

**VILLAGE OF PERRY
VILLAGE BOARD MEETING**

FEBRUARY 17, 2015

The Regular Board Meeting of the Village of Perry was held at the Village Hall 46 North Main Street Perry New York at 7:30 p.m. on the 17TH day of February 2015.

PRESENT:	Frederic Hauser Anita Billings Bonnita Matson Dariel A. Draper Eleanor Jacobs	Mayor Trustee Trustee Trustee Trustee
ALSO PRESENT:	Terrence Murphy Gail Vosburg Steve Laraby Ed Koziel	Village Administrator Village Clerk Assist Fire Chief Supt. Public Works
ATTENDEES:	Mary Syberg Tom Carpenter Jeff Drain	Bill Bark Eric Wies

Mayor Hauser called the Meeting to order at 7:30 pm.

Mayor Hauser led in the pledge to the flag.

MINUTES

FEBRUARY 2, 2015 MINUTES APPROVED – Correction on page 3, *Trustee Jacobs suggested that the Mayor meet with the small business owners as a group.* Motion by Trustee Billings, second by Trustee Matson to approve the minutes of the February 2, 2015 Regular Board Meeting as corrected. Motion carried with all voting aye.

PUBLIC COMMENT

No one from the public spoke.

DPW REPORT – presented by Supt. Ed Koziel (as attached)

Trustee Billings relayed that some new residents to the Village and some business owners appreciate the efforts of the DPW to tear down the snow banks and the compliments how well they handle snow removal.

DPW Report accepted – Motion by Trustee Matson, seconded by Trustee Jacobs, to accept the DPW report as presented. Motion carried with all voting aye.

FIRE DEPARTMENT REPORT presented by Fire Chief Steve Laraby (as attached)

January's Fire Department Report accepted – Motion by Trustee Billings, seconded by Trustee Matson, to accept January's Fire Department Report as presented. Motion carried with all voting aye.

POLICE DEPARTMENT REPORT (as attached)

January's Police Department Report accepted – Motion by Trustee Billings, seconded by Trustee Draper, to accept January's Police Department Report as presented. Motion carried with all voting aye.

CLERK REPORT – presented by Village Clerk Gail Vosburg (attached)

Payment of Claims -

Vouchers # 151492 - -#151593	
General Fund	\$ 82,992.48
Water Fund	\$ 33,974.21
Sewer Fund	\$ 22,198.46
Capital Projects Fund	\$ 5,794.52
SLWC	\$ 62.85
Trust & Agency	<u>\$ 49,566.25</u>
TOTAL	\$194,588.77

Trustee Jacobs has audited all vouchers. Motion by Trustee Draper, seconded by Trustee Matson that all vouchers are ordered to be paid. Motion carried with all voting aye.

December's treasurer's report is attached.

Water School approved for Eric Kelly – Motion by Trustee Jacobs, seconded by Trustee Matson, to approve Erick Kelly to attend Water School for a Grade D license April 16th – 17th at a cost of \$375. Motion carried with all voting aye.

Pathstone contracted for Inspection Services for CDBG Housing Grant – LaBella has recommended Pathstone for inspection services for the CDBG Housing Grant for \$1,150 per inspection. Motion by Trustee Matson, seconded by Trustee Jacobs, to approve Pathstone for Inspection Services for the CDBG Housing Grant as recommended by LaBella and authorize the Mayor to sign the agreement. Motion carried with all voting aye.

Public Hearing scheduled for 2012 CDBG Drainage Grant – Motion by Trustee Jacobs, seconded by Trustee Matson to schedule the 2nd public hearing as required for the 2012 CDBG Drainage Project for Monday, March 16, 2015 at 7:45 pm. Motion carried with all voting aye.

NYCOM dues approved – Motion by Trustee Billings, seconded by Trustee Matson, to approve the dues from NYCOM in the amount of \$2,087.00. Motion carried with all voting aye.

Reminder of the budget meeting on Monday, February 23, 2015 at 7:00 pm.

Clerk/Treasurer's Report accepted – Motion by Trustee Billings, seconded by Trustee Jacobs, to accept the Clerk/Treasurer's report as presented. Motion carried with all voting aye.

ADMINISTRATOR REPORT – presented by Terry Murphy

Administrator Murphy passed out a draft fireworks policy.

CPL Proposal for Engineering for 2015 CDBG grant application – A proposal from Clark Patterson Lee was presented for the engineering for the 2015 CDBG grant application in the amount of \$1,800. The Mayor asked about the scope of work. Mr. Carpenter, from Clark Patterson, said only the eligible CDBG area is included in the scope of work. He explained that the report accompanies the grant application.

Administrator Murphy presented an updated projects list.

Fee for Lady Lions Softball tournament approved – Motion by Trustee Matson, seconded by Trustee Jacobs, to approve the fee of \$1,000 for the Lady Lions Softball Tournament. Motion carried with all voting aye.

CDBG Housing Rehabilitation Grant

Trustee Jacobs asked what the next step is in the CDBG Housing Rehabilitation program. Administrator Murphy said the Kathy Dear is still gathering information on a couple of applications. There are 11 complete applications.

Administrator's report approved – Motion by Trustee Matson, seconded by Trustee Jacobs, to approve the Administrator's report as presented. Motion carried with all voting aye.

Clark Patterson – Waste Water Improvements

Tom Carpenter and Eric Wies, from Clark Patterson Lee, were present to discuss findings of the evaluation of the Waste Water system that is the process of being completed. Mr. Wies noted that under the current SPDEC permit, we are limited to a daily flow of 0.97 mgd and the average daily flow from 2011-2013 was 0.76 mgd. Clark Patterson has identified 6 needs in the report:

1. Watershed protection – We have an obligation to protect the watershed and indications are that the WWTF will likely be required to treat for total phosphorus in the future.
2. Inflow and Infiltration – Stormwater inflow and infiltrations are being addressed with the CDBG projects and with the inflow inspections for sump pumps and drains into the sanitary sewer. Repair of broken storm drains cut down on the infiltration.
3. WWTP capacity & condition – The majority of the waste water facility was constructed over 40 years ago, with upgrades in 1981 and 1994. The aged equipment is inefficient and outdated/undersized.
4. Collection system capacity & condition – The collection system is an aging system that has exceeded its useful life. Infiltration increases the flow during rainfall events, hindering treatment capacity.
5. Development Capacity – As the Village has the desire to seek economic and residential growth, we are currently at 95% capacity that our plant can handle. This does not allow for growth without expansion.
6. SPDES Permit – We are currently operating under an old SPDES permit that had been renewed numerous times by the NYSDEC. If we have to go through the full permit renewal process, this may result in permit changes. If there are changes, capital improvement may be required at the WWTF.

Mr. Wies reviewed improvements that should be considered:

- A. Head Work Upgrades – This is the most important structure. Upgrades would be new flow meters, new flow channels, automatic grit removal system, compactor (for removal of rags) and enclosure with electric and heat.
- B. Primary Clarifier – Add an additional rectangle tank and upgrade the equipment on all three tanks. Their overall condition is decent, although undersized.
- C. Primary Trickling Filter Upgrades – Replacement of the media, replacement of the bearings and installation of an automatic valve on the outlet piping to avoid overflows.
- D. Biotower Upgrades – Installation of a cover (to prevent ice buildup), replacement of the media, replacement of bearings, overflow protection, installation of a staircase (replace the ladder – for better safety and access), and relocate the electrical boxes and pump controls to the electric room.
- E. Final Clarifier Upgrades – Add a rectangle tank(similar to current ones) and upgrade equipment on the three tanks.
- F. Contact tank Improvements – Installation of a catwalk for safe maintenance and inspection, sump crocks to help with sediment removal and new pumps to pump sludge.
- G. Recirculation Pump Station Improvements – Pump upgrades and install new check valves.
- H. Outfall Upgrades – Upgrade the existing outfall structure with new outfall piping, new staircase, new outfall structure and install new effluent meter to monitor outfall discharge.
- I. Digester Upgrades – there are two options:

1. Construct two new digesters & upgrade equipment
 2. New covers, mixing system, electrical upgrades, repair of cracks, new valves.
- J. Sludge Handling Improvements – continue as we are, with a new pole barn, new belt press and electric/lighting. Or construct a new composting facility.
- K. Office Improvements – new doors and windows in the facility and a new boiler unit.
- L. Phosphorus Reduction – not required yet, but feels it is going to be in the future.
- M. Collection System – Where areas of defect, we could line the pipe, repair or replace problems areas.

Mr. Wies recommends that the Village approach the upgrades in two (2) phases.

Mr. Wies discussed the cost summary (attached). Phase I work is the completing of the most urgent items now. He discussed the various cost summaries that depend on the funding amounts and upgrade capacity. Clark Patterson Lee is recommending that the Village upgrade to a 0.97 mgd with a 0% financing. He explained that funding agencies focus on the cost per user. With our rate structure increasing, that is a good thing as the cost increase projected per month is less that it we did not continue to raise rates.

If the Village follows Clark Patterson Lee's recommendations, Phase I would be the head works, collection system (Parker Lane repair), and a generator for the Standpipe Sewer Pump Station. The cost would be approximately \$1.3 million. Phase II would be approximately \$5.8 million with an anticipated \$800,000 grant from the NYS DEC for the new compost facility, and a NYSEFC principal forgiveness of \$200,000.

Mr. Carpenter said the ultimate goal is to work towards the facility not having upgrades for the next 30 years. They have a good feeling that this project will be funded. Mr. Wies does not feel that after the upgrades are complete that we would have to hire any additional personnel.

Trustee Jacobs asked about the compost facility. Jeff Drain, Chief Water & Sewer Plant Operator, said that the Village of Arcade has a composting facility at their WWTP. They have one operator that works just with the compost all day long.

Mayor Hauser asked what the next step is. Mr. Wies said that he hopes to finalize the engineering study and submit it next week. They are looking for the Village to approve of their recommendation.

Clark Patterson approved to proceed with Waste Water Improvements and funding - Motion by Trustee Matson, seconded by Trustee Jacobs, to move forward with the engineering study report on the waste water system and authorize Clark Patterson to submit for funding. Motion carried with all voting aye.

COMMITTEE REPORTS

Public Safety – Trustee Billings passed out information packets the fire department has put together regarding a replacement for a ladder truck.

Public Works - Trustee Matson said that she is working with Supt. Koziel on the street inventory and an inventory on trees.

Recreation & Resources – Trustee Jacobs reported that she met with a group to discuss the public beach improvements. Rotary may be interested to fund all or part of a new bathroom. They would like to see plans so that they could obtain a cost estimate. Mayor Hauser said that the Village could have plans prepared for them to use. It was suggested that the Silver Lake Association may help with funding for the construction costs. The board agreed to have a port-a-jon placed at the public beach this summer.

Office – Trustee Matson reported that she is looking into upgrades on the Village's website. She would like to have a new format. Mayor Hauser would like the ability to do the updates to the site ourselves.

Planning – Mayor Hauser reported on the following:

Main Street Improvements – Erdman Anthony has heard back from SHPO and they had no objection to the plan as it was submitted. The plan was finalized and submitted to the NYSDOT; hopefully they will hear back within the next three weeks.

Meeting with local businesses - Mayor Hauser met with JN White Design and toured their facility on North Center Street.

New Business

Mayor Hauser passed out copies of a letter he received from Mr. & Mrs. Appleby, Gardeau Street, concerning their sewer line. Mayor Hauser said that it is a fairly routine matter and we will need to respond to their request.

Motion by Trustee Draper, seconded by Trustee Matson, to adjourn the regular meeting and enter executive session at 9:22 pm to discuss labor relations. Motion carried with all voting aye.

Motion by Trustee Draper seconded by Trustee Matson to adjourn the executive session and resume the regular meeting at 9:25 pm. Motion carried with all voting aye.

Motion to adjourn meeting at 9:25 p.m. was offered by Trustee Draper, second by Trustee Matson and carried with all voting aye.

Respectfully submitted,

Gail I. Vosburg, Village Clerk