

**Organization** Town of Champion

**Board** Sewer Board

**Date and Time** Monday, February 11 2013 at 4:30 PM

**Place** Town of Pamela Municipal Building Board Room 25895 NYS Rte 11 Watertown NY

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

## Minutes

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TO: NYS ROUTE 3 CORRIDOR SEWER BOARD

FROM: Christina Vargulick, Secretary

DATE: February 12, 2013

RE: Minutes of February 11, 2013 meeting

Present: *Board members/voting representatives* - T. Buckley, L. Carpenter,  
R. Cramer, L. Longway and  
R. Taylor

Others: M. Capone, K. Dimmick, J. Furgison, S. Furgison, S. Harter, S. Lillie, T. Sauter, T. Stewart, and C. Vargulick

The NYS Route 3 Corridor Sewer/Development Board met in regular session on Monday, February 11, 2013 at the T/Pamelia Municipal Building. Acting Chairman Carpenter called the meeting to order at 4:30pm.

The Board reviewed the minutes for December . Motion by R. Taylor, seconded by T. Buckley to approve the minutes as presented. Ayes-4, Nays-0. Motion carried.

### Operating Report

T. Sauter reviewed the November 2012 period summary noting that sewer flows for the period were 7.085MG. Ninety-eight point seven percent (98.7%) of the budgeted revenues were received. Expenses year-to-date were eighty-six point eight percent (86.8%) of the total budgeted. Net cash of \$231,083.25 remained at the end of the period. Mr. Sauter noted that the T/Pamelia revenues were off by ten percent (10%) from the budget. T. Buckley questioned if it was a matter of a delay in the Pamela/Gardner Tract start-up. Gleason Septic Services has completed pumping out each of the system pump stations.

T. Sauter presented the 2013 Administrative Operating Protocol for the Board's review and concurrence. The revised protocol includes a month revenue remittance form as recommended by the auditors. Clerks shall include the completed form with their monthly remittance. Motion by R. Taylor, seconded by L. Carpenter to approve the administrative operating protocol as presented. Ayes-5, Nays-0. Motion carried.

Board members reviewed the draft 2013 Operations/Maintenance and Administrative Services Agreement. T. Sauter explained that revisions were made to the agreement to remove references to construction since the project construction is complete. Motion by T. Buckley, seconded by L. Carpenter to approve the 2013 Operations/Maintenance and Administrative Services Agreement as presented. Ayes-5, Nays-0. Motion carried.

T. Sauter presented a modification to the General Administration budget line. Mr. Sauter recommended increasing the budget line item to \$3,238.75 to cover the salary and benefit cost for the secretary. Motion by R. Taylor, seconded by R. Cramer to authorize an increase of the General Administration budget line to \$3,238.75 as recommended. Ayes-5, Nays-0. Motion carried.

### Construction

K. Dimmick reported that there was no construction activity. Retainage is being held for W.D. Malone pending a spring inspection of the restoration in Pamela/Gardner Tract. The record drawings are pending.

The Board acknowledged L. Carpenter, V/Black River, as 2013 Chairman.

Motion by R. Taylor, seconded by L. Carpenter to adjourn. The meeting adjourned at 5:05PM.

**The next scheduled meeting of the NYS Route 3 Sewer/Development Board will be held on Monday, April 8, 2013 at 4:30pm at the V/Black River Municipal Building.**

Christina Vargulick

Christina Vargulick, Secretary

NYS Route 3 Sewer Board of Commissioners

