

**TOWN OF BIG FLATS AGENDA
WEDNESDAY, JUNE 24, 2015 AT 7:00 P.M.**

WATER BOARD

CALL TO ORDER

NEW BUSINESS

Allocation Formula
Water Dept. Truck Purchase
Hunt Proposal for Pump Station

TOWN BOARD

CALL TO ORDER

CONCERNS OF THE PEOPLE

MINUTES – May 27, 2015 and June 10, 2015

NEW BUSINESS

Budget Transfer
Abstract of Audited Vouchers
Reporting Standard Work Days Amendment
2015 Road Pavement Bid Amendment
Proposal from the Federal-Aid System for Olcott Road Bridge
Youth Department Staff Adjustment
Resignation of the Deputy Court clerk
Advance Accounting School Attendance
Communication Log

PROPOSED RESOLUTION NO. 01-062415
A RESOLUTION ADOPTING THE ALLOCATION FORMULA
TO BE USED FOR ACCOUNTING PURPOSES
FOR ALL WATER DISTRICTS

Resolution by:
Seconded by:

WHEREAS, The Town of Big Flats Water Department recently combined three of the four Water Districts (Res No. 127-15) and the effective date of this consolidation for administrative purposes will be July 1, 2015, and the current allocation formula was adopted in 2003 (Res. No 241-03) and needs to be updated and,

WHEREAS, under Town Code Chapter 13.04.010 the Town of Big Flats Water Board has authority to establish an allocation formula to equitably cover and pay the costs associated with the routine operation and maintenance of the water system by resolution as deemed appropriate and necessary, and

WHEREAS, it is necessary due to the consolidation of the Water Districts to update said allocations, and

WHEREAS, for environmental purposes, administration is a Type II action in accordance with SEQRA 6NYCRR, Part 617.5 (c) (20) and as such, no further action is necessary regarding the same, now

BE IT THEREFORE RESOLVED, the Town of Big Flats Water Board adopts the following Allocation Schedule, based on the Total Assessed Value found within the Districts, using the 2014 Tax Roll data:

Allocation between the two districts (Water District 4 and Water District 5):

District 4	2%
District 5	98%

Allocation will be 100% when just one district is involved.

CARRIED: AYES:
 NAYS:

PROPOSED RESOLUTION NO. 02-062415
A RESOLUTION TO APPROVE THE PURCHASE OF A FORD F-150 TRUCK FOR THE
WATER DEPARTMENT

Resolution by:
Seconded by:

WHEREAS the Town Supervisor and the Water Systems Supervisor recognizes the need to purchase a new truck, and

WHEREAS the purchase of a new truck was planned and budgeted by the Town Board for the year 2015, and

WHEREAS for environmental review purposes, the purchasing of equipment is a Type II action in accordance with SEQRA 6 NYCRR, Part 617.5(c) (25) and as such no further action is necessary regarding the same, now

BE IT THEREFORE RESOLVED the Town Board authorizes the Town Supervisor and the Water Systems Supervisor to purchase a 2015 Ford F-150 XLT 4 x 4 pick-up truck from Van Bortel Ford as outlined on Quote #19138 on the 2015 Chautauqua Bid Group 5, Item 2, Veh 2, for the sum not to exceed \$31,932.60.

CARRIED: AYES:
 NAYS:

PROPOSED RESOLUTION NO. 03-062415
A RESOLUTION TO APPROVE THE HUNT ENGINEERING TO PROVIDE
PROFESSIONAL SERVICES FOR ELMIRA INTERCONNECT AND
PUMP STATION

Resolution by:
Seconded by:

WHEREAS the NYSDOH has been asking us to establish an alternative water supply (s) to comply with our ERP (Emergency Response Plan) so our Water Districts are provided with an uninterrupted water supply should an emergency occur. The SRBC (Susquehanna River Basin Commission) is also interested in our acquisition of alternate sources of water. There is continued growth on the horizon in the Town and increased water demand to accompany that growth, an alternative and/or supplemental water supply makes sense, and

