**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**MAY 15, 2012 IN THE VILLAGE HALL**

President Cowles called the meeting to order at 6:30 p.m. and introduced Troy Campbell as a new

Commissioner and welcomed him to the Board.

**Roll Call:** Commissioners present were Stolicker, Ayres, Sisto, Campbell, and President Cowles

Present were Clerk Treasurer Wood, Plant Operator Roney, and Attorney Keene.

**Letters and Communications:** The clerk submitted a letter from NYS DEC regarding the annual water withdrawal report. Plant Operator Roney stated the report was completed and sent in.

**Minutes:** Commissioner Stolicker moved to approve the Minutes of April 17, 2012 as presented. Commissioner Ayres seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 4/01/12 – 4/30/12 |  |  |  |
| Beginning Balance | 77,070.72 | Current Revenues | 39,413.07 |
| Deposits | 41,283.67 | Year to Date Revenue | 477,871.29 |
| Disbursements | 78,582.63 | Current Expenditures | 78,403.47 |
| Ending Balance | 39,771.76 | Year to Date Expended | 497,545.70 |

\* Capital Projects Reserve Balance, $78,548.50

**Abstract:** Commissioner Stolicker moved to approve the bills in the amount of $18,256.67. Commissioner Ayres seconded the motion, which carried unanimously.

**House (Garage) Demolition Bids/Award:** Plant Operator Roney stated roofing from the garage is being tested for asbestos by O’Rourck, Inc. and should be back soon. He stated there were no areas of concern. Attorney Keene stated she sent a letter to the tenant to remove items from the garage by June 15, 2012, due to the impending demolition. Commissioner Sisto moved to award the demolition bid to Upstate Machinery in the amount of $4,800 as previously submitted, contingent upon receiving a clean asbestos report. Commissioner Stolicker seconded the motion, which carried unanimously.

**USDA Depreciation Reserve:** The clerk submitted a letter of intent to meet conditions from the USDA, signed by former Mayor Anne Martin, stating the Board of Water Commissioners would budget $19,800 annually to a reserve to cover any expenses that may arise from the projects bonded for from USDA. The clerk stated that the Village has not done this to date, as this is something we just found out about.

**Tax Relevy:** Commissioner Sisto moved to approve the list of delinquent water bills to be relevied on the June Village Tax Bills in the amount of $6,539.37. Commissioner Stolicker seconded the motion, which carried unanimously.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **2011-2012 Budget Transfers, Water Fund** | | | |  |  |  |
|  |  |  |  |  |  |  |
| Transfer To |  |  |  | Transfer From |  |  |
|  |  |  |  |  |  |  |
| F 8310-0149 | clerk vacation | 118.00 |  | F 1910-0400 | unallocate insurance | 4,600.00 |
| F 8310-0401 | office supplies | 2,500.00 |  | F 1950-0400 | taxes property | 800.00 |
| F 8320-0148 | holiday | 190.00 |  | F 8310-0200 | office equipment | 2,500.00 |
| F 8330-0145 | sick time | 61.00 |  | F 8310-0405 | telephone | 300.00 |
| F 8330-0146 | overtime | 850.00 |  | F 8330-0200 | equipment | 4,000.00 |
| F 8340-0145 | sick time | 427.00 |  | F 8340-0406 | gasoline | 586.00 |
| F 8340-0405 | telephone | 300.00 |  | F 8340-0414 | clothing allowance | 750.00 |
| F 8340-0408 | main & pipe | 6,000.00 |  | F 8340-0441 | electric spring st | 1,000.00 |
| F 8340-0442 | electric-well 2 | 4,000.00 |  | F 8340-0443 | electric-well 3 | 3,500.00 |
| F 8350-0400 | misc/dams | 8,000.00 |  | F 8340-0444 | electric filter plant | 1,000.00 |
| F 9010.800 | retirement | 2,161.00 |  | F 8340-0445 | electric-well 4 | 4,000.00 |
| F 9730-0700 | bond note int | 1,929.00 |  | F 9040-0800 | workmans comp | 2,500.00 |
|  |  |  |  | F 9060-0800 | health insurance | 1,000.00 |
|  |  |  |  |  |  |  |
| TOTAL |  | $26,536.00 |  | TOTAL |  | $26,536.00 |

Commissioner Ayres moved to approve the transfers as presented. Commissioner Sisto seconded the motion, which carried unanimously.

**Well Report:** Average daily pumped for previous month:

|  |  |  |
| --- | --- | --- |
| Well | Total | Average |
| Well #1 | 4,530,000 | 238,000 |
| Well #2 | 1,701,000 | 283,000 |
| Well #3 | 13,770,000 | 459,000 |
| Well #4 | 11,310,000 | 471,000 |
| **Total (Village)** | **31,311,000** | **1,044,000** |
| Barton | 4,688,000 | 426,000 |

**Plant Operator’s Report:** Plant Operator Roney stated we need to put a new compound meter in at Liberty Research at a cost of $1,493. He stated this would be a more accurate reading of water usage. He also stated we need to replace a burned-up booster pump at Well #2 at a cost of approximately $1,000.

Roney stated piping is installed at Wilcox Estates and water is being chlorinated. Attorney Keene stated Mr. McCloe does not have final approval from NYS DEC, and he also needs a special permit from NYS DEC.

Roney stated vegetation has been removed from the dam.He also stated he got a coliform hit at the water department building. He retested and test was negative and residuals were good. He will retest two more times. He stated Department of Health was notified and aware of situation.

**Executive Session:** President Cowles moved to enter executive session at 7:27 p.m. to discuss a contractual issue. Commissioner Ayres seconded the motion, which carried unanimously.

Commssioner Ayres moved to enter regular session at 8:40 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

Commissioner Ayres moved to create a new billing tier (tier 3) for high volume water users. Tier 3 will be billed to users using more than 5,000 hundred cubic feet of water at $0.70 per hundred cubic foot.

**Adjournment:** Commissioner Sisto moved to adjourn meeting at 8:47 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

Respectfully Submitted,

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Michele Wood, Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**JUNE 19, 2012 IN THE VILLAGE HALL**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Ayres, Sisto, Campbell, and President Cowles

Present were Clerk Treasurer Wood, Plant Operator Roney, Attorney Keene, Trustee Ayres, Town of Barton Supervisor Dick Cary, and Mayor McDuffee

**Letters and Communications:** Attorney Keene submitted a letter she drafted to the Town of Barton stating she has been advised from the NYS DEC that the Village and the Town both need to file a “permissive service area application” for the Wilcox Estates water services. The Town of Barton also needs to provide the as-built drawings to approve the sewer services. Discussion followed.

Dick Cary stated the Wilcox Estates Project is at a standstill. He asked the Board to allow Mr. McCloe, contractor, to run pipe to so he could install the road. Attorney Keene stated DEC needs the as-builts and a permit before installing the sewer. Mr. Cary stated Mr. McCloe is working on getting those. Attorney Keene recommended our engineer be able to review application. She also stated that NYS DEC would be the ones to approve what work could be done at this time.

**Minutes:** Commissioner Sisto moved to approve the Minutes of May 15, 2012 as presented. Commissioner Campbell seconded the motion, which carried unanimously.

**Treasurer's Report:** The clerk presented a draft report, however, she stated that due to the end of the year process, there would be changes. An amended report would be ready for the next meeting.

**Abstract:** Commissioner Sisto moved to approve the bills in the amount of $22,981.25. Commissioner Ayres seconded the motion, which carried unanimously.

**House (Garage) Demolition Update:** Plant Operator Roney stated the asbestos report stated the garage was negative for asbestos. The garage was demolished, and backfilling is being done.

**2011-2012 Budget Transfers:** The clerk stated the actual expenditure for the year exceeded the actual revenues by approximately $30,000. She recommended to reverse the budget transfers that were previously approved and to apply fund balance as follows:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Apply Fund Balance to Expenses** | | |  |  |  |  |
|  |  |  |  |  |  |  |
| F 8310-0149 | clerk vacation | 251.00 |  | G 599 | appropriated fund bal | 30,000.00 |
| F 8310-0401 | clerk supplies | 2,500.00 |  |  |  |  |
| F 8330-0100 | plant op salary | 1,014.00 |  |  |  |  |
| F 8330-0145 | plant op sick | 61.00 |  |  |  |  |
| F 8330-0146 | plant op overtime | 1,243.00 |  |  |  |  |
| F 8330-0148 | plant op holiday | 92.00 |  |  |  |  |
| F 8340-0100 | labor salary | 746.00 |  |  |  |  |
| F 8340-0145 | labor sick | 550.00 |  |  |  |  |
| F 8340-0148 | labor holiday | 257.00 |  |  |  |  |
| F 8340-0405 | telephone | 600.00 |  |  |  |  |
| F 8340-0408 | main & pipe | 10,000.00 |  |  |  |  |
| F 8340-0442 | electric well 2 | 2,500.00 |  |  |  |  |
| F 8350-0400 | misc-dams | 6,096.00 |  |  |  |  |
| F 9010-0800 | retirement | 2,161.00 |  |  |  |  |
| F 9730-0700 | BAN note | 1,929.00 |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  | 30,000.00 |  |  |  | 30,000.00 |

Commissioner Sisto moved to reverse the budget transfers as recommended and approve applying fund balance as presented. Commissioner Ayres seconded the motion, which carried unanimously.

**Annual Water Quality Report:** Plant Operator Roney stated he discussed with the Department of Health and putting the report on our website would not be suitable, must hand out. He stated the copies are being made and they would get the distributed soon.

**Pumped vs. Metered Water Sales:** President Cowles stated, it appears that we are pumping much more water than we are billing. He asked about leakage. Plant Operator Roney stated they are finding some leaks, but he believes that we have a lot of faulty or very old meters that we are losing revenues with. Discussion followed. Roney also stated the bigger 2”-3” meters should be tested and calabrated every 3 years, and the 4” meters annually. Commissioner Sisto moved to replace 500 residential meters as needed, and to test and calabrate bigger meters as recommended. Commissioner Campbell seconded the motion, which carried unanimously.

**Well Report:** Average daily pumped for previous month:

|  |  |  |
| --- | --- | --- |
| Well | Total | Average |
| Well #1 | 3,670,000 | 229,000 |
| Well #2 | 0 | 0 |
| Well #3 | 14,431,000 | 465,000 |
| Well #4 | 14,585,000 | 470,000 |
| **Total (Village)** | **32,686,000** | **1,054,000** |
| Barton | 6,421,000 | 428,000 |

**Dam:** Plant Operator Roney stated the vegetation on the dam is mostly cleared. President Cowles recommended Roney discuss with Woidt Engineeringbefore clearing any further.

**Plant Operator’s Report:** Plant Operator Roney submitted a monthly report. Roney stated PP&L will meet with us regarding getting water from reservoir.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 7:30 p.m. Commissioner Ayres seconded the motion, which carried unanimously.

Respectfully Submitted,

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Michele Wood, Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**JULY 17, 2012 IN THE VILLAGE HALL**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Ayres, Sisto, Stolicker, Campbell, and President Cowles

Present were Clerk Treasurer Wood, Plant Operator Roney, Attorney Keene, and Trustee Ayres

**Letters and Communications:** The clerk read a letter from Tim Mattison, on behalf of his father Maurice, stating they received a very large water bill due to a malfunctioning toilet and asked for forgiveness on their bill. Discussion followed. Commissioner Sisto moved to deny forgiveness as the water was treated. This has been the policy of the Water Board for many years. Commissioner Stolicker seconded the motion, which led to a roll call vote, as follows:

Ayes – 4 (Sisto, Stolicker, Campbell, Cowles)

Nays – 1 (Ayres)

The motion carried.

Commissioner Sisto moved to approve a payment agreement and forgive penalties. Commissioner Stolicker seconded the motion, which carried unanimously.

**Minutes:** Commissioner Ayres moved to approve the Minutes of June 19, 2012 as presented. Commissioner Stolicker seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 5/01/12 – 5/31/12 |  |  |  |
| Beginning Balance | 39,771.76 | Current Revenues | 45,516.41 |
| Deposits | 40,659.49 | Year to Date Revenue | 523,387.70 |
| Disbursements | 36,267.58 | Current Expenditures | 44,816.85 |
| Ending Balance | 44,163.67 | Year to Date Expended | 542,362.55 |

\* Capital Projects Reserve Balance, $78,565.18

|  |  |  |  |
| --- | --- | --- | --- |
| 6/01/12 – 6/30/12 |  |  |  |
| Beginning Balance | 44,163.67 | Current Revenues | 43,105.45 |
| Deposits | 47,627.42 | Year to Date Revenue | 43,105.45 |
| Disbursements | 33,481.62 | Current Expenditures | 23,037.99 |
| Ending Balance | 58,309.47 | Year to Date Expended | 23,037.99 |

\* Capital Projects Reserve Balance, $78,580.79

**Abstract:** Commissioner Sisto moved to approve the bills in the amount of $15,585.30. Commissioner Stolicker seconded the motion, which carried unanimously.

**Well Report:** Average daily pumped for previous month:

|  |  |  |
| --- | --- | --- |
| Well | Total | Average |
| Well #1 | 4,000,000 | 267,000 |
| Well #2 | 0 | 0 |
| Well #3 | 13,875,000 | 478,000 |
| Well #4 | 14,135,000 | 471,000 |
| **Total (Village)** | **32,410,000** | **1,045,000** |
| Barton | 3,178,000 | 106,000 |

**Dam:** Plant Operator Roney stated the vegetation on the dam is mostly cleared. President Cowles recommended Roney discuss with Woidt Engineeringbefore clearing any further.

**Plant Operator’s Report:** Plant Operator Roney submitted a monthly report. Roney stated he and President Cowles met with PP&L and discussed them drawing water from the reservoir when needed. They are checking engineering, feasibility, and regulations at this time and would get back to us.

Roney stated we had several water pipe breaks and a lot of pool fills. He also stated that the annual water quality reports will all be delivered by the end of the week.

**Adjournment:** Commissioner Ayres moved to adjourn meeting at 7:23 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

Respectfully Submitted,

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Michele Wood, Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**AUGUST 21, 2012 IN THE VILLAGE HALL**

Commissioner Stolicker called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Ayres, Stolicker, and Campbell

Present were Clerk Treasurer Wood, Plant Operator Roney, Tioga County Legislator Dale Weston, and Trustee Ayres

**Minutes:** Commissioner Ayres moved to approve the Minutes of July 17, 2012 as presented. Commissioner Campbell seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 7/01/12 – 7/31/12 |  |  |  |
| Beginning Balance | 58,309.47 | Current Revenues | 55,642.37 |
| Deposits | 59,776.43 | Year to Date Revenue | 98,747.82 |
| Disbursements | 25,702.97 | Current Expenditures | 25,127.97 |
| Ending Balance | 92,382.93 | Year to Date Expended | 48,155.96 |

\* Capital Projects Reserve Balance, $78,598.01

**Abstract:** Commissioner Ayres moved to approve the bills in the amount of $38,559.79. Commissioner Campbell seconded the motion, which carried unanimously.

**Well Report:** Average daily pumped for previous month:

|  |  |  |
| --- | --- | --- |
| Well | Total | Average |
| Well #1 | 2,250,000 | 204,000 |
| Well #2 | 0 | 0 |
| Well #3 | 14,863,000 | 479,000 |
| Well #4 | 14,508,000 | 468,000 |
| **Total (Village)** | **31,621,000** | **1,020,000** |
| Barton | 3,440,000 | 313,000 |

**Adjournment:** Commissioner Ayres moved to adjourn meeting at 7:23 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

Respectfully Submitted,

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Michele Wood, Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**SEPTEMBER 18, 2012 IN THE VILLAGE HALL**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Ayres, Sisto, Stolicker, Campbell, and President Cowles

Also present were Deputy Clerk Treasurer Hazen, Plant Operator Roney, and Attorney Keene

**Letters and Communications:** The deputy clerk read a letter from Michael Hughes stating he received a very large water bill due to powerwashing his house and asked for forgiveness on his bill. Discussion followed. Commissioner Sisto moved to deny forgiveness as the water was treated. This has been the policy of the Water Board for many years. Commissioner Ayres seconded the motion, which led to a roll call vote, as follows:

Ayes – 5 (Sisto, Stolicker, Campbell, Ayres, Cowles)

Nays – 0

The motion carried.

President Cowles stated in the future Mr. Hughes could look into a possible flat rate charge if he is going to consume a large amount of water at once.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 8/01/12 – 8/30/12 |  |  |  |
| Beginning Balance | 92,382.93 | Current Revenues | 47,312.69 |
| Deposits | 39,268.48 | Year to Date Revenue | 146,060.51 |
| Disbursements | 52,694.77 | Current Expenditures | 52,095.07 |
| Ending Balance | 78,956.64 | Year to Date Expended | 100,251.03 |

\* Capital Projects Reserve Balance, $78,617.70

**Abstract:** Commissioner Sisto moved to approve the bills in the amount of $11,800.60. Commissioner Stolicker seconded the motion, which carried unanimously.

**Well Report:** Average daily pumped for previous month:

|  |  |  |
| --- | --- | --- |
| Well | Total | Average |
| Well #1 | 1,865,000 | 233,000 |
| Well #2 | 0 | 0 |
| Well #3 | 14,908,000 | 480,000 |
| Well #4 | 12,792,000 | 457,000 |
| **Total (Village)** | **29,565,000** | **954,000** |
| Barton | 3,249,000 | 361,000 |

**Use of Reservoir:** President Cowles stated Waverly High School Athletic Director, Mr. Manwaring, contacted Mayor McDuffee and would like to take students to the reservoir to teach them kayaking. He will have an insurance waiver and the school’s policy would cover them. Plant Operator Roney stated he will have a path cleared for them. President Cowles stated if Attorney Keene does not have an issue it should be fine. Attorney Keene stated she will check with our insurance company. Commissioner Stolicker moved to approve the school’s use of the reservoir as presented, contingent upon insurance compliance. Commissioner Ayres seconded the motion, which carried unanimously.

**Generator Maintenance Contract:** Plant Operator Roney stated there was an issue with the well #1 generator during the recent brown out. He would like to put a maintenance contract on it the same as well #4, the generator would be serviced twice a year. Commissioner Stolicker moved to approve the generator maintenance contract for well # 1 as presented. Commissioner Ayres seconded the motion, which carried unanimously.

**Dam Inspection:** Plant Operator Roney stated NYS DEC is coming Thursday, September 20th at 10 a.m. to inspect the dam and our engineer, Rick Woidt, is unable to attend. President Cowles stated there was a miscommunication with NYS DEC because they said for us to cut vegetation and then told us to stop because we didn’t have permits. President Cowles stated he is hopeful NYS DEC will provide direction, what permits/permissions are required.

**Plant Operator’s Report:** Plant Operator Roney submitted a monthly report. He stated Leprino’s is only going 3 days per week they told him it is because of drought and cows are not producing milk. He stated it could be because we raised the prices. He also stated leak detection has been good and revenue is up.

