

Town of Richland

Town Board Minutes - TBM04202023

April 20, 2023

The Town of Richland Town Board held a special Town Board meeting on April 20, 2023, in the Grand Jury room of the H. Douglas Barclay Courthouse.

Town employees attending this meeting included Councilwomen Sue Haynes and Donna Gilson, Councilmen Robert North and Allen Goodsell, and Supervisor Kern Yerdon. Also attending the meeting were Tim Crouch, ZBA member, Attorney for the Town Graham Seiter, and Water Clerk, Mary Yerdon. Town residents that came to this meeting included Larry Atkinson and Carl Falk.

This meeting was brought to order by Supervisor Yerdon leading the Pledge of Allegiance at 6:00 p.m.

Immediately following the pledge, Supervisor Yerdon opened this part of the meeting for "Public Comment". There were no public comments made.

Town Board minutes from May 16, 2022, were presented for approval. Councilwoman Haynes made the motion to accept the minutes with Councilwoman Gilson seconding the motion. On a roll call vote it passed with all voting "AYE".

Richland Tower Update: The Richland fire chief informed the town they took funds out of their Fireman's fund and hired a contractor to remove the old water tower. The cost was \$7000.00, and the contractor will keep the scrap metal. They will be bringing the equipment today to start the project.

Pumping station in Orwell: Because of the elevation from the Schoeller well site to the Orwell town line, the pumping station for Orwell will have to be in the Town of Richland. There are three possibilities regarding the location of the station. Tim Crouch said the Planning Board voted on one location last week. The other two should be looked at by Orwell.

Update on ARPA: Deputy Supervisor Gilson called Dave Turner. We have six ARPA projects, and they are prioritized. She said as a town, we must understand the allocation process. If by 2024 we don't have the money to finish all the projects, the County has to be informed so the funds can be reallocated elsewhere. We didn't know what the engineering guidelines were, and some require engineering-we didn't know what those costs would be, and they were not figured into the various projects. Since the applications were sent in, some of the project costs have gone up as well. There is \$260,000 from Oswego County and \$150,000 from the Town of Richland left from ARPA money-that may not be enough to complete all 6 projects. We may have to decide on which ones we want to keep. We can change that application to be able to utilize all that money. For example, utility poles replaced at the Schoeller wellsite. We only have allocated \$150,000 for those poles-prices may have gone up. Water Supervisor Novak said when he compiled those costs, he anticipated he would be doing the engineering.

Mr. Novak said he would do as much as he is allowed to do. Mr. Novak can do the design work then pass it on to the engineer that will review then stamp those plans. They will likely do the bidding process. Mr. Novak will overview the project once they begin the work. Barton & Loguidice informed Mr. Novak they would be willing to take his preliminary design work and review it and stamp it if all is correct. Anything over \$35,000 has to go out to bid according to procurement policy. All six projects have to go out to an engineer to be stamped (Mr. Novak provided a copy of the NYS law on this). The law is specific to municipalities to protect the taxpayers. Councilman North asked if we are paying Mr. Novak as well as an outside engineer. Supervisor Yerdon said Mr. Novak can do the design and the outside engineer will review and stamp it as needed. Mr. Novak doesn't carry the liability insurance on his stamp because it's well into the thousands of dollars. Because he's an engineer he can do all the preliminary work and the bid process, but the final step has to be reviewed and stamped. Councilman Haynes questioned what the dollar amount will be for Barton & Loguidice. Councilman Gilson questioned whether the generator requires engineering. Mr. Novak said "no" that is the only one that does not need engineering with the exception of the three-phase power supply. He said the performance of inspection of the 14" water line he plans to do in pieces and do that process himself. He felt the amount for the building might be a low number because of where the costs are today. Replacing the Schoeller wellfield entrance pole should be engineered. Councilwoman Gilson did feel we do not have the money to complete all of these projects. Supervisor Yerdon said we have to sit down and prioritize all of these items (for example the Schoeller wellsite poles were installed in 1962). Mr. Novak said we should do two or three items and see where it lands. Until some go out to bid, we won't be able to prioritize. Out of the 17 power poles, some may not end up getting replaced. Councilwoman Gilson said we should go back to the County before starting the project.

Councilman North asked if all of the ARPA money is just for water. Water Supervisor Novak said Supervisor Krupke asked him to compile a list of potential projects for water and he assumed Supervisor Krupke asked Highway Superintendent Fox to do the same. The request for ARPA money was where the need was the greatest. \$31,000 went to be used for broadband. No one knew all the rules when this was applied for. Attorney Seiter said all of the towns are having the same issue. We didn't have the rule book until after we signed the contract.

Pulaski Community Resource fair is April 28 (3pm-6pm) at the American Legion. The Pulaski Village mayor has been involved in this and the town was not listed as a participant. It appears to be an informational situation. Dawn Holynski and Councilman Gilson will have a booth there to share what the town has been doing-infrastructure, climate action plan, parks, etc. Councilwoman Gilson asked Water Supervisor Novak for any information he has to share regarding water.

A contract with GPRS to locate the 14" concrete/asbestos water line that goes from the Schoeller wellsite to Schoeller papers was presented to the board by Water Supervisor Novak. The last in-line inspection was performed in 2007. Since that time the building was demolished and there is no way to get inside that line. This is for the 10,560-foot line from the Schoeller wellsite to County Route 48. Supervisor Yerdon said we do know where portions of the line are located. We need to identify from the Schoeller wellsite to CO RT 48. Water Supervisor Novak said no one actually knows exactly where it is and whether there are easements or if we own the property. Sections of this line are sitting under 80' tall trees. It needs to be figured out. We will physically go out and find it and then do a GIS overlay to see exactly where it is, verify easements or ownership and make sure it is accessible. We now have the new line going down CO RT 2 as a backup line. A test was performed to make sure the CO RT 2 line could provide sufficient water supply if the 14" line should develop a problem-it passed the test. Once located, the abstract can be obtained and make sure all of the legalities are in place. The lines are between 10-12' deep. A portion of the \$260,000 ARPA money can be used. *A motion was made by*

Councilwoman Haynes to contract GPRS for \$4800.00 to locate and mark this line. Councilman Goodsell seconded the motion. It passed on a roll call vote with all members voting "AYE".

Supervisor Yerdon will be meeting with Supervisor Ridgeway from Sandy Creek on April 27. Town Attorney, Graham Seiter and Sandy Creek's attorney as well as Laird Petrie and Sandy Creek Town Clerk, Tammy Miller will also be in attendance. This is not a Town Board meeting.

Verizon Wireless is interested in placing an antenna on the Richland water tank. That would be fine as there is nothing there to interfere with our SCADA system. A second option to consider is Verizon is interested in constructing a tower on the Schoeller well field. Ideally, they wanted to put one on the old Richland water tank that is being taken down. Water Supervisor Novak gave Attorney Seiter a copy of the 20-page contract they have with Sandy Creek to review (\$18,000/for 20 years). Supervisor Yerdon spoke to Verizon, and they will be sending a contract for Richland, which includes the payment they are willing to make.

Water Supervisor Novak had a contract Between Sandy Creek and NY Underground to push/drill pipe under a road. Right now, neither Richland nor Sandy Creek have the ability to push/drill pipe under the road to install new water lines. NY Underground will drill for 2" pipe or less under the road for \$25.00/foot. Malone was charging \$35.00/foot. If we use the highway department, it will be about \$4,000.00 to install a long side tap. Sandy Creek Highway Superintendent, Mike Kastler approached us to use some of the money left from WD #5 to purchase a drilling machine from WD Malone. Councilman Haynes questioned who would run the machine—Water Supervisor Novak said Operator Joe Sikora could run it. He said the only two options are the contract with NY Underground or purchase one. We currently have 8 taps that need to be installed. This contract does not stipulate that we could not do our own drilling if we purchased a drilling machine. Allen Goodsell made a motion to contract with NY Underground at \$25.00/foot with Councilwoman Haynes seconding the motion. It passed on a roll call vote with all in favor.

A BOCES student would like to work for the Richland Water Department from now until school ends. She would also like to continue to work for the water department in the summer. It's \$15/hour until school ends and free all summer. Supervisor Novak questioned whether there are rules for females in the office i.e.: separate bathrooms. Attorney Seiter answered that there is not as long as there is a private place to change clothes, etc. The school should be made aware she will be working with three men. A motion was made by Councilman North and seconded by Councilwoman Haynes to have Councilwoman Haynes and Councilman Goodsell interview the student and explain the job duties. It passed on a roll call vote with all voting "AYE".

A survey will be sent out to all town properties that are not currently in a water district to see if there is interest in another water district. For \$4500 Barton & Loguidice will send out a survey and collect all the data back. Property owners can respond to the survey three different ways. This should be done soon to take advantage of the grant money that is available. If not enough property owners would like municipal water, the next step would be to see if there are neighboring towns who are interested in receiving municipal water from Richland and potentially pick up some of the Richland residents who do want it. The cost of the survey comes out of the general fund. If the project does move forward, the cost will be reimbursed to the town. The board wants to make sure the range of the EDU charge is listed on the survey. *Councilman Goodsell made a motion to have B&L conduct the survey with Councilwoman Haynes seconding the motion. On a roll call vote, all were in favor with a vote of "AYE".*

Town Supervisor Yerdon asked for a motion to go into Executive Session to discuss legal and business critical issues. Supervisor Yerdon read the reason with Attorney Seiter agreeing it was a legal reason to enter executive session. Water Supervisor Novak would also like to enter an executive session to discuss information dealing with homeland security and public health. However, no motion was made to enter executive session. Supervisor Yerdon withdrew his request. The board then directed Supervisor Novak to meet with Attorney Seiter to go over the sensitive information he wanted to bring to executive session. Both agreed to meet after the meeting.

At 8:00, Councilwoman Haynes made a motion to close the meeting. Councilman Goodsell seconded the motion. All were in favor with a vote of "AYE".

Respectfully submitted;

Mary Yerdon
Town of Richland Water Clerk