

October 6, 2009

The regular meeting of the Varick Town Board was called to order by Supervisor Robert Hayssen at 7:00 p.m. Present at this meeting were Councilmen Jeff Case, John Saeli, and Richard Peterson, Town Attorney, John Sipos, Town Clerk, Donna Karlsen, and Bookkeeper, Carol Sipos. Also present was Norm Hollenbeck. Absent was Councilwoman Kathy Russo and Highway Superintendent, Richard McCulloch.

A motion by Jeff Case, seconded by John Saeli and so carried unanimously to open the public hearing regarding the Notice of Adoption of Clarificatory Order Calling a Public Hearing on the Establishment of Water District No. 4 in the Town of Varick at a Reduced Typical Cost to the Typical Property Owner at 7:05.

Norm Hollenbeck indicated that he wasn't in favor of the establishment of this water district as he feels there is ample water resource that can be pulled from Cayuga Lake. He would like a district that would help residents further inland.

Mr. Sipos reviewed the steps that have been taken to establish this district to date and the funding of this project. He explained that the State Comptrollers Office suggested that the board hold this public hearing notifying the residents that the proposed unit cost has been lowered from the original public hearing that was held in January 2009. The original unit cost was \$970 and has been decreased to \$618.30 which is below the State Comptroller's threshold and now does not require Comptroller approval.

Mr. Hollenbeck suggested looking into receiving funding from the New York State Department of State Water Conservation Drinking Fund. Mr. Hayssen reported that we are on the list to receive funding, however, the town's ranking is so low that the probability is slim.

A motion by Jeff Case, seconded by Richard Peterson and so carried to close the public hearing at 7:15.

**Abstract:** Mr. Case reported that the judge's bench is completed and is ready for delivery and Judge Case would like the bill submitted by Finger Lakes Woodcraft to be paid in full instead of just the retainer amount as originally vouchered.

A motion by Jeff Case, seconded by Richard Peterson and so carried unanimously to approve the Abstract No. 10, General, Vouchers A0009-166 to A0009-188 in the amount of \$5,739.20 which includes full payment to Finger Lakes Woodcraft, Highway, Vouchers DA009-82 to DAO09-90 in the amount of \$9,105.79, Varick Sewer District No. 2, Vouchers SSS09-21 in the amount of \$500, and Seneca Lake Water District, Vouchers SWS09-52 to SWS09-57 in the amount of \$22,656.77.

A motion by Jeff Case, seconded by Richard Peterson and so carried unanimously to approve payment of expenses for Varick Water District No. 4 as follows:

Donna Karlsen, Petty Cash (Postage)	\$ 6.89
Timothy C. Buhl, PE (Engineering)	\$2,375.00
Reveille Between the Lake	\$ 307.04

It was reported that we did finally receive the completed 2006 and 2007 audits from Bonadio. It was noted that cost per Bonadio's contract to complete these audits were \$7,350 for 2006 and \$8,150 for 2007. The Town has paid Bonadio \$14,500 to complete these audits to date, which would leave a balance of \$1,000 according to the signed agreement. The Bonadio Group has submitted a final bill in the amount of \$7,401.82 which includes finance charges. The board reviewed the progression of Bonadio's work and it was determined that the Town would not pay any finance charges and would pay the remaining \$1,000 due to them and forward it to them with a letter of explanation.

**Highway:** Mr. Case would like a letter sent to Mr. Knapp thanking him for his years of service and wishing him well in his retirement.

**Seneca Lake Water:** It was reported that Kolbeck was hired to repair the water lines at the water department on East Lake Road. John Yells has received a list of meters that are not working properly from the Village of Waterloo and he will begin work on these. The hydrants have been weeded, flushed and exercised and painted where needed and leak detection equipment was used to detect leaks. There was only one hydrant that the shut off did not work properly and this will be given to the Village of Waterloo for repair. The Village of Waterloo allowed us to use their detection equipment for water leaks and none were found.

