

Village of Phoenix
Regular Board Meeting
Tuesday, February 2, 2016 at 7:00 PM
Sweet Memorial Building
455 Main Street, Phoenix, NY 13135

Present: Mayor Ryan Wood
Trustee Jennifer Burgess
Trustee Andrew Bittel
Trustee David Pendergast
Trustee Eric Shaffer
Chief Marty Nerber
Clerk Roxanne Demo
Attorney Steve Primo
Absent Administrator James Lynch

2 Public in Attendance

Mayor Ryan Wood began the Board Meeting with a salute to the flag at 7:02 PM.

Mayor Wood said he would like to start off by making an appointment tonight for the open Trustee position. Mayor Wood appointed Eric Shaffer to the position of Trustee. Motion was made by Trustee Bittel to approve Trustee Shaffer, seconded by Trustee Pendergast. All ayes. Trustee Shaffer took the oath of office and then took his seat with the Mayor and Board of Trustees.

Miller Engineering

Doug Miller said they completed the field activity for the sewer hydraulic analysis. They met with Jim Lynch last week and went over a few of the highlights of the findings and they're now drafting a report that's required for DEC and then we'll see what the next steps will be with them.

Miller spoke about the water project. We told DOH we modeled the system from the wells to the tank and tank to the rest of the system. DOH has asked them to come up with flow rates within the village and fire flows. Miller said he has a scope of work \$34,400 and part of that is 20% of MWBE with drafting. Motion was made by Trustee Bittel to authorize Miller Engineers for hydraulic analysis up to \$34,400, seconded by Trustee Burgess. All ayes. Mayor said that we reached out to Senator Ritchie's office and asked them to help us figuring out what's mandated or recommended and they said when your switching over to a new water source it is mandated but they never told us in the beginning and it would've helped with our timeline. Miller said part of that will be done by DPW crew for flow monitoring and will probably take two months to get the model completed and results to a point that we can submit them. Trustee Pendergast asked about the timeline now with the hydraulic analysis. It will now take two months to complete. Miller said it'll take two months, then it'll have to go out to bid which will be 30 days. Then it's awarded and then building will take around three months to complete. Mayor said we have a six months extension from the March deadline date.

Miller said he's met with the bidder on the belt press. He will go over the numbers with Administrator Lynch and then present it to the board with their recommendation.

Camden Group

Ken Scherrieble stated everything is looking good at the WWTP. In December they had high flows, they pulled all three pumps and cleaned out debris that had collected inside the pumps. During a rain event they worked with Crew Leader John Kerfien and the DPW did a great job and took care of it avoiding any issues with overflows. They've addressed the weeping of the influent channel walls in the grit room. Ken said there is a leak in the roof and Trustee Pendergast asked if John Kerfien could take a look at it and possibly seal it. We'll ask John to take a look at it.

Mayor Comments

Mayor Wood had nothing.

Trustee Comments

Trustee Dave Pendergast had nothing.

Trustee Jennifer Burgess had nothing.

Trustee Andrew Bittel had nothing.

Code Enforcement

Don Ryan said he's closed out permits and violations for the year. Don has started apartment inspections which are going well. There are a few landlords that haven't paid their registrations yet. Attorney Primo said under our rental property registration law we have the ability to assess the property for the cost incurred as a non paid. Attorney Primo is going to prepare a letter to those landlords and we'll assess the property on the next tax bill. We'll assess the property for registration fee and inspection fee for the number of units. Culvert Street business owner would like to do a modification to the two lots he owns and Don told him to make sure he gives the office the plans. Door hangers are going well and most people respond to them within a day or two. Don Ryan will stop in at corner of Bridge and State St. and check on the business. Attorney Primo stated they should have a site plan review done.

Police Comments

Chief Nerber said that the Subway up at Three Rivers Plaza is going to donate 10% of their proceeds on Friday, February 5th to the CHOOSE program. The officers will be handing out flowers to the senior citizens CHOOSE participants on Valentine Day. Chief Nerber said our officers developed information regarding a bank robbery that had occurred in Pennsylvania, Phoenix Police Department contacted the FBI and the suspect who resided in Clay was arrested and charged.

Attorney Comments

Attorney Primo handed out a letter to the Board to update them on the EFC financing update. Primo updated the board about the rental property registration. We're still looking to receive a

site plan for the business on Culvert St. Primo said that they still need to update the Comprehensive Plan and will need to have a public hearing and then have a concurrent public hearing with the planning committee and then we'll have joint approval the same day, we'll finish SEQR and the plan can be formally adopted.

Abstract

Mayor Ryan Wood asked if anyone has any questions or concerns regarding Abstract #23 dated February 2, 2016 in the amount of \$58,028.13. Trustee Pendergast made the motion to approve, general fund vouchers 686-710; water fund vouchers 687-705; sewer fund vouchers 688-710; capital water/sewer voucher 699-700; library fund vouchers 131-135; and trust and agency fund vouchers 146-150, seconded by Trustee Bittel, Trustee Burgess aye, Mayor Wood aye, Trustee Shaffer abstained.

Old Business

Mayor Wood asked if anyone had any questions with the meeting minutes of January 19, 2016. Motion was made by Trustee Bittel to approve, seconded by Trustee Burgess, Trustee Pendergast, aye, Mayor Wood aye, Trustee Shaffer abstained.

Motion was made by Mayor Wood to ratify the phone poll taken by Attorney Steve Primo and the Mayor Ryan Wood on January 28, 2016 as described in certain special meeting minutes taken that date by Primo and recorded by Roxanne Demo, Village Clerk-Treasurer, seconded by Trustee Bittel, Trustee Pendergast aye, Trustee Burgess aye, Trustee Shaffer abstained.

New Business

Facility Use Request

Facility Use Request from Andrew Bittel for use of the Sweet Memorial Building auditorium on March 12, 2016 from 11:00 – 5:00pm for a Birthday Party. Motion to approve was made by Trustee Burgess, seconded by Trustee Pendergast. All ayes.

Public Comments

There were no public comments.

Motion was made by Trustee Bittel to adjourn the meeting at 7:48pm, seconded by Trustee Burgess. All ayes.

Respectfully submitted,

Roxanne Demo
Village of Phoenix
Clerk/Treasurer