

VILLAGE OF LYONS FALLS
MINUTES OF REGULAR BOARD MEETING
September 22, 2014

Attending: Katie Liendecker - Mayor
Mike Skorupa, Donna Dolhof, Anne Huntress, Ron Dorrity- Trustees
Wendy Hoskins – Clerk/Treasurer
Mike DeLano –DPW Superintendent

Guests: Brian Tulip, DANC

Mayor Liendecker called the meeting to order at 6:00 p.m.

Mayor Liendecker asked all attending to stand and recite the Pledge of Allegiance.

Guests were asked to address the Board. Brian Tulip, from Development Authority of the North Country (DANC), shared that the notice to proceed for the water main project was supposed to go out today, but they are waiting for bonds and insurance. The addendum was done per DOT and they are working on getting the engineered plans stamped. He thinks GHD will get them done tomorrow. The final copy needs to be reviewed and approved. The Campbells did not agree to the easement for the extension on the main that we wanted to do, so we will not be able to do that piece. DPW Superintendent Delano shared that there is about 4', 8" of water in the tower so we should be fine until the project is completed.

Brian shared that the scope of work is finalized for the sidewalk project. We have received verbal/email permission from NYSERDA to start early. They wanted an estimate for vehicle miles saved and greenhouse gases saved by the project. DANC came up with a calculation to provide them with the numbers. They also want a survey done at the end of the project and an engineering report. Brian shared that DANC is out of funds that were budgeted for this project. He is assuming we will want their help with the survey and engineering report, so we will need to authorize additional funds. He thinks it will be approximately \$2500 extra. Brian suggested we go ahead and award the bid since we have the verbal commitment because the contractor is anxious to get started. They will probably start the week after next. He recommends reducing the requirement for the umbrella policy from \$4 million to \$1 million, and then we would get a \$1,000. credit on the contract. The \$1 million is what we have on the water main project also. Carrie Tuttle also recommends we go forward with the notice of award; we just might have to float some cash until the contract is completed. We need to keep track of all time spent and expenses incurred. Discussed the possibility of declining to do the project at this time due to the cost of the water main project, but if we do that, we would not get funded through NYSERDA again

Discussed decreasing the umbrella policy. On motion by Trustee Dorrity, seconded by Trustee Huntress, and unanimous approval of the board, it was approved to reduce the umbrella policy for the sidewalk project from \$4 million to \$1 million.

On motion by Trustee Dolhof, seconded by Trustee Skorupa, and unanimous approval of the board, it was approved to give the notice to proceed after approval by Attorney Gebo.

Discussed extending the technical services contract with DANC. On motion by Trustee Dolhof, seconded by Trustee Huntress, and unanimous approval of the board, the attached resolution, Resolution #103 -2014, was approved unanimously by the board. Brian left at 6:40 p.m.

Meeting minutes from last month's meeting were reviewed. On motion by Trustee Dolhof, Seconded by Trustee Huntress, and unanimous approval of the Board, the minutes were approved as submitted.

Meeting minutes from special meeting held on September 9, 2014 were reviewed. On motion by Trustee Huntress, seconded by Trustee Skorupa, the minutes were approved as submitted.

The financial report was reviewed. On motion by Trustee Dolhof, Seconded by Trustee Huntress, and unanimous approval of the Board, the financial report was approved with revision.

Clerk/Treasurer Hoskins submitted the quarterly budget vs. actual report for review. Discussed.

Clerk/Treasurer Hoskins submitted bills and abstracts and bills paid prior for approval as follows:

- General Fund Vouchers G14-118 to G14-137 in the amount of \$13454.22
- Water Fund Vouchers W14-54 to W14-60 in the amount of \$9987.06
- Sewer Fund Vouchers S14-27 to S14-31 in the amount of \$2298.43

On motion by Trustee Huntress, Seconded by Trustee Skorupa, and unanimous approval of the Board, the Dolhof bill was approved for payment, with Trustee Dolhof abstaining from the vote.

On motion by Trustee Huntress, Seconded by Trustee Dolhof, and unanimous approval of the Board, the remaining bills were approved for payment, with the exception of the GHD bill, until we receive a breakdown of charges.

DPW Superintendent Delano shared that we have received the certificate of liability insurance from Suit-Kote. They will be paving Markham Street, High Street, and the office driveway this Thursday. Depending on how much time it takes, it may run into Monday. They should get to Franklin Street next week. They have a little bit of drainage on Markham Street to fix prior. They are using the extra millings for work on shoulders, etc. to fill in, and it's working well.

DPW Superintendent Delano shared that the Franklin Street tree has been taken care of. The trees on Edgewood Drive have become an issue; National Grid has gotten involved and now they are possibly going to have their crew do them. He was supposed to meet

with them this morning but nobody showed up. If National Grid does them, it will save the village some money.

DPW Superintendent Delano shared that Mark Miller was the only one who submitted a bid for the natural gas line and furnace hookup at the village office. He has called several contractors and has not received any calls back. Mark's bid was \$605. On motion by Trustee Dolhof, seconded by Trustee Dorrity, and unanimous approval of the board, it was approved for Mark Miller to run the line from the meter to the furnace.

DPW Superintendent Delano shared that he has not scheduled another test date for his sewer license yet; he is shooting for November.

DPW Superintendent Delano shared that NYCOM is having a 3 day conference in Saratoga Springs toward the end of October and he would like to attend. He will send an email to the board with details. Discussed work, etc. On motion by Trustee Dolhof, seconded by Trustee Huntress, and unanimous approval of the board, it was approved for him to go, pending there are no scheduling conflicts with work.

