# A Town Board Meeting of the Town of Owasco was held on May 09, 2019 At 4:00 PM in the Owasco Town Hall with the following members present:

**PRESENT: Supervisor Edward Wagner** 

> **Councilperson Tony Gucciardi Councilperson Richard Knaul** Councilperson, Tim Kerstetter

**ABSENT: Councilperson Ashley Melendez** 

OTHERS PRESENT: Riccardo Galbato, Kathy O'Neil, George Kerstetter, Jim Davia, Walt Aikman, Bob Bruno, Michael Long, Owasco Fire Chief Jeremy VeVone.

CALL TO ORDER: 4:00 PM

PLEDGE OF ALLEGIANCE:

## **APPROVAL OF AGENDA:**

RESOLUTION 19-077 approval of Town Board Agenda for May 9, 2019

## Motion by Councilperson Knaul; Second Councilperson Kerstetter

<u>Yes</u> Roll call vote: Councilperson Knaul Councilperson Gucciardi Yes

**Councilperson Kerstetter Yes Councilperson Melendez Absent** 

**Supervisor Wagner Yes** 

## **APPROVAL OF MINUTES:**

RESOLUTION 19-078 approval of Town Board Minutes for April 11, 2019.

Motion by Councilperson Kerstetter; Second Councilperson Knaul

Roll call vote: Councilperson Knaul Councilperson Gucciardi Yes **Yes** 

**Councilperson Kerstetter Yes Councilperson Melendez** Absent

**Supervisor Wagner** Yes

#### **PUBLIC PARTICIPATION:**

\* Resident Jim Davia would like the town to consider banning wood burning fire pits, as it can contribute to breathing issues for some residents.

\* Owasco Fire Chief Jeremy VeVone addressed the board to provide clarification to a residents concerns at the April 11, 2019 board meeting.

# From the April 11, 2019 Meeting Minutes:

Resident stated: "the Owasco Fire Department is in dire need of a new boat, would the consider co-owning a boat with the Owasco Fire Department"?

\*Supervisor Wagner explained to Christine that the fire department is a separate tax entity and municipalities can only share services with other municipalities.

<sup>\*</sup>Town Code currently does not have a code disallowing wood fires.

- \* Chief Jeremy VeVone stated while the rescue boat is nearing its end of life use, however it is still safe and usable, and they are looking for grants to purchase one in the future.
- \* The next concern from the resident regarded the ALS (All Life Support) ambulance service to the in the Hamlet of Owasco, Owasco Fire Department is a BLS (Basic Life Support) when BLS service is required Cayuga County Emergency Services Dispatches AMR as that is who the County has the contract with.

#### **COMMUNICATIONS:**

\* Request letter from Auburn School district to store salt at the Town Highway Garage, for their use at Owasco Elementary School.

The Town does have an empty salt shed, all town board members and the town council, agreed to the use after a contract with the school district is in place.

\* Letter from Kennedy residents Melrose Rd, regarding plumbing bill.

Heavy rain caused a backup into their basements, however the residents had 2 illegal sump pumps connected to the town's sanitary sewer line.

Town board members feel the town is not responsible for the bill.

#### PRESENTATION:

\*Mike Long will present a proposal for preparing 5 year capital master plan.

Mike addressed the board as he was a former employee with the City of Auburn Planning & Economic Development Department among other town and cities. Mike explained the amount of help with planning and grants he has helped others plan for and finance. He would like the town to consider his service, regarding forecasting a 5 year plan, for capital improvements, buildings, equipment, etc.

#### **OLD BUSINESS:**

<u>RESOLUTION 19-079</u> Motion to approve and accept the 2018 Town & Justice Audit, presented by Duane Shoen CPA, with Insero & Company.

Motion by: Councilperson Kerstetter . Second Councilperson Gucciardi

<u>RESOLUTION 19-080</u> to authorize the supervisor to sign a two year contract with Insero & Co for auditing the Towns 2019 and 2020 years end financials.

Motion by: Councilperson Kerstetter . Second Councilperson Gucciardi

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

Supervisor Wagner Yes

RESOLUTION 19-081 to authorize Supervisor Wagner to sign engineering services proposal for wetland remediaiton plan with GHD, not to exceed \$20,700.

