

TOWN BOARD MEETING MINUTES

February 8, 2018

**Town Board Meeting of the Town of Owasco was held on February 8, 2018
At 4:00 PM in the Owasco Town Hall with the following members present:**

PRESENT: Supervisor Edward Wagner,
Councilperson Richard Knaul
Councilperson, Tim Kerstetter

ABSENT: Councilperson Ashley Melendez
Councilperson Tony Gucciardi

OTHERS PRESENT: James Moore, Chuck Westover, Nancy Taylor, Gary Colella, Bob Bruno

CALL TO ORDER: 4:02 PM

PLEDGE OF ALLEGIANCE:

APPROVAL OF AGENDA:

RESOLUTION 18-027 approval of Town Board Agenda for February 8, 2018

Motion by Councilperson Knaul; Second Councilperson Kerstetter

Roll call vote:	Councilperson Knaul	<u>Yes</u>	Councilperson Gucciardi	<u>Absent</u>
	Councilperson Kerstetter	<u>Yes</u>	Councilperson Melendez	<u>Absent</u>
	Supervisor Wagner	<u>Yes</u>		

APPROVAL OF MINUTES:

RESOLUTION 18-028 approval of Town Board Minutes for January 11, 2018.

Motion by Councilperson Kerstetter; Second Councilperson Knaul

Roll call vote:	Councilperson Knaul	<u>Yes</u>	Councilperson Gucciardi	<u>Absent</u>
	Councilperson Kerstetter	<u>Yes</u>	Councilperson Melendez	<u>Absent</u>
	Supervisor Wagner	<u>Yes</u>		

PUBLIC PARTICIPATION: Jim Moore addressed the board on behalf of the Cayuga County Sportsman Club on Rockefeller Rd, with concerns of the charges regarding the Sewer District #3 project, as they were charged 2 units.

Supervisor Wagner explained that 2 buildings are on the property so each unit is charged separate.

NEW BUSINESS: Don Barber with Tomkins Health Consortium with like to address the Board.

COMMUNICATIONS:

*Letter from Claire & Ed Colella expressing their appreciation to John Carter and Crew for fixing a water main break in a terrible snow storm.

* Recycling Center –requested they go to winter hours on Wednesdays as it has been slow.

Supervisor Wagner & the board agreed beginning the week of March 1st to May 1st 2018 they can adjust the hours.

* Court room request- Ed will ask Justice Mark DiVietro to attend a board meeting and explain the request.

OLD BUSINESS:

RESOLUTION 18-029 to authorize Supervisor Wagner to sign agreement with one of the three finalist recommended by Central NY regional planning for the Walkable Owasco Sidewalk project, with attorney approval.

Motion by **Councilperson Knaul**; Second **Councilperson Kerstetter**

Roll call vote:	Councilperson Knaul	<u>Yes</u>	Councilperson Gucciardi	<u>Absent</u>
	Councilperson Kerstetter	<u>Yes</u>	Councilperson Melendez	<u>Absent</u>
	Supervisor Wagner	<u>Yes</u>		

RESOLUTION 18-030 To Authorize the Town Supervisor to sign the Grant of Right-of-Way and Easement (Water) with the County of Cayuga for the Owasco Water Main Replacement Project.

Motion by **Councilperson Kerstetter**; Second **Councilperson Knaul**

Roll call vote:	Councilperson Knaul	<u>Yes</u>	Councilperson Gucciardi	<u>Absent</u>
	Councilperson Kerstetter	<u>Yes</u>	Councilperson Melendez	<u>Absent</u>
	Supervisor Wagner	<u>Yes</u>		

RESOLUTION 18-031 To Authorize the Town Supervisor to sign the proposal from Municipal Solutions, Inc. dated 1.25.18 for the Owasco Water Main Replacement Project.

Motion by **Councilperson Kerstetter**; Second **Councilperson Knaul**

Roll call vote:	Councilperson Knaul	<u>Yes</u>	Councilperson Gucciardi	<u>Absent</u>
	Councilperson Kerstetter	<u>Yes</u>	Councilperson Melendez	<u>Absent</u>
	Supervisor Wagner	<u>Yes</u>		

RESOLUTION 18- 032 A RESOLUTION FOR AUTHORIZATION FOR THE ADVERTISEMENT AND SOLICITATION OF BIDS FOR THE TOWN OF OWASCO, OWASCO WATER DISTRICT IMPROVEMENTS OWASCO WATER MAIN REPLACEMENT PROJECT, CONTRACT NO. 1 – GENERAL CONSTRUCTION

WHEREAS, the Town of Owasco (Town) owns and operates a water system to meet the water demands within the Town and surrounding areas;

WHEREAS, various water system infrastructure is showing deficiencies and/or the infrastructure is approaching the end of its useful life;

WHEREAS, the Town of Owasco (Town) is proposing the Owasco Water Main Replacement Project (Project), located in the Town of Owasco, Cayuga County, New York, to address the deficiencies in the Town water system;

WHEREAS, the proposed project will replace existing water mains along Route 38A, Melrose Road, Oakridge Road, and Archie Street and specifically will include the following:

- **Replace approximately 4,250 feet of water main along Route 38A from Havens Avenue to Adams Avenue with 8” PVC water main;**
- **Replace approximately 3,800 feet of water main along Oakridge Road between Route 38A and Stryker Ave with 12” PVC water main;**
- **Replace approximately 900 feet of water main along Route 38A between White Bridge Road and Emerson Park with 8” PVC water main;**
- **Replace approximately 3,650 feet of water main along Melrose Road from Route 38A to just past Second Avenue with 8” PVC water main; and**
- **Replace approximately 250 feet of water main along Archie Street near Melrose Road with 8” PVC water main;**

WHEREAS, by Resolution 17-203 adopted by the Town on 11.9.17 the Town Board declared its intent to assume the role of “Lead Agency” for purposes of conducting a SEQRA review of the Project and said Resolution stated, in part:

“RESOLVED, that the Supervisor of the Town of Owasco hereby is authorized to sign Part 1 of the Short Environmental Assessment Form; and it is

FURTHER RESOLVED, that the Town of Owasco Supervisor and the Town Board will circulate said Part 1 of the Short Environmental Assessment Form to the following list of “Interested and Involved Agencies” (New York State Department of Environmental Conservation, New York State Department of Transportation, New York State Historic Preservation Office (SHPO), Cayuga County Health Department, Cayuga County Highway Department, City of Auburn Municipal Utilities, Town of Owasco Water Department, and Town of Owasco Highway Department) under cover of a “Notice of Intent to Establish Lead Agency” letter for purposes of establishing Lead Agency status under the SEQRA/SERP;”

WHEREAS, on November 2, 2017 a Notice of Public Hearing was published in The Citizen to consider adoption of the Town of Owasco Water Main Replacement Project, Phase 1, Map and Plan dated November 2017 in accordance with Town Law Section 202-b Increase or Improvements of Facilities. The Notice of Public Hearing stated:

“PLEASE TAKE NOTICE that a public hearing will be held by the Town Board of the Town of Owasco on Thursday November 9, 2017 at 4:00 p.m. at the Owasco Town Hall, 2 Bristol Avenue, Auburn, New York 13021 to consider adoption of the Town of Owasco Water Main Replacement Project, Phase 1, Map and Plan dated November 2017 in accordance with Town Law Section 202-b Increase or Improvements of Facilities.

Several water mains located in the Town of Owasco are undersized or reaching the end of their useful lives. Based on hydraulic review of the water system and discussion with the Owasco water operator it is proposed for the following sections of water mains to be replaced:

- **Replace approximately 4,250 feet of water along Route 38A from Havens Avenue to Adams Avenue with 8” PVC water main;**
- **Replace approximately 3,800 of water main along Oakridge Road between Route 38A and Stryker Ave with 12” PVC water main;**

- Replace approximately 900 feet of water main along Route 38A between White Bridge Road Emerson Park with 8” PVC water main;
- Replace approximately 3,650 feet of water main along Melrose Road from Route 38A to just past 2nd Avenue with 8” PVC water main;
- Replace approximately 250 feet of water main along Archie Street near Melrose Road with 8” PVC water main.

The maximum amount to be expended by Owasco Water District would be \$1,999,000.00

The estimated increases in annual user costs for the typical property in the Owasco Water District based on the proposed improvements is \$68.48 per year for 25 years”;

WHEREAS, on 11.9.17, a Public Hearing was held and closed regarding the adoption of the Town of Owasco Water Main Replacement Project, Phase 1, Map and Plan dated November 2017;

WHEREAS, the Project is classified as “Unlisted” as defined by the State Environmental Quality Review Act (SEQRA) in 6 NYCRR Part 617.4;

WHEREAS, by Resolution 17-204 adopted by the Town on 11.9.17, the Town Board approved the Owasco Water District Improvements – Water Main Replacements, Phase 1, Map and Plan dated November 2017 pursuant to Town Law Section 202-b to acquire and construct Water Improvements as set forth therein at a maximum amount to be expended of \$1,999,000.00;

WHEREAS, on 11.15.17 the Town sent a letter and Part 1 of a Short Environmental Assessment Form (SEAF) to the potentially “Interested” and “Involved Agencies” (as this term is defined in the SEQRA Regulations found at 6 NYCRR Part 617), listed in Resolution 17-203 indicating the Town’s desire to serve as the “Lead Agency” (as this quoted term is defined in the SEQRA Regulations) and to complete a coordinated review of the Project (in accordance with 6 NYCRR Part 617.6);

WHEREAS, responses from Interested and Involved Agencies were requested, and each of the potentially Interested and Involved Agencies has agreed to, or raised no objections to, the Town of Owasco Town Board serving as Lead Agency for the Project;

WHEREAS, by Resolution 17-230 adopted by the Town on 12.14.17 the Town Board determined that the proposed Owasco Water Main Replacement Project is an Unlisted Action and will not have a significant adverse impact on the environment and issued a Negative Declaration pursuant to SEQRA; and