DPW Superintendent Delano shared that Gary White, our part time worker, is requesting 2 t-shirts. On motion by Trustee Dolhof, seconded by Trustee Huntress, and unanimous approval of the board, it was approved for DPW Superintendent Delano to go to Wal-Mart and purchase them.

Discussed DPW work hours. Beginning October 6, 2014 the work hours will go back to five 8-hour days. DPW Superintendent Delano left at 7:25 p.m.

Mayor Liendecker shared that the monthly DANC report had been emailed to everyone. LCDC will be having an open house on October 17th. They are having tours at 3:00 & 4:00, and an update in the basement of Forest Presbyterian Church at 3:30 & 4:30. Notices will be in the paper.

Mayor Liendecker shared the LCDC approved the new DANC contract with the village, and she will go the bank and get the contract notarized.

Mayor Liendecker shared that we are interviewing Wendy Ward on October 8th for the treasurer position. At one point, Amanda Denslow was interested in the clerk position; Mayor Liendecker will give her a call to see if she is still interested.

Mayor Liendecker shared that they will be installing new security cameras and concealing a hard drive somewhere in the building this weekend. The cost was covered by the Town of West Turin's insurance.

Clerk/Treasurer Hoskins shared building permits received.

Clerk/Treasurer Hoskins shared that Halloween is on a Friday this year, and suggested the dates of the curfew be Wednesday, October 29th, through Sunday, November 2nd.

On motion by Trustee Huntress, seconded by Trustee Dolhof, and unanimous approval of board, the dates of the curfew were approved.

Clerk/ Treasurer Hoskins shared that she will get quotes for fuel oil for the DPW building and quotes for diesel fuel. Everything else has been, or will be, converted to natural gas.

Clerk/Treasurer Hoskins shared that we received the monthly DANC bill for the LCDC project, and needs approval to pay upon receipt of the funds from LCDC. On motion by Mayor Liendecker, seconded by Trustee Dolhof, and unanimous approval of the board, it was approved to pay the DANC invoice upon receipt of the check from LCDC.

Mayor Liendecker shared that she received a call on Sept. 15th regarding excess state capital improvement funds available through Senator Griffo's office for \$50,000. A letter needed to be submitted by Sept. 16th, so she emailed, and also mailed, a letter requesting \$50,000 toward our Dock Street Pump Station upgrade. She received a call from Brian from the Senator's office on Friday. They can't guarantee we will get it, but it's in the process.

Mayor Liendecker shared that she received a letter from Kevin McArdle stating that he now works for Company, Young, & McArdle, and if we are looking for an attorney he is available.

Mayor Liendecker shared that she received a letter from Dolhof Hardware stating that they have been granted an explosive magazine certificate.

Mayor Liendecker shared that she received a proclamation recognizing October as anti-bullying awareness month. Discussed.

Mayor Liendecker shared that we have received a notice of claim through the Stanley Law Offices for Tomas Espinal regarding his injury at the mill site. Discussed the issue; we will have to wait and see what happens.

Mayor Liendecker shared that she attended the free Solar Energy Educational seminar on Sept. 16th. The village would not benefit.

Mayor Liendecker shared that we received a letter from Compass Minerals, previously known as American Salt Company, notifying us of their name change.

Mayor Liendecker shared that she received a letter from Johnson Newspaper Corp, stating that effective October 6, 2014, their affidavit rate will be \$10 each.

Mayor Liendecker shared that the Local Government Conference will be held on October 14, 2014 in Potsdam. The cost is \$40, and she would like to attend. On motion by Trustee Dolhof, seconded by Trustee Skorupa, and unanimous approval of the board, it was approved to pay for the conference plus mileage for Mayor Liendecker to attend.

Mayor Liendecker shared that she received a letter from Tug Hill Commission regarding a community work session in Redfield on September 30th at 6:00 p.m. They will be having a session breaking up into groups to discuss strategic planning. She has been asked to give a testimony on how they have helped the village in the past.

Mayor Liendecker shared that she received a letter from Terry Clark regarding Pharmacy Network Selection under workers' compensation that we need to post. She will give a copy to DPW Superintendent Delano to post at the DPW office.

Mayor Liendecker shared that she will be going to Sackets Harbor on September 25th to be on a panel for DANC of municipalities that have used their services.

Discussed where to take the money from to pay for the water main project. The bid was \$214,000, which included a \$20,000 allowance for a replacement valve. On motion by Trustee Dolhof, seconded by Trustee Huntress, and unanimous approval of the board, it was decided to take the first \$100,000 from the water savings and any excess needed from the general fund savings.

Trustee Huntress shared that she reviewed the bank reconciliations and financial report for August and they were fine.

Trustee Huntress shared that email addresses on the website are ready and she will email us instructions on how to use them.

Trustee Skorupa shared that things are going fine with the billing as is, so they are leaving it alone for now.

Trustee Skorupa shared that they have dug the area for the concession stand, but he hasn't heard anything else.

Trustee Skorupa asked if the handicapped picnic table for the park can be wood. Discussed, and decided that they can. The auxiliary will look into prices and back to us. At this point, they won't be purchased until next year because of the lateness in the season.

On motion by Trustee Huntress, seconded by Trustee Dolhof, and unanimous approval of the board, the meeting was adjourned at 8:12 p.m.

Wendy Hoskins, Clerk/Treasurer