WHEREAS the Town of Big Flats Water Board passed a resolution, Res. No. 59-14, to commit financially to the interconnection and installation of a pump station, and

WHEREAS the Big Flats Water Department received a proposal from Hunt Engineering to perform the engineering tasks associated with the designing, bidding and construction inspection services of said interconnect and pump station, and

WHEREAS for environmental purposes, administration is a Type II action in accordance with SEQRA 6NYCRR, Part 617.5 (c) (18) to include basic data collection and engineering studies. No further action is necessary regarding the same, now

BE IT THEREFORE RESOLVED the Town Board authorizes Hunt Engineering to provide professional engineering tasks associated with the data collection, design plans, easements, specifications, bid, contract drawings, and construction inspection services to size and install: an emergency interconnect with the Elmira Water Board and pump station at the site for a rate not to exceed seventy-eight thousand, ninety-eight dollars (\$78,098.00).

CARRIED: AYES:
 NAYES:

PROPOSED RESOLUTION NO. 04-062415
A RESOLUTION TO APPROVE BUDGET TRANSFERS

Resolution by:
Seconded by:

WHEREAS a memorandum was received from the Bookkeeper, dated June 17, 2015, requesting authorization for budget transfers to accommodate the following overspent budgets, and for current and upcoming expenses , and

WHEREAS for environmental review purposes, administration is a Type II action in accordance with SEQRA 6NYCRR, Part 617.5 (c) (20) and as such further action is necessary regarding the same, now

WHEREAS the town is need of managing and controlling its records management, storage facility and data base and due to initiating and preparing grant application and scope work for the 2015 Grant cycle in conjunction with Chemung County a budget amendment is necessary for costs incurred, and

Please authorize a budget transfers to accommodate this overspent budget.

To	Records Management –CE- A.1460.0400	2,500	
From	Contingency –CE-1990.0400		2,500

Please authorize a budget transfers to accommodate the following overspent budgets for current and upcoming expenses:

To	Financial Fees & Scvs –CE- A.1380.0400	350	
	Drainage CE – A.8540.0401 (Jackson Basin)	5,000	
	Workers Compensation –A9050.0800	120	
From	Contingency –CE-1990.0400		5,470

BE IT THEREFORE RESOLVED the Town Board authorizes the Bookkeeper to fulfill the following budget transfers:

CARRIED: AYES:
 NAYS:

ABSENT:

PROPOSED RESOLUTION NO. 05-062415
A RESOLUTION TO APPROVE THE ABSTRACT OF AUDITED VOUCHERS

Resolution by:

Seconded by:

RESOLVE that the Town of Big Flats approve the Abstract of Audited Vouchers for April 2015, and order the bills paid, when in funds, for the following:

GENERAL FUND	\$ 112,856.23
HIGHWAY FUND	\$ 43,689.72
SEWER DISTRICT #1	\$ 862.00
WATER DISTRICT #1	\$ 9,727.27
WATER DISTRICT #2	\$ 8,475.32
WATER DISTRICT #3	\$ 2,902.75
WATER DISTRICT #4	\$ 1,089.26
LIGHTING DISTRICT	\$ 518.46
TRUST & AGENCY	\$ 1,942.72

CARRIED: AYES:

NAYS:

PROPOSED RESOLUTION NO. 06-062415
 RESOLUTION NO. 114-15 REPORTING STANDARD WORK DAYS TO NYS AND LOCAL
 EMPLOYEES RETIREMENT SYSTEM AMENDED

Resolution by:
 Seconded by:

WHEREAS in accordance with Regulation 315.4, New York State Comptroller requires a standard work day for elected or appointed officials be established for the purpose of reporting work days to the New York State and Local Employees' Retirement System, and

WHEREAS for environmental review purposes, administration is a Type II action in accordance with SEQRA 6NYCRR, Part 617.5 (c) (20) and as such no further action is necessary regarding the same, now

BE IT THEREFORE RESOLVED the Town of Big Flats Town Board hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body:

Title	Name	Social Security Number (Last 4 Digits)	Registration Number	Standard Work Day (Hrs/day)	Term Begins / Ends	Participates in Employer's Time Keeping System (Y/N)	Days/Month (based on Record of Activities)
Appointed Officials							
Board Member	Robert Adams	3590	605568516	6.0	01/01/2015-12/31/2015	N	8.61

FURTHER RESOLVED the Town Board authorizes the Town Clerk to certify the original resolution passed by the Town Board and file the necessary documentation.

