

Mayville, NY

Regular Meeting

January 11, 2021

Present: Deputy Supervisor Thomas Carlson, Councilmen Kenneth Burnett, Dave Ward, and Scott Cummings. Town Clerk, Rebecca Luba, Deputy Clerk, Jess Emhardt, Deputy/Zoning Clerk Elizabeth Steinbach, Highway Superintendent, Dan Thorsell,

Absent: Supervisor Donald Emhardt

Others Present: Jeff Wagner, Ken Shearer

Deputy Supervisor Thomas Carlson opened the regular meeting at 7:00 P.M. with the Pledge of Allegiance.

Motion made by Councilman Scott Cummings to approve the minutes of 12/14/20 and 1/02/21

Second: Councilman Kenneth Burnett

Vote: Councilman Thomas Carlson – Aye

Councilman Kenneth Burnett – Aye

Councilman Scott Cummings – Aye

Councilman Dave Ward – Aye

Carried

Departmental Reports:

Town Clerk report for December submitted and on file. Monthly fees remitted totaled \$5,455.74; Dog License sales of \$265.00; Conservation sales of \$847.00, Building/Zoning fees of \$1,006.30, 11 Record Requests completed and 1 Marriage license issued.

Quarterly billing for Water District 3 and Sewer District was processed and mailed.

2021 Tax Collection officially began January 6th and will continue through February 4th penalty free. A 1% penalty will be added February 5th through February 28th and 2% penalty effective March 1st through the end of collection on April 1st, 2021.

Audit for the Town Clerk and Tax Collector will be completed later this month

Historian's Annual Report was submitted, filed with the Clerk's office and copied to the Board.

Assessor's report submitted and on file. The office is continuing work for the Town-wide revaluation as well as assisting the Tax Collectors with apportionments and corrections. Exemption renewals are being processed for the March 1st deadline .

Deputy Clerk, Elizabeth Steinbach reported that the Code/Zoning Office issued 11 building permits with project values of \$2,053,170.00 and 19 permits were closed with project values of \$771,469.82.

Highway reported that the construction of the salt shed is now complete. Walls will be sealed and floor will be blacktopped in the Spring. Highway building was a designated pickup area for 2 weeks during the water emergency in the Village. Rebuilt wing for Truck # 7 and rebuilt floor in Truck # 6 box using Hardox Steel.

Public Comment: None

Committees:

Water and Sewer

An update was submitted by the Town's engineer firm, Ramboll, via email.

Water District No. 2- Groundwater Supply

Atlantic Testing Laboratories has been retained to complete geotechnical investigation at the Jane Currie property site. Activities will include boring approximately 150 feet and documenting the geology and water producing potential.

A Memorandum of Understanding (MOU) with the property owner is being drafted and will be presented at the next Town meeting.

NYS has announced another round of Engineering Planning Grant opportunities.

Water District No. 2- Administrative Order on Consent

A flushing program is being implemented to reduce water age in the distribution system which includes the installation of flushing hydrants.

The quarterly status report for January will be prepared and submitted to the AOC by Ramboll.

Sewer District 1 EIN Extension- Shorelands

Currently waiting for formal SHPO letter of acceptance in which a formal report will be submitted to the Board upon receipt.

Sewer District 1 -Pump Station and Force Main

Final payment applications have been submitted by Ledgecreek Development for construction. Ramboll will be submitting their final invoice at the February meeting, Record Drawings for the project are being printed and will be sent to the Town later this month.

Agenda Items:

Appointment- Town Constable

Request was made by Chief Constable Gerace to appoint a new constable for the Town.

Motion made by Councilman Scott Cummings to table the appointment to the next meeting giving Chautauqua enough time to submit the required training certificate.

Second: Councilman Dave Ward

Vote: Councilman Thomas Carlson – Aye

Councilman Kenneth Burnett – Aye

Councilman Scott Cummings – Aye

Councilman Dave Ward – Aye

Carried

Audit-Town Court

Court records are ready to be audited. Councilman Ward and Councilman Burnett will schedule a time with the court clerk to complete their annual audit prior to the next Town Board meeting.

Records Destruction - Town Clerk/Tax Collector

Record Destruction Report was submitted to the Board by the Town Clerk's office for the disposition of 2014 and 2017 records according to the MU-1 records retention schedule. **Motion** made by Councilman Scott Cummings to authorize the destruction of records as presented.