Motion by Councilperson Kerstetter; Second Councilperson Knaul

**Councilperson Gucciardi Yes Roll call vote: Councilperson Knaul** Yes

**Councilperson Kerstetter Yes Councilperson Melendez Absent** 

Supervisor Wagner Yes

RESOLUTION 19-082 Open Public Hearing on proposed Local Law No. 1 of 2019 Sidewalks.

Motion by: Councilperson Kerstetter. Second Councilperson Gucciardi

Councilperson Gucciardi Yes **Roll call vote: Councilperson Knaul** Yes

Councilperson Kerstetter Yes **Councilperson Melendez Absent** 

**Supervisor Wagner Yes** 

RESOLUTION 19-083 Adjourn and keep open Public Hearing on Local Law No. 1 of 2019 Sidewalks to our next meeting scheduled for Thursday 6.13.19.

Motion by: Councilperson Kerstetter . Second Councilperson Gucciardi

Roll call vote: Councilperson Knaul Councilperson Gucciardi Yes <u>Yes</u>

> **Councilperson Kerstetter Yes Councilperson Melendez Absent**

**Supervisor Wagner** 

Yes

RESOLUTION 19-084 Open Public Hearing on proposed Local Law No. 2 of 2019 Tree Ordinance.

Motion by: Councilperson Kerstetter . Second Councilperson Gucciardi

Roll call vote: Councilperson Knaul Councilperson Gucciardi Yes **Yes** 

> **Councilperson Kerstetter Yes Councilperson Melendez Absent**

**Supervisor Wagner** Yes

RESOLUTION 19-085 Adjourn and keep open Public Hearing on Local Law No. 2 of 2019 Tree Ordinance to our next meeting scheduled for Thursday 6.13.19.

Motion by Councilperson Knaul; Second Councilperson Gucciardi,

**Roll call vote: Councilperson Knaul** Councilperson Gucciardi Yes <u>Yes</u>

**Councilperson Kerstetter Yes Councilperson Melendez Absent** 

**Supervisor Wagner Yes**  <u>RESOLUTION 19-086</u> to open Public Hearing to consider withdrawing or expending up to \$8,000.00 toward the cost of a new shed and accessory equipment for the Michael J. O'Leary Playground from the Playground Repair Reserve Fund established on 8.17.17 by Resolution 17-149.

## Motion by Councilperson Knaul; Second Councilperson Kerstetter

Roll call vote: Councilperson Knaul Yes Councilperson Gucciardi Yes

Councilperson Kerstetter Yes Councilperson Melendez Absent

Supervisor Wagner  $\overline{\underline{Yes}}$ 

## **RESOLUTION 19-087** to close Public Hearing.

#### Motion by Councilperson Knaul; Second Councilperson Gucciardi,

Roll call vote: Councilperson Knaul Yes Councilperson Gucciardi Yes

Councilperson Kerstetter Yes Councilperson Melendez Absent

Supervisor Wagner Yes

<u>RESOLUTION 19-088</u> To withdraw or expend up to \$8,000.00 toward the cost of a new shed and accessary equipment for the Michael J. O'Leary Playground from the Playground Repair Reserve Fund.

**WHEREAS,** on 8.17.17 by Resolution 17-149 the Town Board established a Repair Reserve Fund (GML Section 6-d) to pay for certain repairs to capital improvements or equipment for the Town of Owasco Playground to be known as the "Playground Repair Reserve Fund.";

WHEREAS, on 4/27/19 a Notice of Public Hearing was published in The Citizen;

WHEREAS, on this date the Public Hearing was open and closed.

**RESOLVED,** to withdraw or expend up to \$8,000.00 toward the cost of a new shed and accessary equipment for the Michael J. O'Leary Playground from the Playground Repair Reserve Fund.

**FURTHER RESOLVED,** said funds will first go into the newly established Town of Owasco Playground and other Playground Equipment Reserve Fund and then the Town Board anticipates withdrawing the funds from the Town of Owasco Playground and other Playground Equipment Reserve Fund in accordance with the requirements of said fund for the new shed and accessory equipment.