**Budget Update:**  President Cowles read an email from Thurman Blanchard from Leprino’s stating he has offered to assist with the budgeting process. Sisto stated he is strongly against the general public sitting in on budgeting session. Attorney Keene stated he could be interested in assisting because then he would get a heads up on any capital improvements that could affect Leprino’s. President Cowles stated Leprino’s consumes as much water as all village residents and they may assist with capital project costs to help keep their costs down.

**McCloe Project Update:**  Plant Operator Roney stated they still need to put the roads in and he is concerned the mains will freeze because there is not enough dirt over the mains. Attorney Keene stated they put the sewers in without the proper permits from NYS DEC and she will call Attorney Finlayson for an update on the project status.

**DOH Cross Connection:** Plant Operator Roney stated the state recommends getting the cross connection control program in place. Most businesses may be affected and would need to install a backflow prevention device.

**Rental House Update:** Attorney Keene inquired if a fence had been installed around the pool. Plant Operator Roney will look into it.

**Adjournment:** Commissioner Stolicker moved to adjourn meeting at 7:28 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**SPECIAL MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON MONDAY,**

**SEPTEMBER 24, 2012 IN THE VILLAGE HALL**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Ayres, Stolicker, Campbell, and President Cowles

Also present were Deputy Clerk Treasurer Hazen, Plant Operator Roney, Trustee Pat Ayres and Angela Varano of The Morning Times.

**Dam Vegetation Removal Quotes:**  President Cowles discussed previous vegetation removal. The NYS DEC instructed us to stop work because permits were needed. There was a miscommunication with NYS DEC and we thought no permits were needed because trees were less than 4” diameter. The engineer is addressing the slope of the dam, the State has the dam classified as a Class C dam which is high hazard. Once the vegetation and trees are removed and grass is planted the engineer will need to address the grade. The permit takes approximately 1 to 2 months to obtain. The quotes received were from McCloe’s for $5000.00 and Arnold’s Excavation for $5600.00. Roney stated McCloe can start tomorrow and Arnold in a few weeks. President Cowles stated there is no problems with the dam it is safe this is just part of a maintenance plan and Class C dams receive more inspections.

Commissioner Ayres moved to approve the bid received from McCloe’s for $5,000.00. Commissioner Stolicker seconded the motion, which carried unanimously. Plant Operator Roney stated the work should be completed in approximately 5 days.

Angela Varano inquired why a permit is required. President Cowles stated it is an earthen dam with a concrete core and the NYS DEC needs to see the dam for inspections. The vegetation has to be manually removed and chemicals cannot be used because it is part of the water system. President Cowles stated after all the work is complete, he would like to get the dam reclassified as Class B.

**Adjournment:** Commissioner Ayres moved to adjourn meeting at 6:45 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**OCTOBER 16, 2012 IN THE VILLAGE HALL**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Ayres, Sisto, Stolicker, and Campbell

Present were Clerk Treasurer Wood, Plant Operator Roney, Trustee Ayres, and Attorney Keene

**Minutes:** Commissioner Ayres moved to approve the Minutes of August 21, September 18, and Sepetember 24, 2012 as presented. Commissioner Stolicker seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 9/01/12 – 9/30/12 |  |  |  |
| Beginning Balance | 78,956.64 | Current Revenues | 50,929.39 |
| Deposits | 54,732.95 | Year to Date Revenue | 197,769.06 |
| Disbursements | 16,005.44 | Current Expenditures | 15,787.59 |
| Ending Balance | 117,684.15 | Year to Date Expended | 116,038.62 |

\* Capital Projects Reserve Balance, $78,629.78

**Abstract:** Commissioner Sisto moved to approve the bills in the amount of $36,928.24. Commissioner Ayres seconded the motion, which carried unanimously.

**Well Report:** Average daily pumped for previous month:

|  |  |  |
| --- | --- | --- |
| Well | Total | Average |
| Well #1 | 1,480,000 | 246,000 |
| Well #2 | 0 | 0 |
| Well #3 | 14,520,000 | 484,000 |
| Well #4 | 13,562,000 | 452,000 |
| **Total (Village)** | **29,562,000** | **954,000** |
| Barton | 1,646,000 | 411,000 |

**Plant Operator Report:** Plant Operator Roney submitted a monthly report. He stated the vegetation on the dam has been removed and the spillway was cleared. He commended McCloe’s for a great job done. Roney stated he has been spreading grass seed as directed by our engineer, Rick Woidt. He also stated he would manage the growth consistently to keep the vegetation from regrowing.

Roney stated the school held an event at the reservoir and everything went smoothly. They all had a really good time.

Roney stated he talked with Tim Steed, Hunt Engineers, regarding the proposed hotel, and Hunt Engineers previously did a water model plan. Mr. Steed is currently working with the Planning Board on the site plan for the hotel.

President Cowles stated Rick Woidt, Woidt Engineering, is currently checking information regarding the dam to come up with a plan/bid package to bring the dam to compliance with the NYS DEC requirements.

**Rental House:** The clerk stated the tenant at the rental house is behind on rent payments. The Board directed Attorney Keene to send tenant a letter.

**Adjournment:** Commissioner Ayres moved to adjourn meeting at 7:20 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

Respectfully Submitted,

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Michele Wood, Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**NOVEMBER 20, 2012 IN THE VILLAGE HALL**

Commissioner Campbell called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Ayres, Stolicker, and Campbell

Present were Clerk Treasurer Wood, Plant Operator Roney, Trustee Ayres, and Attorney Keene

**Minutes:** Commissioner Stolicker moved to approve the Minutes of October 16, 2012 as presented. Commissioner Ayres seconded the motion, which carried unanimously.

**Treasurer's Report:** The clerk stated our computers have been down since the end of October and she was unable to produce an accurate report. She would have it available at the next meeting.

**Abstract:** Commissioner Stolicker moved to approve the bills in the amount of $91,751.91. The clerk stated there was a bond payment made this month. Commissioner Ayres seconded the motion, which carried unanimously.

**Rental House:** The clerk stated she talked with the tenant and she implied that she would have the rent paid in full by the end of the month. Discussion followed. Commissioner Stolicker moved to table discussion pending the outcome of payments to be made by the tenant. Commissioner Ayres seconded the motion, which carried unanimously.

**Well Report:** Average daily pumped for previous month:

|  |  |  |
| --- | --- | --- |
| Well | Total | Average |
| Well #1 | 1,565,000 | 195,000 |
| Well #2 | 0,00 | 0,00 |
| Well #3 | 14,670,000 | 473,000 |
| Well #4 | 8,788,000 | 439,000 |
| **Total (Village)** | **25,023,000** | **742,000** |
| Barton | 1,966,000 | 397,000 |

**Plant Operator Report:** Plant Operator Roney submitted a monthly report.

**Adjournment:** Commissioner Ayres moved to adjourn meeting at 6:57 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

Respectfully Submitted,

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Michele Wood, Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**DECEMBER 18, 2012 IN THE VILLAGE HALL**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Sisto, Campbell, and Cowles

Present were Clerk Treasurer Wood, and Attorney Keene

**Minutes:** Commissioner Sisto moved to approve the Minutes of November 20, 2012 as presented. Commissioner Campbell seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 10/01/12 – 10/31/12 |  |  |  |
| Beginning Balance | 117,684.15 | Current Revenues | 46,307.50 |
| Deposits | 117,983.06 | Year to Date Revenue | 244,076.56 |
| Disbursements | 209,447.80 | Current Expenditures | 130,008.81 |
| Ending Balance | 26,219.41 | Year to Date Expended | 246,047.43 |

\* Capital Projects Reserve Balance, $78,647.55

|  |  |  |  |
| --- | --- | --- | --- |
| 11/01/12 – 11/30/12 |  |  |  |
| Beginning Balance | 26,219.41 | Current Revenues | 11,039.14 |
| Deposits | 27,657.09 | Year to Date Revenue | 255,158.16 |
| Disbursements | 21,173.99 | Current Expenditures | 20,977.49 |
| Ending Balance | 32,702.51 | Year to Date Expended | 267,024.92 |

\* Capital Projects Reserve Balance, $78,663.71

**Abstract:** Commissioner Sisto moved to approve the bills in the amount of $9,015.73. Commissioner Campbell seconded the motion, which carried unanimously.

**Well Report:** Average daily pumped for previous month:

|  |  |  |
| --- | --- | --- |
| Well | Total | Average |
| Well #1 | 1,862,000 | 233,000 |
| Well #2 | 0 | 0 |
| Well #3 | 14,070,000 | 469,000 |
| Well #4 | 7,067,000 | 441,000 |
| **Total (Village)** | **22,999,000** | **767,000** |
| Town of Barton | 4,967,000 | 451,000 |

**Plant Operator Report:** Plant Operator Roney submitted a monthly report. He stated there was a big main break on Providence Street. He also stated he is working on updating the Emergency Response Plan and Vulnerability Assessment with Tioga County. President Cowles recommended the Board review the final draft before submitting it.

**Rental House:** Attorney Keene stated she would contact tenant and send her a notice. Commissioner Sisto moved to authorize Attorney Keene to set up a payment plan with tenant, and/or start eviction process. Trustee Campbell seconded the motion, which carried unanimously. Attorney Keene stated she would notify Board of progress.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 7:10 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

Respectfully Submitted,

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Michele Wood, Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**JANUARY 15, 2013 IN THE VILLAGE HALL**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Sisto, Campbell, Ayres, and Cowles

Present were Clerk Treasurer Wood, Plant Operator Roney, Trustee Pat Ayres, Attorney Keene, and Ron Sherman and John Williams of Moody & Associates

**Minutes:** Commissioner Campbell moved to approve the Minutes of December 18, 2012 as presented. Commissioner Sisto seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 12/01/12 – 12/31/12 |  |  |  |
| Beginning Balance | 32,702.51 | Current Revenues | 83,007.26 |
| Deposits | 33,914.75 | Year to Date Revenue | 338,165.42 |
| Disbursements | 31,775.62 | Current Expenditures | 28,843.05 |
| Ending Balance | 34,841.64 | Year to Date Expended | 295,867.97 |

\* Capital Projects Reserve Balance, $78,680.41

**Abstract:** Commissioner Sisto moved to approve the bills in the amount of $38,066.33. Commissioner Campbell seconded the motion, which carried unanimously.

**Well Report:** Average daily pumped for previous month:

|  |  |  |
| --- | --- | --- |
| Well | Total | Average |
| Well #1 | 2,020,000 | 252,000 |
| Well #2 | 0 | 0 |
| Well #3 | 14,969,000 | 483,000 |
| Well #4 | 12,075,000 | 464,000 |
| **Total (Village)** | **29,064,000** | **938,000** |
| Town of Barton | 1,908,000 | 381,000 |

**Plant Operator Report:** Plant Operator Roney submitted a monthly report. He stated the Emergency Response Plan and the Vulnerability Assessment Report were sent to Tioga County for their approval. He stated the Board could review these reports, however, they are not public record.

President Cowles stated we are pumping more water than we are selling. This would be approximately 37% water loss. He stated it would cost approximately $4,700 to have NYS Leak Detection search the entire Village for leaks. Discussion followed to consider having that done in next year’s budget.

**2013-2014 Budget Committee:** Commissioner Ayes and President Cowles offered to work with the clerk and Plant Operator Roney to prepare the 2013-2014 tentative budget.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 7:26 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

Respectfully Submitted,

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Michele Wood, Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**FEBRUARY 19, 2013 IN THE VILLAGE HALL**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Sisto, Stolicker, Ayres, and President Cowles. Commissioner

Campbell was seated on the Board of Assessment Review, however, was able to attend this meeting.

Present were Clerk Treasurer Wood, Plant Operator Roney, Trustee Pat Ayres, and Attorney Keene

**Letters and Communications:** The clerk read a letter from Edwin Howard, of 114 Providence Street, stating he had tenants with a faulty toilet and was not told of the situation. This caused the usage to go way up and requested some forgiveness on charges. He stated the toilet was fixed and submitted receipts. Discussion followed. Commissioner Sisto moved to deny reduction of charges due to the water was treated, however, approved waiving penalties for three months to allow payments to be made. Commissioner Stolicker seconded the motion, which carried unanimously.

**Minutes:** Commissioner Campbell moved to approve the Minutes of January 15, 2013 as presented. Commissioner Stolicker seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 1/01/13 – 1/31/13 |  |  |  |
| Beginning Balance | 34,841.64 | Current Revenues | 46,827.70 |
| Deposits | 79,891.53 | Year to Date Revenue | 384,993.12 |
| Disbursements | 51,820.53 | Current Expenditures | 51,581.70 |
| Ending Balance | 62,912.64 | Year to Date Expended | 347,449.67 |

\* Capital Projects Reserve Balance, $78,697.12

**Abstract:** Commissioner Sisto moved to approve the bills in the amount of $57,743.57. The clerk stated this includes the final payment to the Sewer Capital Projects Reserve Fund for money borrowed. Commissioner Campbell seconded the motion, which carried unanimously.

**Well Report:** Average daily pumped for previous month:

|  |  |  |
| --- | --- | --- |
| Well | Total | Average |
| Well #1 | 2,814,000 | 234,000 |
| Well #2 | 0 | 0 |
| Well #3 | 13,382,000 | 478,000 |
| Well #4 | 14,544,000 | 469,000 |
| **Total (Village)** | **30,740,000** | **992,000** |
| Town of Barton | 1,980,000 | 396,000 |

**Plant Operator Report:** Plant Operator Roney submitted a monthly report. He stated the meter at Well #3 needs to be replaced soon and recommended a new Neptune model with no moving parts.

**Rental House:** The clerk stated the tenant has paid a total of $3,000, however, is still $1,200 in arrears. Attorney Keene stated she would send a letter to the tenant.

**Board Comments:** President Cowles stated Mayor McDuffee advised him that the police would like to install a shooting range on water property off of Pembleton Place. There would be no costs to the water department. Discussion followed. President Cowles asked Plant Operator Roney to discuss with Chief Updyke and recommended this be discussed with the Town of Barton Board.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 7:47 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

Respectfully Submitted,

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Michele Wood, Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**MARCH 19, 2013 IN THE VILLAGE HALL**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Sisto, Campbell, Ayres, Stolicker, and President Cowles

Present were Clerk Treasurer Wood, Plant Operator Roney, John Williams of Moody & Sons, and Trustee Pat Ayres

**Abstract:** Commissioner Stolicker moved to approve the bills in the amount of $15,083.58. Commissioner Ayres seconded the motion, which carried unanimously.

**Well Report:** Average daily pumped for previous month:

|  |  |  |
| --- | --- | --- |
| Well | Total | Average |
| Well #1 | 4,206,000 | 263,000 |
| Well #2 | 0 | 0 |
| Well #3 | 10,297,000 | 448,000 |
| Well #4 | 13,491,000 | 482,000 |
| **Total (Village)** | **27,994,000** | **999,000** |
| Town of Barton | 2,405,000 | 481,000 |

**Plant Operator Report:** Plant Operator Roney submitted a monthly report. He thanked the Street Department for their help in clearing the dam.

John Williams, of Moody & Sons, stated he sent a response to SRBC regarding the aquifer test plan. He doesn’t expect to hear back from them for a few months. His response answered concerns that SRBC had.

**2013-2014 Tentative Water Budget:** The clerk submitted the 2013-2014 tentative budget in the amount of $626,716. She stated there would be no need to raise residential water rates. Discussion followed. Commissioner Ayres moved to recommend that the Village Board of Trustee adopt the 2013-2014 Tentative Water Budget as presented. Commissioner Sisto seconded the motion, which carried unanimously.

**Adjournment:** Commissioner Stolicker moved to adjourn meeting at 7:15 p.m. Commissioner Ayres seconded the motion, which carried unanimously.

Respectfully Submitted,

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Michele Wood, Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**APRIL 16, 2013 IN THE VILLAGE HALL**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Sisto, Campbell, Stolicker, and President Cowles

Present were Clerk Treasurer Wood, Plant Operator Roney, Attorney Keene, Jean Minielly-Schmieg, and Marty Borko

**Public Comments:** Jean Minielly-Schmieg stated concerns that three properties within the Village could be large enough to contain gas drilling activities. She stated her main focus is protecting our water from future contamination. Plant Operator Roney stated he is working with the Department of Health to come up with a wellhead protection plan. Discussion followed. President Cowles stated there are many municipalities on our aquifer that we have no jurisdiction over. Marty Borko stated the municipalities should be working together to protect our water sources.

**NYRWA Annual Conference:** Commissioner Sisto moved to approve Doug Kinsley to attend the NYRWA Annual Conference on May 20-23, 2013 in Lake Placid, NY and to accept 1/3 of the costs of $395, plus room and board. Commissioner Stolicker seconded the motion, which carried unanimously.

**Minutes:** Commissioner Stolicker moved to approve the Minutes of February 19, and March 19, 2013 as presented. Commissioner Sisto seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 2/01/13 – 2/28/13 |  |  |  |
| Beginning Balance | 62,912.64 | Current Revenues | 57,425.64 |
| Deposits | 49,803.05 | Year to Date Revenue | 442,418.76 |
| Disbursements | 60,197.84 | Current Expenditures | 24,905.85 |
| Ending Balance | 52,517.85 | Year to Date Expended | 372,355.52 |

\* Capital Projects Reserve Balance, $78,712.21

|  |  |  |  |
| --- | --- | --- | --- |
| 3/01/13 – 3/31/13 |  |  |  |
| Beginning Balance | 52,517.85 | Current Revenues | 42,038.37 |
| Deposits | 50,850.77 | Year to Date Revenue | 484,457.13 |
| Disbursements | 31,646.50 | Current Expenditures | 21,993.56 |
| Ending Balance | 71,722.12 | Year to Date Expended | 394,349.08 |

\* Capital Projects Reserve Balance, $78,727.84

**Abstract:** Commissioner Sisto moved to approve the bills in the amount of $19,393.05. Commissioner Stolicker seconded the motion, which carried unanimously.

**Well Report:** Average daily pumped for previous month:

|  |  |  |
| --- | --- | --- |
| Well | Total | Average |
| Well #1 | 3,097,000 | 238,000 |
| Well #2 | 0 | 0 |
| Well #3 | 10,607,000 | 441,000 |
| Well #4 | 15,653,000 | 505,000 |
| **Total (Village)** | **29,356,000** | **947,000** |
| Town of Barton | 4,305,000 | 478,000 |

**Plant Operator Report:** Plant Operator Roney submitted a monthly report. He stated the department has been working hard on leak detection, and found and repaired several. He also stated SRBC was down and did an inspection and was everything went well. SRBC requests sensors be installed in each well and connected to SCADA system to monitor water levels. Roney stated he talked with Department of Health and they advised him that the annual water quality report could be put online and no longer had to be distributed to all residents.

**Tax Relevy:** Commissioner Sisto moved to approve the list of delinquent water bills to be relevied on the June Village Tax Bills in the amount of $18,568.54. Commissioner Stolicker seconded the motion, which carried unanimously.

**Executive Session:** Commissioner Sisto moved to enter executive session at 7:15 p.m. to discuss a contractual issue. Commissioner Stolicker seconded the motion, which carried unanimously.