Second: Councilman Kenneth Burnett

Vote: Councilman Thomas Carlson – Aye
Councilman Kenneth Burnett – Aye
Councilman Scott Cummings – Aye
Councilman Dave Ward – Aye

Carried

Water District 2- Grant Authorization

WHEREAS, NYS has announced another round of Engineering Planning Grant(EPG) opportunities;

WHEREAS, the Town is eligible for award up to \$30k to move the Water District 2, Water Supply project forward to the next phase

WHEREAS, Ramboll will prepare the CFA application on behalf of the Town,

RESOLVED, to expend \$6,000.00 to meet the 20% match requirement for the EPG grant; and

BE IT FURTHER RESOLVED, to authorize Ramboll to submit the application on behalf of the Town.

Motion made by Councilman Kenneth Burnett

Second: Councilman Dave Ward

Vote: Councilman Thomas Carlson – Abstained
Councilman Kenneth Burnett – Aye
Councilman Scott Cummings – Aye
Councilman Dave Ward – Aye

Carried

Discussion:

Councilman Cummings inquired on obtaining an engineer to review plans and oversee the Mandolin Ridge Sub-Division to protect the Town and its residents from unforeseen expenses or issues in the future pertaining to the roads and stormwater runoff. A letter would have to be sent informing the developer of the Town's intentions in which they would have to sign-off agreeing to pay any costs associated for this review. Councilman Cummings will discuss this with the Town's engineer and review with the Town Attorney whether an RFP would be required.

Motion: made by Councilman Scott Cummings to approve the Supervisor's report for December.

Second: Councilman Thomas Carlson

Vote: Councilman Thomas Carlson – Aye
Councilman Kenneth Burnett – Aye
Councilman Scott Cummings – Aye
Councilman Dave Ward – Aye

Carried

Motion made by Councilman Scott Cummings to approve the vouchers as presented to the board for payment. Abstract #013, Voucher #777-827 and Abstract #001, Voucher #001-017

ABSTRACT # 013
DEPOSIT OF 12/01/2020 - 01/31/2021

Code	Fund	Amount
Book: A B DA DB H1 H2 H3 H4 H5 K SF2 SF4 SL1		
A	GENERAL FUND - TOWNWIDE	14,587.87
B	GENERAL FUND - OUTSIDE VILLAGE	8,761.60
DA	HIGHWAY FUND - TOWNWIDE	22,123.32
DB	HIGHWAY FUND - OUTSIDE VILLAGE	4,190.57
H3-	SEWER & WATER EXPANSION	96,738.07
H4-	WATER DISTRICT 2	3,547.50
H5-	SEWER DISTRICT 1	1,320.00
SL1-	PT CHAUTAUQUA LIGHT DISTRICT	313.37
SL2-	DEWITTVILLE LIGHTING DISTRICT	317.72
SL4-	BAYBERRY LANDING LIGHTING DIST	20.14
SS1-	CHAUT HEIGHTS SEWER DISTRICT	24,035.38
SW1-	CHAUT HEIGHTS WATER DISTRICT	1,310.64
SW3-	CHAUTAUQUA SHORES WATER DISTRICT	27.53
Total:		177,293.71

ABSTRACT # 001
DEPOSIT OF 12/01/2020 - 01/31/2021

Code	Fund	Amount
Book: A B DA DB H1 H2 H3 H4 H5 K SF2 SF4 SL1		
A	GENERAL FUND - TOWNWIDE	115,373.15
DA	HIGHWAY FUND - TOWNWIDE	13,919.76
SW1-	CHAUT HEIGHTS WATER DISTRICT	75,229.92
Total:		204,522.83

Second: Councilman Kenneth Burnett
Vote: Councilman Thomas Carlson – Aye
 Councilman Kenneth Burnett – Aye
 Councilman Scott Cummings – Aye
 Councilman Dave Ward – Aye

Carried

Motion made by Councilman Thomas Carlson to adjourn the regular meeting at 7:40 P.M.

Second: Councilman Scott Cummings

Vote: Councilman Thomas Carlson – Aye

Councilman Kenneth Burnett – Aye

Councilman Scott Cummings – Aye

Councilman Dave Ward – Aye

Carried

Rebecca Luba, RMC

Town Clerk

Town of Chautauqua