

**ORWELL TOWN BOARD**  
**Regular Meeting**  
**Orwell Town Hall**  
**1999 County Route 2, Orwell, New York**  
**April 11, 2017**  
**7:00 PM**

Members Present:  
Supervisor William Potter  
Councilmen: Nicholas Marshall, David Lake, Jeffrey Graham, Robert Martin  
Also Present:  
Water Operator-Marvin Levack  
Highway Superintendent-Doug Henry  
CEO-John Howland  
Oswego County Legislator-Milferd Potter  
NOCA Representative-Robert Trainham  
THC Representative-Paul Baxter  
Town Clerk-Traci LaVeck  
Public present:  
Ryan Jones, Shirley Downes

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

**REPORTS:**

A) CEO Howland gave his report for March, three building permits were issued. The CEO's report is on file in the town clerk's office.

B) Oswego County Legislator Potter went over the Legislator's report for April, the County agenda can be found on the Oswego County Website.

-Resolution authorizing professional services contract department of solid waste-engineering consultant.

C) Water Operator Levack gave his report for March:

- The latest bacteria test came back satisfactory.
- All of the equipment is working fine.
- There continues to be a substantial amount of water in the system. When the tower is full there is still plenty of water in the wet well under the pump house.
- Usage is approximately 16,000 gallons a day.
- The propane tank located by the well house was checked for leaks (around the fittings) and has been repaired.

D) Highway Superintendent Henry went over the bills for March, no equipment repair cost report this month.

- 2014 International plow truck has needed extensive repairs recently, it was sent to Stadium to have a new exhaust manifold and cold air exchanger put on it along with other repairs, all were covered under warranty. Supervisor Potter still wants the invoices to track repairs that are done on it.
- The highway workers will begin working ten hour shifts tomorrow, the part time employees finished today.
- Hwy Supt Henry wants to replace the 2000 International plow truck (which could be sold on Auction International) with a new one in 2018. It would cost over \$200,000.00 for a new one. Supt Henry has the equipment and purchase information that he will give to the board members. Supervisor Potter will put it on next month's agenda.
- The 2014 International plow truck will be paid off in August of 2017.
- Councilman Marshall asked if there is any other highway equipment that needs to be purchased in the near future. Highway Superintendent Henry said that there is no other equipment that needs replacing, he wants to concentrate on purchasing a new plow truck. Supervisor Potter is concerned about the budget since the hwy fund increased almost 6% this year. It is tabled until the May meeting.
- Councilman Martin complimented the hwy workers on a job well done sweeping the roads.

E) NOCA Representative Trainham went over his report for March, the quarterly report should be turned in soon.

F) THC Representative Paul Baxter went over his report.

- Jefferson County Planning and The THC will be holding a workshop on Wind Power Planning and Zoning Considerations, to be held at Jefferson Community College on Monday, April 24, 2017 at 6:30 pm.
- THC has moved forward in developing a draft RFP and possible distribution list for shared auditing services.
- Tug Hill Communities have been interested in legislation for minimum maintenance for designated town roads. Mr. Baxter handed out a sample resolution for the board to look at should Orwell wish to support more local control over designation of specific town roads and how they wish to maintain them.

## **DISCUSSION:**

A) Schedule Playground Committee meeting for Tuesday, April 25<sup>th</sup> at 9:00 AM. There is someone interested in purchasing the old playground equipment, Hwy Supt Henry says that it can be taken out in one piece without destroying it.

B) David Lake (liaison for the town board/water board) said that it was questioned during the April water board meeting as to whether businesses located within the water district are being charged for two units. Supervisor Potter said that they are not and never have been, with the exception of apartment houses with more than one unit.

C) 2017 Tug Hill Local Government Conference Report:

Supervisor Potter, Councilman Marshall, Councilman Lake, and Councilman Martin attended the Tug Hill Local Government Conference on March 30th. They sat in on workshops covering abandoned cemeteries (which should have fence across the front), the responsibilities of drug testing, budgeting for tree removal, the relationship between town boards and communities (communication), and NYS Office of Information Technology Services Geographical Information System (NYS ITS GIS).

D) **Resolution #4-2017**

-A motion was made by Councilman Nicholas Marshall and seconded by Councilman Robert Martin to adopt a Resolution reappointing Rose Graham as Town Historian for the Town of Orwell.

Adopted as follows:

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

E) **Resolution #5-2017**

-A motion was made by Councilman Nicholas Marshall and seconded by Councilman Jeffrey Graham to adopt a Resolution authorizing Supervisor William Potter to pay the WEX Gas Card bill upon receipt to avoid having to pay late charges.

Adopted as follows:

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

**PUBLIC COMMENT:** Public present thanked the Town Board and Highway Department for all of the hard work that they do for the community.

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

**Approval of Minutes, Monthly Reports, Budget Adjustments, and Payment of Claims: all are on file in the Town Clerk's Office.**

-A motion was made by Councilman Jeffrey Graham and seconded by Councilman Nicholas Marshall to approve the March 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 March. (5 Ayes) Motion carries

-A motion was made by Councilman Robert Martin and seconded by Councilman David Lake to approve the Supervisor's Monthly Report for March. (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 February: (5 Ayes) Motion carries

**General**

Add	A1355.41	Assessor/Reassessment	\$ 840.90
Deduct	A1990.4	Contingent	\$ 840.90

-A motion was made by Councilman Nicholas Marshall and seconded by Councilman David Lake to approve the following Budget Adjustments for March: (5 Ayes) Motion carries

**General**

Add	A1355.41	Assessor/Reassessment	\$ 300.00
Deduct	A1990.4	Contingent	\$ 300.00

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

General Fund Abstract #4	Claims #29-41B	Amount \$	15,654.13
Highway Fund Abstract #4	Claims #31-39	Amount \$	10,757.33
Water District Fund Abstract #4	Claims #05-08B	Amount \$	605.76

-A motion was made by Councilman Nicholas Marshall and seconded by Councilman David Lake to adjourn the meeting at 8:37 PM. (5 Ayes) Motion carries

Submitted  
April 17, 2017

Traci S LaVeck  
Orwell Town Clerk