Commissioner Sisto moved to enter regular session at 7:25 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 7:30 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

Respectfully Submitted,

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Michele Wood, Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**MAY 21, 2013 IN THE VILLAGE HALL**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Campbell, Stolicker, Ayres, and President Cowles

Present were Deputy Clerk Treasurer Hazen, Plant Operator Roney, and Trustee Steck. Attorney Keene arrived at 6:40 p.m.

**SRBC/Moody’s:** Plant Operator Roney reviewd an email from Scott McFeaters from SRBC and stated SRBC and Moody’s checked the wells, storage tanks, and reviewed the plan submitted by Moody’s. SRBC is requesting a step drawdown test be completed on well #1. They have requested a timeframe for completion of test. Steck stated a step down test was completed prior to him retiring in approximately 2008 and Moody’s should have those results. Plant Operator Roney stated SRBC would like another test completed. Commissioner Campbell inquired how often testing is required. Steck stated the the well is not certified because it is in a different aquafir and certification was not required. Plant Operator Roney stated the new regulation requires certification.

**Minutes:** Commissioner Campbell moved to approve the Minutes of April 16, 2013 as presented. Commissioner Stolicker seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 04/01/13 – 04/30/13 |  |  |  |
| Beginning Balance | 71,722.12 | Current Revenues | 44,975.52 |
| Deposits | 58,804.00 | Year to Date Revenue | 529,432.65 |
| Disbursements | 75,085.80 | Current Expenditures | 74,738.79 |
| Ending Balance | 55,440.32 | Year to Date Expended | 469,087.87 |

\* Capital Projects Reserve Balance, $78,742.33

**Abstract:** Commissioner Ayres moved to approve the bills in the amount of $58,953.33. Commissioner Stolicker seconded the motion, which carried unanimously.

**Well Report:** Average daily pumped for previous month:

|  |  |  |
| --- | --- | --- |
| Well | Total | Average |
| Well #1 | 2,526,000 | 281,000 |
| Well #2 | 0 | 0 |
| Well #3 | 13,197,000 | 439,000 |
| Well #4 | 15,128,000 | 504,000 |
| **Total (Village)** | **30,851,000** | **1,028,000** |
| Town of Barton | 2,420,000 | 403,000 |

**Plant Operator Report:** Plant Operator Roney submitted a monthly report. He stated the department has been working on hydrant flushing, meter replacements, main repairs, residential breaks, mowing leak detection, found and repaired several. He also stated there is a new correlator which is good for leak detection the cost is approximately $10,000.00. He said when they turn in scrap metal they get aproxmately $5,000 and he would like the monies put toward purchase of correlator. He stated the mains in McCloe’s development are all flowing and tested good. Cowles inquired about the water quality report and Roney stated it is due by May 31st. He will speak with New York Rural Water and will put report on the website and will hand deliver reports to Barton residents.

**Seasonal Part Time Employment:** Plant Operator Roney recommended Jake Hogan be hired for part-time/temporary summer help for 30 hours a week for 6 weeks at $7.25 per hour. Cowles inquired about safety training. Roney stated he will provide training and safety equipment. Commissioner Ayres moved to approve request. Commissioner Stolicker seconded the motion, which carried unanimously.

**Executive Session:** Commissioner Stolicker moved to enter executive session at 7:00 p.m. to discuss a contractual issue. Commissioner Campbell seconded the motion, which carried unanimously.

Commissioner Ayres moved to enter regular session at 7:11 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

**NY Warn:** Attorney Keene stated she will look into the agreement for NY Warn.

**Leprino Rate:** Commissioner Ayres inquired if there is any information regarding new Leprino rate. President Cowles stated he emailed Thurman Blanchard at Leprino and informed him the increase will be phased in over 3 years. No feedback has been received.

**Adjournment:** Commissioner Stolicker moved to adjourn meeting at 7:16 p.m. Commissioner Campbell seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**JUNE 18, 2013 IN THE VILLAGE HALL**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Campbell, Stolicker, Ayres, and President Cowles

Present were Clerk Treasurer Wood, Attorney Keene, and Trustee Steck.

**Letters and Communications:** The clerk read a letter from Kandi Dixon, 456 Waverly Street requesting forgiveness on part of her bill as the water usage was high. The water department replaced the meter. Discussion followed. Commissioner Stolicker moved to table for more information. Commissioner Ayres seconded the motion, which carried unanimously.

**Minutes:** Commissioner Ayres moved to approve the Minutes of May 21, 2013 as presented. Commissioner Campbell seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 05/01/13 – 05/31/13 |  |  |  |
| Beginning Balance | 55,440.32 | Current Revenues | 50,860.97 |
| Deposits | 81,904.37 | Year to Date Revenue | 580,293.62 |
| Disbursements | 74,037.40 | Current Expenditures | 53,964.03 |
| Ending Balance | 63,307.29 | Year to Date Expended | 523,051.90 |

\* Capital Projects Reserve Balance, $78,755.71

**Abstract:** Commissioner Ayres moved to approve the bills in the amount of (May) $29,013.06 and (June) $9,401.99, for a total of $38,415.05. Commissioner Stolicker seconded the motion, which carried unanimously.

**Well Report:** Average daily pumped for previous month:

|  |  |  |
| --- | --- | --- |
| Well | Total | Average |
| Well #1 | 3,430,000 | 214,000 |
| Well #2 | 0 | 0 |
| Well #3 | 13,552,000 | 437,000 |
| Well #4 | 14,898,000 | 480,000 |
| **Total (Village)** | **31,880,000** | **1,028,000** |
| Town of Barton | 1,560,000 | 390,000 |

**Plant Operator Report:** Plant Operator Roney submitted a monthly report. President Cowles presented the report. He stated Roney would like to purchase a new meter for Well #4 and submitted a quote from Ti Sales for a 6: Neptune Tru/Mag Electromagnetic Flowmeter at a cost of $4,815.02. Commissioner Ayres moved to approve the purchase of the meter as presented. Commissioner Stolicker seconded the motion, which carried unanimously.

**Rental House:** The clerk stated the rent has been paid current through June.

**Executive Session:** Commissioner Campbell moved to enter executive session at 7:01 p.m. to discuss a contractual issue. Commissioner Stolicker seconded the motion, which carried unanimously.

Commissioner Ayres moved to enter regular session at 7:26 p.m. Commissioner Campbell seconded the motion, which carried unanimously.

**Adjournment:** Commissioner Stolicker moved to adjourn meeting at 7:27 p.m. Commissioner Ayres seconded the motion, which carried unanimously.

Respectfully Submitted,

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Michele Wood, Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**JULY 16, 2013 IN THE VILLAGE HALL**

Commissioner Stolicker called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Campbell, Stolicker, and Sisto

Present were Clerk Treasurer Wood, Plant Operator Roney, Trustee Steck, Attorney Keene, and Chuck Franzese of Hunt Engineers

**SRBS/Moody & Associates:** Plant Operator Roney stated Moody’s should have final report soon. He stated the wells would need to be shut down for testing; however, we have 2 days of water in storage so there should not be any issues. Moody’s will let us know when to schedule that.

**Letters and Communications:** Chuck Franzese, of Hunt Engineers, submitted a hand-out listing the Water Improvements we have done and the items that were unable to be addressed. He stated there are funds available through Environmental Facilities Corporation. He stated Hunt Engineers would like the opportunity to continue working with the Village and to improve our water supply.

The clerk read a letter from Kandi Dixon, 456 Waverly Street requesting forgiveness on part of her bill as the water usage was high. Plant Operator Roney stated the meter was tested and was determined to be running low, and no apparent leaks were found. Discussion followed. Commissioner Sisto moved to deny a reduction of the bill. Commissioner Campbell seconded the motion, which carried unanimously.

**Minutes:** Commissioner Sisto moved to approve the Minutes of June 18, 2013 as presented. Commissioner Campbell seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 06/01/13 – 06/30/13 |  |  |  |
| Beginning Balance | 63,307.29 | Current Revenues | 46,590.22 |
| Deposits | 61,559.13 | Year to Date Revenue | 46,590.22 |
| Disbursements | 42,946.53 | Current Expenditures | 19,764.64 |
| Ending Balance | 81,919.89 | Year to Date Expended | 19,764.64 |

\* Capital Projects Reserve Balance, $78,767.79

**Abstract:** Commissioner Sisto moved to approve the bills in the amount of $21,554.66. Commissioner Stolicker seconded the motion, which carried unanimously.

**Well Report:** Average daily pumped for previous month:

|  |  |  |
| --- | --- | --- |
| Well | Total | Average |
| Well #1 | 2,985,000 | 199,000 |
| Well #2 | 0 | 0 |
| Well #3 | 11,299,000 | 376,000 |
| Well #4 | 14,073,000 | 469,000 |
| **Total (Village)** | **28,357,000** | **945,000** |
| Town of Barton | 2,358,000 | 336,000 |

**Plant Operator Report:** Plant Operator Roney submitted a monthly report. He stated we received a violation from SRBC. He and President Cowles are working on a response to the violation.

**Rental House:** The clerk stated the rent has been paid and current.

**Adjournment:** Commissioner Stolicker moved to adjourn meeting at 7:19 p.m. Commissioner Campbell seconded the motion, which carried unanimously.

Respectfully Submitted,

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Michele Wood, Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**AUGUST 20, 2013 IN THE VILLAGE HALL**

Commissioner Campbell called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Campbell, Stolicker, and Sisto

Present were Clerk Treasurer Wood, Plant Operator Roney, and Attorney Keene

**Minutes:** Commissioner Stolicker moved to approve the Minutes of July 16, 2013 as presented. Commissioner Sisto seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 07/01/13 – 07/31/13 |  |  |  |
| Beginning Balance | 81,919.89 | Current Revenues | 60,843.76 |
| Deposits | 75,536.52 | Year to Date Revenue | 107,433.98 |
| Disbursements | 40,381.99 | Current Expenditures | 36,084.15 |
| Ending Balance | 117,074.42 | Year to Date Expended | 55,848.79 |

\* Capital Projects Reserve Balance, $78,785.59

**Abstract:** Commissioner Sisto moved to approve the bills in the amount of $42,876.94. Commissioner Stolicker seconded the motion, which carried unanimously.

**Well Report:** Average daily pumped for previous month:

|  |  |  |
| --- | --- | --- |
| Well | Total | Average |
| Well #1 | 2,805,000 | 255,000 |
| Well #2 | 0 | 0 |
| Well #3 | 12,470,000 | 402,000 |
| Well #4 | 14,789,000 | 477,000 |
| **Total (Village)** | **30,064,000** | **969,000** |
| Town of Barton | 1,706,000 | 371,000 |

**Plant Operator Report:** Plant Operator Roney submitted a monthly report. He stated he is installing a booster pump in Well #2, and waiting for a back-check valve for Well #3. Roney recommended monthly billing for Muldoon Gardens and Springview Apartments, as there are many residents and problems would be found quicker. Commissioner Sisto moved to approve monthly billing for Muldoon Gardens and Springview Apartments as requested. Commissioner Stolicker seconded the motion, which carried unanimously. Roney will check with the clerk to see how the Schools and the Ball Street Apartments are being billed.

**NY Warn:** Attorney Keene stated she reviewed the mutual aid agreement application and found no issues. Commissioner Stolicker moved to authorize Roney to submit application to NY Warn as presented. Commissioner Sisto seconded the motion, which carried unanimously.

**Adjournment:** Commissioner Stolicker moved to adjourn meeting at 7:10 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

Respectfully Submitted,

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Michele Wood, Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**SEPTEMBER 17, 2013 IN THE VILLAGE HALL**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Stolicker, and President Cowles

Present were Clerk Treasurer Wood, Plant Operator Roney, Attorney Keene, and John Williams of Moody & Associates

President Cowles recognized there was not a quorum of the Board present.

John Williams stated he got conditional permit from SRBC for well testing. He stated Moody & Associates could install three monitoring wells at a total cost of $21,000. Discussion followed. President Cowles stated this expense was incorporated into the budget and previously discussed, therefore, approved Moody & Associates to proceed.

The meeting adjourned at 7:16 p.m.

Respectfully Submitted,

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Michele Wood, Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**OCTOBER 15, 2013 IN THE VILLAGE HALL**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Stolicker, Campbell, Sisto, and President Cowles

Present were Clerk Treasurer Wood, Plant Operator Roney, Attorney Keene, Trustee Steck, and Chris Wood and Chuck Franzese of Hunt Engineers

**Letters and Communications:** Chuck Franzese submitted a list of projects that didn’t get done on the last capital project. He stated there is possible funding by USDA/Rural Development and EFC available. Discussion followed. Mr. Franzese recommended applying to USDA for a planning grant for a preliminary environmental review and engineering.

**Minutes:** Commissioner Stolicker moved to approve the Minutes of August 20, and September 13, 2013 as presented. Commissioner Campbell seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 08/01/13 – 08/31/13 |  |  |  |
| Beginning Balance | 117,074.42 | Current Revenues | 55,245.92 |
| Deposits | 48,556.40 | Year to Date Revenue | 162,679.90 |
| Disbursements | 100,960.08 | Current Expenditures | 49,699.86 |
| Ending Balance | 64,670.14 | Year to Date Expended | 105,548.65 |

\* Capital Projects Reserve Balance, $78,801.78

|  |  |  |  |
| --- | --- | --- | --- |
| 09/01/13 – 09/30/13 |  |  |  |
| Beginning Balance | 64,670.14 | Current Revenues | 50,879.15 |
| Deposits | 47,355.48 | Year to Date Revenue | 213,559.05 |
| Disbursements | 36,813.04 | Current Expenditures | 32,097.43 |
| Ending Balance | 75,212.58 | Year to Date Expended | 137,646.08 |

\* Capital Projects Reserve Balance, $78,818.51

**Abstract:** Commissioner Sisto moved to approve the bills in the amount of (September) $20,054.70 and (October) $90,329.55 for a total of $110,384.25. Commissioner Stolicker seconded the motion, which carried unanimously. Commissioner Sisto moved to deposit $25,000 into the USDA Reserve as per agreement with USDA. Commissioner Stolicker seconded the motion, which carried unanimously.

**Well Report:** Average daily pumped for September 2013:

|  |  |  |
| --- | --- | --- |
| Well | Total | Average |
| Well #1 | 1,830,000 | 288,000 |
| Well #2 | 11,554,000 | 481,000 |
| Well #3 | 8,812,000 | 400,000 |
| Well #4 | 3,029,000 | 432,000 |
| **Total (Village)** | **25,225,000** | **840,000** |
| Town of Barton | 2,920,000 | 365,000 |

**Plant Operator Report:** Plant Operator Roney submitted a monthly report. He recommended putting the larger meters (2” or larger) on a monthly billing cycle. He stated this would make those users aware of any leaks before too much water is lost and their bill gets too high. Commissioner Sisto moved to approve changing the billing cycle for stated users to monthly. Commissioner Campbell seconded the motion, which carried unanimously.

**Rental House:** The clerk stated the rent has been paid and brought current through October. Attorney Keene drafted and reviewed a new lease agreement. Discussion followed. Attorney Keene will make some changes and bring back to the next meeting for review.

**Clerk Retirement Request:** The clerk explained that Clerk Lopreste would like start collecting her retirement compensation in February 2014, however, she would like approval to stay working. Discussion Followed. Clerk Lopreste may have to reduce her hours by up to 2 hours per week to stay within the income guidelines of the retirement system. The clerk stated that if Lopreste’s income exceeded $30,000 per year, the penalty would be withheld from her retirement and the Village would not incur any penalties. The Village would save approximately $6,000 per year in retirement contributions. Commissioner Stolicker moved to recommended approval to the Village Trustees to reinstate Clerk Diane Lopreste to current full time employment status, including current benefits, upon her retirement. Commissioner Sisto seconded the motion, which carried unanimously.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 7:55 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

Respectfully Submitted,

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Michele Wood, Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**NOVEMBER 19, 2013 IN THE VILLAGE HALL**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Stolicker, Campbell, Sisto, and President Cowles

Present were Clerk Treasurer Wood, Plant Operator Roney, and Trustee Steck

**Minutes:** Commissioner Campbell moved to approve the Minutes of October 15, 2013 as presented. Commissioner Sisto seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 10/01/13 – 10/31/13 |  |  |  |
| Beginning Balance | 75,212.58 | Current Revenues | 56,165.50 |
| Deposits | 70,891.75 | Year to Date Revenue | 269,724.55 |
| Disbursements | 102,113.59 | Current Expenditures | 100,734.61 |
| Ending Balance | 43,990.74 | Year to Date Expended | 238,380.69 |

\* Capital Projects Reserve Balance, $78,835.25

\* USDA Reserve Balance, $0.00

**Abstract:** Commissioner Sisto moved to approve the bills in the amount of $47,894.12 for a total of $110,384.25. Commissioner Stolicker seconded the motion, which carried unanimously.

**2014-2015 Budget Committee:** Commissioner Stolicker and President Cowles offered to work with the clerk and Plant Operator Roney to prepare the 2014-2015 tentative budget.

**Well Report:** Average daily pumped for October 2013:

|  |  |  |
| --- | --- | --- |
| Well | Total | Average |
| Well #1 | 2,395,000 | 217,000 |
| Well #2 | 15,142,000 | 488,000 |
| Well #3 | 12,787,000 | 426,000 |
| Well #4 | 0 | 0 |
| **Total (Village)** | **30,334,000** | **978,000** |
| Town of Barton | 0 | 0 |

**Plant Operator Report:** Plant Operator Roney submitted a monthly report. He stated the Department of Health did their annual inspection and reported that we need lights on the detector for the chlorine gas. We also need to update the scales at Well #2 at a costs of approximately $2,072 each. Commissioner Campbell stated the MSDS program is changing to a new format (GHS) on December 1, 2013. Roney stated he would contact PESH (Public Employees Safety & Health) for assistance.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 7:29 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

Respectfully Submitted,

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Michele Wood, Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**DECEMBER 17, 2013 IN THE VILLAGE HALL**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Campbell, Sisto, and President Cowles (Commissioner

Stolicker arrived at 6:45 p.m.)

Present were Clerk Treasurer Wood, Plant Operator Roney, Attorney Keene, and Marty Borko of 17 Lyman Avenue

**Letters and Communications:** Marty Borko stated he is the caretaker for the Hebrew Congregation on Chemung Street. He stated they received a very high water/sewer bill and asked if the Board would consider reducing it. Plant Operator Roney stated he looked for leaks and none could be found. Mr. Borko also stated he did not find any leaks either, but insisted nobody was there to use that amount of water. Roney stated old meters typically run slower, but he would replace the meter with a new one. Discussion followed. Commissioner Sisto stated the Water policy is to deny requests because the water was already treated. Commissioner Campbell moved to approve removing penalties and a six-month payment plan. Commissioner Sisto seconded the motion, which carried unanimously.

**Minutes:** Commissioner Campbell moved to approve the Minutes of November 19, 2013 as presented. Commissioner Stolicker seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 11/01/13 – 11/30/13 |  |  |  |
| Beginning Balance | 43,990.74 | Current Revenues | 49,776.76 |
| Deposits | 71,258.52 | Year to Date Revenue | 319,501.31 |
| Disbursements | 87,043.36 | Current Expenditures | 59,417.44 |
| Ending Balance | 28,205.90 | Year to Date Expended | 297,798.13 |

\* Capital Projects Reserve Balance, $78,850.91

\* USDA Reserve Balance, $25,003.60

**Abstract:** Commissioner Sisto moved to approve the bills in the amount of $36,066.74. Commissioner Campbell seconded the motion, which carried unanimously.