## Motion by: Councilperson Kerstetter . Second Councilperson Gucciardi

Roll call vote: Councilperson Knaul Yes Councilperson Gucciardi Yes

Councilperson Kerstetter Yes Councilperson Melendez Absent

Supervisor Wagner Yes

<u>RESOLUTION 19-089</u> To withdraw or expend up to \$8,000.00 toward the cost of a new shed and accessary equipment for the Michael J. O'Leary Playground from the <u>Town of Owasco Playground</u> and other Playground Equipment Reserve Fund.

WHEREAS, on 4.11.19 by Resolution 19-067 the Town Board Established a Capital Reserve Fund to Finance a "Type" of Capital Improvement or Equipment; <u>Town of Owasco Playground and other Playground Equipment Reserve Fund.</u>

**RESOLVED:** To withdraw or expend up to \$8,000.00 toward the cost of a new shed and accessary equipment for the Michael J. O'Leary Playground from the <u>Town of Owasco Playground and</u> other Playground Equipment Reserve Fund.

This purchase is being made pursuant to the Town's Procurement Policy.

The Town Board is making this expenditure subject to permissive referendum and directs the Town Clerk to publish a notice in The Citizen.

#### Motion by; Councilperson Kerstetter . Second Councilperson Gucciardi

Roll call vote: Councilperson Knaul  $\underline{\underline{Yes}}$  Councilperson Gucciardi  $\underline{\underline{Yes}}$ 

Councilperson Kerstetter Yes Councilperson Melendez Absent

Supervisor Wagner Yes

RESOLUTION 19- 090 AUTHORIZING THE AWARD OF BID FOR THE TOWN OF OWASCO WATER DISTRICT; FOR THE TOWN OF OWASCO WATER QUALITY IMPROVEMENT PROJECT, FOR THE PERMANENT GRANULAR ACTIVATED CARBON MICROCYSTIN TREATMENT SYSTEM PROJECT CONTRACT NO. 1: PRE-PACKAGED PUMP STATION PRE-PROCUREMENT

**WHEREAS**, the Town of Owasco owns and operates its own drinking water treatment plant. The Town has operated the water treatment plant for many years and provides potable water supply to approximately 1,573 service connections within the Town and 850 connections in the neighboring Town of Fleming;

**WHEREAS,** in 2016, harmful algal blooms contaminated the Town's supply of raw water and cyanotoxins were detected in the finished drinking water. These toxins are very harmful to human health and are expected to be present in the Town's water supply during future years. Moreover, it was observed that the existing water treatment plant technology is not effective at removing the toxins produced by the harmful algal blooms and that additional treatment will be required to protect public health;

**WHEREAS,** the Town of Owasco Engineer, GHD, has issued an Engineering Report titled Permanent Granular Activated Carbon Microcystin Treatment System Engineering Report Town of Owasco and a Map, Plan and Report – Town of Owasco Permanent Granular Activated Carbon Microcystin Treatment System;

WHEREAS, the Project is described as follows:

"The proposed improvements will include the construction of a new pumping station, a new below ground suction wet well, a new GAC service building, a new underground piping system, a new chlorine system, and various supporting elements.

To implement the permanent GAC upgrade, filtered water will be diverted from the anthracite filter effluent line to a new underground wet well. New pumps will be installed to boost the filtered water from the wet well to the pressurized GAC vessels. After passing through the GAC vessels, the treated water will be directed to the existing underground clearwells where a new chlorine feed system will provide disinfection. The new pumps and underground suction wet well will be generally located between the existing filter building and clearwells. The GAC vessels will be housed in a new above-grade building to provide protection from the elements and easy maintenance. A plan view of the proposed permanent GAC system is shown in Figure 2.

The Town's two GAC vessels are approximately 19 feet tall and 10 feet in diameter and are currently supported by a temporary stone foundation. There is a temporary aboveground pipe and valve manifold that allows the vessels to be run in parallel or series and to be

backwashed. To protect the vessels and piping manifold from the elements, a new service building will be constructed. The new building will include power, lighting, HVAC, and a foundation to accommodate up to three GAC vessels and supporting electrical equipment. The proposed building will be designed to accommodate potential growth by providing a footprint large enough to install a third future GAC vessel, which could be operated in series with the existing vessels in future years.

