

July 13, 2015 LaFayette Town Board Meeting Minutes

Minutes of the Town Board Meeting held by the LaFayette Town Board on July 13, 2015 at 6:30 p.m. in the Meeting Room of the LaFayette Commons Office Building at 2577 Route 11 in the Town of LaFayette.

Present: Andrew Ohstrom, Deputy Supervisor
Doug Daniel, Councilor
Melanie Palmer, Councilor

Absent: William McConnell Supervisor
Steve Zajac, Councilor

Recording Secretary: Jacqueline G. Roorda, Town Clerk

Others Present: Kevin Gilligan, Town Attorney
Thomas Chartrand, Budget Officer
John Greeley, Highway Superintendent
Regina Reinschmidt
Mark Chambers, C & S Companies

1. Deputy Supervisor Ohstrom called the meeting to order at 6:30 PM and welcomed all in attendance.
2. Pledge to our U.S. Flag was led by Councilor Palmer.
3. The Town Clerk, Jackie Roorda took the Roll. Supervisor McConnell and Councilor Zajac absent.
4. Town Board Minutes of June 8th, 2015.

Councilor Daniel moved and Palmer seconded the motion to accept the June 8th, 2015 regular meeting minutes as submitted by Town Clerk Jackie Roorda.

Motion carried 3 – 0.

Andrew Ohstrom	Councilor	Voted	Yes
Doug Daniel	Councilor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes

5. PUBLIC HEARINGS – None

6. COMMUNICATIONS

A. Finalization Highway Building Bond. Budget Officer Tom Chartrand advised that the bids will come in on Wednesday, however, it needs approval tonight in order to move forward.

Deputy Supervisor Ohstrom moved and Palmer seconded the motion giving authorization to the Supervisor and Deputy Supervisor to approve the proposed rate based on the advice of the Fiscal Advisors and the input of our Budget Officer, Tom Chartrand.

Motion carried 3 – 0.

Andrew Ohstrom	Councilor	Voted	Yes
Doug Daniel	Councilor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes

B. Old Highway Garage Building – Discussion regarding a complex environmental study of the soil, Grant money for the Phase 2 study, and an informal offer to purchase the building, etc. took place. It was decided that an environmental study needs to be completed prior to moving forward with the sale of the building.

Councilor Daniel moved and Palmer seconded the motion to for the Town Board to approve and accept the Onondaga County Phase 2 Complex Environmental Study and for C & S Companies to solicit bids for Phase 2 and for the demolish of the old Highway Garage Building.

Motion carried 3 – 0.

Andrew Ohstrom	Councilor	Voted	Yes
Doug Daniel	Councilor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes

C. LaFayette Project (SonByrne) Stormwater Agreement

Councilor Daniel moved and Palmer seconded the motion authorizing the Deputy Supervisor to execute on behalf of the Town of LaFayette the Maintenance, Covenant and Easement Stormwater Agreement including Schedule “A” between SonByrne Sales, Inc., and Town of LaFayette.

Motion carried 3 – 0.

Andrew Ohstrom	Councilor	Voted	Yes
Doug Daniel	Councilor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes

D. IMA Agreement

Councilor Palmer moved and Daniel seconded the motion authorizing the Deputy Supervisor to execute the Inter-Municipal Agreement between the County of Onondaga Department of Children and Family Services and Town of LaFayette. Motion carried 3 – 0.

Andrew Ohstrom	Councilor	Voted	Yes
Doug Daniel	Councilor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes

E. NBT Third Party Custodial Agreement – Budget Officer Tom Chartrand advised that this agreement insures that the State Comptroller’s Guidelines are followed.

Councilor Daniel moved and Palmer seconded the motion authorizing the Supervisor and Deputy Supervisor to execute the Third Party Custodian Agreement (Collateralized Municipal Deposits) between the Town of LaFayette (Local Government) NBT Bank, NA (Bank) and the Bank of New York Mellon (Custodian). Motion carried 3 – 0.

Andrew Ohstrom	Councilor	Voted	Yes
Doug Daniel	Councilor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes

7. SPECIAL REPORTS

8. REPORTS –

A. Departmental

1. Town Supervisor

a. Budget Officer Tom Chartrand submitted the Monthly Financial Report and also advised as below;

General Fund Receipts

Court Fines slightly ahead of expected YTD
Metal Days Brings Account almost to budget for the year

County Grants Park Exercise equipment is a partial I have a transfer to return the 13,000.00 back to the Contingent where we covered the payments.
 County Grant for the Accessible bathrooms was paid out of last years contingent and the transfer sheet will add this back into the contingent as well.

General Fund Disbursements

Normal for this time of year Transfer sheet will increase the Parks account to cover the repairs to the mower and the File Cabinets authorized for the Court
 The Transfer of the Surplus interest and Premium on the BAN will increase the BAN principal payment to \$27,000.00 needed to pay after the sale of the Bond.

