

MINUTES of the Penn Yan Municipal Utilities Board Meeting held May 15, 2014 in the MUB Meeting Room of the Village Hall, 111 Elm Street, Penn Yan, NY.

Attendees: Chairman Rom French, Commissioners Dan Banach, Bruce LeClaire, David Payne and Ray Hamilton, Clerk-Treasurer Gary Meeks and Director of Public Works Brent Bodine

Also in Attendance: Village Engineer Bob Elliott, Mayor Leigh Mackerchar, Trustee Bob Church and Village Attorney Ed Brockman

Absent: Trustee Willie Allison and Assistant Director of Public Works Bill Jensen

Chairman French called the meeting to order at 8:35 am.

Moment of Silence for Jim Mueller's Mother

Jim Mueller's mother passed away last week. The Municipal Board members expressed their condolences.

Approval of the 4/10/14 Meeting Minutes

The minutes of the April 10, 2014 MUB minutes were approved with no corrections.

Storm Damage Report

A heavy rainstorm, dropping four inches of rain on Penn Yan in only four hours, resulted in devastating flooding in the village. Fortunately, there were no casualties reported. But there is a lot of damage throughout the village. Director Bodine provided the Board with an update of where we are with storm damage remediation. A meeting was held with all the Village foremen yesterday afternoon and a larger meeting with emergency responders and representatives of other municipalities was held later in the afternoon. Everyone is keeping track of their hours as well as equipment and materials used for storm cleanup so that it can be reimbursed by FEMA funds. Contractors are working to remove the collapsed Owl's Nest building from Basin and Seneca Streets. Offers of assistance have been pouring in – including donations of equipment and food – from contractors and various organizations. Dick Osgood, Bob Elliott, Dan Elliott and Jim Mueller are providing engineering support. Assistant Director Jensen and Recreation and Facilities Director Doyle are doing damage assessment. A temporary shelter has been set up at the Academy by the American Red Cross. The water distribution system was not compromised; there were no water main breaks. The water plant was temporarily shut down yesterday due to the sediment in the lake being churned up. While we could've produced potable water, doing so would have created stress on the plant's equipment. The water plant is up and running today, although the equipment is not being run at full speed. Four sanitary sewer manholes lifted and the DEC reporting procedures were followed. Sewage did not overflow from the Cherry Street pump station; the pumps kept up and so did the Wastewater Treatment Plant. Since it rained that hard for a few hours, the storm sewer system just couldn't handle it. Dick Osgood suggested that perhaps a detention pond could be created somewhere inside or outside the village to capture water from such rain events for slow release at a later time. Right now, damage assessments are being done so that work can be prioritized and the

crews can begin the necessary cleanup and repairs.

Public Requests and Comments

None at this time.

Executive Session Needed?

MOTION by Commissioner Banach, seconded by Commissioner LeClaire to hold an Executive Session at the end of the meeting to discuss contractual issues.

MOTION CARRIED.

Audit

MOTION by Commissioner Banach, seconded by Commissioner LeClaire to approve the audit

as presented and to recommend to the Village Board that the Municipal bills for the month be paid as follows:

Paid Before Audit:

General	\$27,401.18
Electric	\$391,610.82
Sewer	\$8,276.33
Water	\$8,538.27
CRC	\$65.00

Total Paid Before Audit \$435,891.60

Current Audit:

General	\$29,467.89
Community Development - CRC	
Electric	\$193,304.07
Sewer	\$247,341.42
Water	\$52,366.55
Capital Projects	\$6,846.75

Total Current Audit \$529,326.68

TOTAL AUDIT **\$965,218.28**

Treasurer's Report

Clerk-Treasurer Meeks reported on year-to-date revenues and expenses. With regard to Electric, our expenses are high due to increased purchase power costs. April sales have not yet been included on the revenue side, but there will be a revenue surplus in the electric fund by the end of the fiscal year. With regard to Sewer, there is a surplus in the fund even without the April revenue being included. This fund should be near break-even by the end of the fiscal year. With regard to Water, revenue is greater than expenses and this fund should also be near break-even by the end of the fiscal year.

Electric

NYPA Firm Hydro Energy for May – No Reduction

Fallen Lineman Organization

Director Bodine received a letter from the Fallen Lineman Organization, a non-profit foundation whose mission is to memorialize fallen electrical line workers and care for the families who lost their loved one in the line of duty. They also assist the families of those severely injured. The Northeast Volunteer Regional Director of the organization, Elizabeth Keefner, would like to come before the Municipal Board and provide information about the organization. The Board agreed that Director Bodine should contact Ms. Keefner and arrange to have a presentation during the June MUB meeting.

Declare Truck #10 as Surplus

MOTION by Commissioner LeClaire, seconded by Commissioner Payne to declare Truck #10 as

Surplus and sell at fair market value.

MOTION

CARRIED.

Electric Services and Meters Booklet

Director Bodine reported that the booklet is being revised and will soon be ready to go to print.

MEUA Regional Meetings

As an F.Y.I. for the Board, the Northern Regional Meeting is June 5th in Massena, NY, the Western Regional Meeting is June 11th in Bliss, NY and the Central Regional Meeting is June 25th in Watkins Glen, NY. All of these meetings are \$50 per person. Director Bodine plans to attend the Northern and Central Regional meetings and a MOTION is not needed to have him attend. None of the Board members expressed an interest in attending any of the meetings.