The new pumps will be incorporated into the Town's existing treatment system and be synchronized with the Town's existing raw water and high service pumping sequences. There will be three pumps for redundancy, each sized for approximately 800 gpm to match capacity of the raw water pump station.

The addition of a permanent GAC treatment system will require a new sodium hypochlorite feed system and location such that the GAC media is not regularly exposed to chlorinated water. If the GAC is in contact with chlorinated water for prolonged periods or at high concentrations, the media can be damaged and treatment capacity impaired. Furthermore, the chlorine may be consumed more rapidly when in contact with the GAC. To avoid these issues, the sodium hypochlorite injection point will be relocated downstream of the GAC vessels but prior to the clearwells.

In addition, the sodium hypochlorite system will be upgraded to improve performance and health and safety conditions for the Town's WTP staff. Since the new injection point will require a much longer run of chemical piping, the chemical pumps will be upgraded and integrated with the existing SCADA system. A bulk storage will be installed in the existing chlorine room which will eliminate the frequent loading/unloading of multiple 55-gallon drums into the WTP each week. Currently, the Town uses approximately 25 gallons of sodium hypochlorite per day, averaging 3.5 drums per week. To accommodate the bulk storage tanks, several building improvements may be required, such as installation of an overhead door and modification/relocation of existing electrical and HVAC equipment." Map, Plan and Report – Town of Owasco Permanent Granular Activated Carbon Microcystin Treatment System pages 2 and 3;

**WHEREAS,** on 8.9.18 by Resolution 18-112 the Owasco Town Board declared itself Lead Agency for the purpose of conducting the environmental review of said proposed action;

**WHEREAS**, on 8.9.18 by Resolution 18-112 the Owasco Town Board has determined that the proposed action for the Town of Owasco Water Quality Improvement Project 2018 for the 2018 Permanent Granular Activated Carbon Treatment for Microcystin Project is a Type II Action under the State Environmental Quality Review (SEQR) Regulations;

**WHEREAS**, the proposed project does not require review by the Cayuga County Planning Board pursuant to General Municipal Law 239-1, m & n;

**WHEREAS,** by letter dated 7.12.18 the Town Engineer, GHD, advised New York State Office of Parks, Recreation and Historic Preservation (SHPO) and requested SHPO to initiate a review for potential impacts on historic properties and resources for the proposed construction of a permanent treatment system at the existing Town Water Treatment Plant;

**WHEREAS**, by letter dated 7.13.18 from Michael F. Lynch, P.E., AIA, Director, Division for Historic Preservation of SHPO stated that "Based upon this review, the New York SHPO has determined that no historic properties will be affected by this undertaking";

**WHEREAS**, on 8.9.18 by Resolution 18-112 the Owasco Town Board hereby determines that the action under SEQRA does not involve any other agencies apart from the Owasco Town Board itself;

**WHEREAS**, on 8.9.18 by Resolution 18-112 the Owasco Town Board determined that the proposed action for the Town of Owasco Water Quality Improvement Project for the Permanent Granular Activated Carbon Microcystin Treatment System Project is a Type II action under SEQRA and as such is not subject to review pursuant to 6 NYCRR 617.5 and does/will not have a significant adverse impact on the environment and issues a Negative Declaration;

**WHEREAS**, a Notice of Public Hearing was duly published in the The Citizen on 8.12.18 which stated:

"The Town Board of the Town of Owasco (the "Town") proposes to undertake the acquisition and construction of improvements for the Town of Owasco Water District for the Town of Owasco Water Quality Improvement Project for the Permanent Granular Activated Carbon Microcystin Treatment System Project, including the construction of a permanent granular activated carbon microcystin treatment system for the treatment of microcystin and other potential cyanotoxins, together with original furnishings, equipment, machinery or apparatus required in connection therewith (the "Project"), as described in the Engineering Report prepared by the Town of Owasco Engineer, GHD, which is on file in the Town Clerk's office.

The total estimated maximum cost of the Project is \$2,260,000 funded with proceeds of obligations to be issued by the Town, the debt service on which will be paid from real property taxes and assessments levied on properties in the Town of Owasco Water District.

The Town Board will hold a <u>Public Hearing</u> to hear all persons interested in the Project, as required by Town Law Section 202-b, which public hearing shall be held at Town of Owasco Town Hall, 2 Bristol Avenue, Auburn, New York on <u>August 23, 2018 at 1 p.m</u>";

**WHEREAS,** a Notice of Public Hearing was duly published in the The Citizen on 8.24.18 which stated:

"The Town Board of the Town of Owasco (the "Town") proposes to undertake the acquisition and construction of improvements for the Town of Owasco Water District for the Town of Owasco Water Quality Improvement Project for the Permanent Granular Activated Carbon Microcystin Treatment System Project, including the construction of a permanent granular activated carbon microcystin treatment system for the treatment of microcystin and other potential cyanotoxins, together with original furnishings, equipment, machinery or apparatus required in connection therewith (the "Project"), as described in the Engineering Report prepared by the Town of Owasco Engineer, GHD, which is on file in the Town Clerk's office.

The total estimated maximum cost of the Project is \$3,500,000.00 funded with proceeds of obligations to be issued by the Town, the debt service on which will be paid from real property taxes and assessments levied on properties in the Town of Owasco Water District.

The Town Board will hold a <u>Public Hearing</u> to hear all persons interested in the Project, as required by Town Law Section 202-b, which public hearing shall be held at Town of Owasco Town Hall, 2 Bristol Avenue, Auburn, New York on <u>September 5, 2018 at 4 p.m</u>";

WHEREAS, a Public Hearing was held on 8.23.18 and adjourned and continued on 9.5.18;

WHEREAS, on 9.5.18 by Resolution 18-124 the Town Board closed the Public Hearing;

**WHEREAS,** on 9.5.18 by Resolution 18-125 the Town Board adopted a Bond Resolution for this project authorizing the issuance of \$3,500,000 Serial Bonds to Finance the cost of Town of Owasco Water District Improvements;

WHEREAS, on 9.5.18 by Resolution 18-127 the Town Board authorized the Town Engineer GHD and Town Supervisor to submit and sign (1) the New York State Environmental Facilities Corporation New York State Revolving Funds Financing Application (Municipal) (DWSRF Financing Application) and (2) the Grant Application New York State Water Infrastructure Improvement Act (WIIA) & New York State Intermunicipal Water Infrastructure Grants Program (IMG) Drinking Water (WIIA Grant Application) and any other accompanying documents regarding the Town of Owasco Water District for the Town of Owasco Water Quality Improvement Project for the Permanent Granular Activated Carbon Microcystin Treatment System Project;

WHEREAS, on 9.5.18 by Resolution 18-128 the Town Board approved the Permanent Granular Activated Carbon Microcystin Treatment System Engineering Report Town of Owasco from GHD and the Map, Plan and Report – Town of Owasco Permanent Granular Activated Carbon Microcystin Treatment System from GHD pursuant to Town Law Section 202-b and acquire and construct Water Improvements as set forth therein at a maximum amount to be expended of \$3,500,000.00 and specifically said Resolution stated:

"RESOLVED, that the proposed improvements will include the construction of a new pumping station, a new below ground suction wet well, a new GAC service building, a new underground piping system, a new chlorine system, and various supporting elements.

The maximum amount to be expended by Owasco Water District would be \$3,500,000.00. The estimated increases in annual user costs for the typical property in the Owasco Water District based on the proposed improvements is \$104.23 per year for 30 years or if the Town receives a \$1,800,000.00 grant, \$41.69 per year for 30 years.

FURTHER RESOLVED, that the Town Board approves the Permanent Granular Activated Carbon Microcystin Treatment System Engineering Report Town of Owasco from GHD and the Map, Plan and Report – Town of Owasco Permanent Granular Activated Carbon Microcystin Treatment System from GHD pursuant to Town Law Section 202-b and acquires and constructs Water Improvements as set forth therein at a maximum amount to be expended of \$3,500,000.00.

FURTHER RESOLVED, that the Town Board determines that it is in the public interest to acquire or construct the proposed Water District Improvements;" and

**WHEREAS**, on 12.13.18 by Resolution 18-170, the Town Board declared that the Town of Owasco Water Quality Improvement Project for the Permanent Granular Activated Carbon Microcystin Treatment System Project is an Emergency under General Municipal Law and Owasco Town Code 22-5;

**WHEREAS**, the Town requested a proposal from North Country Contractors, LLC for Contract Documents Water Treatment Plant Permanent Granular Activated Carbon Treatment System Contract No. 1A – Pre-Packaged Pump Station Installation;

**WHEREAS,** on 5.7.19, the Town received a proposal from North Country Contractors, LLC for Contract No. 1A – Pre-Packaged Pump Station Installation in the amount of \$399,000.00; and

**WHEREAS**, by email dated 5.7.19, the Town's Engineering Consultant, GHD, has recommended that the Town of Owasco accept this proposal.

NOW, THEREFORE, BE IT RESOLVED that based on the recommendation of GHD, the Town of Owasco Town Board hereby awards Town of Owasco Water District for the Town of Owasco Water Quality Improvement Project for the Permanent Granular Activated Carbon Microcystin Treatment System Project Contract No. 1A - Pre-packaged Pump Station Installation to NORTH COUNTRY CONTRACTORS, LLC in the amount of \$399,000.00; and

**FURTHER RESOLVED,** upon Town Attorney and Town Engineer approval, the Town Supervisor is authorized to execute any and all documents in furtherance of this resolution, including executing the Contract and Agreement and Notice to Proceed.

Motion by: Councilperson Kerstetter . Second Councilperson Gucciardi

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RESOLUTION 19-091 to authorize Supervisor Wagner to make adjustments and reimbursments to Lori Reed's payroll for 2019, holiday, personal, sick, and vacation days.

Motion by; Councilperson Kerstetter . Second Councilperson Gucciardi

Ye<u>s</u> **Councilperson Gucciardi Yes Roll call vote: Councilperson Knaul** 

Councilperson Kerstetter Yes **Councilperson Melendez Absent** 

Supervisor Wagner Yes

RESOLUTION 19-092 to authorize supervisor to sign modification agreement to the proposed Walkable Owasco project with GYMO not to exceed \$18,000.00.

Motion by Councilperson Gucciardi; Second Councilperson Knaul

**Roll call vote: Councilperson Knaul** Councilperson Gucciardi Yes Yes

Councilperson Kerstetter NO Councilperson Melendez Absent

**Supervisor Wagner** Yes

RESOLUTION 19-093 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 #05 2019 Vouchers # 348- 427 in the amount of \$ \$406,605.50 Trust & Agency <u>Voucher # 5036 -5044</u> the amount of \$20,615.58

for a grand total of \$427,221.08

Motion by Councilperson Gucciardi; Second Councilperson Knaul

Roll call vote: Councilperson Knaul Councilperson Gucciardi Yes <u>Yes</u>

**Councilperson Melendez Absent Councilperson Kerstetter Yes** 

**Supervisor Wagner** 

<u>Yes</u>

#### **ADJOURNMENT:**

RESOLUTION 19-094 to adjourn to executive session at 5:11 to discuss personnel

Motion by; Councilperson Kerstetter. Second Councilperson Gucciardi

**Roll call vote: Councilperson Knaul Yes** Councilperson Gucciardi Yes

> Councilperson Kerstetter Yes **Councilperson Melendez Absent**

**Supervisor Wagner Yes** 

## RESOLUTION 19-095 to return from executive session at 5:27 PM.

## **ADJOURNMENT:**

## **RESOLUTION 19-096 to adjourn the meeting:**

Motion by: Councilperson Kerstetter . Second Councilperson Gucciardi

Roll call vote: Councilperson Knaul  $\underline{\underline{Yes}}$  Councilperson Gucciardi  $\underline{\underline{Yes}}$ 

Councilperson Kerstetter Yes Councilperson Melendez Absent Supervisor Wagner Yes

Meeting adjourned at <u>5:27 PM</u>

Respectfully submitted, Tammy M. Flaherty Town Clerk