Highway Fund Receipts

Sale of the 2 Trucks \$77,000.00 Transfer Sheet to add this to the DA5130.2 down payment on the New Trucks (see transfer sheet)

RECAP of NEW TRUCKS PURCHASE

Cost of 2 new Trucks	\$454,100.00
DA5130.2	-107,000.00
RESERVE FUND	-33,880.00

Current balance needed \$313,220.00 AMOUNT OF BAN \$313,000.00

Estimate for truck 3 -25,000.00 (this truck did not sell at the Auction)

I would recommend to bond for the \$313,000.00 and when Truck 3 sells use the funds to make an additional Principal payment on the First BAN renewal.

Capital Development Fund is waiting Final Change orders and final Billing from Legal, Bond Council, and Standard & Poor Rating.

Deputy Supervisor Ohstrom moved and Palmer seconded the motion to approve the transfer of appropriations as listed below. Motion carried 3 - 0.

Andrew Ohstrom	Councilor	Voted	Yes
Doug Daniel	Councilor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes

Transfer of Appropriations

GENERAL FUND

To:				
	A1110.2	Justices	Equipment	3,000.00
	A1990.4	Contingent	Contractual (Grants)	38,000.00
	A7110.4	Parks	Contractual	5,000.00
	A9730.6	Debt Service Principal	BAN	9,000.00
			TOTAL	<u>55,000.00</u>
				=====

From:				
	A1620.2	Buildings	Equipment	3,000.00
	A1990.4	Contingent	Contractual (Park)	5,000.00
	A599	Surplus	Transfer From Capital Dev Fund	9,000.00
	A599	Surplus	County Grants	38,000.00
			TOTAL	<u>55,000.00</u>
				=====

HIGHWAY

To:				
	DA5130.2	Machinery	Equipment	77,000.00
			TOTAL	<u>77,000.00</u>
				=====

From:				
	DA599	Surplus	Sale of Equipment	77,000.00
			TOTAL	<u>77,000.00</u>
				=====

LIBRARY FUND

To:				
	L7410.1	Library Operations (Librarian)	Personal Services	1,000.00
			TOTAL	<u>1,000.00</u>
				=====

From:				
	L7411.1	Library Operations (Staff)	Personal Services	1,000.00
			TOTAL	<u>1,000.00</u>
				=====

CAPITAL DEVELOPMENT FUND

To:				
	H9901.9	Interfund Transfer	Transfer to General Fund	9,000.00
			TOTAL	<u>9,000.00</u>
				=====

From:				
	H599	Surplus	Interest on BAN & Premium	9,000.00
			TOTAL	<u>9,000.00</u>
				=====

2. Highway Superintendent's written report submitted by John Greeley

Equipment: 2001 plow truck did not meet minimum.

Re-listed in two different lots. (plow equipment & truck)

Seasonal equipment does not sell off season.....

Still waiting for new plow truck 10 wheeler...

Roads: Ditching and shoulder ops are ongoing.

Cold-mix paving ops will start on Holcomb Hill Road

tomorrow. Roadside mowing ops will start this week.

Shimming will start this week.

Highway: At a very slow pace, we are getting moved into new building. Extremely busy with Town roads.

Site-work is complete. Need to look at temporary structure for

sand/salt spoils to be dumped in the winter. Also working

with the Town of Onondaga to acquire their old salt dome cover for future use

Discussions regarding the Highway 2001 plow truck not getting decent bids through Auction International took place and options for selling it. Greeley advised that all of the invoices for the new Highway Garage Project are invoiced except for Carol Watson's for certified payroll.

Councilor Daniel moved and Palmer seconded the motion to auction the 2001 Truck #3 plow truck for a minimum bid of \$18,000 with Auction International.

Motion carried 3 - 0.

Andrew Ohstrom	Councilor	Voted	Yes
Doug Daniel	Councilor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes

Greeley advised that he may inquire with Auctions International to see if they are interested in buying all the left over parts, tools, ect. in the old highway garage.

Ohstrom advised that the Town and Optimist Club have been looking for a used bucket truck or boom lift truck to assist in hanging the banners, flags and wreaths in Town. Greeley advised there is a Van style truck with a lift similar to Time Warner trucks in Nedrow he looked at for \$2,500 plus about \$500.00 in parts and repair costs that could be a Town vehicle and could be stored in the Highway Garage. Chartrand suggested they check with Skeelee Agency regarding insurance coverage for this type of vehicle. Councilor Daniel volunteered to go check it out and Ohstrom will call Mike Skeelee to see about the insurance coverage. Chartrand suggested contacting the Town of Tully and doing a "shared service" and the possibility of renting at a months' time.

Mark Chambers of C & S Companies reported that Diamond and Thiel need to complete the "punch list" at the New Highway Garage. The other contractors are

totally done. He also advised that next week the documents with the information from the Phase 2 investigation they will know exactly what needs to be done with regard to demolishing the building.

3. Justice Court

a. The Monthly reports were submitted and reviewed.

173 - total cases for Judge Perrin; \$19,808.00 was taken in for the month of May, 2015.

139 - total cases for Judge Shute; \$13,057.00 was taken in for the month of May, 2105.

4. Library Director – The Library Board of Trustees May Minutes and Director’s Report were reviewed and no concerns were voiced.

5. Recreation Director Report

Baseball/softball Youth baseball is over this year. Adult softball league going well on Friday nights at the park.

Lacrosse Instructional girls was very successful at over 20 girls and we thank Cassley Jackowski for taking the time to coach for us. The instructional boys are using the new box and will continue through July. ULA games are being hosted at Toolon and a couple at the concession field at the park.

Summer programs are filling up nicely, registrations coming in.

Beach Water is being tested this week so we will know whether we can open soon. Elsewhere at VHSP, the box is being used now and basketball started on Thursday nights. Movie planned for 7/23.

Exercise equipment John plans on starting when they get caught up.

2011 Grant The leftover money from the 2011 tree grant has been used up, voucher included tonight.

Ohstrom advised that part of the money is for aluminum bleachers to replace the broken down old wood ones. Greeley commented that the Vinegar Hill Sports Park looks great and complimented Ohstrom for his numerous hours of work to achieve that. Ohstrom reported that Jerry Marzo has also been working at the Park a lot and has done an amazing job in the renovations.

6. Parks and Recreation

7. Town Clerk

a. Monthly Report and payment to Supervisor’s Account was reviewed.

b. Roorda advised that residents in the Coye/Eager Road area had presented a petition for a Proposal to reduce speed limit in the posted speed limit on Coye Road from the current 40 miles per hour to 35 miles per hour and to add an additional 2 stop signs, to make this a 3 way stop at the intersection of Eager and Coye Roads.

Rationale:

- 1. This is a densely populated residential area with several hidden driveways that has been the site of numerous accidents.
- 2. There are no sidewalks, bike paths for walkers, biker, and joggers etc... this will aide in ensuring their safety as well.
- 3. Approaching Eager Road from Coye Road is a decline and by adding the stop sign and decreasing the speed limit it will help to ensure the safety of all who travel that route.

Roorda offered to compose the letter and appropriate paperwork for the Department of Transportation as she did with the US Route 11A request for a speed reduction in Cardiff.

Deputy Supervisor Ohstrom moved and Palmer seconded the motion to accept and support the Petition signed by the residents in the Coye/Eager Road area for a Proposal to reduce speed limit in the posted speed limit on Coye Road from the current 40 miles per hour to 35 miles per hour and to add an additional 2 stop signs, to make this a 3 way stop at the intersection of Eager and Coye Roads with and the Town Clerk writing a letter to the New York State and County Department of Transportation requesting said speed reduction. Motion carried 3 – 0.

Andrew Ohstrom	Councilor	Voted	Yes
Doug Daniel	Councilor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes

c. Picnic Tables at Town Ball Fields behind the old highway garage/LaFayette Inn. Roorda advised that David LaBeef called requesting a new picnic table and to haul the old broken table away as it is dangerous. Board members will check into a new picnic table for the Town Ball Fields and the Highway guys can remove the old table.

d. Roorda also advised that the DEC has once again revamped the computer program for selling hunting licenses and although there are several glitches that they continue to work on, it appears it will be greatly improved over last year’s program.

B. Committees

- 1. Agricultural Committee
- 2. Community Development

3. Emergency Response

4. Employee Policies and Procedures – Deputy Supervisor Ohstrom reported that three different agencies; Raegan Insurance, Haylor, Freyer and Coon and C & H Insurance Co. have expressed interest in the bundling of our Property & Casualty, Workman’s Comp, Health/Employee Policies. They will be submitting their information and will be presenting their proposals at future budget meetings.

5. Environmental and Conservation Advisory Board

6. Highway

7. Physical Plant

8. Recreation and Youth –

9. Safety

10. School Liaisons

11. Service Awards

12. SOTS and OCRRA Liaison

13. SPDES

9. LITIGATION & OTHER LEGAL MATTERS

a. Longley Jones Pilot Renewal at Festival Gardens. Attorney Gilligan advised that Carlisle Smith of Longley Jones recently passed. He will therefore be working with a new manager regarding the Festival Gardens Pilot contract.

10. UNFINISHED BUSINESS & ACTIVE

11. NEW BUSINESS

12. Suggestions for improvement and positive contributions.

13. Executive Session (not necessary)

14. Motion to audit and pay bills.

General Fund	7523-7573	\$ 76,760.06
Highway Fund	7574-7591	\$ 45,269.87

Special District	7593-7594	\$ 166.17
Trust & Agency	7595	\$ 2,060.00
Cap. Development Fund	7596-7606	\$ 68,550.58

Councilor Palmer moved and Daniel seconded the motion to audit and pay the above listed bills. Motion carried 3 - 0.

Andrew Ohstrom	Councilor	Voted	Yes
Doug Daniel	Councilor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes

15. Motion to adjourn.

Councilor Daniel moved Palmer and seconded the motion to adjourn the meeting. Motion carried 3 - 0.

The Town Board Meeting was adjourned at 7:52 p.m.

Respectfully submitted,

Jacqueline G. Roorda
Town Clerk