CARRIED: AYES:
 NAYS:

PROPOSED RESOLUTION NO. 07-062415
A RESOLUTION TO AMEND, RESOLUTION 148-15, DUE TO CONTRACTOR'S NAME
WRONGFULLY DISPLAYED

Resolution by:
Seconded by:

WHEREAS resolution is to amend resolution 148-15 named 2015 road pavement bid approved, due to the awarded contractor's name was displayed as Chemung Contracting Corp (Dalrymple), and is actually Dalrymple Gravel & Contracting Co, Inc., and

WHEREAS a bid advertisement was placed by the Chemung County Purchasing Department on behalf of the Town of Big Flats, and bids were received on April 30, 2015 and

WHEREAS the following asphalt paving project bids were received:

Bothar Construction	Paving Group 1	\$657,980.00
	Paving Group 2	\$29,540.00
Dalrymple Gravel & Contracting Co, Inc.	PavingGroup1	\$711,440.00
	Paving Group 2	\$33,132.00
Dolomite dba A.L. Blades	Paving Group 1	\$1,056,500.00
	Paving Group 2	\$52,650.00
Spencer Paving	Paving Group 1	\$760,886.00
	Paving Group 2	\$36,596.00

WHEREAS we prefer to use warm mix asphalt where the budget allows due to a greater amount of asphalt emulsion remaining in the product, allowing for more asphalt flexibility and a longer life, and

WHEREAS Bothar Construction had the lowest bid for hot mix, and Dalrymple Gravel & Contracting Co., Inc. had the lowest bid for warm mix, we choose to use warm mix, because it is a better value for the Town, and

WHEREAS the Commissioner of Public Works recommends the project bids be awarded to Dalrymple Gravel & Contracting Co, Inc., and

WHEREAS, for environmental review purposes, administration is a Type II Action in accordance with SEQRA 6NYCRR Part 617.5(c) (20) and as such no further action is necessary regarding the same, now

BE IT THEREFORE RESOLVED the Town Board awards the bid proposal to Dalrymple Gravel & Contracting Co. Inc for the following items:

Paving Group 1

Paving Group 2

BE IT THEREFORE RESOLVED the Town Board approves the amended resolution with the corrected awarded contractor's name to replace resolution 148-15 named 2015 road pavement bid.

CARRIED: AYES:
NAYS:

PROPOSED RESOLUTION NO.08-062415

A RESOLUTION AUTHORIZING THE ELMIRA CHEMUNG TRANSPORTATION
COUNCIL TO APPLY FOR BRIDGE FUNDS FROM THE FEDERAL-AID SYSTEM FOR
THE REHABILITATION OF THE OLCOTT ROAD BRIDGE

Resolution by:

Seconded by:

WHEREAS funds are needed to rehabilitate the Olcott Road Bridge, the only bridge owned by the Town of Big Flats 20 feet or greater, and

WHEREAS the Elmira Chemung Transportation Council will be soliciting for Federal funds of \$1,700,000 for construction regarding the Olcott Road Bridge in 2017, and

WHEREAS this bridge is currently owned by the Town of Big Flats and at the completion of the project, it is planned that the County DPW would assume ownership and maintenance of the bridge if the Town Board of Big Flats approves, and

WHEREAS the Town of Big Flats would be committing to is 5% to 20% of the cost, or \$114,750 to \$459,000 in a project not to exceed \$2,295,000, and

WHEREAS for environmental review purposes, interpreting an existing code, and adoption of regulations, policies, or procedures and local legislative decisions are Type II action in accordance with SEQRA 6 NYCRR, Part 617.5 (c)(20) and as such no further action is necessary regarding the same, now

THEREFORE BE IT RESOLVED the Big Flats Town Board authorizes the Elmira Chemung Transportation Council to apply for Federal funds for the replacement of Olcott Road Bridge and that Andy Avery Commissioner of Public Works be authorized to the lead in such action.

