

Members Present: Mayor Gary Baker, Trustees Colleen Penta, Lori Tyler, Kenneth VanFleet Jr. and Sharon White

Others Present: Melanie DeBadts, Paul Wagner, Larry Hogan, Leon Hutchings, Kevin Costello, Tommy Mettler, Eric Wies (Clark Patterson Lee), Bob Raeman (Clark Patterson Lee)

Mayor Baker called the Organizational Meeting to order at 6:00 pm. The minutes for the Organizational Meeting are separate and attached to the minutes for the regular meeting of April 5, 2011.

Pledge of Allegiance

Mayor Baker called the Budget Workshop to order at 6:29 pm. Mayor Baker invited Paul Wagner to speak. Mr. Wagner distributed to the Board and members of the public copies of worksheets outlining the projected fund balance at the end of the fiscal year for the General Fund and Water Fund. The tentative budgets for both the Water Fund and the General Fund include appropriated fund balance in excess of the projected year end balance which results in a budgetary deficit. Mr. Wagner advised the Board that in both funds revenues must be increased if at all possible and appropriations must be decreased. While the Office of the State Comptroller will not state an exact amount of fund balance a Village should have, Mr. Wagner stated that the unreserved and unappropriated fund balance can be up to 50% of the estimated total appropriations for the following year.

Trustee VanFleet made the motion to adjourn the Budget Workshop at 7:05 pm. Trustee Tyler seconded the motion and all voted in favor.

Mayor Baker called the regular meeting to order at 7:05 pm.

Trustee White made the motion to schedule a Budget Workshop and Public Hearing as follows:

- There will be a Budget Workshop Tuesday, April 12, 2011 at 6:00 pm at the Village Hall.
- The Public Hearing on the 2011/2012 Budget will be held April 19, 2011 at 6:00 pm at the Village Hall.

Trustee VanFleet seconded the motion and all voted in favor.

Clark Patterson Lee

Eric Wies and Bob Raeman, from Clark Patterson Lee, introduced themselves to the new Board members. Mr. Wies presented the Board with a brief summary of the projects they have been working on for the Village of Wolcott.

- Cost estimates were prepared to loop the water main on Delf Drive for improved water pressure. If the Village did the work the project would have an estimated cost of \$25,700. If a contractor were hired the estimate would increase to \$39,000. Mayor Baker asked why this project was initiated. Trustee VanFleet responded that the project was prompted by

Clark Patterson Lee (Continued)

discussions with residents experiencing low water pressure caused by the water line having a “dead-end”. Mayor Baker asked the Clerk if residents have been complaining about the water pressure. The Clerk responded that she was aware of one resident who had expressed a desire for increased water pressure but that the previous Mayor, John Monson, may have spoken to others.

- Discussions have taken place regarding utilizing an alternative water source for the Village. A determination must be made as to whether or not the water source is considered ground water under the influence of surface water. Soil borings have been completed and there is a clay layer. The next step would be to set up a seventy-two (72) hour pump test and test the water at the same time. Moody Associates has provided a cost estimate of \$20,000 for this phase. The NYS Department of Health and the NYS Department of Environmental Conservation must approve the testing criteria. Mr. Wies added that the timing of the test is an issue due to seasonal water level fluctuations. Utilizing an alternative water source may allow for decommissioning the Lake Treatment Plant and there is a possibility of grant money with which to fund such a project.
- There are three (3) current issues with the Waste Water Treatment Plant.
 1. The NYSDEC recently determined that the Village was operating with an unpermitted outfall. The outfall had been approved several years ago by verbal agreement but the new administration has required that the Village submit an application to modify the current SPDES permit.
 2. The current SPDES permit will expire at the end of the calendar year. The renewal form must be submitted by July 4, 2011. The Village must also prepare an Environmental Benefit Permit Strategy as part of the renewal process.
 3. A preliminary engineering report was completed last year and cost estimates prepared for upgrading the Waste Water Treatment Facility with a total project cost of \$3.5 million. A 0% interest long-term loan has been secured through the Environmental Facilities Corporation to fund the project. The SEQRA review process must be completed before the Village can submit a full application for the project. There is a possibility of some principal forgiveness on the loan but that won't be a known factor until after the full application has been submitted. The NYSDEC received several objections to the lead agency designation from neighboring Towns and Wayne County Water and Sewer Authority and will not sign off on the lead agency designation for SEQRA until certain criteria are met. The Environmental Facilities Corporation requires NYSDEC approval for lead agency designation and before that will happen the regional wastewater facility option must be reevaluated. Trustee Tyler asked about grant money to fund the project. Mr. Wies responded that the Community Development Block Grant program is open now but the deadline for applications is fast approaching. The program requires that two (2) public hearings be held prior to the submission of an application. A proposal was submitted a few months ago from Municipal Solutions for preparation and submission of an application to the Community Development Block Grant program but no action has been taken on the proposal. Mayor Baker stated that there will be a special Board meeting with the NYSDEC on Thursday, April 7, 2011 at 1:00 pm at the Village Hall. Mayor Baker asked Mr. Wies to attend.

