

March 10, 2016

I. Attendees: Chairman Rom French, Dan Banach, Ray Hamilton, Clerk-Treasurer Gary Meeks, Director of Public Works Brent Bodine and Assistant Director of Public Works Bill Jensen, Mayor Leigh MacKerchar, Village Engineer Robert Elliott
Absent: Bruce LeClaire, Willie Allison, David Payne

II. Call to Order at 8:30 a.m.

III. Review/Approval of the February 11, 2016 Meeting Minutes:

MOTION to approve the February Minutes: First Dan Banach, seconded by Ray Hamilton; Carried.

IV. Public Requests and Comments: Mike Willis and Earl Gleason

Demand Meter at VFW:

- VFW demand meter what is it for and what it does
- Residential (single class I) and light small commercial (both are non-demand), industrial (Service Class III) (demand meter required)
- Discussed tariff requirements and demand meters
- Service Class I definition – allows for Veterans Group Home Post exception and they will be getting a refund for the demand charges and they will go back to Service Class I
- FYI: they have not powered the building since November 15th and it's currently up for sale

McKinley Ave.

- Mike Willis talked about McKinley Ave. and the condition of the street
- Brent B. there is a plan to fix the street and he spoke with Dale Lane and he will be developing the area at the end of McKinley Ave; the street repair was postponed due to the proposed sewer extension project
- Brent B. also mentioned McKinley Ave. sewer project will be discussed in April at this meeting and the street repair is scheduled for 2016-2017

V. Municipal Employee: *Brent will handle for the Electric Crew*

- Charlie is keeping us moving forward as line crew chief; he has new appreciation for what the job involves; I thanked him for doing a good job keeping the crew moving along
- Will be placing the ad next week for Electric Superintendent position and applications are due by April 1st
- Ad will run in the Chronicle, will be posted on Indeed, and in the MEUA newsletter
- Projects for the electric crew: DOT culvert project is postponed until after Labor Day, but the utility work will continue; electric service for Hicks St. (FYI: Dan mentioned that the electric crew did not knock on the door the second time they came through to do work and it would have been nice, if they had); lights for Mace St.; Phase I for Horizon Business Park; set pole for the switch replacement for March 28th new breaker installation in April
- Mike M. may be requesting FMLA in the near future
- We can lean on Watkins Glen and Fairport for additional help, if needed

VI. Executive Session: None.

VII. Audit dated 3/15/16

Summary:

Paid Before Audit:	
General:	\$ 33,147.75
Electric:	\$346,458.55
Sewer:	\$6,697.18
Water:	\$7,102.03
CRC:	\$
Capital Projects:	<u>\$ 0.00</u>
Total Paid Before Audit:	\$393,405.51
Current Audit:	
General:	\$38,932.78
Community Development–CRC:	\$0.00
Electric:	\$66,872.23
Sewer:	\$288,566.02
Water:	\$32,511.71
Capital Projects:	<u>\$ 0.00</u>
Total Current Audit:	\$426,882.74
TOTAL AUDIT:	\$820,288.25

MOTION to approve the Audit as presented: First Dan Banach, seconded by Ray Hamilton; Carried.

VIII. Treasurer’s Report – Gary Meeks

1. 2015-16 YTD Revenue/Expense Report: ¾ (75%) way through the year; all funds in the black.

Electric: Revenue 68% and Expenses 65% of the YTD; Revenue greater than Expenses by \$150,000; will watch the misc. general expense account fund (about 91% spent at this time); Challenge is that we will not be expecting as much as a surplus at the end of the year.

Sewer: Revenue 77% and Expenses 53%; Revenue greater than Expenses by \$496,000; after factoring in depreciation, we will have surplus of about \$150,000.

Water: Revenue 73% and Expenses 61%; Revenue greater than Expenses by \$344,000; after factoring in depreciation, we will have surplus of about \$105,000.

2. 2016-2017 Budget Overview: Main focus has been on the general side first and I should be able to have something for the Village Board; then will start the MUB budgets and will have meetings in April regarding them.

IX. Department Business

A. Electric – Brent

1. NYPA Firm Hydro Energy for April- letter not received yet. Brent B. does not think that there will be any change.

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2. Public Request and Comment via email - Main Street Bridge rope lighting:
 - Request from Ray Spencer to have the lighting kept up all year
 - Discussed the email received about the lighting; it's a beautiful gateway into Penn Yan and would love to see it stay
 - Brent B. mentioned that if the MUB agrees then we should look into a more permanent lighting system (not the Christmas decoration lights)
 - Dan B. mentioned that the Chamber of Commerce may have money to put towards such a project and that he does not feel the County will not have any problems with it
 - Brent B. would want to install a permanent plug-in and conduit for the lights in order to leave the lights up year round versus the current temporary installation for Holiday lighting

3. Electrical Hazard Awareness Training: March 24, 2016 in Rochester; Bill and Charlie to attend; cost is \$110.00 for both to attend. This is for tree trimmers.
MOTION to the Village Board to grant permission for Bill Jensen and Charlie Bush to attend Electrical Hazard Awareness Training in Rochester on March 24, 2016 for a cost of \$110.00; First Dan Banach, seconded by Ray Hamilton; carried.

4. FYI: MEUA Engineering Workshop in Syracuse, March 23rd-24th (3 employees approved to attend): Brent B. will be going both days; Mike and Adam will go on March 23rd; Jef will be going on March 24th.

B. Water/Sewer - Bill

1. FYI: Sheppard St/Johnson Ave/Myrtle Ave CDBG update – Ready to go, waiting on the Application dates to be announced.

2. FYI: Finger Lakes Water Works Spring Meeting is April 7, 2016 in Watkins Glen, if interested in attending please let Danette know by March 25th.

3. FYI: Gorman-Rupp Factory Seminar, May 12th and May 13th: we are planning on sending 2 people to Ohio, Ron K. and Jeff H., at no cost to the Village.

4. Seneca St. CDBG – Section 3 Coordinator: Brent B. mentioned that the Federal Government has decided that we give equal and fair chance to everyone to be employed by this job; we need to appoint Section 3 coordinator, which Brent has volunteered for.

5. FYI: Type II SEQR application for Seneca St. project will be presented at the Village Board next week for the construction of that project.

Bob E. mentioned that we did get the SHPO approval for Seneca St.; we now have to submit an additional form via internet, which can take up to 30 days for response (we have submitted it twice already, yesterday it was submitted for a 3rd time)

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Bill J. mentioned that Ron K. has repaired the one portion of the Seneca Street sewer and they were able to get the camera under the RR tracks and they don't see any problems; still have some manhole work to do

C. Water Treatment Plant – Brent

1. FYI: Annual Water Quality Report is complete and available now via the internet and the local paper.

D. Wastewater Treatment Plant –Brent/Bill TAPE review the letter

1. KanPak update:
- Discussed the meeting on 2/26/16; their TKNs have been up and they have 3 months to get it back down or we will modify the ISUP, and institute a surcharge
 - They wanted us to eliminate going to Phase III which is a WWTP onsite
 - Also requested the term of the ISUP be extended to a 3-5 year term from annual (its industry standard to do 3-5 year term; we will consider this next time the ISUP is due for review (12/31/16) and make decision based on their success in managing their effluent
 - We need the monthly sampling results by the 15th of each month and we advised them that we have had to chase these; they will get them to us in a more timely fashion
 - We also asked for PH monitoring results to be provided on a monthly basis
 - Electric service upgrade for them is on hold for now but we will continue with our plans to do our part and run the second circuit up to Horizon Business Park, so it will be ready when they are

E. Other –Bill/Brent

1. Bid Opening Results: Chemicals, Tree Trimming, Hauling of Biosolids, Vehicle Servicing: Brent B. discussed the bid results: Recommendations are as follows:

- Clean Water for liquid phosphate \$8.99/gallon
- Holland Chemical for liquid alum \$.78/gal
- Slack Chemical for Sodium Hypochlorite Drums & Bulk \$1.50/gal
- Slack Chemical for Sodium Fluoride \$.80/lb.
- Casella Waste Management for hauling biosolids (dried product) for \$250 flat fee per haul plus \$33 for liner, if needed
- Polmanteers for vehicle servicing (this was presented at Public Works meeting, as well)

FYI: We received some bids in for tree trimming and tentative recommendation would be for Birchcrest, but we are not ready to award any bids for that at the moment; we will wait until after the budget review to determine funding ability.