Line Leader Training

MOTION by Commissioner Payne, seconded by Commissioner Banach to authorize the attendance of one (1) employee at Line Leader Training being held June 18th in East Syracuse, NY at a cost of \$140.

MOTION

CARRIED.

Water/Sewer

Providing Assistance to the Village of Dresden - Indemnification/Hold Harmless Agreement

Director Bodine has an Indemnification/Hold Harmless Agreement, signed by Mayor Hall of Dresden, which needs to be signed by Mayor Mackerchar so we can begin providing support for the Village of Dresden's water department. Support will be provided when the Dresden water operator is sick or on vacation.

MOTION by Commissioner Banach, seconded by Commissioner LeClaire to recommend to the Village Board that the Mayor be authorized to sign the Indemnification/Hold Harmless Agreement between the Village and the Village of Dresden.

MOTION CARRIED.

Providing Assistance to the Town of Milo

Director Bodine met recently with Town of Milo Supervisor Leslie Church and Milo would like to have the Village provide assistance to their water department. This request is very similar to the Dresden request. A signed Indemnification/Hold Harmless Agreement will be needed for Milo as well. Director Bodine will have this done.

Sewer Bill Forgiveness – 542 Liberty Street (\$1,235.15)

Assistant Director Jensen visited 542 Liberty Street and determined that water that leaked when a water line broke did not enter the sanitary sewer system

MOTION by Commissioner Banach, seconded by Commissioner Hamilton to approve sewer bill forgiveness in the amount of \$1,235.15 for 542 Liberty Street.

MOTION CARRIED.

Engineering Support for Seneca Street

MOTION by Commissioner LeClaire, seconded by Commissioner Hamilton to authorize hiring Elliott Engineering Solutions to perform engineering work in the amount of \$5,000 for a new water line on Seneca Street between Main Street and Central Avenue.

MOTION CARRIED.

Backflow Prevention Devices – Vintage Pharmacy and East Side Grille

Assistant Director Jensen is in the process of updating the Backflow Prevention Device section of the Village Code. Currently, all commercial buildings in the village are required to have backflow prevention devices. We are seeking to change the Code to allow for some flexibility in deciding which business need a backflow prevention device and which do not. There are two businesses – Vintage Pharmacy and East Side Grille – which do not really need backflow prevention devices, but our current Code mandates that they have one since all commercial buildings are required to have such a device. Director Bodine asked the Board if, while we are still working to update the Code, could those two business owners seek a variance and appear before the Zoning Board of Appeals. The Board agreed this would be appropriate.

Sewer Backup on Maiden Lane

As an F.Y.I. for the Board, Director Bodine reported that there was a sewer line blockage on Maiden Lane recently and sewage backed up into a few homes. Insurance companies are handling the claims.

Water Treatment Plant

MOTION by Commissioner Banach, seconded by Commissioner LeClaire to declare Car #3 as surplus and sell at fair market value.

MOTION CARRIED.

Wastewater Treatment Plant

Budget Transfer

As an F.Y.I. for the Board, Clerk-Treasurer Meeks reported that he will need to transfer money from one WWTP account to the sludge hauling account because our sludge hauling fees are higher than expected.

Other

NYRWA Training Session – June 11th – Henrietta, NY (\$43/pp)

MOTION by Commissioner Banach, seconded by Commissioner Payne to authorize the attendance of up to two (2) employees at the NYRWA Training Session being held June 11th in Henrietta, NY at a cost of \$43.00 per person.

MOTION CARRIED.

Letter from Town of Jerusalem

Chairman French reported that he received a copy of a letter sent to Jef Bodine from the Town of Jerusalem. In the letter, the Keuka Park Water Department Supervisor, Paul Enos, thanks Mr. Bodine for helping the Keuka Park Water Department to resolve the power outage within the Keuka Lake State Park on April 20th.

Payment Agreements - \$27,116.14

MOTION by Commissioner Banach, seconded by Commissioner LeClaire to approve the Payment Agreements in the amount of \$27,116.14.

MOTION CARRIED.

Village Engineer's Report – Bob Elliott

CWSRF Project Update

Village Engineer Elliott reported that the work on the project is really progressing right now. One train of RBCs has been removed and new ones will be arriving. A crane is on-site to remove roof panels so the RBCs can be placed into position.

Status of EES Municipal Projects:

Water Main Replacement on Lake Street and Hicks Street

Village Engineer Elliott is working on several alternate plans with regard to the size of the water main and its location along Lake Street.

Relocation of Waddell Pump Station

An above-grade pump station is being considered rather than a submerged one.

Rebuild of Monell Street Sewer

Construction of Gravity Sewer between PY Marine Site and Monell Pump Station

Construction of Monell Pump Station

These projects appear later on the work schedule.

Village Board Meeting

Chairman French and Commissioner Banach plan to attend the Village Board Meeting on May 20th.

Service Requests

No comments were made regarding the Service Requests.

Executive Session

MOTION by Commissioner Payne, seconded by Commissioner LeClaire to adjourn into Executive Session at 9:37 am to discuss contractual issues.

MOTION CARRIED.

MOTION by Commissioner LeClaire, seconded by Commissioner Payne to adjourn out of Executive Session and return to the regular meeting at 10:03 am.

Next Meeting

The next meeting of the Municipal Board will be held Thursday, June 12th at 8:30 am in the MUB Meeting Room.

MOTION by Commissioner Payne, seconded by Commissioner Hamilton to adjourn the meeting at 10:22 am.

Karen M. Fox,

Secretary