**Well Report:** Average daily pumped for November 2013:

|  |  |  |
| --- | --- | --- |
| Well | Total | Average |
| Well #1 | 4,750,000 | 250,000 |
| Well #2 | 8,346,000 | 438,000 |
| Well #3 | 12,442,000 | 415,000 |
| Well #4 | 0 | 0 |
| **Total (Village)** | **25,538,000** | **852,000** |
| Town of Barton | 1,040,000 | 520,000 |

**Plant Operator Report:** Plant Operator Roney submitted a monthly report. He stated the Emergency Plan was approved by NYS Department of Health with conditions, and they were small issues. He submitted an annual agreement from Penn Power for generator maintenance for Well #1 in the amount of $410, and Well #4 in the amount of $700. He stated they also maintain the generator at Village Hall. Commissioner Campbell moved to approve the agreement as presented. Commissioner Sisto seconded the motion, which carried unanimously.

President Cowles stated he would invite Rick Woidt, of Woidt Engineering, to the January meeting.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 7:16 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

Respectfully Submitted,

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Michele Wood, Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**JANUARY 21, 2014 IN THE VILLAGE HALL**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Campbell, Sisto, and President Cowles

Present were Clerk Treasurer Wood, Plant Operator Roney, Attorney Keene, Rick Woidt of Woidt Engineering, and Ann Place of 114 Tracy Road

**Letters and Communications:** Rick Woidt stated the dam was inspected in 2011 and noted some deficiencies, such as vegetation, being narrow, and slope issues. The vegetation has been removed. It will need to have another inspection soon. A detailed engineering assessment must be submitted to NYS DEC by August 19, 2014. A stability analysis must also be done, which is costly. Also, a survey needs to be done to determine the slope and a geotechnical survey including soil borings. He stated they will need to assess drain pump. Mr. Woidt stated he would get these quoted.

**Minutes:** Commissioner Sisto moved to approve the Minutes of December 17, 2013 as presented. Commissioner Campbell seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 12/01/13 – 12/31/13 |  |  |  |
| Beginning Balance | 28,205.90 | Current Revenues | 43,619.30 |
| Deposits | 165,620.75 | Year to Date Revenue | 363,120.61 |
| Disbursements | 175,899.45 | Current Expenditures | 48,388.29 |
| Ending Balance | 17,927.20 | Year to Date Expended | 346,186.42 |

\* Capital Projects Reserve Balance, $78,868.19

\* USDA Reserve Balance, $25,009.08

**Abstract:** Commissioner Sisto moved to approve the bills in the amount of $26,950.81. Commissioner Campbell seconded the motion, which carried unanimously.

**Well Report:** Average daily pumped for December 2013:

|  |  |  |
| --- | --- | --- |
| Well | Total | Average |
| Well #1 | 2,925,000 | 209,000 |
| Well #2 | 6,316,000 | 451,000 |
| Well #3 | 12,273,000 | 396,000 |
| Well #4 | 8,601,000 | 453,000 |
| **Total (Village)** | **30,115,000** | **971,000** |
| Town of Barton | 2,949,000 | 421,000 |

**Plant Operator Report:** Plant Operator Roney submitted a monthly report. He stated there are three valves on Clinton Avenue that needs to be replaced. One will be done out of the current budget. He will budget the other two in the next budget. He stated he is working with Pyramid Business to quote new computer. He also stated the Street Department may be purchasing a new dump truck and asked if the Water Board would pay half. This would be used for water digs. Trustee Steck stated Water paid half of the other dump, which may need to be replaced.

President Cowles stated Mayor Leary is concerned with the hydrant at the corner of Broad Street and Cayuta Avenue, which is located in Foote’s parking lot, being hit by cars and asked if we can put post on it for visibility. Roney stated there is a gas line very close to it and stated concern with digging. He stated there is a steel flag on it. Discussion followed. President Cowles asked if a curb stop could be placed by it. Roney will install one.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 7:38 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

Respectfully Submitted,

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Michele Wood, Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**FEBRUARY 18, 2014 IN THE VILLAGE HALL**

Commissioner Campbell called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Campbell, Sisto, Stolicker, and Place.

Present were Clerk Treasurer Wood, Plant Operator Roney, Attorney Keene, and Trustee Steck

**New Commissioner:** Commissioner Campbell introduced Ann Place and the Board welcomed her.

**Minutes:** Commissioner Sisto moved to approve the Minutes of January 21, 2014 as presented. Commissioner Stolicker seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 1/01/14 – 1/31/14 |  |  |  |
| Beginning Balance | 17,927.20 | Current Revenues | 56,981.68 |
| Deposits | 60,328.06 | Year to Date Revenue | 420,102.29 |
| Disbursements | 39,510.90 | Current Expenditures | 39,168.44 |
| Ending Balance | 38,744.36 | Year to Date Expended | 385,354.86 |

\* Capital Projects Reserve Balance, $78,884.94

\* USDA Reserve Balance, $25,014.39

**Abstract:** Commissioner Sisto moved to approve the bills in the amount of $18,288.15. Commissioner Stolicker seconded the motion, which carried unanimously.

**Well Report:** Average daily pumped for January 2014:

|  |  |  |
| --- | --- | --- |
| Well | Total | Average |
| Well #1 | 2,610,000 | 261,000 |
| Well #2 | 0 | 0 |
| Well #3 | 13,238,000 | 427,000 |
| Well #4 | 15,725,000 | 507,000 |
| **Total (Village)** | **31,573,000** | **1,018,000** |
| Town of Barton | 0 | 0 |

**2014-2015 Tentative Water Budget:** The Board reviewed the tentative budget and discussed a few changes from last year’s budget. The clerk stated that due to the increase to industrial user from $1.07 to $1.23, the budget committee felt the residential and commercial rates did not need to be increased. Commissioner Place moved to recommend the Village Board of Trustees approve the 2014-2015 Water Budget in the amount of $653,394 as determined by the Budget Committee. Commissioner Sisto seconded the motion, which carried unanimously.

**Water House Lease Agreement**: Attorney Keene stated she would revise previous agreement for the next meeting.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report. He stated there have been a lot of frozen pipes and meters due to the extreme cold temperatures. He stated he has purchased 25 more new meters. He stated the Town of Barton had a failure with their gun reader and is in the process of updating it.

**Adjournment:** Commissioner Stolicker moved to adjourn meeting at 7:38 p.m. Commissioner Place seconded the motion, which carried unanimously.

Respectfully Submitted,

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Michele Wood, Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**MARCH 18, 2014 IN THE VILLAGE HALL**

Commissioner Campbell called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Campbell, Sisto, Stolicker, and Place.

Present were Clerk Treasurer Wood, Plant Operator Roney, and Trustee Steck

**Minutes:** Commissioner Stolicker moved to approve the Minutes of February 18, 2014 as presented. Commissioner Sisto seconded the motion, which carried unanimously.

**Abstract:** Commissioner Sisto moved to approve the bills in the amount of $13,392.27. Commissioner Place seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 2/01/14 – 2/28/14 |  |  |  |
| Beginning Balance | 38,744.36 | Current Revenues | 50,284.82 |
| Deposits | 49,676.14 | Year to Date Revenue | 470,387.11 |
| Disbursements | 26,370.45 | Current Expenditures | 24,366.48 |
| Ending Balance | 62,050.05 | Year to Date Expended | 409,721.34 |

\* Capital Projects Reserve Balance, $78,900.07

\* USDA Reserve Balance, $25,018.99

**Well Report:** Average daily pumped for February 2014:

|  |  |  |
| --- | --- | --- |
| Well | Total | Average |
| Well #1 | 6,796,000 | 251,000 |
| Well #2 | 462,000 | 462,000 |
| Well #3 | 11,590,000 | 414,000 |
| Well #4 | 14,314,000 | 512,000 |
| **Total (Village)** | **33,162,000** | **1,184,000** |
| Town of Barton | 1,638,000 | 409,000 |

**Laptop Quotes**: The clerk submitted quotes from Pyramid Business Systems for a laptop computer. They are as follows:

Panasonic Toughbook 53 Semi-Rugged Notebook Computer $1,895

Panasonic Toughbook 31 Fully-Rugged Notebook Computer $4,669

Water Plant Operator Roney stated he was comfortable with the semi-rugged computer. Commissioner Sisto moved to purchase the semi-rugged computer at a cost of $1,895 as presented. Commissioner Place seconded the motion, which carried unanimously.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report. He stated the backhoe needs to be replaced. Trustee Steck is working with Street Lead Jack Pond to determine the best approach. Trustee Steck stated the costs for the current backhoe were divided between the Water, Sewer, and General Funds and feels a new purchase would be shared in the same manner.

**Adjournment:** Commissioner Place moved to adjourn meeting at 7:06 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

Respectfully Submitted,

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Michele Wood, Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**APRIL 15, 2014 IN THE VILLAGE HALL**

Commissioner Campbell called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Campbell, Sisto, and Stolicker

Present were Clerk Treasurer Wood, Plant Operator Roney, and Attorney Keene

**Minutes:** Commissioner Stolicker moved to approve the Minutes of March 18, 2014 as presented. Commissioner Sisto seconded the motion, which carried unanimously.

**Abstract:** Commissioner Sisto moved to approve the bills in the amount of $60,250.57. Commissioner Stolicker seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 3/01/14 – 3/31/14 |  |  |  |
| Beginning Balance | 62,050.05 | Current Revenues | 48,098.74 |
| Deposits | 50,524.56 | Year to Date Revenue | 518,485.85 |
| Disbursements | 24,530.96 | Current Expenditures | 23,587.94 |
| Ending Balance | 88,043.65 | Year to Date Expended | 433,309.28 |

\* Capital Projects Reserve Balance, $78,914.81

\* USDA Reserve Balance, $25,023.66

**Well Report:** Average daily pumped for March 2014:

|  |  |  |
| --- | --- | --- |
| Well | Total | Average |
| Well #1 | 8,325,000 | 268,000 |
| Well #2 | 0 | 0 |
| Well #3 | 13,221,000 | 426,000 |
| Well #4 | 14,539,000 | 501,000 |
| **Total (Village)** | **36,085,000** | **1,164,000** |
| Town of Barton | 1,185,000 | 395,000 |

**Delinquent Tax List Resolution** – Commissioner Sisto offered the following resolution and moved its adoption:

WHEREAS, that the Board of Water Commissioners of the Village of Waverly certifies to the Village Clerk/Treasurer as unpaid, the following water use charges with penalties thereon computed to May 1, 2014, and opposite which is set forth a description of real property affected thereby, and

WHEREAS, the certificate be dated and executed by each member of the Board of Water Commissioners, and delivered to the Village Clerk Treasurer in compliance with Village Law, and

BE IT RESOLVED, that the Board of Trustees be requested to make levy upon the real estate in default, and on such levy, transfer to the Water Fund the sum of $9,244.37 being the amount of unpaid charges including penalties as abstracted, all as required by Village Law.

The motion was seconded by Commissioner Stolicker and carried unanimously.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report. He stated Moody & Associates will be installing the transponders soon.

**Adjournment:** Commissioner Stolicker moved to adjourn meeting at 6:58 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

Respectfully Submitted,

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Michele Wood, Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**MAY 20, 2014 IN THE VILLAGE HALL**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Campbell, Place, and Cowles

Present were Clerk Treasurer Wood, Plant Operator Roney, Trustee Steck, and Attorney Keene (arrived at 6:45 p.m.)

**Letters and Correspondance:** Tim Steed of Hunt Engineers, discussed, via phone, an opportunity for a consolidated funding grant.

**Minutes:** Commissioner Campbell moved to approve the Minutes of April 15, 2014 as presented. Commissioner Place seconded the motion, which carried unanimously.

**Abstract:** Commissioner Campbell moved to approve the bills in the amount of $18,906.88. Commissioner Place seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 4/01/14 – 4/30/14 |  |  |  |
| Beginning Balance | 88,043.65 | Current Revenues | 48,683.92 |
| Deposits | 49,601.98 | Year to Date Revenue | 567,169.77 |
| Disbursements | 69,850.77 | Current Expenditures | 68,855.74 |
| Ending Balance | 67,794.86 | Year to Date Expended | 502,165.02 |

\* Capital Projects Reserve Balance, $78,931.03

\* USDA Reserve Balance, $25,028.80

**Well Report:** Average daily pumped for April 2014:

|  |  |  |
| --- | --- | --- |
| Well | Total | Average |
| Well #1 | 4,685,000 | 260,000 |
| Well #2 | 6,505,000 | 464,000 |
| Well #3 | 12,810,000 | 427,000 |
| Well #4 | 13,171,000 | 470,000 |
| **Total (Village)** | **37,171,000** | **1,280,000** |
| Town of Barton | 1,249,000 | 249,000 |

**2013-2014 Budget Transfers, Water Fund:** Commissioner Campbell moved to approve the following budget transfers:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Transfer To |  |  |  | Transfer From |  |  |
| F 1920-0400 | municipal dues | 95.00 |  | F 1910-0400 | unallocation insurance | 7,253.00 |
| F 8310-0102 | admin-clerk treas | 59.00 |  | F 1950-0400 | taxes on property | 1,000.00 |
| F 8310-0105 | admin-clerk | 156.00 |  | F 8310-0149 | admin-vacation | 238.00 |
| F 8310-0145 | admin-sick | 186.00 |  | F 8310-0401 | admin-supplies | 1,000.00 |
| F 8310-0200 | admin-equipment | 5.00 |  | F 8320-0401 | source-supplies | 555.00 |
| F 8330-0145 | purification-sick | 73.00 |  | F 8320-0402 | source-house repairs | 2,500.00 |
| F 8330-0146 | purification-overtime | 1,537.00 |  | F 8330-0100 | purification-full time | 3,000.00 |
| F 8330-0148 | purification-holiday | 31.00 |  | F 8330-0200 | purification-equip | 2,500.00 |
| F 8330-0149 | purification-vacation | 38.00 |  | F 8330-0402 | purification-repairs | 1,500.00 |
| F 8340-0144 | trans-spec comp | 100.00 |  | F 8330-0404 | chlorine | 2,500.00 |
| F 8340-0145 | trans-sick time | 1,740.00 |  | F 8340-0100 | trans-full time | 983.00 |
| F 8340-0148 | trans-holiday | 31.00 |  | F 8340-0142 | trans-part time | 650.00 |
| F 8340-0149 | trans-vacation | 317.00 |  | F 8340-0146 | trans-overtime | 1,790.00 |
| F 8340-0200 | equipment | 1,000.00 |  | F 8340-0400 | trans-contractual exp | 170.00 |
| F 8340-0401 | supplies | 3,500.00 |  | F 8340-0413 | training | 1,130.00 |
| F 8340-0403 | electric | 500.00 |  | F 9040-0800 | workmans comp | 2,100.00 |
| F 8340-0406 | gasoline | 1,339.00 |  | F 9060-0800 | health insurance | 21,000.00 |
| F 8340-0408 | main and pipe | 2,000.00 |  |  |  |  |
| F 8340-0409 | new meters | 2,800.00 |  |  |  |  |
| F 8340-0414 | clothing allowance | 600.00 |  |  |  |  |
| F 8340-0441 | electric-spring st | 7,200.00 |  |  |  |  |
| F 8340-0442 | electric-well 2 | 3,200.00 |  |  |  |  |
| F 8340-0443 | electric-pembleton | 13,000.00 |  |  |  |  |
| F 8340-0445 | electric-well 4 | 7,000.00 |  |  |  |  |
| F 9010-0800 | retirement | 3,108.00 |  |  |  |  |
| F 9030-0800 | social security | 253.00 |  |  |  |  |
| F 9901-0902 | serial bond interest | 1.00 |  |  |  |  |
|  |  |  |  |  |  |  |
| TOTAL |  | $49,869.00 |  | TOTAL |  | $49,869.00 |

Commissioner Place seconded the motion, which carried unanimously.

**Rental Lease Agreement:** Attorney Keene stated she would meet with the tenant to sign a revised rental lease agreement.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report. He submitted three quotes for the purchase of a new tamper. They are as follows:

Admar Supply Company $2,999

New Holland Binghamton $2,960

JC Smith, Inc. $2,691

Plant Operator Roney recommended the one from Admar, as it is lighter and less cumbersome. Commissioner Campbell moved to approve the purchase of a tamper from Admar Supply Company, as presented. Commission Place seconded the motion, which carried unanimously.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 7:26 p.m. Commissioner Place seconded the motion, which carried unanimously.

Respectfully Submitted,

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Michele Wood, Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON THURSDAY,**

**JUNE 19, 2014 IN THE VILLAGE HALL**

Commissioner Campbell called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Campbell, Place, and Stolicker

Present were Clerk Treasurer Wood, Plant Operator Roney, Attorney Keene, and Tim Steed of Hunt Engineers

**Letters and Correspondance:** Tim Steed, of Hunt Engineers, stated the deadline for the consolidated funding grant has passed, due to a rush at the State level. He stated we should review options to file for funding in the future. A preliminary engineering report is necessary for any funding application.

**Minutes:** Commissioner Stolicker moved to approve the Minutes of May 20, 2014 as presented. Commissioner Place seconded the motion, which carried unanimously.

**Abstract:** Commissioner Stolicker moved to approve the bills in the amount of (May) $42,083.16 and (June) $18,522.25; for a total of $60,605.41. Commissioner Place seconded the motion, which carried unanimously.

**Well Report:** Average daily pumped for May 2014:

|  |  |  |
| --- | --- | --- |
| Well | Total | Average |
| Well #1 | 5,855,000 | 189,000 |
| Well #2 | 14,416,000 | 465,000 |
| Well #3 | 13,177,000 | 425,000 |
| Well #4 | 2,976,000 | 96,000 |
| **Total (Village)** | **36,424,000** | **1,175,000** |
| Town of Barton | 1,389,000 | 463,000 |

**Rental Lease Agreement:** Attorney Keene stated she would meet with the tenant to sign a revised rental lease agreement.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report. He stated he is moving pumps to natural gas to get away from electric, which will save money.

**Adjournment:** Commissioner Stolicker moved to adjourn meeting at 7:21 p.m. Commissioner Place seconded the motion, which carried unanimously.

Respectfully Submitted,

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Michele Wood, Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON THURSDAY,**

**JULY 15, 2014 IN THE VILLAGE HALL**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Place, and Stolicker

Present were Clerk Treasurer Wood, and Trustee Steck

**Minutes:** Commissioner Stolicker moved to approve the Minutes of June 19, 2014 as presented. Commissioner Place seconded the motion, which carried unanimously.

