

VILLAGE OF JORDAN  
BOARD OF TRUSTEES  
February 14, 2022

PRESENT:

Mayor Brim	Deputy Mayor Gustafson	Trustee Stapleton
Trustee Bates	Officer Healy	Superintendent Pat Byrnes
Trustee Simko	Clerk Powers	Fred DiRisio
Alex Hess- Barton & Loguidice		

Trustee Bates led the Board in the Pledge of Allegiance at 7:00 pm.

Motion to approve the minutes of January 24<sup>th</sup> offered by Trustee Stapleton, seconded by Deputy Mayor Gustafson. All voting in favor, motion carried.

AUDIENCE:

Alex Hess of Barton & Loguidice was in attendance and came to review the IMA for the Joint Water Operation of the Town of Elbridge, Village of Jordan, and Village of Elbridge Water Systems. Mr. Hess reviewed and made note on some of the items that will require follow up. In Section 1, Joint Water Committee, he discussed the forming of a Joint Water System Advisory Committee. Each Party involved will assign 1 person from their municipality to represent them on the Committee. The Committee will act in a strictly advisory capacity and will not be binding. Each member will bring info back to their municipalities board for discussion. Once the IMA is signed, there will need to be a meeting to discuss the Advisory Board before it can go into effect. In Section 2, Operation and Maintenance of the Joint Water System, he discussed that a lead agency will need to be chosen. The lead agency will be responsible for most of the groundwork including the operation and maintenance of the Joint Water System. Other responsibilities include, but are not limited to, recordkeeping, billing, payment of utility bills, and ensuring adequate personnel. Mr. Hess also said that non-lead municipalities will be responsible for providing mutual aid as needed. In Section 3, Billing, the lead agency will be responsible for billing on behalf of the Parties. In Section 4, Operation and Maintenance Budget and Charges, the Joint Water System Advisory Committee will be responsible for reviewing and preparing an annual operation and maintenance budget. Section 5, Resolution of Disputes, indicates that any disputes that arise will be resolved by the Parties, not the Advisory Committee. If the Parties can not come to a resolution, it will be submitted to the Supreme Court, Onondaga County, New York. Section 6, Duration, will entail the effective period of the agreement. Section 7, Authorization, will not become binding until all 3 municipalities sign the agreement. In Section 9, Insurance, Indemnification and Claims for Damages, Mr. Hess shared that all costs will be shared at a uniform rate across the municipalities. Section 10, Assignment, assigns the rights of the IMA. Section 11, Counterparts, allows for amendments as needed. Once the IMA has been reviewed and accepted by all parties, each municipality will sign off on the final draft. Mr. Hess also noted that the main role of the designated Chief Operator will be Water Operator. Their main focus shall be on the water systems and not elsewhere. The possibility of a part-time billing clerk was discussed, the clerk would oversee water billing and their payroll would be billed

directly to water. As we get closer, Kelly with Fiscal Advisors can help with Budgeting for the project. Surveys have been turned in regarding the water project and this first 40,000 feet of water line has been designed. In March there will be a meeting to look at the Pump Station sites.

#### REGULAR MEETING:

Clerk Powers gave report of Abstract #17 for a total of \$75,135.97

General Vouchers 282-310 \$39,236.49

Water Fund Vouchers 111-119 \$11,058.82

Sewer Fund Vouchers 119-124 \$2,616.15

Joint Water Cap Project Voucher 25 \$21,883.65

Trust & Agency Vouchers 26 \$340.86

Deputy Mayor Gustafson motioned to approve Abstract #17 in the amount of \$75,135.97 and Trustee Bates seconded the motion. All voting in favor, motion carried.

#### Reports:

##### Buildings & Grounds:

Trustee Simko went to Weedsport Window and Glass to speak with the owner regarding the window replacement project. She spoke with Joe and was told that the windows would be in on February 15<sup>th</sup>. Karen will follow up on 2/15/22 to see if the windows are indeed in. Since the last Board Meeting, Martin's Glass & Mirror stopped by Village Hall and said that Joe had told them about the job to see if they were interested. While they were here, Martin's measured the windows and left a business card so that the Board could follow up with them. Trustee Simko reached out to them to receive an estimate. Martin's Glass & Mirror said that they can remove the windows and replace anything that is not structurally sound. Once removed, they will board up the openings as the windows are being fabricated. They will then replace the windows in 3-4 days. The original quote from Weedsport Window and Glass was \$2025 for 3 windows with ½ down. Martin's quote is \$2145 for 3 windows, and they are not requesting an initial deposit. At this time, the Board will pursue getting their deposit back from Weedsport Window and Glass. A new Custodian has been hired, Sara Marshfield. She will work in the position for 1 month to see if it will be a fit for both parties. Over the weekend snowmobilers went down the canal trail and through the Village's gardens. Trustee Simko reached out to Mayor Brim to make him aware of the situation. Mayor Brim then reached out to the local Snowmobile Club who put up signs to keep snowmobilers off the path. Evan's Sandblasting of Port Byron, NY is interested in the Kissing Bridge Project and said they would do it. The Village will have to put down \$4,500-\$5,000 to start the project. The Village will need to plank the bridge when it is returned. Evan's Sandblasting is also going to install a barrier on the sides as a safety precaution. It will be either a chain link or concrete mesh.