MOTION to the Village Board to issue Notice of Awards for the following:

- **Clean Water for liquid phosphate \$8.99/gallon**
- **Holland Chemical for liquid alum \$.78/gal**
- **Slack Chemical for Sodium Hypochlorite Drums & Bulk \$1.50/gal**
- **Slack Chemical for Sodium Fluoride \$.80/lb.**
- **Casella Waste Management for hauling biosolids (dried product) for \$250 flat fee per haul plus \$33 for liner, if needed**

First Ray Hamilton, seconded by Dan Banach; carried.

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Bill J.: There was no bid for liquid sludge; discussed with Ben and we will be going back out for bid.

2. DOT 54A Project: Brent B. mentioned again that it has been postponed and discussed the proposed agreement for electric, water and sewer

(1) MOTION to the Village Board to authorize the Mayor to execute an agreement for electrical work involving relocating poles, transmission lines, a transformer, and multiple house service lines in exchange for payment of \$61,152.48 for the DOT 54A culvert replacement project; First Dan Banach, seconded by Ray Hamilton; carried.

(2) MOTION to the Village Board to authorize the Mayor to execute an agreement for water line work involving relocation of a municipal water line and home service lines that conflict with the project in exchange for payment of \$44,332.50 for the DOT 54A culvert replacement project; First Ray Hamilton, seconded by Dan Banach; carried.

(3) MOTION to the Village Board to authorize the Mayor to execute an agreement for sewer work involving relocation of the sanitary sewer, private residence connections and other facilities in exchange for payment of \$5,922.50 for the DOT 54A culvert replacement project; First Dan Banach, seconded by Ray Hamilton; carried.

X. Payment Agreements:

MOTION to the Village Board to accept the payment agreements in the amount of \$9,153.92; First Dan Banach, seconded by Ray Hamilton; carried.

Gary M. mentioned if there is anything in the DOT agreement that mentions timely payment; Brent B. will look into it.

XI. Village Engineer's Report – Bob Elliott

1. Waterfront Sewer Project Update:

- Getting ready to do site work for pump station at Hicks St. next week
- The pump station is in their possession
- Will be moving on to Monell St. area after the Hicks St. pump station is up and running
- Did some pipe bursting on Monell St., which went very well and did not have to dig up entire street only service connections and manhole locations

2. Sludge Composting Project Update:

- Poorly finished concrete floor in mixer building has been removed and a new floor is being poured to correct the problem
- Should be done next week
- Then we will set the equipment with our crews
- Should be up and running by mid-April

Bob E. mentioned that Gary M. signed off on the Annual Flow Report and we are good and it has been submitted to Avon and Albany DEC.

Additional other items:

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Mayor mentioned that Iverson has submitted the updated site plan and we are getting closer to closing on the property.

Brent B. brought up an email that Bob E. sent regarding Jim Tette's request to annex into the Village; Jim already has electric services with Penn Yan but he is interested in water; there may be a pressure problem, so he may have to get a booster pump to help with the pressure at his expense.

XII. Village Board Meeting – March 15th: MUB Member(s) that can come, please come.

XIII. Service Requests

XIV. Executive Session

XV. Next Meeting – Thursday, April 14, 2016 – 8:30 am, MUB Meeting Room

XVI. Adjournment:

MOTION to adjourn at 9:51 a.m.: First Dan Banach, seconded by Ray Hamilton; carried.

Danette Eatherton; Transcribed on 3/10/16