**Abstract:** Commissioner Stolicker moved to approve the bills in the amount of (May) $6,177.05 and (June) $12,173.76; for a total of $18,350.81. Commissioner Place seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 5/01/14 – 5/31/14 |  |  |  |
| Beginning Balance | 67,794.86 | Current Revenues | 112,821.67 |
| Deposits | 51,657.20 | Year to Date Revenue | 679,991.44 |
| Disbursements | 34,190.51 | Current Expenditures | 105,056.95 |
| Ending Balance | 85,261.55 | Year to Date Expended | 607,221.97 |

\* Capital Projects Reserve Balance, $78,945.84

\* USDA Reserve Balance, $25,033.50

**Treasurer's Report:** The Clerk Treasurer submitted the following report:

|  |  |  |  |
| --- | --- | --- | --- |
| 6/01/14 – 6/30/14 |  |  |  |
| Beginning Balance | 85,261.55 | Current Revenues | 52,858.65 |
| Deposits | 52,655.21 | Year to Date Revenue | 52,858.65 |
| Disbursements | 70,581.75 | Current Expenditures | 30,187.87 |
| Ending Balance | 67,335.01 | Year to Date Expended | 30,187.87 |

\* Capital Projects Reserve Balance, $78,958.84

\* USDA Reserve Balance, $50,040.62

**Plant Operator Report:** The clerk stated Plant Operator Roney reported that the transducers will be installed and the pump testing will begin within two weeks.

**Engineering Assessment and Report, Lower Reservoir Dam:** The Board reviewed a proposal from Woidt Engineering to perform an assessment on the lower reservoir dam and report the findings. Commissioner Stolicker moved to approve Woidt Engineering’s proposal as presented, at a cost not to exceed $18,695. Commissioner Place seconded the motion, which carried unanimously.

**Adjournment:** Commissioner Stolicker moved to adjourn meeting at 6:55 p.m. Commissioner Place seconded the motion, which carried unanimously.

Respectfully Submitted,

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Michele Wood, Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON THURSDAY,**

**AUGUST 19, 2014 IN THE VILLAGE HALL**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Campbell, Place, and Stolicker

Present were Clerk Treasurer Wood, Plant Operator Roney, Attorney Keene, Trustee Steck, and Alexis Bortle of The Daily Review

**Minutes:** Commissioner Stolicker moved to approve the Minutes of July 15, 2014 as presented. Commissioner Campbell seconded the motion, which carried unanimously.

**Abstract:** Commissioner Stolicker moved to approve the bills in the amount of $41,545.72. Commissioner Place seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 7/01/14 – 7/31/14 |  |  |  |
| Beginning Balance | 67,335.01 | Current Revenues | 71,281.85 |
| Deposits | 63,143.84 | Year to Date Revenue | 124,140.50 |
| Disbursements | 30,736.64 | Current Expenditures | 23,831.48 |
| Ending Balance | 99,742.21 | Year to Date Expended | 54,019.35 |

\* Capital Projects Reserve Balance, $78,972.22

\* USDA Reserve Balance, $50,049.12

**Plant Operator Report:** Plant Operator Roney submitted a monthly report. He stated the LCD display is not working in generator at Well #1 and he will bring a proposal at the next meeting. The Department of Health will do their annual inspection on September 3, 2014. He also stated Moody and Sons have not installed the transducers yet.

**Engineering Assessment and Report, Lower Reservoir Dam:** Plant Operator Roney stated there were two spots drilled at the dam for the engineering assessment.

**Executive Session:** Commissioner Campbell moved to enter executive session at 6:58 p.m. to discuss a contractual issue. Commissioner Place seconded the motion, which carried unanimously.

Commissioner Place moved to enter regular session at 7:20 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

**Adjournment:** Commissioner Place moved to adjourn meeting at 7:21 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

Respectfully Submitted,

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Michele Wood, Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**SEPTEMBER 16, 2014 IN THE VILLAGE HALL**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Stolicker and Sisto. Campbell arrived at 6:36p.m.

Present were Deputy Clerk Treasurer Hazen, Plant Operator Roney, and Attorney Keene.

**Minutes:** Commissioner Stolicker moved to approve the Minutes of August 19, 2014 as presented. President Cowles seconded the motion, which carried unanimously.

**Abstract:** Commissioner Sisto moved to approve the bills in the amount of $27,602.08. Commissioner Stolicker seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 8/01/14 – 8/31/14 |  |  |  |
| Beginning Balance | 99,742.21 | Current Revenues | 54,833.31 |
| Deposits | 88,220.34 | Year to Date Revenue | 178,973.81 |
| Disbursements | 64,272.82 | Current Expenditures | 58,043.93 |
| Ending Balance | 75,794.69 | Year to Date Expended | 112,063.28 |

\* Capital Projects Reserve Balance, $78,985.63

\* USDA Reserve Balance, $50,057.62

**Plant Operator Report:** Plant Operator Roney submitted a monthly report. He stated the levels at the lower dam will be monitored and checked weekly by Woidt Engineering. Cowles stated he received an email from the engineer and hoped to have the completed dam report by the end of this month. Cowles inquired if the pump test was completed and if the fire department needed to be notified in case of low pressure. Plant Operator Roney stated in his opinion the pressure will not be affected because the tanks are low and they will pump right into the tanks with minimal water loss.

**Rental House:** Plant Operator Roney stated he will be upgrading the electric panel.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 6:56 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**OCTOBER 21, 2014 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Stolicker, Place, Campbell, and Sisto.

Present were Deputy Clerk Treasurer Hazen, Plant Operator Roney, and Attorney Keene.

**Minutes:** Commissioner Stolicker moved to approve the Minutes of September 16, 2014 as presented. Commissioner Sisto seconded the motion, which carried unanimously.

**Abstract:** Commissioner Sisto moved to approve the bills in the amount of $32,802.34. Commissioner Stolicker seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 9/01/14 – 9/30/14 |  |  |  |
| Beginning Balance | 75,794.69 | Current Revenues | 51,205.29 |
| Deposits | 64,605.01 | Year to Date Revenue | 230,179.10 |
| Disbursements | 42,764.27 | Current Expenditures | 40,435.48 |
| Ending Balance | 97,635.43 | Year to Date Expended | 152,498.76 |

\* Capital Projects Reserve Balance, $78,998.61

\* USDA Reserve Balance, $50,065.84

**Authorization to Order New Vehicle:** The Board discussed the cost of proposed vehicle and all of the add-ons. Discussion was tabled. The Board requested Plant Operator Roney obtain cost for an after-market plow attachment.

**Plant Operator Report:** Plant Operator Roney stated the dam assessment is complete and Moody has a tentative pump test plan start date of October 27th, 2014. Discussion followed regarding the renewal of the annual maintenance agreements for the generators at Well #1 and Well #4. Plant Operator Roney stated the LCD display on Well #1 generator needs to be performing properly for testing and needs to be repaired. He also stated the cost for the repair could come from USDA Reserve.

**Penn Power Maintenance Agreement:** President Cowles presented a new proposal from Penn Power Systems for annual maintenance of the generators at Well #1 and Well #4 in the amount of $1,100.00. Commissioner Campbell moved to approve Penn Power System’s proposal as presented. Commissioner Place seconded the motion, which carried unanimously.

**LCD Display Repair:** Commissioner Campbell approved a proposal from Penn Power Systems to replace the LCD display unit in generator at Well #1 at a cost of $2,909.28. Commissioner Place seconded the motion, which carried unanimously.

**Dam Assessment Report:** The Board reviewed the Dam Assessment Plan from Woidt Engineering. Plant operator Roney stated there are six recommendations to be completed within 15 months. Plant Operator Roney further stated the backside of the dam, from the bench to the top of the dyke, and the upstream side of the spillway needs riprap to prevent weed growth and to stabilize erosion. President Cowles stated he would like Woidt to draw up specs for riprap recommendation.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 7:28 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**NOVEMBER 18, 2014 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Stolicker, Place, Campbell, and Sisto

Present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Plant Operator Roney, Trustee Steck, and Attorney Keene

**Minutes:** Commissioner Campbell moved to approve the Minutes of October 21, 2014 as presented. Commissioner Sisto seconded the motion, which carried unanimously.

**Abstract:** Commissioner Campbell moved to approve the bills in the amount of $138,418.87. Commissioner Sisto seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 10/01/14 – 10/31/14 |  |  |  |
| Beginning Balance | 97,635.43 | Current Revenues | 55,947.84 |
| Deposits | 71,612.35 | Year to Date Revenue | 286,126.94 |
| Disbursements | 124,916.73 | Current Expenditures | 124,513.63 |
| Ending Balance | 44,331.05 | Year to Date Expended | 277,012.39 |

\* Capital Projects Reserve Balance, $79,012.03

\* USDA Reserve Balance, $50,074.34

**Authorization to Order New Truck:** The board discussed the after-market plow estimates received from M & C Truck Equipment for $5,272.88 and Trux Outfitter for $4,973.90. Upon review of the estimates, the Board decided to incorporate the plow into the purchase of the truck. Discussion followed regarding leasing options or outright purchasing the truck. Commissioner Sisto stated he would prefer to purchase the truck, with no financing, to save on interest costs. He stated we already appropriated $10,000 in the budget for the truck, and the remainder of the purchase price could come from the fund balance. Clerk Treasurer Wood stated concern that funds may not be available in case of an emergency if the fund balance is reduced. She recommended financing the truck for three years and appropriating the annual payments in respective budgets.

Commissioner Campbell motioned to purchase the 2015 Ford F-250 XL Super Cab 4x4 8.0’box truck per specifications submitted by Van Bortel Ford in the amount of $41,480.56, with full payment due at time of delivery. Commissioner Place seconded the motion, which carried unanimously.

**Plant Operator Report:** Plant Operator Roney stated Moody has begun the pump test on Well #1. He also stated he called Rick Woidt to write the specs for the riprap.

Trustee Steck stated the Sewer Department may be hiring a full time sewer plant operator trainee in the Spring. He stated Joe Wright could move to the Water Department full time, if the Board wanted.

**Adjournment:** Commissioner Sisto moved to adjourn meeting at 7:13 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**DECEMBER 16, 2014 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:34 p.m.

**Roll Call:** Commissioners present were Cowles, Stolicker, Place, and Campbell.

Present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, and Plant Operator Roney

**Minutes:** Commissioner Campbell moved to approve the Minutes of November 18, 2014 as presented. Commissioner Stolicker seconded the motion, which carried unanimously.

**Abstract:** Commissioner Stolicker moved to approve the bills in the amount of $15,200.74. Commissioner Campbell seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 11/01/14 – 11/30/14 |  |  |  |
| Beginning Balance | 44,331.05 | Current Revenues | 50,284.64 |
| Deposits | 47,755.15 | Year to Date Revenue | 336,411.58 |
| Disbursements | 68,292.32 | Current Expenditures | 68,118.90 |
| Ending Balance | 23,793.88 | Year to Date Expended | 345,131.29 |

\* Capital Projects Reserve Balance, $79,025.02

\* USDA Reserve Balance, $48,928.75

**2015-2016 Budget Committee:** Commissioner Place and President Cowles offered to work with the clerk and Plant Operator Roney to prepare the 2015-2016 tentative budget.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report. He discussed a dig at Center Street. He also stated the testing for Wells #2 and #3 has not started yet due to rain and snow. The testing for Well #1 looks good. The new meter for Well #2 will be installed per SRBC. Plant Operator Roney stated he has not heard back from Woidt Engineering with estimates for the riprap.

**Purchase of New Vehicle:** Clerk Treasurer Wood stated concerns with cash flow and decreased fund balance by paying for the new truck in full. She stated the truck should be delivered in February/March and currently payment would be due at that time. She also stated a $40,000 bond payment is due in April and concerned that funds may not be available. The Board discussed these concerns and financing options. Commissioner Campbell motioned to purchase the 2015 Ford F-250 XL Super Cab 4x4 8.0’box truck per specifications submitted by Van Bortel Ford in the amount of $41,480.56, with payment of half to be made at time of delivery and financing the remaining half through Ford Motor Credit for one year. Commissioner Place seconded the motion, which carried unanimously.

**Rental House:** Clerk Treasurer Wood stated the rent is current through November.

**Ti Sales Maintenance Contract:** Commissioner Campbell motioned to approve a one-year extended maintenance contract of N-Sight Software for one year at a cost of $765. Commissioner Place seconded the motion, which carried unanimously.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 7:13 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**JANUARY 20, 2015 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Place, Sisto and Campbell.

Present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, and Plant Operator Roney

**Minutes:** Commissioner Campbell moved to approve the Minutes of December 16, 2014 as presented. Commissioner Place seconded the motion, which carried unanimously.

**Abstract:** Commissioner Campbell moved to approve the bills in the amount of $36,536.05. Commissioner Sisto seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 12/01/14 – 12/31/14 |  |  |  |
| Beginning Balance | 23,793.88 | Current Revenues | 55,866.18 |
| Deposits | 70,106.08 | Year to Date Revenue | 392,277.76 |
| Disbursements | 28,499.05 | Current Expenditures | 30,544.92 |
| Ending Balance | 65,400.91 | Year to Date Expended | 375,676.21 |

\* Capital Projects Reserve Balance, $79,038.44

\* USDA Reserve Balance, $48,937.23

**2015-2016 Budget Committee:** President Cowles reviewed upcoming expenses and stated Plant Operator Roney is compiling a list.

**Plant Operator Report:** Plant Operator Roney stated he installed a new meter at Well #2. A hydrant was broken on Broad Street during a fire on New Year’s Day and will be replaced in the Spring. He also stated the pump test is on hold due to inclimate weather. Plant Operator Roney stated Well #4 is down because all fans are not working and replacements are on order. The generator will not start automatically due to gas meter issues.

**Class B Training:** Commissioner Campbell motioned for Joe Wright to attend Class B license training in April. Commissioner Sisto seconded the motion, which carried unanimously.

**Replace LCD Display:** Commissioner Campbell motioned to pay invoices from Penn Power Systems in the amount of $2826.53 and Tom’s Hardware $36.86 for replacement of LCD display at Well #4 using funds from USDA Reserve. Commissioner Place seconded the motion, which carried unanimously.

**Rental Property:** President Cowles stated Plant Operator Roney will be compiling a checklist with estimates for repairs and improvements.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 7:06 p.m. Commissioner

Place seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**FEBRUARY 17, 2015 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Place, Stolicker and Campbell.

Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Plant Operator Roney and Trustee Steck

**Minutes:** Commissioner Campbell moved to approve the Minutes of January 20, 2015 as presented. Commissioner Stolicker seconded the motion, which carried unanimously.

**Abstract:** Commissioner Campbell moved to approve the bills in the amount of $17,308.65. Commissioner place seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 1/1/15 – 1/31/15 |  |  |  |
| Beginning Balance | 65,400.91 | Current Revenues | 58,181.73 |
| Deposits | 62,696.40 | Year to Date Revenue | 450,459.49 |
| Disbursements | 51,536.08 | Current Expenditures | 47,061.16 |
| Ending Balance | 76,561.23 | Year to Date Expended | 422,737.37 |

\* Capital Projects Reserve Balance, $79,051.87

\* USDA Reserve Balance, $49,945.60

**Replace LCD Display:** Commissioner Place motioned to pay invoice from Penn Power Systems in the amount of $1.108.99 for replacement of LCD display at Well #4 using funds from USDA Reserve. Commissioner Stolicker seconded the motion, which carried unanimously.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report and stated the pump test is on hold at Well #3 due to the pump not producing at rate approved.

**Rental Property:** Clerk Treasurer Wood stated the rent is two months behind. Attorney Keene stated she will issue a 3 day notice.

**Liberty Research:** President Cowles inquired about the status of the delinquent bill. Plant Operator Roney stated half of the balance has been paid.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 7:05 p.m. Commissioner Place seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**MARCH 17, 2015 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Place, Stolicker, Sisto and Campbell

Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Plant Operator Roney and Attorney Keene

**Minutes:** Commissioner Campbell moved to approve the Minutes of February 17, 2015 as presented. Commissioner Sisto seconded the motion, which carried unanimously.

**Abstract:** Commissioner Sisto moved to approve the bills in the amount of $64,217.95. Commissioner Campbell seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 2/1/15 – 2/28/15 |  |  |  |
| Beginning Balance | 76,561.23 | Current Revenues | 50,220.17 |
| Deposits | 54,575.82 | Year to Date Revenue | 500,679.66 |
| Disbursements | 28,421.74 | Current Expenditures | 32,216.56 |
| Ending Balance | 102,715.31 | Year to Date Expended | 454,953.93 |

\* Capital Projects Reserve Balance, $79,064.00

\* USDA Reserve Balance, $45,979.35

**2015-2016 Tentative Water Budget:** The Board reviewed the tentative budget and discussed a few changes from last year’s budget. The water rates will increase from $2.05 to $2.26 per hundred cubic feet. Commissioner Sisto moved to recommend the Village Board of Trustees approve the 2015-2016 Water Budget in the amount of $718,703, as determined by the Budget Committee. Commissioner Place seconded the motion, which carried unanimously.

**Well #3 Pump Work Proposal:** Plant Operator Roney reviewed the proposal and discussed the work required for repair. Discussion followed. Commissioner Campbell moved to approve proposal from Moody and Associates for repairs to well #3 pump at a cost of $8,386.00. Commissioner Sisto seconded the motion, which carried unanimously.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report and stated there have been many frozen meters and frozen lines. He also stated he is awaiting the riprap specs from Moody.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 7:26 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**APRIL 21, 2015 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Place, and Campbell

Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Plant Operator Roney, and Attorney Keene

**Minutes:** Commissioner Campbell moved to approve the Minutes of March 17, 2015, as presented. Commissioner Place seconded the motion, which carried unanimously.

**Abstract:** Commissioner Place moved to approve the bills in the amount of $65,278.97. Commissioner Campbell seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 3/1/15 – 3/31/15 |  |  |  |
| Beginning Balance | 102,715.31 | Current Revenues | 85,543.83 |
| Deposits | 97,806.02 | Year to Date Revenue | 586,223.49 |
| Disbursements | 102,578.81 | Current Expenditures | 77,486.95 |
| Ending Balance | 97,942.52 | Year to Date Expended | 532,440.88 |

\* Capital Projects Reserve Balance, $79,077.43

\* USDA Reserve Balance, $70,830.41

**Delinquent Tax List Resolution:** Commissioner Campbell offered the following resolution and moved its adoption:

WHEREAS, that the Board of Water Commissioners of the Village of Waverly certifies to the Village Clerk/Treasurer as unpaid, the following water use charges with penalties thereon computed to May 1, 2015, and opposite which is set forth a description of real property affected thereby, and

WHEREAS, the certificate be dated and executed by each member of the Board of Water Commissioners, and delivered to the Village Clerk Treasurer in compliance with Village Law, and

BE IT RESOLVED, that the Board of Trustees be requested to make levy upon the real estate in default, and on such levy, transfer to the Water Fund the sum of $9,667.77 being the amount of unpaid charges including penalties as abstracted, all as required by Village Law.

The motion was seconded by Commissioner Place and carried unanimously.

**NYRWA Annual Conference:** Plant Operator Roney requested that he, Jack Pond, and Doug Kinsley be authorized to attend NYRWA’s Annual Technical Conference on May 18-21, 2015 in Verona, NY. The cost is $325 each, plus room and board. Commissioner Place moved to authorize Roney, Pond, and Kinsley to attend the conference as presented. Commissioner Campbell seconded the motion, which carried unanimously.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report and stated the pump at Well #3 needs to be replaced in order to complete the pump test. He also stated Well #4 has been pumping erratically. Plant Operator Roney stated his leak detector is broken and is being repaired.

**Rental Property:** Plant Operator Roney stated there are trees that need to be trimmed and/or removed at the rental house. He will get quotes for the next meeting.

**Adjournment:** Commissioner Place moved to adjourn meeting at 7:12 p.m. Commissioner Campbell seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**MAY 19, 2015 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Place, Sisto and Stolicker

Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, and Attorney Keene

**Minutes:** Commissioner Place moved to approve the Minutes of April 21, 2015, as presented. Commissioner Stolicker seconded the motion, which carried unanimously.

**Abstract:** Commissioner Place moved to approve the bills in the amount of $24,714.74. Commissioner Sisto seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 4/1/15 – 4/30/15 |  |  |  |
| Beginning Balance | 97,942.52 | Current Revenues | 50,545.00 |
| Deposits | 48,982.77 | Year to Date Revenue | 636,768.49 |
| Disbursements | 75,422.85 | Current Expenditures | 74,869.99 |
| Ending Balance | 71,502.11 | Year to Date Expended | 607,310.87 |

\* Capital Projects Reserve Balance, $79,090.43

\* USDA Reserve Balance, $70,833.32

**2014-2015 Water Fund Budget Transfers:** Commissioner Sisto moved to approve the following budget transfers, as presented. Commissioner Stolicker seconded the motion, which carried unanimously.

|  |  |  |  |
| --- | --- | --- | --- |
| **Line Item** | **Description** | **Transfer In** | **Transfer Out** |
| F 1910-0400 | insurance unallocated |  | -1,529.00 |
| F 1920-0400 | municipal dues | 95.00 |  |
| F 1950-0400 | taxes on property |  | -1,009.00 |
| F 8310-0102 | clerk treasurer |  | -1,649.00 |
| F 8310-0105 | clerk |  | -136.00 |
| F 8310-0145 | sick time | 2,277.00 |  |
| F 8310-0148 | holiday | 50.00 |  |
| F 8310-0149 | vacation | 1,115.00 |  |
| F 8310-0200 | equipment |  | -789.00 |
| F 8310-0401 | supplies |  | -3,200.00 |
| F 8310-0405 | telephone | 63.00 |  |
| F 8320-0401 | supplies |  | -990.00 |
| F 8320-0402 | house repairs |  | -2,500.00 |
| F 8330-0100 | full time |  | -3,602.00 |
| **Line Item** | **Description** | **Transfer In** | **Transfer Out** |
| F 8330-0146 | overtime | 2,051.00 |  |
| F 8330-0148 | holiday |  | -9.00 |
| F 8330-0149 | vacation |  | -223.00 |
| F 8330-0200 | equipment |  | -7,000.00 |
| F 8330-0401 | supplies | 647.00 |  |
| F 8330-0402 | repairs |  | -1,936.00 |
| F 8330-0403 | lab testing |  | -2,175.00 |
| F 8330-0404 | chlorine |  | -1,800.00 |
| F 8340-0100 | full time | 229.00 |  |
| F 8340-0142 | part time |  | -122.00 |
| F 8340-0145 | sick time | 423.00 |  |
| F 8340-0146 | overtime | 134.00 |  |
| F 8340-0149 | vacation |  | -334.00 |
| F 8340-0400 | contractual expense | 315.00 |  |
| F 8340-0401 | supplies | 600.00 |  |
| F 8340-0402 | repairs |  | -53.00 |
| F 8340-0403 | electric | 525.00 |  |
| F 8340-0405 | telephone |  | -438.00 |
| F 8340-0406 | gasoline | 1,394.00 |  |
| F 8340-0407 | heating fuel |  | -1,500.00 |
| F 8340-0408 | main and pipe |  | -4,500.00 |
| F 8340-0409 | new meters |  | -188.00 |
| F 8340-0410 | meter parts |  | -616.00 |
| F 8340-0412 | misc |  | -500.00 |
| F 8340-0413 | training | 1,957.00 |  |
| F 8340-0414 | clothing allowance | 325.00 |  |
| F 8340-0415 | gravel-street repairs | 2,500.00 |  |
| F 8340-0441 | electric-spring st | 8,500.00 |  |
| F 8340-0442 | electric-well 2 | 14,604.00 |  |
| F 8340-0443 | electric-pembleton | 8,018.00 |  |
| F 8340-0444 | electric-filter plant |  | -333.00 |
| F 8340-0445 | electric-well 4 | 2,284.00 |  |
| F 8350-0400 | misc/dams | 2,000.00 |  |
| F 9010-0800 | retirement |  | -3,153.00 |
| F 9030-0800 | social security | 162.00 |  |
| F 9040-0800 | workmans comp |  | -839.00 |
| F 9045-0800 | life insurance |  | -37.00 |
| F 9060-0800 | health insurance |  | -9,108.00 |
| **TOTAL** |  | **48,824.00** | **-48,824.00** |

**Tree Removal Bids:**  There were two bids submitted for two tree and stump removals at rental house. They were: Quinlan’s Tree Service for $650.00 and Mattison’s Bucket Service for $725.00. Commissioner Stolicker moved to approve Quinlan’s Tree Service to remove and stump the trees at a cost of $650.00. Commissioner Place seconded the motion, which carried unanimously.

**Authorization to Hire Summer Help:** Commissioner Sisto moved to approve hiring Jake Hogan to start tomorrow at an hourly rate of $8.75 for 32 hours per week, for 13 weeks. Commissioner Stolicker seconded the motion, which carried unanimously.

**Plant Operator’s Report:** Plant Operator Roney was at NYRWA School and a report was submitted in his absence.

**Rental House:** The Board discussed upgrades to the property with the electric as a priority.

**Adjournment:** Commissioner Place moved to adjourn meeting at 7:02 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**JUNE 15, 2015 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:38 p.m.

**Roll Call:** Commissioners present were Cowles, Campbell, Place and Stolicker

Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Plant Operator Roney and Attorney Keene

**Minutes:** Commissioner Campbell moved to approve the Minutes of May 19, 2015, as presented. Commissioner Stolicker seconded the motion, which carried unanimously.

**Abstract:** Commissioner Place moved to approve the May bills in the amount of $14,253.12 and June bills in the anount of $7,168.98. Commissioner Campbell seconded the motion, which carried unanimously.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report. The Board requested he obtain a quote from NYS Leak Detect to perform a system wide survey to assist in detection of leaks.

**Authorization to Purchase Pipe Locator:** Commissioner Campbell motioned to approve purchase of pipe locator from Pow-R Mole Sales LLC in the amount of $3708.00, for use to locate water mains for digs and construction. Commissioner Place seconded the motion which carried unanimously.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 7:00 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**JULY 21, 2015 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Stolicker, Campbell and Place

Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, and Attorney Keene

**Minutes:** Commissioner Campbell moved to approve the Minutes of June 15, 2015 as presented. Commissioner Place seconded the motion, which carried unanimously.

**Abstract:** Commissioner Place moved to approve May bills in the amount of $7,979.78, and July bills in the anount of $36,813.82. Commissioner Stolicker seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 5/1/15 – 5/30/15 |  |  |  |
| Beginning Balance | 71,502.11 | Current Revenues | 112,821.67 |
| Deposits | 35,853.49 | Year to Date Revenue | 679,991.44 |
| Disbursements | 39,882.99 | Current Expenditures | 105,056.95 |
| Ending Balance | 67,472.61 | Year to Date Expended | 607,221.97 |

\* Capital Projects Reserve Balance, $79,103.86

\* USDA Reserve Balance, $70,836.13

|  |  |  |  |
| --- | --- | --- | --- |
| 6/1/15 – 6/30/15 |  |  |  |
| Beginning Balance | 67,472.61 | Current Revenues | 52,858.65 |
| Deposits | 83,177.07 | Year to Date Revenue | 52,858.65 |
| Disbursements | 40,536.90 | Current Expenditures | 30,187.87 |
| Ending Balance | 110,112.78 | Year to Date Expended | 30,187.87 |

\* Capital Projects Reserve Balance, $79,116.86

\* USDA Reserve Balance, $70,836.13

**Rental House:** Discussion followed regarding electrical upgrades and getting specs for requested work.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 7:02 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**AUGUST 18, 2015 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Stolicker, Campbell, and Place

Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Plant Operator Roney, and Attorney Keene

**Minutes:** Commissioner Campbell moved to approve the Minutes of July 21, 2015 as presented. Commissioner Stolicker seconded the motion, which carried unanimously.

**Abstract:** Commissioner Campbell moved to approve bills in the amount of $40,351.75. Commissioner Place seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 7/1/15 – 7/31/15 |  |  |  |
| Beginning Balance | 110,112.78 | Current Revenues | 71,392.86 |
| Deposits | 44,612.47 | Year to Date Revenue | 120,909.43 |
| Disbursements | 59,216.94 | Current Expenditures | 51,104.10 |
| Ending Balance | 95,508.31 | Year to Date Expended | 81,582.99 |

\* Capital Projects Reserve Balance, $79,130.29

\* USDA Reserve Balance, $70,842.25

**Plant Operator Report:** Plant Operator Roney submitted a monthly report and stated Moody and Associates has extended the pump test plan until November. Plant Operator Roney also stated the Well #3 pump has been replaced and the VFD (variable frequency drive) at Well #4 needs to be repaired. He also stated he spoke with Rick Woidt and hopes to get the specs for the riprap bids done by October.

**Rental House:** Discussion followed regarding electrical upgrades and getting specs for requested work.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 7:09 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**SEPTEMBER 15, 2015 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Campbell, and Sisto

Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Plant Operator Roney, and Attorney Keene

**Minutes:** Commissioner Campbell moved to approve the Minutes of August 18, 2015 as presented. Commissioner Sisto seconded the motion, which carried unanimously.

**Abstract:** Commissioner Campbell moved to approve bills in the amount of $19,097.04 and John Mills Electric bill in the amount of $267.00 from the USDA Reserve Fund. Commissioner Sisto seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 8/1/15 – 8/31/15 |  |  |  |
| Beginning Balance | 95,508.31 | Current Revenues | 54,833.31 |
| Deposits | 60,660.00 | Year to Date Revenue | 178,973.81 |
| Disbursements | 54,448.24 | Current Expenditures | 58,043.93 |
| Ending Balance | 101,720.07 | Year to Date Expended | 112,063.28 |

\*Capital Projects Reserve Balance, $79,143.73

\* USDA Reserve Balance, $70,845.26

**Liberty Research:** Discussion followed regarding large outstanding balance owed and future billing options. Board agreed if there is no payment received by October 1st, 2015, then Attorney Keene will send them a letter.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report and stated Well #2 test pump plan is completed and Well #4 VFD replacement is in progress. He also stated Rick Woidt informed him he hasn’t heard back from DEC regarding the back of the dam and to wait until next year. Discussion followed regarding purchase of a back hoe, possible 50/50 split with Street Department.

**Rental House:** Plant Operator Roney stated he will get the specs written for the electrical upgrade.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 7:10 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**OCTOBER 20, 2015 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Campbell, Place, and Sisto

Also present were Clerk Treasurer Wood, Plant Operator Roney, and Attorney Keene

**Minutes:** Commissioner Campbell moved to approve the Minutes of September 15, 2015 as presented. Commissioner Place seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 9/1/15 – 9/30/15 |  |  |  |
| Beginning Balance | 101,720.07 | Current Revenues | 63,323.99 |
| Deposits | 58,259.67 | Year to Date Revenue | 237,899.21 |
| Disbursements | 33,830.36 | Current Expenditures | 33,629.04 |
| Ending Balance | 126,149.38 | Year to Date Expended | 167,442.42 |

\* Capital Projects Reserve Balance, $79,156.74

\* USDA Reserve Balance, $70,581.17

**Abstract:** Commissioner Campbell moved to approve bills in the amount of $105,094.28, and from the USDA Reserve Fund in the amount of $155.00. Commissioner Sisto seconded the motion, which carried unanimously.

**2016-2017 Budget Committee:** President Cowles and Commissioner Place offered to work with Clerk Treasurer Wood and Plant Operator Roney to prepare the 2016-2017 tentative budget.

**Rental House:** Plant Operator Roney stated the side porch on the rental house needs to be repaired/replaced as it is in very poor condition. Commissioner Sisto moved Roney to get proposals for labor and we would supply the materials. Commissioner Place seconded the motion, which carried unanimously. Plant Operator Roney stated he will get the specs written for the electrical upgrade.

**Liberty Research:** The clerk stated Liberty Research made a payment to their account of $15,000. They have a balance of approximately $2,500. She stated it might be paid with their next payment. She will keep the Board informed if they get seriously behind again.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report. He stated they flushed hydrants and repaired a leak at Forest Home Cemete0ry. He also stated there was some vandalism at the filter plant. The Police discovered it. He stated he repaired the damage.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 7:12 p.m. Commissioner Place seconded the motion, which carried unanimously.

Respectfully Submitted,

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Michele Wood, Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**NOVEMBER 17, 2015 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Campbell, Place, Stolicker and Sisto

Also present were Clerk Treasurer Wood, Plant Operator Roney, and Attorney Keene

**Minutes:** Commissioner Campbell moved to approve the Minutes of October 20, 2015 as presented. Commissioner Sisto seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 10/1/15 – 10/31/15 |  |  |  |
| Beginning Balance | 126,149.38 | Current Revenues | 62,715.70 |
| Deposits | 86,083.46 | Year to Date Revenue | 300,614.91 |
| Disbursements | 123,547.99 | Current Expenditures | 123,286.85 |
| Ending Balance | 88,684.85 | Year to Date Expended | 290,729.27 |

\* Capital Projects Reserve Balance, $79,170.18

\* USDA Reserve Balance, $70,429.07

**Abstract:** Commissioner Place moved to approve bills in the amount of $67,881.20. Commissioner Stolicker seconded the motion, which carried unanimously.

**Liberty Research:** Clerk Treasurer Wood stated Liberty Research currently owes three bills totaling $5,054. Discussion followed regarding their average bill, bill cycle, and possible water service shut- off. Clerk Treasurer Wood will call them tomorrow to discuss payment and Attorney Keene will follow up with a letter.

**Rental House:** The Board discussed the removal of three trees and reviewed an estimate from Mattison’s Bucket Service in the amount of $600. Plant Operator Roney stated he is still waiting for bids for work on the porch.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report. He stated the system wide pump test is in progress. He also stated there are some broken hydrants that need to be replaced. Joe Wright will be taking the civil service test tomorrow.

**Overhead Door:** Commissioner Campbell moved to approve purchase and install of 2 commercial door openers from JC Overhead Door in the amount of $2,100 to be installed on existing 10x10 doors. Commissioner Stolicker seconded the motion, which carried unanimously.

**Adjournment:** Commissioner Stolicker moved to adjourn meeting at 7:09 p.m. Commissioner Place seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 5:40 P.M. ON TUESDAY,**

**DECEMBER 15, 2015 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 5:40 p.m.

**Roll Call:** Commissioners present were Cowles, Place and Sisto

Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, and Attorney Keene

**Minutes:** Commissioner Place moved to approve the Minutes of November 17, 2015 as presented. Commissioner Sisto seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 11/1/15 – 11/30/15 |  |  |  |
| Beginning Balance | 88,684.85 | Current Revenues | 53,379.52 |
| Deposits | 101,015.95 | Year to Date Revenue | 353,994.43 |
| Disbursements | 178,933.99 | Current Expenditures | 78,688.79 |
| Ending Balance | 10,766.81 | Year to Date Expended | 369,418.06 |

\* Capital Projects Reserve Balance, $79,183.19

\* USDA Reserve Balance, $70,432.06

**Abstract:** Commissioner Place moved to approve bills in the amount of $39,019.74. Commissioner Sisto seconded the motion, which carried unanimously.

**Williamson Law Billing Software:** Clerk Treasurer Wood discussed purchasing new software for water/sewer billing and stated the Sewer Board has approved the purchase and they will pay 50% of all the costs. Discussion followed. Commissioner Place moved to approve the purchase of water/sewer billing software from Williamson Law in the amount of $4,310. Training and annual support will be an additional costs. Commissioner Sisto seconded the motion, which carried unanimously.

**Liberty Research:** Clerk Treasurer Wood stated she called Liberty Research last month and was told they would try to pay in mid-December. Attorney Keene stated she will send a letter tomorrow regarding delinquent balance of $5,554.

**Rental House:** Clerk Treasurer Wood stated the rent is current and the tree should be removed soon.

**Plant Operator Report:** President Cowles stated the pump test is complete. There was a main break on Garfield Street, which may have resulted from the pump testing. Pump testing is complete.

**Adjournment:** Commissioner Sisto moved to adjourn meeting at 6:03 p.m. Commissioner Place seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**JANUARY 19, 2016 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Place, Sisto, and Campbell

Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, and Attorney Keene

**Letters and Communications:** President Cowles stated a letter was received from SRBC regarding the applications for Wells 1, 2, and 3. He stated Plant Operator Roney has contacted Moody and Associates and they are submitting the requested items.

Discussion followed regarding Moody and Associates attending an upcoming Board meeting to present a brief summary of test results and updating the Board on the application status. Clerk Treasurer Wood stated she would call Moody to schedule.

**Minutes:** Commissioner Campbell moved to approve the Minutes of December 15, 2015 as presented. Commissioner Sisto seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 12/1/15 – 12/31/15 |  |  |  |
| Beginning Balance | 10,766.81 | Current Revenues | 60,476.52 |
| Deposits | 75,086.72 | Year to Date Revenue | 414,470.95 |
| Disbursements | 64,619.08 | Current Expenditures | 72,832.59 |
| Ending Balance | 21,234.45 | Year to Date Expended | 442,250.65 |

\* Capital Projects Reserve Balance, $79,176.64

\* USDA Reserve Balance, $55,900.15

**Abstract:** Commissioner Place moved to approve bills in the amount of $24,650.01 and from the USDA Reserve Fund in the amount of $14,534.88. Commissioner Campbell seconded the motion, which carried unanimously.

**Williamson Law Billing Software:** Clerk Treasurer Wood updated the Board on the status of the software conversion.

**Liberty Research:** Clerk Treasurer Wood stated she called Liberty Research and they have made a payment of $5,554 towards their balance.

**Rental House:** Clerk Treasurer Wood stated the rent is paid through December and the tree has been removed by Mattison’s Bucket Service.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report. Discussion followed regarding NYSDOT replacing the Cayuta Creek Bridge on NYS Route 17C, with the possibility of impacting old water lines, a bid would be required from the engineer.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 6:58 p.m. Commissioner Place seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**FEBRUARY 16, 2016 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Place, Sisto, and Stolicker. Commissioner Campbell arrived at 6:38 p.m.

Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Plant Operator Roney, and Attorney Keene.

**Minutes:** Commissioner Sisto moved to approve the Minutes of January 19, 2016 as presented. Commissioner Stolicker seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 1/1/16 – 1/31/16 |  |  |  |
| Beginning Balance | 21,234.45 | Current Revenues | 82,634.51 |
| Deposits | 49,659.89 | Year to Date Revenue | 497,105.46 |
| Disbursements | 41,630.53 | Current Expenditures | 37,486.32 |
| Ending Balance | 29,263.81 | Year to Date Expended | 479,736.97 |

\* Capital Projects Reserve Balance, $79,210.09

\* USDA Reserve Balance, $80,902.68

**Abstract:** Commissioner Sisto moved to approve bills in the amount of $19,634.89. Commissioner Stolicker seconded the motion, which carried unanimously.

**Williamson Law Billing Software:** Clerk Treasurer Wood updated the Board on the status of the software conversion.

**Liberty Research:** Clerk Treasurer Wood stated Liberty Research has an account balance of $3,341.07 and that she would call tomorrow for payment status. Discussion followed regarding possibly having the Town of Barton relevy delinquent outside water bills onto the Town of Barton taxes. An inter-municipal agreement would need to be done.

**Rental House:** Clerk Treasurer Wood stated the rent is paid through January.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report and stated the Well #2 motor will need to be replaced and he will get an estimate. Plant Operator Roney also stated Moody’s will attend the next meeting to update the Board on the pump test results and the status of the SRBC application.

Discussion followed regarding the Cayuta Creek Bridge repair. Clerk Treasurer Wood stated Capital Project Reserve funds could be used for the project.

**Adjournment:** President Cowles moved to adjourn meeting at 7:00 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**MARCH 15, 2016 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Sisto, and Stolicker. Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Plant Operator Roney, Eric Castonguay, and Shelby Lawson from Moody and Associates

**Moody and Associates Update:** Castonguay stated the pump tests are complete and the deadline for the report submission to SRBC is mid- May. President Cowles and Castonguay agreed a preliminary report should be drafted and sent to SRBC for them to review and comment on prior to the final report submission.

**Minutes:** Commissioner Sisto moved to approve the Minutes of February 16, 2016 as presented. Commissioner Stolicker seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 2/1/16 – 2/29/16 |  |  |  |
| Beginning Balance | 29,263.81 | Current Revenues | 51,994.84 |
| Deposits | 60,497.27 | Year to Date Revenue | 549,100.30 |
| Disbursements | 54,979.23 | Current Expenditures | 54,388.43 |
| Ending Balance | 34,781.85 | Year to Date Expended | 534,125.40 |

\* Capital Projects Reserve Balance, $79,222.68

\* USDA Reserve Balance, $80,906.12

**Abstract:** Commissioner Sisto moved to approve bills in the amount of $40,855.09 and from the USDA Reserve Fund in the amount of $1,079.17. Commissioner Stolicker seconded the motion, which carried unanimously.

**Williamson Law Billing Software:** Clerk Treasurer Wood updated the Board on the status of the software conversion stating it should be completed within the next couple of weeks.

**Liberty Research:** Clerk Treasurer Wood stated Liberty Research has an account balance of

$5, 276. She spoke with the CEO and he stated they will make a payment of $2,500 by the end of the week and an additional payment of $3,500 by the end of the month. Discussion followed and the Board agreed if no payment is received by the end of the week, give notice on Monday, March 21st and shut off the water service for non-payment.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report. He stated the department has been working on winter hydrant checks, frozen meter repairs, residential leaks and leak detection.

**2016-2017 Tentative Water Budget:** President Cowles reviewed the tentative budget with the Board and discussed a few changes from last year’s budget. Plant Operator Roney stated he would like to discuss an increase in the frozen meter charge. Clerk Treasurer Wood stated they will review and discuss at next month’s meeting.

**Adjournment:** Commissioner Sisto moved to adjourn meeting at 7:23 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**APRIL 19, 2016 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:35 p.m.

**Roll Call:** Commissioners present were Cowles, Sisto, Place, Campbell, and Stolicker. Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Attorney Keene, and Plant Operator Roney.

**Letters and Communications:** The clerk submitted a letter from Tioga Opportunities requesting their late fees be waived on their water bill due to the post office delivering the bill to the wrong address. The clerk stated the bill was addressed correctly. Discussion followed. Commissioner Sisto moved to deny forgiveness as the water was treated. This has been the policy of the Water Board for many years. Commissioner Stolicker seconded the motion, which led to a roll call vote, as follows:

Ayes – 5 (Sisto, Stolicker, Campbell, Cowles, Place)

Nays – 0

The motion carried.

**Minutes:** Commissioner Stolicker moved to approve the Minutes of March 15, 2016 as presented. Commissioner Campbell seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 3/1/16 – 3/31/16 |  |  |  |
| Beginning Balance | 34,781.85 | Current Revenues | 60,199.21 |
| Deposits | 64,621.57 | Year to Date Revenue | 609,299.51 |
| Disbursements | 30,908.16 | Current Expenditures | 32,071.37 |
| Ending Balance | 68,495.26 | Year to Date Expended | 566,196.77 |

\* Capital Projects Reserve Balance, $79,222.68

\* USDA Reserve Balance, $80,906.12

**Abstract:** Commissioner Stolicker moved to approve bills in the amount of $57,434.78. Commissioner Campbell seconded the motion, which carried unanimously.

**Williamson Law Billing Software:** Clerk Treasurer Wood stated the new billing software is installed and the billing clerk is working to ensure all information and accounts are up to date.

**Unmetered Water Rates:** President Cowles reviewed the current rates for the unmetered water and frozen meter charges, which were last updated on 4/19/2011.Commissioner Stolicker moved to increase all current pool fill rates by $5 and to increase the frozen meter charge to $130. Commissioner Sisto seconded the motion, which carried unanimously.

**NEW** **POOL FILL RATES** (Payment must be made in advance)

4/19/2016

|  |  |  |
| --- | --- | --- |
| **ABOVE GROUND** **POOLS** | **SIZE** | **RATE** |
| Small Pools | 18’ round and under  21’ round | 70.00  75.00 |
| Medium Pools | 24’ round and ovals  27’ round and ovals | 80.00  85.00 |
| Large Pools | 32’ round and ovals and over | 90.00 |
| **INGROUND POOLS** | **SIZE** | **RATE** |
| Small Pools | Single depth 12’x24’ and under | 90.00 |
| Medium Pools | 16’x32’ | 100.00 |
| Large Pools | 18’x 36’ and over | 130.00 |
| Olympic Size |  | To be determined by Water  Superintendent |
| **MISC. CHARGES** |  | RATE |
| Partial Pool Fills |  | Minimum $65.00 |
| After Hours & Week-ends |  | Pool charge plus an  Additional $130.00 |
| Extra Hose Lengths (after 8 lengths or 400 ft.) |  | Each Extra Hose $5.00 |

##### OTHER CHARGES

Frozen and/or Damaged Meters $130.00

After hours, additional service charge $100.00

Unauthorized Removal or Tampering of Meters $200.00 plus cost of new meter

Service Charges to have Water Turned Off/On

No charge during working hours

After hours, per trip $100.00

Service Charges for Delinquent Accounts, non-payment

During working hours $ 50.00

After hours $100.00

Fire Protection Charges, Private Fire Hydrants, Annual $250.00

Fire Protection Charges for Sprinkler Systems

Minimum per year up to and including 12,000 square feet $ 85.00

Per 1,000 square feet, exceeding 12,000 $7.25

**Delinquent/Tax Relevy Resolution:** Commissioner Sisto offered the following resolution and moved its adoption:

WHEREAS, that the Board of Water Commissioners of the Village of Waverly certifies to the Village Clerk Treasurer as unpaid, the following water use charges with penalties thereon computed to May 1, 2016, and opposite which is set forth a description of real property affected thereby, and

WHEREAS, the certificate be dated and executed by each member of the Board of Water Commissioners, and delivered to the Village Clerk Treasurer in compliance with Village Law, and

BE IT RESOLVED, that the Board of Trustees be requested to make levy upon the real estate in default, and on such levy, transfer to the Water Fund the sum of $10,061.97 being the amount of unpaid charges including penalties as abstracted, all as required by Village Law.

The motion was seconded by Commissioner Stolicker and carried unanimously.

**Liberty Research:** Clerk Treasurer Wood stated Liberty Research paid the $2,500 on their account as agreed. She spoke with them yesterday and was informed a payment would be left in the drop box that evening and no payment had been received. Clerk Treasurer Wood stated she would call again tomorrow and would research a possible inter-municipal agreement with the Town of Barton.

**Rental House:** Plant Operator Roney stated the front porch of the rental house needs to be repaired and he will get estimates.

**Promotion to Plant Operator:** Commissioner Sisto moved to promote Joseph Wright to Plant Operator effective 12/23/2015 with retroactive hourly pay increase. Commissioner Stolicker seconded the motion, which carried unanimously. Clerk Treasurer Wood stated she would discuss with the Board of Sewer Commissioners regarding reimbursing Water Fund for half of Joe Wright’s salary and benefits due to him working in the Sewer Plant 2-3 days per week throughout the year.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report. He stated he is moving forward with Moody & Associates regarding the CDC Grant. Discussion followed regarding the Cayuta Creek bridge project.

**Adjournment:** Commissioner Stolicker moved to adjourn meeting at 7:37 p.m. Commissioner Campbell seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**MAY 17, 2016 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Place, and Campbell. Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, and Attorney Keene.

**Minutes:** Commissioner Campbell moved to approve the Minutes of April 19, 2016 as presented. Commissioner Place seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 4/1/16 – 4/30/16 |  |  |  |
| Beginning Balance | 68,495.26 | Current Revenues | 50,545.00 |
| Deposits | 40,970.06 | Year to Date Revenue | 636,768.49 |
| Disbursements | 82,882.38 | Current Expenditures | 74,869.99 |
| Ending Balance | 26,582.94 | Year to Date Expended | 607,310.87 |

\* Capital Projects Reserve Balance, $79,249.15

\* USDA Reserve Balance, $79,566.50

**Liberty Research:** Clerk Treasurer Wood stated Liberty Research paid $2,000 on their account. She stated she has not had a chance to research a possible inter-municipal agreement with the Town of Barton.

**Abstract:** Commissioner Place moved to approve bills in the amount of $21,804.48. Commissioner Campbell seconded the motion, which carried unanimously.

**Williamson Law Billing Software:** Clerk Treasurer Wood stated the new billing software is still being updated, and we are currently using both billing programs.

**Rental House:** Clerk Treasurer Wood stated the rent is paid through April.

**2015-2016 Budget Transfers, Water Fund:** Commissioner Place moved to approve the following 2015-2016 Budget Transfers. Commissioner Campbell seconded the motion, which carried unanimously.

|  |  |  |  |
| --- | --- | --- | --- |
| **Account #** | **Description** | **Transfer In** | **Transfer Out** |
| F 1910-0400 | insurance unallocated |  | -1,200 |
| F 8310-0145 | sick time | 372 |  |
| F 8310-0401 | supplies | 2,000 |  |
| F 8310-0405 | telephone | 100 |  |
| F 8330-0100 | full time | 958 |  |
| F 8330-0146 | overtime |  | -327 |
| F 8330-0149 | vacation |  | -631 |
| F 8340-0100 | full time | 1,615 |  |
| F 8340-0145 | sick time | 1,583 |  |
| F 8340-0146 | overtime |  | -348 |
| F 8340-0148 | holiday |  | -436 |
| F 8340-0149 | vacation |  | -831 |
| F 8340-0200 | equipment | 5,000 |  |
| F 8340-0400 | contractual expense | 300 |  |
| F 8340-0402 | repairs | 2,000 |  |
| F 8340-0415 | gravel-street repairs | 2,000 |  |
| F 8340-0426 | gas-spring st well 1 | 100 |  |
| F 8340-0427 | gas-ithaca st well 2 | 400 |  |
| F 8340-0428 | gas-pembleton well 3 | 200 |  |
| F 8340-0441 | electric-spring st | 4,000 |  |
| F 8340-0442 | electric-well 2 | 15,000 |  |
| F 8340-0443 | electric-pembleton | 4,000 |  |
| F 8340-0444 | electric-filter plant | 1,000 |  |
| F 8340-0445 | electric-well 4 |  | -1,500 |
| F 8340-0407 | fuel |  | -1,055 |
| F 8350-0400 | misc/dams |  | -11,500 |
| F 9010-0800 | retirement |  | -12,500 |
| F 9040-0800 | workmans comp |  | -2,300 |
| F 9060-0800 | health insurance |  | -8,000 |
| **TOTAL** |  | **40,628** | **-40,628** |

**2015-2016 Budget Transfers, Water Fund:** Commissioner Place moved to approve the following 2015-2016 Budget Amendments. Commissioner Campbell seconded the motion, which carried unanimously.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| F 599 - Appropriated Revenue |  |  |  | F 960 - Appropriated Expense |  |  |
| F 2801 | Interfund Revenues | 30,690.00 |  | F 8340.404 | USDA misc exp | 18,690.00 |
| F 5031 | Interfund Transfers | 25,000.00 |  | F 8340.200 | equipment | 37,000.00 |

**Seasonal Part Time Employment:** Plant Operator Roney recommended Jake Hogan be hired for part-time/temporary summer help for 32 hours a week for 13 weeks at $9.00 per hour. Commissioner Campbell moved to approve hiring Jake Hogan as presented. Commissioner Place seconded the motion, which carried unanimously.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report.

**Adjournment:** Commissioner Place moved to adjourn meeting at 6:52 p.m. Commissioner Campbell seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**JUNE 21, 2016 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Place, and Stolicker. Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Plant Operator Roney, and Attorney Keene.

**Letters and Communications:** Clerk Treasurer Wood read a letter from the Water/Sewer Billing Clerk suggesting the Board reinstate the water turn on/off charge due to excessive

requests from property owners for short-term shutoffs when tenants move in and out to avoid receiving minimum bills. Plant Operator Roney will discuss with Water/Sewer Billing Clerk and Attorney Keene will review the code.

**Minutes:** Commissioner Stolicker moved to approve the Minutes of May 17, 2016 as presented. Commissioner Place seconded the motion, which carried unanimously.

**Abstract:** Commissioner Place moved to approve May bills in the amount of $12,477.74. Commissioner Stolicker seconded the motion, which carried unanimously. Commissioner Place moved to approve June bills in the amount of $18,903.73. Commissioner Stolicker seconded the motion, which carried unanimously.

**Rental House:** Clerk Treasurer Wood stated the rent is still due for May and June.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report and stated the DEC completed the dam inspection and was satisfied. He will contact Rick Woidt for the specs. Plant Operator Roney also stated he needs to order a leak detecting correlator and an I-Pad.

**Liberty Research:** Clerk Treasurer Wood stated she called Liberty Research yesterday and was informed they would bring in a payment of $3,000. It has not been received. Clerk Treasurer Wood stated they currently owe a balance of $6,177 and she would call them again.

**SRBC Report:** Cowles inquired about the status of the report for the SRBC. Plant Operator Roney stated he has contacted Moody & Associates and is awaiting a response. He stated they have all the required information and just need to submit the report.

**Adjournment:** Commissioner Place moved to adjourn meeting at 7:05 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**JULY 27, 2016 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Sisto, Campbell, and Stolicker. Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Plant Operator Roney, Attorney Keene, Chuck Franzese from Hunt Engineers, and Paul McNally from Moody & Associates.

**Moody & Associates:** President Cowles stated the pump test is complete, however, a letter was received from SRBC stating the report was not submitted by the deadline. McNally stated the report is being completed and will be submitted in August. President Cowles stated he would like something in writing from the meeting between Moody & Associates and SRBC stating the new report deadline submission date of August 30th and he would like to receive a preliminary copy of the to review at the August 16th meeting.

**CDBG Grant Application:** President Cowles and Chuck Franzese reviewed the CDBG application information, project intent, and scope of work. The application submission deadline is July 29th. Discussion followed regarding the differences with the USDA and CDBG requirements. Mr. Franzese stated he feels a SEQRA Type II action is required.

**Water Distribution System Improvement Project:** Commissioner Campbell offered the following resolution and moved its adoption:

WHEREAS, the Village of Waverly, through their Water Board, proposes to undertake a water distribution system improvement project involving improvements to the existing water distribution system with replacement of watermain on the same footprint and providing emergency backup power at a groundwater well, aimed to improve aging infrastructure, inadequate pressure issues, and health and safety issues; and

WHEREAS, in accordance with the State Environmental Quality Review Act (“SEQRA”), the Village of Waverly Water Board is required to assess impacts to the environment in compliance with SEQRA regulations included in 6 NYCRR Part 617 (Title 6 of the New York Code of Rules and Regulations); and

WHEREAS, the Village of Waverly Water Board is the appropriate agency to be the lead agency to undertake the project review under SEQRA; and

WHEREAS, 6 NYCRR Part 617.5 under SEQRA provides that certain actions identified in subdivision (c) of that section are Type II actions and not subject to environmental review under SEQRA and that such activities include “replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site” (6 NYCRR Part 617.5(c)(2)); and

WHEREAS, the proposed improvements consist solely of watermain replacement within the Village along the following priority streets including Orange, Spring, Athens, Elliot, Orchard, and Ball Streets; secondary streets including Elm, Garfield, William, Center, and Lyman Streets; and the addition of emergency backup power at Well No. 3.

NOW, THEREFORE, BASED ON SUCH REVIEW AND CONSIDERATION, BE IT RESOLVED by the Village of Waverly Water Board that:

1. The Village of Waverly Water Board is the lead agency for the SEQRA review of the proposed project.
2. The proposed water distribution system improvement project is a Type II action which is not subject to review under SEQRA, and it will not result in a significant adverse impact on the environment.
3. The Village Water Board President is hereby authorized to sign and file, or have filed, on behalf of the Village all documents necessary to comply with SEQRA.
4. This resolution is effective immediately.

Commissioner Sisto seconded the motion, which led to a roll call vote as follows:

Ayes – 4 (Cowles, Campbell, Sisto, Stolicker)

Nays – 0

Absent -1 (Place)

Commissioner Campbell moved to apply for the CDBG for $750,000 for the Water Distribution System Improvement Project. Commissioner Sisto seconded the motion, which led to a roll call vote as follows:

Ayes – 4 (Cowles, Campbell, Sisto and Stolicker)

Nays – 0

Absent -1 (Place)

**Minutes:** Commissioner Campbell moved to approve the Minutes of June 21, 2016 as presented. Commissioner Stolicker seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 5/1/16 – 5/31/16 |  |  |  |
| Beginning Balance | 26,582.94 | Current Revenues | 88,928.68 |
| Deposits | 85,818.50 | Year to Date Revenue | 747,522.33 |
| Disbursements | 37,564.87 | Current Expenditures | 96,916.55 |
| Ending Balance | 74,836.57 | Year to Date Expended | 743,778.35 |

\* Capital Projects Reserve Balance, $79,262.61

\* USDA Reserve Balance, $79,569.99

|  |  |  |  |
| --- | --- | --- | --- |
| 6/1/16 – 6/30/16 |  |  |  |
| Beginning Balance | 74,836.57 | Current Revenues | 53,143.54 |
| Deposits | 58,931.13 | Year to Date Revenue | 53,143.54 |
| Disbursements | 67,528.52 | Current Expenditures | 37,176.02 |
| Ending Balance | 66,239.18 | Year to Date Expended | 37,176.02 |

\* Capital Projects Reserve Balance, $79,275.64

\* USDA Reserve Balance, $79,575.37

**Abstract:** Commissioner Sisto moved to approve May bills in the amount of $15,819.64. Commissioner Stolicker seconded the motion, which carried unanimously. Commissioner Sisto moved to approve June bills in the amount of $28,342.38. Commissioner Stolicker seconded the motion, which carried unanimously.

