

A discussion was held regarding the unit charges being assessed to the Mormon camp. Mr. Hayssen will gather further information on the number of connections and will update the number of units accordingly with the assessor.

Varick Water District No. 3: Ben Karlsen reported that a hydrant along Route 96 was struck and broken and provided pictures for the board members review. He also reported this to the Seneca County Sheriff's office for their investigation and let 911 know that this hydrant was out of service. He contacted Molly Headly, the town's insurance agent to see if the damage to the hydrant would be covered, and she reported that it would not as it isn't located on property insured by the town. Mr. Karlsen contacted the manufacturer of the hydrant and is able to get a collision repair kit for approximately \$180 plus shipping and handling out of Syracuse. Mr. Saeli had removed the broken parts from the hydrant for the board's review and concurred with Ben that those were the parts needed to make the repair. It was suggested that two repair kits be ordered so the district would have a spare on hand. After reviewing the pictures, it was determined that the property owner should be held responsible for the repairs and billed for the cost of parts and repair as has been done in the past when similar circumstances have occurred.

A motion by John Saeli, seconded by Peter McDonald and so carried unanimously to order two (2) collision repair kits and to bill the property owner for the parts and labor for the repair of the broken hydrant.

Hancock and Esterbrook suggested that the town request an extension of time from the courts to file a claim against the county. In reviewing possible legal costs that would result from this filing, Mr. Hayssen is not in favor of doing this at this time but would like the opportunity to negotiate with the county first using the plans already prepared. Mr. Sipos expressed his concern that if nothing was filed, more time would elapse and might jeopardize further litigation. It was suggested that the plans be sent to Frank Fischer and negotiations initiated with a stipulation that both parties agree that the elapse of time for filing a claim won't count against either party while

negotiations are being done. The board agreed that they did not want to spend any more money for legal fees if it could be avoided.

Mr. Hayssen has requested Steve Ricci to provide the figure that the Town of Fayette needs to come up with to become whole. A discussion was held again regarding Fayette Water District No. 5 funding and where they stand financially with this project.

A motion by Peter McDonald, seconded by John Saeli and so carried unanimously to hold off serving papers for time extension of filing a claim and explore the stipulation that none of the time will go against either the county or the town in an attempt to settle the claim.

A bill was presented by John Sensenig from Dig For You to repair the flow of water drainage as the result of the installation of the new water line. This repair work was on the punch list to be completed by Syracuse Constructors, but was never done. Mr. Hayssen spoke to Mr. Sensenig and gave him permission to have this work done and the town would reimburse him the cost of the repair. A letter prepared by Attorney Sipos and a copy of this paid bill along with the bill from the Village of Waterloo to repair the water main break along Route 336 will be sent to Syracuse Constructors for reimbursement. It was determined that these bills be broken down proportionately with the Town of Fayette for their share of payment. It was agreed that Water District No. 3 would pay their proportionate amount to the Village of Waterloo for the water break and Fayette Water District No. 5 will reimburse Water District No. 3 for their portion of Dig For You bill as Water District 3 will pay that in full to Mr. Sensenig.

It was noted that the rate of \$115 for the water and sewer equipment operator position was proposed by Dig For You at last month's meeting, but Sensenig who hired Dig For You to do the work was only charged a rate of \$80. John Saeli will look into this. Mr. Hayssen suggested that both proposals submitted be dismissed as he felt they were both excessive and the town should determine what they are willing to pay.

John Saeli questioned why the dirt had to be trucked away from Sensenig's property. Mr. Hayssen explained that it had to be removed from the area for drainage purposes.

Mr. Hayssen reported that he and Ben inventoried the supplies we had in our possession and picked up five more meter pits from the county, but needed to get nine to ten more which belonged to Water District No. 3. He was informed that Fayette Water District #5 picked up the remaining pits that were stored at the county and the Town of Varick is not permitted access to their inventory unless Supervisor Cindy Lorenzetti or Councilman Jeff Trout and Bill Trout were available.

Mr. Hayssen also reported for John Yells that the Town of Fayette owes Water District No. 3 one dozen (12) angle valves and that he ordered fittings and adaptors for Water District 3's use.

Water District No. 4: Mrs. Karlsen reported that she has completed and forwarded the requested paper work of her to Municipal Solutions. There is still outstanding paperwork required of the attorney and engineer to complete. Mr. Hayssen wants to review the maps and make sure that the hydrants are not placed within any ditch lines. The next step is to go out to

bid once the paperwork has been all submitted. Mr. McDonald would like to be included in meetings when they are held.

Varick Sewer District No. 2: The question as to whether Scutts were billed for the repair work done to their sewer system by the town needs to be researched.