##### Water & Sewer:

Fred DiRisio provided his January Daily Water/ Sewer report. He stated that water usage was up. There was one major water break on January 16<sup>th</sup> Downtown. The sewer plant is meeting all permit levels. Jordan DPW assisted the Village of Elbridge over the weekend to help with a large water main break on East Main Street. The Water Department will need to start succession planning and look for a Wastewater Operator. Will also need to look into the possibility of a

seasonal laborer. Mayor Brim talked to someone at Spectrum to discuss internet at the Wastewater Plant.

#### Public Safety:

Officer Healy stated that the Taurus had a breakdown last week, the steering shaft broke. It has since been replaced. There was a concert at Keg's on Friday evening and the 2 officers on duty had no issues to report. Officer Healy reminded the Board that there is no overnight parking on the streets, and it is a ticketable offence. Overall, January was a quiet month.

#### Streets & Drainage:

Superintendent Byrnes passed out his January report as well as 2 quotes for a lawnmower and backhoe. Number 1 listed on the Main & Pinckney Sales Proposal is the same as the mower that the Village currently has, and it is currently in stock. The backhoe listed as trade on the Tracey Road Quotation is \$30,000 and is available within a year once the order is placed.

Superintendent Byrnes will have a quote for a plow truck for the next Board Meeting. At this time, it is taking about 2 years to get a truck in once the order is placed. The current truck he is looking into is a freightliner plow with wing, no airbrakes, under 26,000 lbs. and does not require a CDL to operate it. It was also stated to remember that state bids will change this summer. The DPW has been picking up brush and busy with snow removal. There was a brief discussion of possibly getting a salter to do the sidewalks in the Business District.

#### General:

Mayor Brim gave an update on the Pool Ramp. After receiving a letter from our lawyer, 101 Mobility requested the ramp back and will then refund monies back to the Village. Our Lawyer has created a receipt for when this transaction happens. Last Tuesday there was a Pool Committee meeting. Their goal this year is to open earlier and close later in the season. This will depend heavily on staffing. Kathy Phillips will remain on as the Pool Chairman and Brad Waite will remain as the CPO. It has been decided that they will continue to stay away from hot foods at the concession stand again this season. The Pool Concession stand will continue to have chips, cookies, and cold drinks like last year. They plan to continue having food trucks up there as well. The Pool Committee intends to meet with the Community Council to inquire about receiving more funding. The Pool Committee is also interested in the possibility of sponsorship but will need to look into this matter further.

Melissa Clark from Abundant Solar Energy has reached out to the Village to inquire if the Board is open to restart the Abundant Solar Project conversation. The Board agreed that they are open to a meeting to discuss the project. Mayor Brim will reach out to set up a meeting.

On Friday, February 11<sup>th</sup>, NYMIR conducted an inspection of several municipal buildings including Village Hall, Water Plant, DPW, Fire Department and the Upper Reservoir. The Inspector met with Mayor Brim and Officer Healy and the inspection went well. The Inspector also discussed the Prior Notice Law with Mayor Brim and provided him with a draft of the law. Mayor Brim will get a copy of it to Clerk Powers to submit to our Lawyer.

#### Unfinished Business:

N/A

New Business:

A motion was made by Trustee Stapleton and seconded by Trustee Bates to authorize a pay rate of \$13.25 for Election Inspectors. All present voting in favor, motion carried.

A motion was made to authorize John Nevin Jr. to attend the Planning Symposium on March 10<sup>th</sup> in Syracuse for \$80 to fulfill his annual training credits. It was decided that it will be authorized pending discussion with John Nevin Jr.

A motion was made by Trustee Stapleton and seconded by Trustee Bates to authorize Clerk Powers to take the Notary Public class on May 11<sup>th</sup> at CCC for \$105. All present voting in favor, motion carried.

A motion was made by Trustee Simko and seconded by Deputy Mayor Gustafson to authorize Clerk Powers to take NYCOM webinar for Election Day/Election Inspectors on March 2<sup>nd</sup> for \$25. All present voting in favor, motion carried.

The motion on January 24<sup>th</sup> regarding authorized users for the new Village credit card was rescinded. A new motion was made by Deputy Mayor Gustafson and seconded by Trustee Bates to authorize the credit card limit of the new credit card to be \$7,500 and the following authorized signers have been designated and approved by the Board:

<u>Authorized Signer</u>	<u>Department</u>
Casey Brim	Mayor
Mark Gustafson	Deputy Mayor
Patrick Byrnes	Water & Sewer
Kenneth Johnston	Assistant DPW
Edward Healy	Officer in Charge
Stephanie Powers	Clerk-Treasurer
Redonna Geelan	Deputy Treasurer

All present voting in favor, motion carried.

A motion was made by Deputy Mayor Gustafson and seconded by Trustee Stapleton to not exceed \$20,000 toward the restoration of the Kissing Bridge. All present voting in favor, motion carried.

A motion was made by Trustee Stapleton and seconded by Deputy Mayor Gustafson to approve the #1 bid on the Main & Pinckney Sales Proposal for \$12,034.17 for a New 2022 Ferris ISX33300 Mower. All present voting in favor, motion carried.

A motion to pay the bills and file the correspondence was made by Deputy Mayor Gustafson and seconded by Trustee Simko. All present voting in favor, motion carried.

Motion offered by Deputy Mayor Gustafson and seconded by Trustee Stapleton to adjourn the meeting. All present voting in favor. Motion carried at 9:18pm.

Respectfully Submitted.  
Stephanie Powers  
Clerk-Treasurer