**Rental House:** Clerk Treasurer Wood stated the rent is two months behind for the house. Discussion followed and Attorney Keene stated she will send a 3-day notice to the tenant.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report and stated two service breaks were located with the new correlator. He also stated the DEC recommended thinning out the woods by the top of the dam.

**Adjournment:** Commissioner Sisto moved to adjourn meeting at 7:29 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**AUGUST 16, 2016 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Place, and Stolicker. Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Plant Operator Roney, and Travis Bennett from Moody & Associates.

**Moody & Associates:** Travis Bennett apologized for missing the deadline for SRBC. He stated that Moody & Associates have been dealing with internal issues, which caused the missed deadline. President Cowles that Senior Geologist Matthew Mitchell drafted an email to him stating some facts, and it stated that Mr. Moody will

accept full responsibility for any penalties that may occur from the missed deadline, and is committed to cover any such costs.

Bennett stated the SRBC report is in draft form and depending on the Water Board comments should be submitted by August 26th. He also stated he does not foresee a problem with obtaining the permit because the test on the well wide system was done on 2.2 million gallons. Discussion followed regarding SRBC recommendations.

**Minutes:** Commissioner Stolicker moved to approve the Minutes of July 27, 2016 as presented. Commissioner Place seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 7/1/16 – 7/31/16 |  |  |  |
| Beginning Balance | 66,239.18 | Current Revenues | 70,293.12 |
| Deposits | 59,118.22 | Year to Date Revenue | 123,436.66 |
| Disbursements | 63,188.35 | Current Expenditures | 47,238.31 |
| Ending Balance | 62,169.05 | Year to Date Expended | 84,414.33 |

\* Capital Projects Reserve Balance, $79,289.10

\* USDA Reserve Balance, $65,014.24

**Abstract:** Commissioner Stolicker moved to approve bills in the amount of $24,247.46. Commissioner Place seconded the motion, which carried unanimously.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report.

**Water Truck:** Plant Operator Roney stated the truck bumper was damaged in an accident and needs to be replaced. He presented two estimates, as follows: Huckle’s Body Shop for $1,360.30, and Joe’s Automotive for $1,435.34. Commissioner Place moved to approve Huckle’s Body Shop to replace the truck bumper in the amount of $1,360.30. Commissioner Stolicker seconded the motion which carried unanimously.

**Executive Session:** President Cowles moved to enter executive session at 7:03 p.m. to discuss a contractual issue. Commissioner Stolicker seconded the motion, which carried unanimously.

Commissioner Place moved to enter regular session at 7:23 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

**Adjournment:** Commissioner Stolicker moved to adjourn meeting at 7:24 p.m. Commissioner Place seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**SEPTEMBER 20, 2016 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Place, Campbell, Sisto, and Stolicker. Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Plant Operator Roney, and Attorney Keene.

**Minutes:** Commissioner Stolicker moved to approve the Minutes of August 16, 2016 as presented. Commissioner Place seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 8/1/16 – 8/30/16 |  |  |  |
| Beginning Balance | 62,169.05 | Current Revenues | 62,189.64 |
| Deposits | 92,771.72 | Year to Date Revenue | 185,626.30 |
| Disbursements | 45,152.02 | Current Expenditures | 40,057.08 |
| Ending Balance | 109,788.75 | Year to Date Expended | 124,471.41 |

\* Capital Projects Reserve Balance, $79,302.56

\* USDA Reserve Balance, $65,025.28

**Abstract:** Commissioner Stolicker moved to approve bills in the amount of $57,365.39. Commissioner Campbell seconded the motion, which carried unanimously.

**Moody & Associates Invoice:** Discussion followed regarding an invoice received and monies already paid to Moody & Associates. President Cowles requested the previous 1½ years of invoices for next meeting so the Board can review and discuss.

**2003 Ford Dump Truck:** Clerk Treasurer Wood stated the 2003 Ford Dump Truck that was destroyed in the fire at the DPW Building was a 50/50 purchase between the street and water departments. She stated the cost to replace the vehicle is $44,163.60. The insurance will reimburse f $19,664 leaving a loss in value at $24,499. She recommended the Water Fund pay 50% or $12,249.50 toward the purchase of a new vehicle. Stolicker motioned to pay $12,249.50 as presented. Commissioner Sisto seconded the motion, which carried unanimously.

**Rental House:** Clerk Treasurer Wood stated the tenant owes September rent. Plant Operator Roney stated he has received an estimate for the electrical work for $2000 and he is waiting for another estimate.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report. He also stated natural gas has been installed at Well #2.

**Executive Session:** President Cowles moved to enter executive session at 6:59 p.m. to discuss a contractual issue. Commissioner Stolicker seconded the motion, which carried unanimously.

Commissioner Place moved to enter regular session at 7:06 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

**Adjournment:** Commissioner Stolicker moved to adjourn meeting at 7:06 p.m. Commissioner Place seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**OCTOBER 18, 2016 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Place, Sisto, and Stolicker. Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Plant Operator Roney, Mayor Leary, and Attorney Keene.

**Letters and Communications:** Mayor Leary expressed concern about a letter sent to the residents regarding the SRBC application.

**Minutes:** Commissioner Stolicker moved to approve the Minutes of September 20, 2016 as presented. Commissioner Sisto seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 9/1/16 – 9/30/16 |  |  |  |
| Beginning Balance | 109,788.75 | Current Revenues | 59,540.29 |
| Deposits | 62,956.41 | Year to Date Revenue | 245,166.59 |
| Disbursements | 151,564.15 | Current Expenditures | 34,840.85 |
| Ending Balance | 21,181.01 | Year to Date Expended | 159,312.26 |

\* Capital Projects Reserve Balance, $79,315.59

\* USDA Reserve Balance, $79,608.13

**Abstract:** Commissioner Sisto moved to approve bills in the amount of $152,167.44 and from the USDA Reserve Fund in the amount of $997.50. Commissioner Stolicker seconded the motion, which carried unanimously.

**Rental House:** Clerk Treasurer Wood stated the rent is paid through August. Discussion followed regarding necessary electrical repairs that are needed in the house. Commissioner Sisto moved to approve John Mills Electric to upgrade the electrical service per estimate in the amount of $2,290.06. Commissioner Stolicker seconded the motion which carried unanimously.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report. He stated the SRBC and DEC inspections were good. There is a leaking valve on Spring Street that is under control now but might have to dig it in May.

**Adjournment:** Commissioner Stolicker moved to adjourn meeting at 7:11 p.m. Commissioner Place seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**NOVEMBER 15, 2016 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Place, Sisto, Campbell and Stolicker. Also present were Deputy Clerk Treasurer Hazen and Attorney Keene.

**Minutes:** Commissioner Campbell moved to approve the Minutes of October 18, 2016 as presented. Commissioner Stolicker seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 10/1/16 – 10/31/16 |  |  |  |
| Beginning Balance | 21,181.01 | Current Revenues | 61,518.65 |
| Deposits | 88,289.64 | Year to Date Revenue | 306,685.24 |
| Disbursements | 92,783.11 | Current Expenditures | 170,085.21 |
| Ending Balance | 16,687.54 | Year to Date Expended | 329,397.47 |

\* Capital Projects Reserve Balance, $79,329.06

\* USDA Reserve Balance, $78,621.68

**Abstract:** Commissioner Stolicker moved to approve bills in the amount of $34,184.94 and from the USDA Reserve Fund in the amount of $195.00. Commissioner Place seconded the motion, which carried unanimously.

**Rental House:** President Cowles stated the electric has been upgraded and the hot water heater has been repaired.

**Plant Operator Report:** President Cowles stated Plant Operator Roney has purchased a locker as required by OSHA for storage of hazardous materials. He also stated there is a valve that needs to be replaced located at Spring and Lincoln Streets.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 6:42 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**DECEMBER 20, 2016 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Place, Sisto, and Campbell. Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, and Attorney Keene.

**Minutes:** Commissioner Place moved to approve the Minutes of November 15, 2016 as presented. Commissioner Sisto seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 11/1/16 – 11/30/16 |  |  |  |
| Beginning Balance | 16,687.54 | Current Revenues | 53,273.82 |
| Deposits | 76,692.69 | Year to Date Revenue | 359,959.06 |
| Disbursements | 69,756.69 | Current Expenditures | 48,750.12 |
| Ending Balance | 23,623.54 | Year to Date Expended | 378,147.59 |

\* Capital Projects Reserve Balance, $79,342.10

\* USDA Reserve Balance, $78,437.37

**Abstract:** Commissioner Place moved to approve bills in the amount of $32,027.89 and from the USDA Reserve Fund in the amount of $175.00. Commissioner Sisto seconded the motion, which carried unanimously.

**Rental House:** Clerk Treasurer Wood stated the rent is current, and the electrical upgrade is complete. She also stated the hot water heater was replaced.

**2017-2018 Budget Committee:** Commissioner Sisto and President Cowles offered to work with Clerk Treasurer Wood and Plant Operator Roney to prepare the 2017-2018 tentative budget.

**Plant Operator Report:** President Cowles stated there was a water main break on Ithaca and Charles Street, and it has been repaired.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 6:45 p.m. Commissioner Place seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**JANUARY 17, 2017 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Place, Sisto and Campbell. Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Patrick Ayres and Attorney Keene.

**Letters and Communications:** President Cowles stated he responded to a letter from SRBC inquiring about the cause and corrective action taken regarding the average total withdrawals per month being exceeded.

**Minutes:** Commissioner Place moved to approve the Minutes of December 20, 2016 as presented. Commissioner Campbell seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 12/1/16 – 12/31/16 |  |  |  |
| Beginning Balance | 23,623.54 | Current Revenues | 62,774.14 |
| Deposits | 60,758.36 | Year to Date Revenue | 422,733.20 |
| Disbursements | 53,718.25 | Current Expenditures | 46,117.98 |
| Ending Balance | 30,663.65 | Year to Date Expended | 424,265.57 |

\* Capital Projects Reserve Balance, $79,355.57

\* USDA Reserve Balance, $65,068.75

**Abstract:** Commissioner Place moved to approve bills in the amount of $30,727.31. Commissioner Campbell seconded the motion, which carried unanimously.

**Plant Operator Report:** President Cowles stated there was a large leak located near Ted Clark’s which has been temporarily fixed but they will need to return for a major repair.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 6:55 p.m. Commissioner Place seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**FEBRUARY 21, 2017 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Place, Sisto, Stolicker, and Campbell. Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Plant Operator Roney, Attorney Keene, Jock and Mary Lou Gates, and Christopher Kalwara of Johnson Controls.

**Letters and Communications:** Jock and Mary Lou Gates expressed concern regarding the property owner being responsible for tenant’s bills. Attorney Keene explained the law regarding unpaid bills being added to the village taxes.

**Johnson Controls Presentation:** Christopher Kalwara, of Johnson Controls, stated they are currently working with the Board of Trustees regarding HVAC and street lights for energy performance. He stated the water infrastructure should be reviewed for upgrading and would like to conduct an AWAA meter audit. President Cowles asked for references and stated he is willing to review their proposal. He advised Kalwara to email proposal to Clerk Treasurer Wood.

**Minutes:** Commissioner Sisto moved to approve the Minutes of January 17, 2017 as presented. Commissioner Campbell seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 01/01/17 – 01/31/17 |  |  |  |
| Beginning Balance | 30,663.65 | Current Revenues | 62,774.14 |
| Deposits | 85,782.62 | Year to Date Revenue | 359,959.06 |
| Disbursements | 45,968.72 | Current Expenditures | 48,750.12 |
| Ending Balance | 70,477.65 | Year to Date Expended | 378,147.59 |

\* Capital Projects Reserve Balance, $79,369.05

\* USDA Reserve Balance, $65,079.80

**Abstract:** Commissioner Place moved to approve bills in the amount of $15,521.49. Commissioner Stolicker seconded the motion, which carried unanimously.

**2017–2018 Budget Update:** Clerk Treasurer Wood stated the committee worked on the tentative budget and concluded there was no need to raise the budget or the rates. She stated the water fund will benefit with savings from the bond refinancing, converting the wells to gas from electric, and the USDA reserve no longer being mandatory. Clerk Treasurer Wood also stated there is a contingency budget of $20,097.00 which can be converted to the reserve account if there is no large expense at the end of the year. Commissioner Place moved to recommend to the Board of Trustees to approve the 2017-2018 Tentative Water Budget. Commissioner Campbell seconded the motion, which carried unanimously.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report and stated Liberty Research has an extremely high bill due to a major leak before the meter which has been repaired and there should be a reduction to the sewer portion of the bill. Clerk Treasurer Wood stated the village could possibly reach an agreement with the Town of Barton to assess delinquent water/sewer charges to the property.

**Executive Session:** Commissioner Place moved to enter executive session at 7:38 p.m. to discuss a contractual issue. Commissioner Sisto seconded the motion, which carried unanimously.

Commissioner Place moved to enter regular session 7:44 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

**Adjournment:** Commissioner Stolicker moved to adjourn meeting at 7.44 p.m. Commissioner Place seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**MARCH 21, 2017 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Place, Sisto and Stolicker. Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Plant Operator Roney and Attorney Keene.

**Minutes:** Commissioner Stolicker moved to approve the Minutes of February 21, 2017 as presented. Commissioner Sisto seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 02/01/17 – 02/28/17 |  |  |  |
| Beginning Balance | 70,477.55 | Current Revenues | 59,115.99 |
| Deposits | 46,533.90 | Year to Date Revenue | 539,963.28 |
| Disbursements | 30,484.58 | Current Expenditures | 54,388.43 |
| Ending Balance | 86,526.87 | Year to Date Expended | 534,125.40 |

\* Capital Projects Reserve Balance, $79,381.23

\* USDA Reserve Balance, $65,089.78

**Abstract:** Commissioner Place moved to approve bills in the amount of $19,982.52. Commissioner Stolicker seconded the motion, which carried unanimously.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report and stated there was a 10” main break at the sewer plant. He also stated they helped the Street Department with snow removal, held a rabies clinic at the shop, and completed the Department of Health report.

**Bowen Trucking Invoice:** Attorney Keene discussed outstanding accounts receivable invoices from June, July, and August 2016 for Bowen Trucking for tanker loads of water. She stated a letter will be sent requesting payment and will bring a small claims action if necessary.

**Adjournment:** Commissioner Stolicker moved to adjourn meeting at 6:56 p.m. Commissioner Place seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**APRIL 18, 2017 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Place, and Stolicker. Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Trustee Reznicek, and Attorney Keene.

**Minutes:** Commissioner Stolicker moved to approve the Minutes of March 21, 2017 as presented. Commissioner Place seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 03/01/17 – 03/31/17 |  |  |  |
| Beginning Balance | 86,526.87 | Current Revenues | 66,048.73 |
| Deposits | 49,539.58 | Year to Date Revenue | 606,012.01 |
| Disbursements | 66,369.80 | Current Expenditures | 66,253.60 |
| Ending Balance | 69,696.65 | Year to Date Expended | 566,289.70 |

\* Capital Projects Reserve Balance, $79,394.71

\* USDA Reserve Balance, $65,100.83

**Abstract:** Commissioner Place moved to approve bills in the amount of $39,824.08 and from the USDA Reserve Fund in the amount of $106.39. Commissioner Stolicker seconded the motion, which carried unanimously.

**Plant Operator Report:** Clerk Treasurer Wood stated several trees came down near the tank due to a wind storm and approximately 30’ of fencing was destroyed. She also stated Mattison’s Bucket Service is removing the trees. She stated the insurance company has been notified, however, may not warrant a claim as our deductible is $1,000.

**New Board of Trustees Liaison:** Trustee Eric Reznicek was introduced to the Board as the new liaison for the Board of Trustees. President Cowles explained the functions of the Water Board and updated him on the current projects.

**Adjournment:** Commissioner Stolicker moved to adjourn meeting at 6:56 p.m. Commissioner Place seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**MAY 16, 2017 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Place, Sisto, and Stolicker. Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Plant Operator Roney, Trustee Reznicek, and Attorney Keene.

**Letters and Communications:** Clerk Treasurer Wood read a letter from Sandra Fiske of 9 Ithaca Street requesting forgiveness on part of her bill as the water usage was high due to a washing machine valve leak. President Cowles moved to deny forgiveness as the water was treated, as this has been the policy of the Water Board for many years. Commissioner Place seconded the motion, which led to a roll call vote, as follows:

Ayes – 4 (Sisto, Stolicker, Place, Cowles)

Nays – 0

Absent (Campbell)

The motion carried.

Clerk Treasurer Wood stated Bowen Trucking is requesting to be reinstated for tanker truck water purchases. Discussion followed. Clerk Treasurer Wood will inform that purchases may be made on weekdays only and pre-payment will be required.

**Seasonal Part Time Employment:** Plant Operator Roney recommended Jake Hogan be hired for part-time/temporary summer help for 30 hours a week, at $9.70 per hour. Commissioner Sisto moved to approve hiring Jake Hogan as presented. Commissioner Stolicker seconded the motion, which carried unanimously.

**Minutes:** Commissioner Sisto moved to approve the Minutes of April 18, 2017 as presented. Commissioner Place seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 04/01/17 – 04/30/17 |  |  |  |
| Beginning Balance | 69,696.65 | Current Revenues | 49,294.14 |
| Deposits | 61,217.51 | Year to Date Revenue | 658,593.65 |
| Disbursements | 31,638.94 | Current Expenditures | 80,665.03 |
| Ending Balance | 99,275.22 | Year to Date Expended | 646,861.80 |

\* Capital Projects Reserve Balance, $79,407.76

\* USDA Reserve Balance, $65,111.53

**Abstract:** Commissioner Place moved to approve bills in the amount of $24,133.33. Commissioner Stolicker seconded the motion, which carried unanimously.

**Delinquent/Tax Relevy Resolution:** Commissioner Sisto offered the following resolution and moved its adoption:

WHEREAS, that the Board of Water Commissioners of the Village of Waverly certifies to the Village Clerk Treasurer as unpaid, the following water use charges with penalties thereon computed to May 1, 2017, and opposite which is set forth a description of real property affected thereby, and

WHEREAS, the certificate be dated and executed by each member of the Board of Water Commissioners, and delivered to the Village Clerk Treasurer in compliance with Village Law, and

BE IT RESOLVED, that the Board of Trustees be requested to make levy upon the real estate in default, and on such levy, transfer to the Water Fund the sum of $9,941.26 being the amount of unpaid charges including penalties as abstracted, all as required by Village Law.

The motion was seconded by Commissioner Place and carried unanimously.

**2016-2017 Budget Transfers, Water Fund:** