

**Town of Elba
Regular Town Board Meeting
August 9, 2018**

Supervisor Hynes called the meeting to order at 7:00 p.m.

Those in attendance included:

Supervisor Hynes
Councilman Chamberlain
Councilman Coughlin
Councilwoman Marshall
Councilwoman Zambito

Others Present:

Town Clerk Werth
Superintendent of Highways Yungfleisch

Minutes of July 10, 2018 Public Hearing:

MOTION Councilwoman Marshall, second by Councilman Chamberlain to approve the minutes as written.

Ayes: Chamberlain, Coughlin, Hynes, Marshall, Zambito

MOTION Carried

Minutes of July 10, 2018 Town Board Meeting:

MOTION Councilman Chamberlain, second by Councilman Coughlin to approve the minutes as written.

Ayes: Chamberlain, Coughlin, Hynes, Marshall, Zambito

MOTION Carried

RESOLUTION NO. 25-2018:

Councilwoman Zambito offered the following:

**APPOINTING ELECTED TOWN CLERK TO THE OFFICE OF
TOWN COLLECTOR OF TAXES**

WHEREAS, the Deputy Town Clerk heretofore served as the Town Collector of Taxes, and

WHEREAS, the office of Town Clerk shall be filled at an election to be held on November 6, 2018 for the term commencing January 1, 2019, and

WHEREAS, it is the desire of the Town Board of the Town of Elba that the individual so elected as Town Clerk shall also fill the office of Town Collector of Taxes effective upon certification of election, now therefore be it

RESOLVED, that the individual elected to the office of Town Clerk at an election to be held on November 6, 2018 shall also fill the office of Town Collector of Taxes effective upon certification of election who shall be subject to the duties and shall have and possess, and shall exercise in the manner and within the time prescribed by law, and all rights, powers, authority, and jurisdiction conferred by law and pursuant to section 35 of the Town Law, and be it further,

RESOLVED, that the salary for the Collector of Taxes for 2019 shall be in the amount of \$500.00, and be it further,

RESOLVED, that a petty cash amount in the amount of \$300.00 is hereby authorized, and be it further,

RESOLVED, that in lieu of filing an undertaking, the individual filling the Office of Town Collector of Taxes shall be covered by the Town of Elba's blanket bond as provided by the fidelity or surety company selected and approved by the Town of Elba Town Board.

Second by: Councilman Coughlin

Ayes: Chamberlain, Coughlin, Hynes, Marshall, Zambito

APPROVED by unanimous vote (5-0)

RESOLUTION NO.26-2018:

Supervisor Hynes offered the following:

AUTHORIZE HIGHWAY SUPERINTENDENT TO SIGN CONTRACTOR'S APPLICATION FOR PAYMENT IN THE ABSENCE OF THE TOWN SUPERVISOR

RESOLVED, the Elba Town Board hereby authorizes the Highway Superintendent to sign the Contractor's Application of payment in the absence of the Town Supervisor.

Second by: Councilwoman Marshall

Ayes: Chamberlain, Coughlin, Hynes, Marshall, Zambito

APPROVED by unanimous vote (5-0)

RESOLUTION NO. 27-2018

Councilman Coughlin offered the following:

BID AWARD – WATER DISTRICT NO. 2, PHASE 2

WHEREAS, the Town of Elba received bids August 2, 2018 at 10:00 A.M. for the installation of approximately 32,000 linear feet of 8 inch and 12-inch water main, valves, hydrants and water services along Drake Street (NYS Route 262), Weatherwax Road, Maltby Road, Snyder Road and West Avenue; and

WHEREAS, Randsco Pipeline, Inc. from Macedon, New York was the lowest responsible bidder with a total bid amount of One Million Four Hundred Forty-Nine Thousand One Hundred Fifty Dollars and Zero cents (\$1,449,150.00) (recommendation and bid summary attached).

NOW THEREFORE BE IT RESOLVED, the Elba Town Board hereby awards the Bid to Randsco Pipeline, Inc., at a cost of One Million Four Hundred Forty Nine Thousand One Hundred Fifty Dollars and Zero cents (\$1,449,150.00) for the installation of approximately 32,000 linear feet of 8 inch and 12 inch water main, valves, hydrants and water services for Phase 2 of the Town of Elba Water District No. 2, contingent on all USDA Rural Development approvals and upon all required insurance and bonding being in place as approved by the Town Attorney; and

BE IT FURTHER RESOLVED, the Elba Town Board hereby authorizes the Supervisor to execute Agreements and issue the Notice to Award once the aforementioned conditions are met.

Second by: Councilwoman Zambito

Ayes: Chamberlain, Coughlin, Hynes, Marshall, Zambito

APPROVED by unanimous vote (5-0)

RESOLUTION NO. 28-2018

Councilman Chamberlain offered the following:

DRILLING SERVICE AWARD – WATER DISTRICT NO. 2, Phases 3, 5 and 6

WHEREAS, the Town of Elba received three separate written quotes for the drilling services for the remaining soil bores for Phases 3, 5, and 6 of Water District 2; and

WHEREAS, SJB Services of Hamburg, New York submitted the lowest quote in the amount of Twenty Four Thousand Seven Hundred Four Dollars and Zero cents (\$24,704.00).

NOW THEREFORE BE IT RESOLVED, the Elba Town Board hereby awards the drilling services for the remaining soil bores for Phases 3, 5, and 6 of Water District 2 to SJB Services, Inc. at a cost of Twenty Four Thousand Seven Hundred Four Dollars and Zero cents (\$24,704.00); and

BE IT FURTHER RESOLVED, the Elba Town Board hereby authorizes the Supervisor to sign the proposal from SJB Services, Inc.

Second by: Councilman Coughlin
Ayes: Chamberlain, Coughlin, Hynes, Marshall, Zambito
APPROVED by unanimous vote (5-0)

RESOLUTION NO. 29-2018:

Councilwoman Zambito offered the following:

DISPOSAL OF SURPLUS OFFICE EQUIPMENT

WHEREAS, the Town Clerk recommended to the Elba Town Board to declare the following equipment of no value to the Town, dispose of and remove from the Town’s inventory:

Supervisor’s Office
L Shaped Wooded Desk

Second by: Councilman Coughlin
Ayes: Chamberlain, Coughlin, Hynes, Marshall, Zambito
APPROVED by unanimous vote (5-0)

ABSTRACT 8-2018

MOTION Councilman Coughlin, second Councilman Chamberlain to approve the following:

| | | |
|------------------|--------------|-----------------------|
| General Fund | 167-189 | \$5,334.85 |
| Highway | 85-94 | \$18,114.38 |
| Water District 1 | 2 | \$5,362.00 |
| Water District 2 | 15-22 | \$1,106,972.75 |
| | TOTAL | \$1,135,783.98 |

Ayes: Chamberlain, Coughlin, Hynes, Marshall, Zambito
MOTION CARRIED by unanimous vote (5-0)

COMMITTEE REPORTS

Building and Grounds

No report.

Zoning Board

Councilman Chamberlain reported that the chickens at 29 North Main Street were discussed at the meeting. The residents filed with the County Planning Board, that meeting takes place tonight.

Planning Board

The Elba Fire District revised their previously submitted land separation application to name the Elba Fire Department as the applicant. Supervisor Donna Hynes attended representing the Fire Department and walked them through the process. Councilman Coughlin also reported that the Planning Board states there is a renewed interest in contacting a developer for ideas and advice in building a sub-development or senior housing in the Town of Elba.

GAM

No meeting.

Cemetery

No report.

Publicity

Town Clerk Werth shared a letter from the Genesee County Treasurer's Office regarding their vendor for the tax collection system, Easy Access of Hamer Enterprises. She explained that they offer credit card payments as an option to our constituents to pay their taxes. After some discussion, it was decided to have Town Clerk Werth email the letter and attachments to the members of the Board for further review. A decision will be voted on at the September meeting.

DEPARTMENT REPORTS

Highway

Superintendent of Highways Yungfleisch stated he is very busy with the water project. The MEO's are out helping the County and other towns.

Assessor

No report.

ZEO/CEO

Mr. Mikolajczyk's report was emailed and is also available in the Town Clerk's office.

Town Clerk

Town Clerk Werth reported that she took in \$3,508.70 and remitted \$3,393.70 to the Supervisor for local share, \$70.00 to NYS Ag. & Markets for spay/neuter program and \$45.00 to NYS DOH. A total of seven new dogs were licensed and 43 licenses were renewed. We also had a total of seven conservation customers.

We continue to collect the Water Service Applications for the Town of Batavia. A total of 32 residents applied in July.

Supervisor

Supervisor Hynes discussed the second construction meeting for WD2, Phase 1 that took place on August 2, 2018. It seems this project is running smoothly. The third construction meeting will take place August 16,

2018 at 9:00 a.m.

The bids were opened for WD2, Phase 2 on August 2nd as well. Randsco was the lowest bidder at \$1,456,750.00. Randsco will head to Bethany when they finish Phase 1. They will start Phase 2 in the middle to end of September.

The easements for Phase 3 should arrive from Dave Schubel's office next week. Just like the two Phases before, Town Clerk Werth will mail a letter to the resident with their easement and directions attached.

Dave Schubel is trying to finalize the Starowitz property. Their attorney, Mr. DiMatteo has had a delay in getting back to Mr. Schubel. This will need to be finalized before we can move forward with Phase 4 (tank). Once complete, Mr. Schubel will put the three acquired parcels together (Village of Elba, Skye and Starowitz) and form one parcel for the Town of Elba. Mr. Schubel will continue to follow up with Mr. DiMatteo.

On Saturday, August 4th Assemblyman Stephen Hawley arrived in Elba for a Town Hall meeting. Joining Supervisor Hynes were Village Trustee Tom Stempin and his wife Mindy, Mr. and Mrs. John Babcock and Town Clerk Werth.

Councilpersons/Miscellaneous

Councilwoman Zambito said she had a chance to review the new website and it looks good.

Councilman Coughlin asked if the Town should send NYSDOT a letter regarding our concerns of the intersection at Lockport Road and State Highway 98. Superintendent of Highways Yungfleisch stated he sent a letter in February. NYSDOT just finished their study and determined it would be appropriate to make a few changes including larger stop signs on Lockport Road, larger stop ahead signs on Lockport Road, "Cross Traffic Does Not Stop" signs installed beneath the stop signs, larger intersection warning signs on State Highway 98 and reflective strips on the posts for the stop, stop ahead and intersection warning signs to increase conspicuity. It was also recommended to add a form letter to our website for residents to send onto to Assemblymen and Senators. Councilwoman Zambito will work on the form.

Councilwoman Marshall stated that youth sports are done for the season. She also stated that GAM recently sent an email asking for feedback in shared services of transfer stations and supporting local libraries.

ADJOURNMENT

MOTION was offered from Councilman Chamberlain second by Councilman Coughlin to adjourn the meeting at 7:45 p.m.

Ayes: Chamberlain, Coughlin, Hynes, Marshall, Zambito

MOTION CARRIED by unanimous vote (5-0)

Respectfully Submitted,

Trisha Werth
Town Clerk