

**ORWELL TOWN BOARD**  
**Regular Meeting**  
**Orwell Town Hall**  
**1999 County Route 2, Orwell, New York**  
**February 9, 2016**

Members Present:  
Supervisor William Potter

Councilmen: Nicholas Marshall, David Lake, Jeffrey Graham, Robert Martin

Also Present:  
Water Operator-Marvin Levack, CEO-John Howland  
Os Co Leg-Milferd Potter, NOCA Rep-Robert Trainham  
Town Clerk-Traci LaVeck

Public Present:  
Ronald Smith, Ryan Jones, Shirley Downes, Sara Downes

Supervisor Potter opened the meeting at 7:00 PM with the Pledge of Allegiance.

A) CEO John Howland gave his report for January, he issued one permit for roof mount solar panels. CEO Howland will be attending a code school being held in March in Syracuse, the cost is \$360.00 for the training plus mileage.

-A motion was made by Councilman Jeffrey Graham and seconded by Councilman Robert Martin to approve CEO Howland's attendance at the March code school being held in Syracuse.

B) Oswego County Legislator Potter gave the Legislative Report for February, the entire County agenda can be found on the Oswego County Website:

- Resolution appointing members to the Oswego County Waste Management Board.
- Resolution to file application to enter into a State Contract for a State Grant-in-Aid for Household Hazardous Waste Collection Programs.

C) Water Operator Levack gave his report for January:

- The latest bacteria test came back satisfactory
- All of the equipment is working properly
- There is still a large volume of water in all of the sources
- There is still approximately 15,000 gallons of water being used daily
- Water Operator Levack reports that there are no issues

D) Highway Superintendent turned in the Equipment Repair Cost Report for January and Supervisor Potter went over the January hwy bill.

E) NOCA Representative Robert Trainham gave his report for January.

**DISCUSSION:**

A) **Resolution #3-2016** to approve the Shared Service Agreement for Emergency Assistance:

**TOWN OF ORWELL  
TOWN BOARD MEETING  
FEBRUARY 9, 2016**

**Resolution to approve the Shared Service Agreement for Emergency Assistance**

Motion made by Councilman Jeffrey Graham   Seconded by Councilman Nicholas Marshall

WHEREAS, the Town of Orwell does hereby desire to have Highway Superintendent Doug Henry participate in the Shared Service Agreement which allows NYSDOT to provide emergency assistance to municipalities in the absence of a Governor's Emergency Declaration;

WHEREAS, the Town of Orwell and State wish to share services, exchange or lend materials or equipment which shall promote and assist maintenance of State and Municipal roads and highways for a term of one year;

BE IT RESOLVED, that the Town of Orwell does hereby approve Highway Superintendent Douglas Henry to enter into the New York State Department of Transportation Shared Service Agreement for Emergency Assistance.

Councilman Nicholas Marshall	Aye
Councilman David Lake	Aye
Supervisor William Potter	Aye
Councilman Jeffrey Graham	Aye
Councilman Robert Martin	Aye

(5 Ayes) Motion carries

B) Water District Income Survey: The survey has been completed and the overall total (for the whole district) came to between \$44,000-\$46,000. Some Board members feel that Orwell shouldn't have to find an additional water source since there has been improvement in the water levels and usage has decreased after Water Operator Levack found a major leak. The Board would like to see if the improvement continues over the next few years instead of having to spend money to find more water. Supervisor Potter will look into the next step in the process.

C) Tug Hill Local Government Conference: Supervisor Potter, Councilmen Martin and Lake will be attending the conference this year.

D) Councilman Marshall will be attending the TIR (former Harden) Properties meeting to be held February 29<sup>th</sup> in Altmar.

E) Fund Balance Plan Development: The Board members discussed the amount in the fund balance and what can be done to reduce it.

F) Playground Grant Information: Supervisor Potter contacted Jill Mattison ( she worked on the Grant for Lacona playground) to find out what Orwell can do to get a Grant for improvements to the town playground. Ms. Mattison referred him to Kristy Lamanche who did the Grant writing for the project, her cost is \$65.00/hr. Lacona received grant money from NYS Parks and Recreation. The overall project cost roughly \$50,000 and Lacona ended up having to pay around 20,000, they also had to front the total cost and were then reimbursed.

**PUBLIC COMMENT:** Public present asked about the air quality of the downstairs offices, Supervisor Potter said that it has improved greatly.

**CORRESPONDENCE:** Supervisor Potter read the correspondence received since last month's meeting.

-A motion was made by Councilman Robert Martin and seconded by Councilman Jeffrey Graham to approve the January Organizational/Regular Meeting Minutes as written. (5 Ayes) Motion carries

-A motion was made by Councilman Nicholas Marshall and seconded by Councilman Jeffrey Graham to approve the Town Clerk's Monthly Report for January. (5 Ayes) Motion carries

-A motion was made by Councilman Nicholas Marshall and seconded by Councilman Robert Martin to approve the Supervisor's Monthly Report for January. (5 Ayes) Motion carries

-A motion was made by Councilman Jeffrey Graham and seconded by Councilman Nicholas Marshall to approve the following Budget Adjustments for January 2016. (5 Ayes) Motion carries

<b>Highway</b>			
Add	DA9050.8	Unemployment	\$ 2,409.75
Deduct	DA5142.1	Snow Removal (PA)	\$ 2,409.75
<b>Water</b>			
Add	SW8310.4	Administrative (CE)	\$ 1,947.35
Deduct	SW1990.4	Contingent (CE)	\$ 1,947.35

-A motion was made by Councilman Nicholas Marshall and seconded by Councilman Robert Martin to approve payment of the following claims: (5 Ayes) Motion carries

General Fund Abstract #2	Claims #12-22C	Amount \$ 6,698.01
Highway Fund Abstract #2	Claims #08-14B	Amount \$15,462.85
Water District Fund Abstract #2	Claims #02-04B	Amount \$ 437.61

-A motion was made by Councilman Nicholas Marshall and seconded by Councilman Jeffrey Graham to sign off on the **2016 Accounting Books.** (5 Ayes) Motion carries

-A motion was made by Councilman Nicholas Marshall and seconded by Councilman Jeffrey Graham to adjourn the meeting at 7:56 PM. (5 Ayes) Motion carries

Submitted  
February 12, 2016

Traci S LaVeck  
Orwell Town Clerk