Clark Patterson Lee (Continued)

- Tommy Mettler stated that the EPA will be pulling samples at a local industry in the Village this week as well as at the Village Waste Water Treatment Plant. Trustee VanFleet asked if they said what they will be testing for. Mr. Mettler responded no, and added that he was not concerned.
- There was discussion about the Wayne County Water and Sewer Authority regional facility alternative which will result in charges assessed for ground and storm water infiltration. Mayor Baker asked if the Waste Water Treatment Plant could be upgraded to be compliant with new phosphorus regulations with a project cost less than \$3.5 million. Mr. Raeman responded no. Mr. Mettler stated that the pump stations will need to be upgraded as well. Matthew Crane added that energy costs would be reduced with the installation of high efficiency motors.

Municipal Solutions

Trustee VanFleet made the motion to approve a proposal from Municipal Solutions to prepare and submit a grant application to the Community Development Block Grant program for upgrades to the Waste Water Treatment Plant and pump stations for \$5,500 plus expenses. Trustee Tyler seconded the motion and all voted in favor.

Application for Water Service

Trustee White made the motion to approve an application for water service from Herbert Wright for property located at 6766 East Port Bay Road. Mr. Wright has paid the Village \$2,125 for the hook up charge, meter and meter pit. Trustee Penta seconded the motion and all voted in favor.

Department of Health Notice of Violation

The Village has received a notice of violation from the NYS Department of Health for turbidity levels at the Lake Treatment Plant. A notice describing the violation must be distributed to the public and will be included with the 2010 Annual Water Quality Report and June 2011 water bills.

HACH Quote for Final Turbidity Meter

Due to the requirement to comply with all NYS Department of Health regulations, the Village must purchase and cause to be installed a final turbidity meter at the Lake Water Treatment Plant. Mr. Metter obtained a quote from HACH for the meter at a cost of \$2,920.20. Trustee White expressed a desire to have had an alternative quote presented to the Board so as to be in compliance with the Village of Wolcott Procurement Policy. Trustee VanFleet made the motion to approve the quote from HACH for a final turbidity meter at a cost not to exceed \$2,920.20. Trustee White seconded the motion and all voted in favor.

Newark Electric Total Flow Component

Mr. Mettler stated that he obtained a quote from Newark Electric for a total flow component for the SCADA system at a cost of \$1,040. The unit would allow for the Weager Spring facility to be run in automatic mode. Due to the current financial condition of the Water Fund Mr. Mettler would like to delay consideration of the total flow component until after the end of fiscal year. Mr. Mettler added that the alarm system set up at the Weager Spring facility for the SCADA system has been very helpful.

Water Meters

At the request of the Board, Mr. Mettler counted the available water meters in stock. Mr. Mettler reported that there are currently sixty (60) new water meters.

Police Department

- Wednesday, March 30, 2011, Police Chief Smith participated in the Safe Bus Stop Day and rode a school bus picking up children in the Village. Police Chief Smith reported that the event provided good positive contact between the Police Department and children in the Village.
- Police Chief Smith reported that there has been an increase in drug activity in the Village recently.
- Police Chief Smith received notice of funding availability through the COPS Secure Our Schools 2011 grant program. The program provides funding to law enforcement agencies to assist with the development of school safety resources and provide improved security at schools and on school grounds. The program requires a 50% local match. Trustee VanFleet asked if funds could be used with existing staff. Police Chief Smith will discuss the program with the North Rose-Wolcott Central School District Superintendent.

Teamsters Memorandum of Agreement

The Memorandum of Agreement will be discussed in executive session.

2010 Annual Water Quality Report

The 2010 Annual Water Quality Report has been completed and approved by the NYS Department of Health. The report will be distributed to all water customers with the June 2011 bills.

Resolution 2011-4 (2010 JCAP Grant)

Trustee White made the motion to approve Resolution 2011-4, authorizing the establishment of a capital fund and budget journal entries to account for the receipt of grant funds from the 2010 Justice Court Assistance Program. Trustee VanFleet seconded the motion and all voted in favor.