CARRIED: AYES:
 NAYS:

PROPOSED RESOLUTION NO. 09-062415

A RESOLUTION APPROVING JORDAN YORIO AS A SUBSTITUTE FOR THE YOUTH DEPT, DURING SPECIAL EVENTS, WINTER AND SUMMER TAFFY AT THE RATE OF \$8.75 AN HOUR.

Resolution by:

Seconded by:

WHEREAS the Big Flats Youth Services Department is in need of a substitute to work for special events, winter and summer TAFFY, and

WHEREAS the Youth Services Coordinator, in a memo dated June 8, 2015, requests the Town Board appoint Jordan Yorio, as the substitute for the Youth Department, during special events, Winter and Summer TAFFY, and

WHEREAS for environmental review purposes, administration is a Type II action in accordance with SEQRA 6NYCRR, Part 617.5(c) (20) and as such no further action is necessary regarding the same, now

BE IT THEREFORE RESOLVED the Town Board appoints Jordan Yorio, as the substitute for the Youth Department, during special events, winter and summer TAFFY at the rate of \$8.75 an hour.

CARRIED: AYES:

ABSENT:

NAYS:

PROPOSED RESOLUTION NO. 10-062415
A RESOLUTION APPROVING THE RESIGNATION OF AMY LORENZ, THE PART-TIME
DEPUTY COURT CLERK TO THE JUSTICE

Resolution by:
Seconded by:

WHEREAS a notice was received from Deputy Court Clerk Amy Lorenz, dated June 17, 2015, informing the Justice that she no longer works for the Town, and

WHEREAS for environmental purposes, administration is a Type II action in accordance with SEQRA 6NYCRR, Part 617.5 (c) (20) and as such, no further action is necessary regarding the same, now

BE IT THEREFORE RESOLVED the Town Board accepts the resignation of Amy Lorenzo part-time Deputy Court Clerk, effective June 26, 2015 and request the Town Supervisor send a letter of appreciation to Mrs. Lorenz for her time and dedication.

CARRIED: AYES:
NAYS:

PROPOSED RESOLUTION NO.11-062415
A RESOLUTION TO APPROVE MERLYN TIWARI BOOKKEEPER, TO ATTEND THE
OSC ADVANCED ACCOUNTING SCHOOL

Resolution by:
Seconded by:

WHEREAS the Office of the State Comptroller, is offering an Advanced Accounting, in the Dulles State Office Building, in Watertown, NY, and

WHEREAS said training school is conducted by the Office of the State Comptroller is part of their Annual Training School, is recommended for accounting personnel for current updates and reviews, and

WHEREAS for environmental review, administration is a Type II action in accordance with SEQRA 6NYCRR, Part 617.5 (c) (19) and as such no further action is necessary regarding the same, now

BE IT THEREFORE RESOLVED the Town Board authorizes Merlyn Tiwari to attend the OSC Advanced Accounting School held September 1-3, 2015, with expenses not-to-exceed \$1,000.00, with all appropriate expenses to be allocated from the appropriate budgets.

CARRIED: AYES:
NAYS:

ABSENT:

PROPOSED RESOLUTION NO. 12-062415
A RESOLUTION TO APPROVE THE JUNE 24, 2015 COMMUNICATIONS LOG, AS
PRESENTED BY THE TOWN CLERK

Resolution by:
Seconded by:

BE IT RESOLVED that the following communications were received, accepted and filed by the Town Clerk of the Town of Big Flats and referred to the appropriate Department Head for information and/or action:

June 17, 2015

Time Warner Cable – RE: June, 17, 2015 Programming Notice Changes Referred to: *Town Board, and filed with Town Clerk*

June 17, 2015

Dominion – RE: Safe Operations, Facilities and Safety-minded employees Referred to: *Town Board, DPW, Code Department, Assessor, and filed with the Town Clerk.*

CARRIED: AYES:
 NAYS: