

Organization Town of Champion

Board Sewer Board

Date and Time Wednesday, August 12 2009 at 4:30 PM

Place Town of Rutland Municipal Building 28411 NYS Rte 126 Rutland Center NY

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

Minutes

Present: *Board members/voting representatives* - T. Buckley, L. Carpenter (5:10), J. Dindl Neff (left meeting 5:20), G. Eddy, S. Harter and L. Longway

Others: E. Berghorn, K. Dimmick, S. Furgison, K. Montigelli, B. Perry, J. Putnam, C. Tuttle, and C. Vargulick

Absent: R. Taylor

The NYS Route 3 Corridor Sewer/Development Board met on Wednesday, August 12, 2009 at the T/Rutland Municipal Building. G. Eddy called the meeting to order at 4:30pm.

The Board reviewed the minutes for June 10, 2009. Motion by T. Buckley, seconded by L. Longway to approve the minutes as presented. Ayes-5, Nays-0. Motion carried.

Operating Report

S. Furgison formally presented the 2007/08 audit conducted by Furgison and Co., CPA , PC. The Board was provided copies of the audit for preliminary review one week prior to the meeting. S. Furgison stated that the auditor determined that the Route 3 Sewer Board funds administrator is adhering to acceptable and appropriate accounting policies. The following findings were noted: 1) DANC staff are not required to take vacations....Response: DANC employees are only allowed to carryover a limited number of vacation days. To date, all employees are using all of their vacation days. 2) There is a lack of consistency in the charges assessed by the participating municipalities in regards to the extra usage rate.....Response: DANC will recommend a standardized extra usage rate in conjunction with their recommendations for capital and variable charges during budget preparation. Motion by T. Buckley, seconded by S. Harter to accept the audit as prepared. Ayes-5, Nays-0. Motion carried.

T. Buckley questioned whether an annual audit was necessary due to the lack of significant findings. S. Harter responded that an audit is a valuable management tool at a reasonable cost.

B. Perry reviewed the July 2009 period summary noting that sewer flows were down slightly to 5.46MG. Seventy five percent (75%) of the budgeted revenues have been received. Expenses year-to-date are seventy four percent (74%) of the total budgeted. Notable expenses for the period are: Collection and treatment which may exceed budget due to the more current billing schedule being employed by the C/Watertown; and Repairs and maintenance due to the number of wet wells that were pumped at the approval of the Board.

B. Perry recommended a budget transfer from Operating Contingency to Debt Service: Pine Ridge in the amount of \$13.00 to cover the actual cost of the June debt service payment. Motion by T. Buckley, seconded by L. Longway to approve the budget transfer as recommended by the Administrator. Ayes-5, Nays-0. Motion carried.

B. Perry stated that DANC has completed the mapping to determine individual connections that are directed to each lift station. Smoke testing is scheduled for next week. Due to the potential for the non-toxic smoke to infiltrate some homes, B. Perry recommended that the Board publish a notice in the local paragraph section of the Watertown Daily Times two consecutive days prior to testing. The Board agreed by consensus.

NYS Rural Water will assist DANC with the smoke testing. Motion by S. Harter, seconded by J. Dindl Neff to authorize the Board Chairman to execute an agreement with NYS Rural Water to indemnify and hold harmless NYS Rural Water for their assistance with the smoke testing. Ayes-5, Nays-0. Motion carried.

B. Perry reported that the degreaser trial has been successful and operators have noted improvement but due to the associated costs per year (\$13,800/yr new product vs. \$4,000/yr current degreaser) that he is not recommending continued use of the product. DANC shall draft a letter to inform business owners of the requirements for grease traps and attach DEC regulations for appropriately sizing traps to meet the needs of each establishment.

B. Perry reported that the electronic flow meter at Great Bend pump station #4 has been damaged and must be repaired or replaced. The operator has been unable to make arrangements with the meter distributor for service. C. Tuttle suggested that the distributor be reminded that the Route 3 system has numerous meters that will need service and replacement in the future and that if they are unwilling to service the equipment in a satisfactory time that the meters will be replaced by equipment from a reputable supplier. T. Buckley and S. Harter suggested that the Development Authority act as a clearing house for parts and that all NYS Route 3 equipment be standardized. C.

Tuttle responded that it was possible for DANC to consolidate the inventory and requested that each municipality submit a list of available parts and equipment.

S. Harter reported that the Decker property, located on Admiral Drive, has not been reconnected to the sewer system. Although the property owner executed a standard sewer easement, he subsequently constructed buildings over and within the easement area without a required zoning or building permit. The owner has refused to reconnect the severed line. K. Dimmick suggested that perhaps an attempt can be made to reconnect the line adjacent to the constructed breezeway where the line has "bellied". It was the consensus of the Board that the property owner must reconnect either at his own cost or if the Town completes the work that the costs incurred shall be relieved to the property owner's 2010 town/county tax bill.

S. Harter reported that a second bathroom in the single family home located adjacent to the Davidson Motel, NYS Route 3, failed to be connected to the sewer system at the time of construction. C. Tuttle recommended a request be presented to USDA-RD to approve the repair within the current construction project budget due to the oversight. USDA-RD has previously approved similar requests. The Board agreed by consensus to the recommendation.

B. Perry reported that the sewer line servicing 30871/30875 NYS Route 3 has been repaired and that re-boring will not be necessary.

DANC has reviewed the charges assessed by each of the municipalities in regards to usage greater than 12,500G/quarter. The current rate structure is as follows:

V/Black River.....	\$2.75/KG
T/Champion.....	\$2.68/KG
T/Pamelia.....	\$4.00/KG
T/LeRay.....	\$3.00/KG
T/Rutland.....	\$2.68/KG

The Administrator shall recommend a standard extra usage rate in conjunction to the standard rates for capital and variable use during budget preparation.

Town of Rutland Phase 2

J. Putnam reported that construction is proceeding. The mainline is almost complete, pump station construction is proceeding, and utilities, laterals and restoration are pending. The project is under budget. The contractor has requested an extension for project completion due to the lack of progress by National Grid in regards to the installation of electric/gas services. G. Eddy recommended forwarding a letter to the Public Service Commission (PSC) to apprise them of the numerous delays that have occurred during several phases of the construction of the NYS Route 3 sewer system and the associated financial costs to the communities. Motion by T. Buckley, seconded by L. Longway to authorize that a letter be forwarded to the PSC to apprise them of the numerous delays that have occurred during several phases of the construction of the NYS Route 3 sewer system and the associated financial costs to the communities. Ayes-5, Nays-0. Motion carried.

Town of Rutland Phase 3

C. Tuttle stated that the Town has received and signed the Letter of Conditions from USDA-RD to secure funding. The current funding package provides fifty-four percent (54%) grant and a 0% loan for the balance of the construction costs. C. Tuttle summarized the impact on the blended rate. The results of the financial projections indicate that the T/Rutland Phase 3 project will require a blended rate increase of about \$8/EDU/year. It should be noted that the Phase 2 project will require a \$5/EDU/year increase. In other words, if the Phase 3 project is not undertaken then projections indicate that the blended rate will need to increase from the current rate of \$420/EDU to \$425/EDU. If the T/Rutland Phase 3 project is undertaken, then the rate would increase to \$433.

Board members discussed the impact of the DANC O&M contract on the blended rate at the conclusion of all phases. C. Tuttle indicated that the administrator would reassess the overall requirements for operation and maintenance in regards to manpower and work with the Board to mitigate the impacts upon completion of the NYS Route 3 project.

Motion by G. Eddy, seconded by S. Harter to support T/Rutland Phase 3 as funded (54% grant/ 0% EFC loan). Ayes-5, Nays-0. Motion carried.

J. Putnam reported that comments have been received and final engineering reports are being developed for Phase 3. C. Tuttle cautioned that construction contracts must be executed no later than January 1, 2010 to take advantage of the federal funding.

Motion by T. Buckley, seconded by G. Eddy to adjourn the meeting. The meeting adjourned at 6:12pm.

The next regular meeting of the NYS Route 3 Corridor Sewer/Development Board will be held on Wednesday, September 9, 2009 at 4:30pm at the T/Pamelia Municipal Building.

Christina Vargulick

Christina Vargulick, Secretary

NYS Route 3 Corridor Sewer/Development Board