Fiscal Record Review

Mayor Baker read a quote from Paul Wagner detailing the proposed examination of the financial records of the Village Clerk/Treasurer for the fiscal year ending May 31, 2011 at a cost of \$3,700.00 plus mileage. Mayor Baker also read a quote from Paul Wagner detailing the proposed examination of the financial records of the Village of Wolcott Justice Court for the fiscal year ending May 31, 2011 at a cost of \$2,300.00 plus mileage. Trustee White made the motion to approve both proposals. Trustee Penta seconded the motion and all voted in favor.

Resolution 2011-5 (Wayne County Cablevision Council)

- Trustee Penta made the motion to approve Resolution 2011-5, authorizing participation in the Wayne County Cablevision Council for the purpose of Time Warner franchise agreement renewal negotiations. Trustee VanFleet seconded the motion and all voted in favor.
- Trustee White made the motion to approve appointment of Larry Hogan as the Village of Wolcott representative on the Wayne County Cablevision Council. David Smith will serve as an alternate. Trustee Penta seconded the motion and all voted in favor.

Budget Resolution 2011-6 (General Fund)

Trustee White made the motion to approve Budget Resolution 2011-6 making budgetary journal entries to the General Fund in the amount of \$25,516.03. Trustee VanFleet seconded the motion and all voted in favor.

Budget Resolution 2011-7 (Sewer Fund)

Trustee Penta made the motion to approve Budget Resolution 2011-7 making budgetary journal entries to the Sewer Fund in the amount of \$5,621.00. Trustee Tyler seconded the motion and all voted in favor.

Budget Resolution 2011-8 (Water Fund)

Trustee VanFleet made the motion to approve Budget Resolution 2011-8 making budgetary journal entries to the Water Fund in the amount of \$131,819.84. Trustee White seconded the motion and all voted in favor.

Minutes of March 22, 2011

Trustee VanFleet made the motion to approve the minutes of March 22, 2011 as read. Trustee Penta seconded the motion. Trustees Penta, VanFleet and White voted in favor. Trustee Tyler abstained. The motion was carried.

Abstract #015

Trustee White made the motion to approve abstract #015 in the amount of \$42,466.12 with vouchers numbered 0816 – 0863 and checks numbered 23539 – 23586. Claims from the General Fund total \$16,933.55. Claims from the Water Fund total \$9,996.41. Claims from the Sewer Fund total \$14,471.91. Claims from the Trust and Agency Fund total \$1,064.25. Trustee VanFleet seconded the motion and all voted in favor.

Tommy Mettler

- Mr. Mettler asked to speak to the Board during executive session.
- Mr. Mettler stated that the Water Operators from the Town of Ontario asked if the Village Board was working on hiring operators. Mayor Baker responded yes.

Planning Board

Larry Hogan stated that Ralph Sheldon, currently an alternate member of the Planning Board, has agreed to serve as a full member. Trustee Penta made the motion to approve appointment of Ralph Sheldon as a full member of the Village of Wolcott Planning Board. Trustee Tyler seconded the motion and all voted in favor. The Planning Board is still lacking members.

Matthew Crane

Matthew Crane has a matter to discuss with the Board during executive session.

Jerry Laird

Jerry Laird welcomed Mayor Gary Baker and Trustee Lori Tyler to the Board.

Leon Hutchings

Leon Hutchings stated that he has noticed some areas where the Village can save money and also has some ideas on water. Trustee VanFleet suggested that Mr. Hutchings come to the Budget Workshop next Tuesday, April 12, 2011. Mr. Hutchings will make a list of his ideas and suggested that the Highway Department use treated salt. The treated salt is more expensive but Mr. Hutchings said that less of it would be required to treat the roads.

Executive Session

Trustee VanFleet made the motion to go into executive session at 8:59 pm for the purpose of discussing personnel matters. Trustee Tyler seconded the motion and all voted in favor.

Tommy Mettler was invited into executive session at 8:59 pm. Mr. Mettler left the executive session at 9:05 pm.

Matthew Crane was invited into executive session at 9:06 pm. Mr. Crane left the executive session at 9:35 pm.

Trustee Tyler made the motion to come out of executive session at 10:19 pm. Trustee Penta seconded the motion and all voted in favor.

Vacation

- Trustee White made the motion to reinstate 9.25 vacation hours to Matthew Crane. Trustee Penta seconded the motion and all voted in favor.
- Trustee White made the motion to reinstate 32 vacation hours to David Smith. Trustee Penta seconded the motion and all voted in favor.

Trustee VanFleet made the motion to adjourn the meeting at 10:25 pm. Trustee Penta seconded the motion and all voted in favor.

Respectfully submitted,

Melanie A. DeBadts
Clerk/Treasurer