It was noted that 50,000 gallons of water was used by the fire department during a trailer fire on Route 96A and the Village allowed Hillside 100,000 gallons of water to flush the water tower.

**Varick Water District No. 3:** The number of units still need to be defined more accurately and it was noted that the blue print of this district is not very detailed. It was also recognized that this is an ideal time of year to go out for bids.

**Varick Water District No. 4:** Mr. Hayssen reported that another list of items required to complete the applications for funding for this district was received from Municipal Solutions.

**Sewer District No. 2:** Mr. Saeli reported that the ad for the Sewer Maintainer position was put in the Finger Lakes Times. Mr. Peterson indicated that he would like to see both positions of Water and Sewer Maintainers be combined into one position.

Mr. Hayssen reported that the transponder at the pump station needed to be replaced and Seiwert will be sending us a bill. Yaws had to manually run the pumps and will only charge us for after hour service.

Mr. Case reported that the generator required a new battery and he changed the filter and oil and filled it with fuel. He reported that the Varick Fire Department used it for the dog show and put approximately less than 100 hours on it and that it ran good.

Mr. Hayssen reported that K & S Pumps has not picked up the sewer pump as they indicated they would. Mr. Saeli recently faxed some figures over to Yaws for their review and hasn't had a response yet.

**Varick Water District No. 1:** The Town of Romulus in a letter dated September 25, 2009 indicated that they would not accept the figure offered by the Town of Varick to do this district's water billing and will discontinue their current services as of December 31, 2009 and will at that time submit a check payable to the Town of Varick for its fund balance. At that time they will also close the existing joint bank account and open their own account.

They also indicated in this letter that they will continue to charge \$4.80 per thousand gallons of water which is the same amount that they charge their own residents.

Mr. Hayssen will contact the Village of Waterloo to get a price for doing this billing. He felt the County would allow the town to use the necessary equipment to read meters when necessary or we can do them manually as has been done in the past.

**Varick Sewer District No. 1:** The Town of Romulus indicated in their letter of September 25, 2009 that they will be bringing the Joint Sewer budget up for adoption on October 21, 2009 and would appreciate being notified of any discrepancies or questions the Town of Varick may have. They would like a response by October 15<sup>th</sup>. They also informed the Town that no money was contributed by the Town of Varick when the Joint venture was started up and they provided a copy of the first page of Varick's deposits only register.

The board reviewed the proposed budget submitted and had several questions. It was suggested that with the interest rates being received on CD's, the board should look at borrowing the money from the town accounts and pay off the bond, if it is allowed. The question was raised as to if the town did still owe on any bonds for this district and this should be researched. The board also questioned the bank fee of \$600 that is being charged and did not receive a response from Romulus.

The board reviewed the steps that would be required to do the billing on this district and suggested that since it is a flat rate that is charged, felt the Village of Waterloo could add this to the water bill. It would be necessary for the town to sign a contract with Yaws for maintenance and complete a budget for this district.

A motion by Richard Peterson, seconded by Jeff Case and so carried unanimously to notify the Town of Romulus that the Town of Varick will be taking over billing for this district effective December 31, 2009.

**Assessor's Report:** It was noted that the Assessor's budget was submitted and it was slightly lower.

**Clerk's Report:** A motion by Jeff Case, seconded by John Saeli and so carried unanimously to approve the Clerk's report as follows: Revenue to Supervisor: \$192.22, County Treasurer: \$11.75, State Ag & Markets: \$3.00, Department of Conservation: \$3,441.03, Total Disbursements: \$3,648.00

**Supervisor's Report:** A motion by Jeff Case, seconded by Richard Peterson and so carried to approve the written Supervisor's report.

It was noted that some of the CD's will be coming due and they are only receiving .3% interest now. It was suggested that they be put in a regular savings account.

**Bookkeeper's Report:** Carol Sipos suggested that the carpets be replaced in the conference room, bookkeeper's office and town clerk's office due to the staining and mold issues. Mr. Peterson suggested looking into tile for these rooms and was put on the committee to research this and get pricing.

