

A Town Board Meeting of the Town of Owasco was held on April 9, 2020 at 4:00 PM Via Zoom videoconference with the following members present:

PRESENT IN THE TOWN HALL

**Supervisor Edward Wagner
Councilperson Gucciardi
Councilperson, Tim Kerstetter
Councilperson Mike Vitale
Highway Superintendent Bob Bruno**

PRESENT AT HOME VIA ZOOM:

**Town Clerk Tammy Flaherty
Councilperson Fred Cornelius
Town Attorney Riccardo Galbato,
Resident Kathy O'Neil**

CALL TO ORDER: 4:01 PM

PLEDGE OF ALLEGIANCE:

APPROVAL OF AGENDA:

RESOLUTION 20- 059 approval of Town Board Agenda for April 9, 2020

Motion by Councilperson Gucciardi; Second Councilperson Vitale

| | | |
|-----------------|-------------------------------------|------------------------------------|
| Roll call vote: | Councilperson Cornelius <u>Yes</u> | Councilperson Gucciardi <u>Yes</u> |
| | Councilperson Kerstetter <u>Yes</u> | Councilperson Vitale <u>Yes</u> |
| | Supervisor Wagner <u>Yes</u> | |

APPROVAL OF MINUTES:

RESOLUTION 20- 060 approval of Town Board Minutes for March 12, 2020

Motion by Councilperson Gucciardi; Second Councilperson Vitale

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|-----------------|-------------------------------------|------------------------------------|
| Roll call vote: | Councilperson Cornelius <u>Yes</u> | Councilperson Gucciardi <u>Yes</u> |
| | Councilperson Kerstetter <u>Yes</u> | Councilperson Vitale <u>Yes</u> |
| | Supervisor Wagner <u>Yes</u> | |

NEW BUSINESS

Duane Shoen from Insero & Co. CPA to discuss Towns Audit

*** Presentation by Duane Shoen with draft audit results, over all the town is in good shape, with funds and reserves balances are up with monies being added.**

Expenditures were also up but this is mainly caused from projects, like the water main replacement project, causing the water fund to decrease.

The sewer fund was also down again due to projects.

*** Issues that need addressing, the town needs to adopt a fixed assets policy**

8 out of 10 vouchers they tested lacked price quotes

PO's – PO's were not always requested or requested after the items were purchased.

Water /Sewer Bill penalty’s relief
* Issue was addressed on **Resolution 20-065**

Brush drop off time change

* The board agreed to adjust the hours that residents can drop off brush at the highway garage, previously residents could drop off brush any time day or night.
This issue commercial contractors and nonresidents using the brush drop thus causing the town a significate cost of approximately 35,000. To have the brush ground into mulch.
Time & Day changes are as follows:

POLICY HOURS OF CHANGES

New Hours for Brush Drop off are as Follows.

Monday & Tuesday: 7: 00 AM – 3:30 PM
Wednesday: 7: 00 AM – 7:00 PM
Thursday & Friday: 7: 00 AM – 3:30 PM
Saturday: 7:00 AM – 2:00 PM
Sunday: Closed all day

Summer / temporary laborer

* Highway Superintendent requested the position be a **6month full time position** as he has one labor retire and will need the additional help at the highway garage with the wetlands restoration.

Bocce ball court relocation / pickle ball

* Per **Resolution 20-066** approved for enlarging the pickle ball and moving the Bocce courts.

PUBLIC PARTICIPATION:

COMMUNICATIONS:

OLD BUSINESS:

Councilmen Fred Cornelius Civil service update

* The town has a position available called Budget Officer, the duties can be any duties the board decides to assign to the position.

Water project GAC unit update

*The bid opening took place on March 30th @ 3pm

Water project Adams Ave. to Seb’s Green Shutter

*Supervisor Wagner recommends delaying the project with the uncertainties this year.

RESOLUTION 20-061 To Authorize the Town Supervisor to sign the DEC Consent Order regarding the wetlands at the Town Highway Garage, Water Plant and Recycling Center at 6346 East Lake Road, with a fine imposed on the town of \$1000.00, and an adjust time from of _____.

Motion by Councilperson Kerstetter; Second Councilperson Cornelius

Roll call vote: Councilperson Cornelius Yes Councilperson Gucciardi Yes
Councilperson Kerstetter Yes Councilperson Vitale Yes
Supervisor Wagner Yes

RESOLUTION 20-062 to approve the 2019 audit and authorize the Town Supervisor to sign the management representation letter, with final consent.

Motion by Councilperson Kerstetter; Second Councilperson Vitale

Roll call vote: Councilperson Cornelius Yes Councilperson Gucciardi Yes
Councilperson Kerstetter Yes Councilperson Vitale Yes
Supervisor Wagner Yes

RESOLUTION 20-063 AUTHORIZING THE AWARD OF BID FOR THE TOWN OF OWASCO WATER DISTRICT WATER QUALITY IMPROVEMENT PROJECT, FOR THE PERMANENT GRANULAR ACTIVATED CARBON MICROCYSTIN TREATMENT SYSTEM PROJECT CONTRACT NO. 2G: GENERAL CONTRACT AND CONTRACT NO. 2E – ELECTRICAL CONTRACT.

WHEREAS, on February 19, 2020 the Town of Owasco caused to be published Water Treatment Plant Permanent Granular Activated Carbon Treatment System Notice to Bidders in The Citizen;

WHEREAS, pursuant to New York Municipal Law and the current Executive Orders from the Governor of the State of New York regarding COVID-19 and the declared State disaster emergency for the entire State of New York, bids for the project were received via email and read aloud by way of a conference call in which all bidders were invited to attend on April 1, 2020 at 10 am;

WHEREAS, the Town of Owasco received four (4) bids, three (3) for Contract No. 2G – General Contract and one (1) for Contract No. 2E – Electric Contract; and

WHEREAS, the Town’s Engineering Consultant, GHD, tabulated and analyzed the bids received, and by letter dated April 2, 2020, has recommended the following:

“We have reviewed the qualifications and experience of the low bidders for the above-referenced project, M. A. Bongiovanni, Inc., and Knapp Electric Inc., and have found they have performed similar work acceptably. We, therefore, recommend award of Contract No. 2G – General, to M. A. Bongiovanni, Inc. in the total bid amount of \$1,780,000.00, and Contract No. 2E – Electrical, to Knapp Electric, Inc. in the total bid amount of \$178,200.00, contingent upon the availability of project funding and review by the Town’s legal counsel.”

NOW, THEREFORE, BE IT RESOLVED that based on the recommendation of GHD the Town of Owasco Town Board hereby awards:

- 1. Town of Owasco Water Treatment Plant Permanent Granular Activated Carbon Treatment System Contract No. 2G – General Contract to M.A. Bongiovanni, Inc. in the total bid amount of \$1,780,000.00; and**

2. Town of Owasco Water Treatment Plant Permanent Granular Activated Carbon Treatment System Contract No. 2E – Electrical Contract to Knapp Electric, Inc. in the total bid amount of \$178,200.00

Motion by; Councilperson Kerstetter. Second Councilperson Gucciardi

Roll call vote: Councilperson Cornelius Yes Councilperson Gucciardi Yes
Councilperson Kerstetter Yes Councilperson Vitale Yes
Supervisor Wagner Yes

RESOLUTION 20- 064 AUDIT AND PAYMENT OF CLAIMS: authorizing the audit and payment of the following claims: General and Highway Funds, Special Districts, (Water and Sewer Districts), Capital Project and Reserve Fund claims, and ratifying the payment of the prepaid claims as authorized by resolution 16-006 adopted January 4, 2016, all in accordance with the attached abstract of claims.

ABSTRACT #04 2020 Vouchers # 262-325 in the amount of \$207,571.41

Trust & Agency Voucher # 5029-5035 in the amount of \$22,320.39

for a grand total of \$229, 891.80

Motion by; Councilperson Kerstetter. Second Councilperson Gucciardi

Roll call vote: Councilperson Cornelius Yes Councilperson Gucciardi Yes
Councilperson Kerstetter Yes Councilperson Vitale Yes
Supervisor Wagner Yes

RESOLUTION 20-065 to approve not to add the pentalties to the March water/sewer bill quarter as many of the residents may have lost their jobs due to Covid 19.

Motion by; Councilperson Gucciardi. Second Councilperson Kerstetter

Roll call vote: Councilperson Cornelius Yes Councilperson Gucciardi Yes
Councilperson Kerstetter Yes Councilperson Vitale Yes
Supervisor Wagner Yes

RESOLUTION 20-066 to approve the highway department to move the Bocce Ball court out of the pickle ball area and expand the pickle ball courts. Funding will come from the playground maintenance fund at a estimated cost of \$12-\$13,000.

Motion by Councilperson Cornelius; Second Councilperson Kerstetter

Roll call vote: Councilperson Cornelius NO Councilperson Gucciardi Yes
Councilperson Kerstetter NO Councilperson Vitale Yes
Supervisor Wagner Yes

ADJOURNMENT:

RESOLUTION 20-067 to adjourn to executive session at 5:40pm to discuss personnel issues.

Motion by: Councilperson Kerstetter. Second Councilperson Gucciardi

Roll call vote: Councilperson Cornelius Yes Councilperson Gucciardi Yes
Councilperson Kerstetter Yes Councilperson Vitale Yes
Supervisor Wagner Yes

RESOLUTION 20-068 to return from executive session at 5:48pm

Motion by Councilperson Cornelius; Second Councilperson Kerstetter

Roll call vote: Councilperson Cornelius Yes Councilperson Gucciardi Yes
Councilperson Kerstetter Yes Councilperson Vitale Yes
Supervisor Wagner Yes

RESOLUTION 20-069 to authorize the Town to hire John Carter as management personal at a stipend of \$10,000.00 prorated for 2020 to answer calls deployed by the emergency service and authorize the Town Supervisor to sign the Agreement with the Union with the Town's Special Counsel and the resolution is to take effect upon the signing of the Agreement by all parties.

Motion by: Councilperson Kerstetter. Second Councilperson Gucciardi

Roll call vote: Councilperson Cornelius Yes Councilperson Gucciardi Yes
Councilperson Kerstetter Yes Councilperson Vitale Yes
Supervisor Wagner Yes

RESOLUTION 20-070 To pay John Carter retro-active pay at the prorated \$10,000 per year stipend from April 13, 2017 to the date of his resignation through and including March 15, 2020.

Motion by Councilperson Gucciardi; Second Councilperson Vitale

Roll call vote: Councilperson Cornelius NO Councilperson Gucciardi Yes
Councilperson Kerstetter NO Councilperson Vitale Yes
Supervisor Wagner Yes

ADJOURNMENT:

RESOLUTION 20 071 to adjourn the meeting:

Meeting adjourned at 5:57PM

Respectfully Submitted,
Tammy M. Flaherty
Town Clerk