It was reported that we currently have only one spare grinder pump on hand. K & S have some pumps in for repair. A discussion took place regarding purchasing new grinder pumps and it was unsure as to how many pumps would be required to be purchased to meet the price break in cost but it was thought that number was no more than six pumps. It was suggested that the district should have at least 5% of the total pumps installed on hand as replacements.

A motion by Peter McDonald, seconded by John Saeli and so carried unanimously to have John Saeli research the amount of pumps needed to purchase in order to meet price break in cost and to purchase up to six pumps.

The Mormon Camp is responsible for repair of a bent shut off which was repaired by Dig For You. The bill received from Dig For You will be forwarded to the Mormons for reimbursement back to the district. Brewers pumped out a large amount of sewage as the result of this bent shut off and that bill will be forwarded to them as well as any time billed by Bill Kolbeck, sewer maintainer and Yaws Environmental. The question did arise as to where the travel trailers were dumping their sewage and concern was expressed over taxing our system. This will be looked into as well as the unit charge being assessed to them for services.

Town Clerk's Report: A motion by John Saeli, seconded by Peter McDonald and so carried unanimously to approve the Town Clerk's Report: Supervisor: \$380, NYS Ag & Markets: \$43, Total Disbursements: \$423.

Supervisor's Report: Mrs. Sipos reported that the town has not received payment from Seneca County Water and Sewer for last quarter's water bill in the base amount of \$92,229.97. She also reported that Seneca Lake Water has spent more than they have currently taken in and the mark up in water may not be keeping up with the operation and maintenance fees. Mr. Hayssen will look into the county payment and an analysis needs to be done on the O & M Cost.

A motion by John Saeli, seconded by Peter McDonald and so carried to approve the written Supervisor's report.

Harriet Haynes from Seneca County Planning submitted a Memorandum of Understanding to be approved by the town board. The purpose of this Memorandum is to establish mutually beneficial procedures whereby some items listed in the New York State General Municipal Law section 239 to be reviewed by the County Planning Board may be acted on by the local board of jurisdiction without review by the Seneca County Planning Board. The board approved said Memorandum of Understanding and directed Mr. Hayssen to sign and return to Seneca County Planning Board Planner, Harriet Haynes.

Personnel: The board acknowledged with sadness the sudden death of Dorothy Hill, the town's cleaning lady. The board will take the next month to look for a replacement.

Minutes: A motion by John Saeli, seconded by Peter McDonald and so carried to approve the minutes of June 5, 2012.

Abstract: A motion by John Saeli, seconded by Peter McDonald and so carried to approve Abstract No. 7, Water District No. 3, Vouchers VW312-011 to VW312-017 in the amount of \$1,970.39, Varick Water District No. 1, Voucher VW112-008 in the amount of \$22.50, Varick Sewer District No. 2, Vouchers SSS12-015 to SSS12-016 in the amount of \$612.06, Varick Sewer District No. 1, Vouchers VS112-022 to VS112-025 in the amount of \$888.59, Seneca Lake Water District, SWS12-042 to SWS12-045 in the amount of \$1,930.91, General, Vouchers A0012-104 to A0012-112 in the amount of \$1,253.95 and Highway, Vouchers DA012-033 to DA012-042 in the amount of \$17,912.61.

Old Business, New Business and Correspondence: The board reviewed NYSEG's Energy Lighting Program and decided not to enter into agreement for replacement of old bulbs. The building is to stock up on the old bulbs prior to them being discontinued.

The board reviewed the Communicating Internal Control related matters identified in the 2009 audit submitted by Raymond F. Wager and found no significant deficiencies and those that were cited applied to larger municipalities with more employees. Carol will review the trial balances.

A motion by Peter McDonald, seconded by John Saeli and so carried unanimously to approve the 2009 audit as prepared by Raymond F. Wager, CPA, P.C.

A motion by Peter McDonald, seconded by John Saeli and so carried unanimously to enter into executive session for a personnel issue at 9:30 p.m.

A motion by Robert Hayssen, seconded by Peter McDonald and so carried unanimously to come out of executive session at 10:15 p.m.

It was recommended that Carol Sipos be appointed as bookkeeper with Cheryl Poormon as her assistant effective July 1, 2012 for two months.

The board accepted Carol Sipos resignation as assistant bookkeeper and Cheryl Poormon's resignation as bookkeeper effective July 1, 2012.

A motion by Robert Hayssen seconded by Peter McDonald and so carried unanimously to appoint Carol Sipos as bookkeeper and Cheryl Poormon as her assistant for 60 days with the salary being equal to what Cheryl Poormon was being paid for both employees.

A motion by Robert Hayssen seconded by Peter McDonald and so carried unanimously to move the amount of money needed to balance the bookkeeper's salary line from contingency.

A motion by John Saeli, seconded by Peter McDonald and so carried unanimously to adjourn the meeting at 10:35 p.m.

Respectfully submitted,

Donna Karlsen
Town Clerk