

MINUTES  
TOWN OF WARSAW  
MARCH 10, 2021

Supervisor Rebecca Ryan calls the meeting to order at 6:00 p.m. at the Warsaw Town Office located at 83 center Street Warsaw, NY 14569 at which time and place the following were:

PRESENT:

Supervisor:	Rebecca Ryan
Councilman:	Kevin Zeches
Councilwoman:	Shani Jones
Councilman:	Chris Lonneville
Councilman:	Dave Mateer

ALSO, PRESENT:

Town Clerk:	Cathy Smith
Highway Super:	Jeff Royce
Historian:	Sally Smith
Zoning Officer:	Bob Martin

Pledge of Allegiance

Guest time: none

Library events given by Shani Jones. Still in the process of getting the construction grant. Deadline to apply is June 25, 2021. Attorney DiMatteo submitted a Conflict Waiver Request from John Alessi of Hodgson Russ for representation of the Town on the Library Capital Improvement project.

Upon review Attorney DiMatteo finds the request acceptable. A motion was made by Dave Mateer and seconded by Shani Jones to have the Supervisor sign and date the attached copies. Carried: Ayes: 5, Nays: 0

A motion was made by Chris Lonneville and seconded by Shani Jones to approve the Town to seek Lead Agency on the Capital Improvement project. Carried: Ayes: 5, Nays: 0

A motion was made by Shani Jones and seconded by Dave Matter to give Librarian Lisa Gricius the OK to go forward and apply for the grant. Carried: Ayes: 5, Nays: 0

There will be a special meeting with Bond Counsel.

A motion was made by Dave Mateer and seconded by Kevin Zeches to approve the Airport vouchers. Carried: Ayes: 5, Nays: 0

A motion was made by Dave Mateer and seconded by Shani Jones to approve the minutes with corrections to page one under Library events: Carried: Ayes: 5, Nays: 0

A motion was made by Kevin Zeches and seconded by Chris Lonneville to approve the Monthly Budget report. Carried: Ayes: 5, Nays: 0

A motion was made by Chris Lonneville and seconded by Dave Mateer to approve the Supervisors report. Carried: Ayes: 5, Nays: 0

A motion was made by Dave Mateer and seconded by Kevin Zeches to approve the vouchers with the following corrections to the General account: Pull voucher 14 in the amount of \$1,543.25, add voucher 28 in the amount of 41.50, add voucher 29 in the amount of \$1,425.00 for an amended total of \$110,784.75. Carried: Ayes: 5, Nays: 0

Chris Lonneville wants clarification on the bailiff bill. What percentage of the cases are for the town along with a breakdown of hours?

Cemetery report was given by Sally Smith. Cemetery Association President Tim Meyers received a letter on the merger of the Warsaw Cemetery with Forest Lawn. The letter indicated that there was a copy of the new merger attached. Nothing was attached.

Cemetery Treasurer Gail Royce has yet to receive the map of the lower cemetery. The cost of mowing has gone up from \$1,000 to \$1,2000 for each mowing at the same frequency.

Historian report was given by Sally Smith. Per Virginia Bartos PHD, Historic Preservation Program Analyst the storage units near the Depot that was torn down is in the historic district. South Main on the West side is part of the historic district. Chis Lonneville asked if this was for the land only or land and building? Sally answered both. There are a few buildings on the East side to the cemetery that are also in the district.

Sally continues that with COVID, funds have been reduced and would like to help some of the other Historical Societies. Supervisor Ryan tells Ms. Smith that she should talk Georgann Almeter.

Airport report was given by Dave Mateer. The Snow equipment building target day is in May. Hutchinson paid \$500 for one day use of the runway to test tires. The airport has received

\$1,300 in CARES money. OmniSkys has purchased the jump club. The wording for the lighting grant needs to be changed and resubmitted. There are issues with the security system.

Supervisor Ryan adds that Airport Manager, Ken Moses met with the jump club buyers and feels that they have good intentions.

A motion was made by Kevin Zeches and seconded by Dave Mateer to approve the Clerks report. To date \$4,098,560,38 has been collected in Town/County taxes

Zoning report was given by Bob Martin. Permits issued are as follows: 2 barns, 2 additions and a sign package renewal. Calamar will be meeting for a discussion on the road with JP Schepp, John Farkas and Shane Evans.

There was discussion on the lift station maintenance contract. Quotes were received from Koester offering 4 (four) visits annually for an amount of \$1,720 and a quote from PlanTech Support for an amount of \$3,900 with bi-weekly inspections.

Bob Martin informed the board that a couple of ceiling light bulbs and batteries in the emergency lights had to be relaced at the Town Hall.

A motion was made by Shani Jones and seconded by Dave Mateer to approve the new zoning fee schedule.

Highway report was given by Jeff Royce. Driveway culverts were replaced on Burns Road and Beardsley Road. The next Traffic Safety Board meeting is March 12. NYS Snow and Ice agreement needs to be signed and notarized. Would like to buy 55 loads of stone from the Village (1000 ton) \$11,550.00. The plow for the pickup is here but will not be fitted until the end of next month. HOLD #10 until the April meeting.

A motion was made by Chris Lonneville and seconded by Dave Matter to sign the Indexed Lump Sum Municipal Snow and Ice Agreement with the State, notarize the dated agreement and emboss the SEAL and provide 4 fully executed resolutions and 6 maps. Carried: Ayes: 5, Nays: 0

Each year the State agrees to pay the town \$42,872.92 for 11.0 lanes miles. The adjusted worksheet indicates that labor portion was \$8,725.22, and the material portion the material portion was \$14,369.22 and the equipment portion was \$19,991.29 for a combined total of \$43,085.73

ROLL CALL: 5 AYES – Rebecca Ryan, Kevin Zeches, Shani Jones, Chris Lonneville, Dave Mateer.

Calamar report was given by Bob Martin. Calamars rec room ceiling fell in, caused by a frozen waterline.

On February 16, 2021 MRB did a field visit. The lateral has been extended and appears to be complete.

Correspondence: Cornell Local Road Program, Arts Council News Letter indicates that they have had several meetings with the Letchworth Park regarding the craft show. It appears as if they will not be holding the craft show this year. Looking into having it at the Pike Fairgrounds.

DEC Ducks Unlimited verify the classification of wet lands. DEC Public Notice about the Village of Warsaw landfill will be slated for cleaning up.

#### Eastern Gas Transmission & Storage

Letter from the Village of Warsaw agreeing to dissolve and split the in excess of \$75,000 funds. Kevin Zeches asked about the remaining vacant piece of property. Supervisor Ryan answered that the land is not useable due to the cattails. We could delineate divesting ourselves from maintenance by giving that piece of land to the Village. The last usable lot sold for \$25,657.00.

#### Community events:

Economic Development: suggested to make a line item from the split funds from the Village of Warsaw

The website is up and running. Dave Mateer suggested an official kickoff article. He will contact Shanna Hanson. There was discussion of creating a Facebook page as well. It was mentioned that the existing one is not being maintained by the Town. Cathy Smith will provide Angel Wright-Sackett's phone number and address to ask her to relinquish or delete that site.

#### TABLED MOU for IT Services with Wyoming County


Voucher 29 for Bailiff services in the amount of \$1,425.00 was further discussed. It is felt that the Town should be billed proportionately. There is no written agreement or resolution on file. The original 2013 agreement between the Town & Village is attached

## PROPOSED AGREEMENT BETWEEN THE VILLAGE & TOWN OF WARSAW

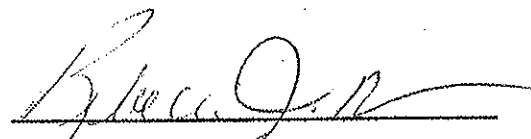
In an effort to clarify the positions of the Village of Warsaw and the Town of Warsaw in regard to the Town Hall and shared court services therein, the Village proposes the following:

1. The Village will continue to provide water and sewer to the Town Hall at no cost to the Town.

2. The Village will continue to provide garbage pick-up service to the Town Hall at no cost to the Town.
3. The Village will forego any claim for reimbursement(s) for any of the work that the Village street department did in the establishment of the parking lot for the Town Hall.
4. The Village will pay to the Town the sum of \$75.00 per month to cover the costs of phone service and such other items as may be necessary for the maintenance of the Village Justice Court office.
5. ~~The Town and Village will look at the current phone calling plans and may decide to change to a more cost-effective plan.~~
6. This agreement is effective January 1, 2013 and will be reviewed on an annual basis.



Joseph Robinson, Village Mayor



Rebecca Ryan, Town Supervisor

Cathy Smith was asked to pull the first and last 6 months of phone bills for the Village Court as well as Bailiff bills to show what we have paid.

Becky Ryan and Chris Lonneville will schedule a meeting for March 25<sup>th</sup> to discuss the court expenses. Supervisor Ryan will send a letter to Village Clerk Lisa Allen stating that the Town is looking for clarification.

Based on the estimates received from Koester and PlanTech it was decided to go with PlanTech.



KOESTER

Proposal 2021-2582

Date: 2/25/2021

### Tech Check Agreement

Number of Years	1
Number of Visits Per Year	4
Cost Per Visit	\$430.00
Total Cost Per Year (Plus Parts & Materials)	\$1,720.00

### SERVICE OVERVIEW

Operational Inspection, testing, training, troubleshooting, repairs and spare parts review

### Equipment

Smith & Loveless WWMPs SIN: 15-04044

### OUT OF SCOPE & EMERGENCY WORK:

When out of scope work is required, a proposal will be presented. When emergency work is required, you will be invoiced in accordance with our standard rate structure.

Thank you for the opportunity to be of service. Date \_\_\_\_\_  
accepted on: If you wish to proceed

please sign and return. \_\_\_\_\_  
\_Purchaser/Name  
(sign):

If you have any questions, please  
feel free to contact me. \_\_\_\_\_  
Purchaser/Name  
(print):

Billing Address: \_\_\_\_\_

with this proposal,

Sincerely,  
Eric Koester  
Service & Retrofit Manager Koester Associates, Inc.

Phone: (315) 697 - 3800

Fax: (315) 697 - 3888 Cell: (315) 395 - 58

~~P.O. Box~~  
eric@koesterassociates.com

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**PlanTech  
Support**

March 5, 20.21

To: Becky Ryan  
Company: Town of Warsaw

Becky,

Thanks for talking with me and I'd like to offer the town mv services to operate and maintain the sewer lift station at Walmart. I'm Smith and Loveless factory certified and have over 15 years' experience with their systems. I carry a full inventory of consumable spare parts for service and

I'd like to discuss the contract requirements for the contract and put together a solid proposal.

Until then I feel that I have a relatively good idea of the scope of supply and want to offer the following pricing as preliminary proposal for the services.

- Bi-weekly site visit to perform scheduled maintenance and verify proper operation of the lift station.
- Alarm auto dialer to be programmed with PlanTech cell number for immediate local support when issues arise.
- Annually, two alarm call outs will exclude labor costs to respond to the alarm. Up to 3 hours labor included Der alarm visit, Parts and materials billed as incurred.
- Additional alarm call outs will be billed at \$350 per call out, plus parts and materials. Travel and milage included.

Estimated annual cost is \$3,900. Parts and materials billed as incurred.

I feel that this is a great opportunity for both Warsaw and PlanTech and hope that you review mv preliminary oronasal. and we can move forward with formal quotation.

Sincerely, Rick Hoffman

624 Wyoming Road Extension, Wyoming, NY 14591

(585)447-0512 EMAIL: [RICK@PLANTECHSUPPORT.COM](mailto:RICK@PLANTECHSUPPORT.COM)

Supervisor Ryan adds that 4,000 people have been vaccinated in Wyoming County

A motion was made by Dave Matcer and seconded by Shani Jones to adjourn at 7:50 p.m.