

Organization Town of Champion

Board Sewer Board

Date and Time Wednesday, June 8 2005 at 4:30 PM

Place Town of Leray Offices Board Room 8650 Leray St Evans Mills NY

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

Minutes

Present: *Board members/voting representatives* - T. Buckley, L. Longway,
D. McLallen, J. Scott, and
R. Taylor

Others: E. Berghorn, L. Carpenter, J. Condino, K. Dimmick, T. Falkenburg,
S. Harter, K. Montigelli, F. Phelps, K. Smith, M. Smith, T. Stewart,
C. Tuttle, C. Vargulick, and K. Vebber

The NYS Route 3 Corridor Sewer/Development Board met on Wednesday, June 8, 2005 at the Town of LeRay Municipal Building. T. Buckley called the meeting to order at 4:30PM.

The Board reviewed the minutes for May 11, 2005. Motion by D. McLallen, seconded by R. Taylor to approve the minutes as presented. Ayes-5, Nays-0. Motion carried.

C. Tuttle reviewed the monthly operating/maintenance and financial reports noting that revenues and expenses are within budget projections. C. Tuttle highlighted interest revenues indicating that interest from the money market account is reflected in the monthly revenue and interest from the certificate of deposit is reflected in the reserve account. The Board approved the interest posting by consensus. C. Tuttle noted that, as per the Board's request, daily flows have been included on the Route 3 sewerline flow report.

Chairman Buckley reviewed the revenue and disbursement log and questioned when monthly revenues from collections are supposed to be submitted. C. Tuttle stated that the administrative protocol requires each municipality to submit collected charges on or before the 5th of each month. Members discussed the need to follow the protocol so that the financial condition of the system is accurately reflected. Members questioned if the submittal date needs to be amended. S. Harter suggested closing the books as of the last day of each month. L. Longway asked for the matter to be tabled so that he might consult with the Pamela Town Clerk. L. Longway requested that the secretary contact the Pamela clerk and report to the Board. The Board agreed by consensus to table the matter until the next meeting.

J. Condino reported on two incidents of vandalism at PS#4 in Great Bend and at the Riverbend PS in the amounts of \$1,256.70 and \$700.66 respectively. J. Condino discussed the need for improved security including but not limited to fencing, lighting, and motion detectors. The Board requested that the operator prepare a recommendation with associated costs for their consideration.

C. Tuttle distributed copies of applicable sections of the sewer use law relative to new sewer installations. Sections 502A and 502B state:

"Section 502 A - New Sewers Subject to Approval, Fees, Inspection,

Testing, and Reporting

When a property owner, builder, or developer proposes to construct sanitary sewers or extensions to sanitary sewers in an area proposed for subdivision, the plans, specifications, and method of installation shall be subject to the approval of the District Operator, and the Jefferson County Health Department, in accordance with Section 501. Said property owner, builder, or developer shall pay for the entire installation, including a proportionate share of the treatment plant, intercepting or trunk sewers, pumping stations, force mains, and all other Town expenses incidental thereto. Each street lateral shall be installed and inspected pursuant to Article 6, and inspection fees shall be paid by the applicant prior to initiating construction. Design and installation of sewers shall be as specified in Section 503, and in conformance with Paragraphs 3 through 6 of ASTM Specification C-12. The installation of the sewer shall be subject to periodic inspection by the District Operator, without prior notice. The District Operator shall determine whether the work is proceeding in accordance with the approved plans and specifications, and whether the completed work will conform with the approved plans and specifications. The sewer, as constructed, must pass the infiltration test (or the exfiltration test, with prior approval), required in Section 505, before any building lateral is connected thereto. The District Operator shall be notified 30 days in advance of the start of any construction actions so that such inspection frequencies and procedures as may be necessary or required, may be established. No new sanitary sewers will be accepted by the Town Board until such construction inspections have been made so as to assure the Town Board of compliance with this Law and any amendments or additions thereto. The District Operator has the authority to require such excavation as necessary to inspect any installed facilities if the facilities were covered or otherwise backfilled before they were inspected so as to permit inspection of the construction. The District Operator shall report all findings of inspections and tests

to the Town Board.

