

Organization Town of Champion

Board Sewer Board

Date and Time Wednesday, May 11 2005 at 5:30 PM

Place Town of Champion Offices Board Room (rear of building) 10 N Broad St, West Carthage NY

Contact [Chris Vargulick](#) Town Clerk Phone (315) 493-3240 Fax(315) 493-2900

Minutes

TO: NYS ROUTE 3 CORRIDOR SEWER BOARD

FROM: Chris Vargulick, Secretary

DATE: May 12, 2005

RE: Minutes of May 11, 2005 meeting

Present: *Board members/voting representatives* - T. Buckley, S. Harter
L. Longway(4:58pm),
D. McLallen(5:30pm), and
J. Scott

Excused: R. Taylor

Others: K. Amyot, E. Berghorn, L. Carpenter, J. Condino, T. Falkenburg,
K. Montigelli, K. Smith, M. Smith, T. Stewart, C. Tuttle, C. Vargulick,
and K. Vebber

The NYS Route 3 Corridor Sewer/Development Board met on Wednesday, May 11, 2005 at the Town of Champion Municipal Building. T. Buckley called the meeting to order at 4:30PM.

C. Tuttle reviewed the monthly operating/maintenance and financial reports. C. Tuttle noted that the period summary was abbreviated. The Administrator is completing a change in software and will submit and amended report as soon as the installation has been tested and reports reviewed. Ms. Tuttle also noted that the year-to-date contingency budget is greater than anticipated. T. Buckley questioned the accuracy of the data and a review of the line item identified an error in the data. C. Tuttle will correct the error and reissue the monthly budget report. S. Harter questioned if all accrued interest is accounted for in the capital reserve portion of the budget. J. Condino confirmed that it was. T. Buckley requested that separate line items for interest earned on capital reserves and operating revenues be made. T. Buckley commented on the wastewater flow data. T. Falkenburg asked what the average daily use per EDU was. C. Tuttle will prepare a report for the June meeting.

The Board reviewed the minutes for April 13, 2005. Motion by J. Scott, seconded by L. Carpenter to approve the minutes as presented. Ayes-4, Nays-0. Motion carried.

C. Tuttle explained that DANC is receiving a number of requests regarding the availability of water/sewer services directly from developers. DANC would prefer to respond to requests from the municipalities to assure a consistent message is being communicated. Members concurred that the municipalities should act as the lead agency, with cooperation from the municipal engineer and DANC.

C. Tuttle distributed a protocol for connection to DANC-owned water and/or sewer mains. Ms. Tuttle discussed the necessity of allocating the water/sewer resources responsibly and communicating with the City of Watertown regarding water demands and sewer capacity. Allocation studies will allow all parties to consider long term plans for system upgrades.

T. Buckley discussed municipal responsibilities in regards to providing infrastructure to in-fill and subdivision projects. The members discussed hook-up fees, owner responsibilities, and town/owner shared responsibility. T. Buckley recommended that the Board consider amending the local sewer laws to address the responsibilities for sewer construction of parcels subdivided after the initial construction of the respective sewer projects and clarify the ownership of both the main and lateral lines. The Administrator will prepare a draft law for consideration at the next meeting.

Planning/Development

- K. Smith updated the Board relevant to planning initiatives.
- The T/Rutland is working in cooperation with the Tug Hill Commission to complete a land use review.
 - A letter of interest has been forwarded from Jefferson County, Tug Hill Commission, and Fort Drum to the Department of Defense regarding funds to complete a planning study.

- K. Smith reported on the activities of the Great Lakes Commission including ongoing discussions and proposed legislation to provide funding for initiatives in the basin communities. T. Buckley asked if it was an appropriate time to send a letter to the Commission recognizing their efforts. K. Smith suggested waiting until the Commission has made more legislative progress.

Meeting break. The meeting resumed at 5:34pm

Budget Transfers

S. Harter reported that USDA-RUS requires the NYS Route 3 Sewer Board to approve line item transfers for sewer capital construction projects that are part of the Route 3 system.

- Resolution offered by J. Scott, seconded by D. McLallen to amend the LeRay/Black River North Project budget by transferring \$2,000 from Administrative-Bookkeeping and Reporting to Administrative-Equipment for the purchase of computer equipment for water/sewer billing for the Village of Black River. Ayes-5, Nays-0. Resolution adopted.
- Resolution offered by L. Longway, seconded by J. Scott to amend the LeRay/Pamela Phase I Project budget by transferring \$15,500 from Contingency to the following Administrative accounts: \$10,500 to Administrative-Net Interest for BAN interest; \$3,000 to Administrative-Single Audits for 2004 audit; and \$2,000 to Administrative-Equipment for the purchase of computer equipment for water/sewer billing for the Town of LeRay. Ayes-5, Nays-0. Resolution adopted.

Construction Update - LeRay/Pamela

T. Falkenburg reported that the "one year" walk through has been completed and punch list items are being addressed.

Rutland-Hamlet of Felts Mills

T. Falkenburg reported that 80% of the mainline has been constructed. Pump station delivery is scheduled for May 16th. The project continues to be on schedule.

L. Berghorn asked what kind of notice must be given to residents prior to blasting. T. Falkenburg responded that a home inspection is completed on all homes within a specific radius of the blast site. Ms. Berghorn reported that residents had reported that they had received no information or visits. T. Falkenburg will discuss the issue with the contractor.

South Black River (SBR) Phase I

K. Smith reported on a discussion between himself, Dave Miller, RUS, and T. Buckley. Mr. Miller has informed the Chairman that, due to the tight money stream, the \$500,000 grant for construction of SBR will not be obligated in the current funding round. Mr. Miller assured the Chairman that there would be an October 2005 award for spring 2006 construction and that he would entertain an amended request for funding.

Capacity Evaluation for Dorr Farm

D. McLallen reported that the V/Black River Board concurred with the opinion expressed by the members of the NYS Route 3 Board that option #2 (an upgrade to BR PS-3) at an estimated cost of \$5,000 was the most financially feasible option. Ms. McLallen and T. Falkenburg met with the property owner and the developer to discuss the sewer capacity study. The owner has been directed to inform the Board of his intentions in writing prior to the June 8, 2005 meeting.

T. Falkenburg discussed the need to reopen negotiations with the owner of the proposed Huntington Street pump station location.

Motion by L. Longway, seconded by J. Scott to adjourn the meeting. The meeting adjourned at 6:09PM.

**The next regular meeting of the NYS Route 3 Corridor Sewer/Development Board will be held
Wednesday, June 8, 2005
at the T/LeRay Municipal Building.**

Christina Vargulick

Christina Vargulick, Secretary
NYS Route 3 Sewer Board