WHEREAS, on 12.14.17 by Resolution 17-231 the Town Board passed a Bond Resolution authorizing the issuance of \$1,999,000.00 Serial Bonds to finance the cost of the Town of Owasco Water District Improvements.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Owasco Town Board hereby directs the Advertisement For Bids for the Town of Owasco “Owasco Water Main Replacement Project, Contract No. 1 – General Construction” and the issuance of bid documents for response to said bids, with a bid opening on Tuesday, February 27, 2018 at 10:00 am at which time any responsive bids shall be publically opened and read aloud; and it is further

RESOLVED that said bid documentation shall reserve the right to the Town of Owasco to reject all bids and to rebid the project at the Town Board’s sole discretion; and it is further

RESOLVED that the Advertisement for Bids will be substantially similar to the text below:

“Sealed bids for the furnishing of all labor and material necessary for the Owasco Water Main Replacement Project, Contract No. 1 – General Construction will be received by the Town of Owasco Town Clerk at the Town Hall, 2 Bristol Avenue, Auburn, New York 13021 until 10:00 a.m. local time Tuesday, February 27, 2018 at which time and place they will be publicly opened and read aloud.

Bids will be received for the following:

Base Bid: The base bid generally includes the replacement of existing water main and the reconnection of water services along portions of Route 38A and Oakridge Road in the Town of Owasco. Approximately 2,047 feet of 8-inch PVC water main and appurtenances, 2,852 feet of 8-inch HDPE water main and appurtenances, 3,680 feet of 12-inch PVC water main and appurtenances, various water service transfers, various water main connections and 19 fire hydrants will be installed.

Additive Bid No. 1: Additive Bid No. 1 generally includes the replacement of existing water main and the reconnection of water services along a portion of Melrose Road and Archie Street in the Town of Owasco. Approximately 3,965 feet of 8-inch PVC water main and appurtenances, various water service transfers, various water main connections and 7 fire hydrants will be installed.

Contract Documents, including Advertisement For Bids, Information For Bidders, Labor and Employment, Additional Instructions, Bid Documents, Agreement, General Conditions, General Requirements, Specifications, Contract Drawings and any Addenda, may be examined at no expense at the office of Barton & Loguidice, D.P.C., 443 Electronics Parkway, Liverpool, New York 13088, or at the Town of Owasco Town Hall, 2 Bristol Ave, Auburn, New York 13021. Copies of the Contract Documents may be obtained on a CD from Barton & Loguidice, D.P.C., upon a non-refundable deposit of Twenty Dollars (\$20.00). Checks only shall be made payable to the Town of Owasco.

CASH DEPOSITS WILL NOT BE ACCEPTED. ALL HANDLING COSTS (MAIL, DELIVERY SERVICES, ETC.) SHALL BE THE RESPONSIBILITY OF THE BIDDER.

Each bid must be accompanied by security in an amount not less than five percentum (5%) of the amount of the bid in the form and subject to the conditions provided in the Information for Bidders. No Bidder may withdraw his bid within forty-five (45) days after the actual date of opening thereof.

The Town Board reserves the right to delay award up to 45 days after the actual date of opening thereof.

The successful bidder must furnish a 100 percent Performance Bond and a 100 percent Labor and Materials Bond with a surety company licensed in the State of New York.

This is an exempt capital improvement project, and Bidders shall not include in their bid sales and compensating use taxes on the cost of materials which are to be incorporated into the work and which are to be separately sold by the Contractor to the Town of Owasco prior to incorporation into the work of the Contract(s).

The attention of Bidders is particularly called to the requirements as to conditions of employment to be observed and minimum wage rates to be paid under the Contract(s).

The Town reserves the right to waive any and all irregularities and to reject any and all Bids or to rebid the project solely at the Town Boards discretion.”

Motion by Councilperson Kerstetter; Second Councilperson Knaul

Roll call vote:	Councilperson Knaul	<u>Yes</u>	Councilperson Gucciardi	<u>Absent</u>
	Councilperson Kerstetter	<u>Yes</u>	Councilperson Melendez	<u>Absent</u>
	Supervisor Wagner	<u>Yes</u>		

RESOLUTION 18-033 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 18- adopted January 4, 2016, all in accordance with the attached abstract of claims.

ABSTRACT #02 2018 Vouchers # 79-156 in the amount of \$1,1741.290.53
Trust & Agency Voucher # 5390-5398 in the amount of \$20,891.74
for a grand total of \$1,1192,182.27

Motion by Councilperson Kerstetter; Second Councilperson Knaul

Roll call vote:	Councilperson Knaul	<u>Yes</u>	Councilperson Gucciardi	<u>Absent</u>
	Councilperson Kerstetter	<u>Yes</u>	Councilperson Melendez	<u>Absent</u>
	Supervisor Wagner	<u>Yes</u>		

ADJOURNMENT:

RESOLUTION 18-034 -to adjourn the meeting:

Motion by Councilperson Kerstetter; Second Councilperson Knaul

Roll call vote:	Councilperson Knaul	<u>Yes</u>	Councilperson Gucciardi	<u>Absent</u>
	Councilperson Kerstetter	<u>Yes</u>	Councilperson Melendez	<u>Absent</u>
	Supervisor Wagner	<u>Yes</u>		

Meeting adjourned at 5:07 PM