A motion by Jeff Case, seconded by Richard Peterson and so carried unanimously to seek pricing for new flooring for the conference room, bookkeeper's and town clerk's offices.

**Zoning:** The Planning Board submitted proposed changes to the zoning code which was presented to the town board for their review and will be discussed at the November board meeting.

Mr. Hayssen discussed the 7/10 of an acre requirement and Mr. Sipos reviewed the law regarding "grandfathered" properties. Jeff Houge is aware of the "grandfather" laws and will write something to define them better in our code. Mr. Sipos indicated that he didn't feel it was necessary to define this in our code as it is already part of the state law and can be referenced there.

**Personnel:** Court security was discussed and the liability to the town. It was decided that the town's insurance company will be contacted to discuss coverage and Mr. Hayssen will report at the November meeting.

A motion by Jeff Case, seconded by Richard Peterson and so carried unanimously to approve the minutes of September 1 and September 21 with the addition to September 1 minutes to state that K & S Pumps can repair the Town of Owasco pumps for a cost of about \$300 to \$400 a pump.

It was again noted that pump parts purchased by Yaws to repair pumps will be billed directly to the town.

**Summer Recreation:** Michelle Andrews provided a photo album and Summer Recreation information for the board's review.

**South Seneca Ambulance Contract:** Questions arose regarding the coverage and billing procedure under this contract and it was suggested that a representative come to the next meeting. In the mean time Mr. Sipos will review the 2010 proposed contract.

**New Business, Old Business and Correspondence:**

Mr. Sipos would like to attend a municipal law seminar in Canandaigua and will be using the money budgeted in his expense line.

It was reported that the Town Justice's expense account is overdrawn due to expenses taken out for items purchased with grant funds. These funds were never added to his expense budget line, but were added to revenue. In order to balance these, it was suggested by the bookkeeper to move funds from the contingency line to the judge's expense to balance this account.

A motion by Jeff Case, seconded by Jeff Case and so carried unanimously to transfer \$1,600 from contingency to the judge's expense line.

**2010 Budget:**

Salaries were reviewed and it was decided to approve a 3% increase to all salary lines except Attorney, Judge, and Summer Recreation. A discussion was held regarding the increase in work required with the addition of Water District No. 3 and Water District No. 4 for the supervisor, town clerk and bookkeeper. It was suggested that a .1 Economic Development salary line be added to the general budget for the supervisor, clerk and bookkeeper to compensate for extra work required to be done during the establishment of water and sewer districts. Once these districts are up and running, their own budgets will be established.

A motion by Jeff Case, seconded by Richard Peterson and so carried to add a .1 Economic Development salary line for the Bookkeeper in the amount of \$1,000 , the Clerk in the amount of \$2,000 and Supervisor in the amount of \$1,000.

It was suggested that the bookkeeper contact the insurance company to get the exact cost breakdown for town's insurance.

The board also discussed highway equipment and decided to increase expense line 5130.260 to \$15,000, which is up \$5,000 from 2009. This will allow Rick to look at replacing the loader, one of his trucks or mower. It was also decided to send his pickup truck to the Palmyra auction and for him to purchase a new one off of state bid.

A motion by Richard Peterson seconded by Jeff Case, and so carried to move the 2010 Tentative Budget to the 2010 Preliminary Budget.

Roll Call:

Jeff Case:	Yes
John Saeli	No
Richard Peterson	Yes
Robert Hayssen:	Yes

Kathy Russo: Absent  
So Carried

A motion by Jeff Case, seconded by Richard Peterson and so carried unanimously to change the regular meeting of the Varick Town Board to November 4, 2009 due to elections and to hold a Public Hearing on the Preliminary Budget the same night at 7:00 p.m. at the Varick Town Hall.

A motion by Richard Peterson, seconded by Jeff Case and so carried to adjourn the meeting at 9:50 p.m.

Respectfully submitted:

Donna Karlsen  
Town Clerk