Section 502 B - Cost of Installation

1. *Building sewers shall originate from a lateral from the main line sewer or pump station wherever one is available. The Town shall be responsible for the lateral main to the street right-of-way. The Town is also responsible right-of-way limit to the building for those laterals installed at the time of initial construction of the system by the Town. Thereafter the owner shall be responsible. When one is not available the Town District Operator will install one and charge the homeowners for all required work at 100% of the cost to the Town. The sewer lateral will be placed on the property line closest to the existing sewage collection pipes in the Town Right-Of-Way. Prior to installation of the lateral, the Home owner is expected to execute an easement granting the Town right of access for installation and maintenance.*

2. *All costs and expenses incident to the installation and connection of the building sewer shall be borne by the owner unless part of the initial construction of the system. The owner shall indemnify the Town from any loss or damage that may directly or indirectly be occasioned by the installation of the building sewer.*

Section 502 - Plans, Specification, and Pipe Test Results Required

Plans, specifications, and methods of installation shall conform to the requirements of this Article. Components and materials of wastewater facilities not covered in this Law, such as pumping stations, lift stations, or force mains shall be designed in accordance with Section 501, and shall be clearly shown and detailed on the plans and specifications submitted for approval. Force main details are covered in Section 506. When requested, the applicant shall submit, to the District Operator and to the Jefferson County Health Department, all design calculations and other pertinent data to supplement review of the plans and specifications. Results of manufacturer's tests on each lot of pipe delivered to the job site shall also be furnished, upon request."

Members discussed the need to standardize the following operational procedures and to amend the law to reflect the changes as necessary:

- System responsibility for lateral lines installed after initial district construction.
- Obtain and file easements for all installations.
- Prepare a list of contractors approved to make tie-ins.
- Clarify law to distinguish between maintenance repair and damage repair. The NYS Route 3 Sewer/Development Board will hold itself responsible for the cost of maintenance repairs. Repairs required due to negligence or willful damage shall be the responsibility of the property owner. The Board retains the right to determine and judge the cause and responsibility for any and all repairs.

Motion by T. Buckley, seconded by J. Scott to have Attorney Gebo recommend language to amend the adopted Sewer Use Law to reflect the intentions of the Board. Ayes-5, Nays-0. Motion carried.

L. Longway left the meeting at 5:30pm.

Construction Update - LeRay/Pamelia

T. Falkenburg reported that homeowner complaints are being addressed as the project inspector is made aware of them.

Rutland-Hamlet of Felts Mills

T. Falkenburg reported that almost 100% of the mainline has been constructed. Lateral construction, to the wall, will proceed immediately after the mainline is completed as will paving restoration.

An operational date for the pump station remains uncertain due to a lack of progress by Niagara Mohawk.

South Black River (SBR) Phase I

Glenn Litz updated the Board in regards to the proposed development of the Dorr Farm. The development group has contracted with a consultant to study issues including force main construction, sewer design, and projected costs. L. Carpenter asked if Mr. Litz could share specific information regarding proposed homes and businesses. Mr. Litz declined citing executed privacy agreements.

D. McLallen questioned T. Falkenburg in regards to the design deadline that must be met to position the project for immediate bidding pending a funding announcement. T. Falkenburg stated that all aspects of the design must be determined no later than the August 10th meeting date. Mr. Litz was informed that the Board must receive information regarding his intentions prior to the meeting date.

The Board agreed by consensus to cancel the regular July meeting.

Motion by R. Taylor, seconded by J. Scott to adjourn the meeting. The meeting adjourned at 6:07PM.

**The next regular meeting of the NYS Route 3 Corridor Sewer/Development Board will be held
Wednesday, August 10, 2005
at the T/Rutland Municipal Building.**

Christina Vargulick
Christina Vargulick, Secretary
NYS Route 3 Sewer Board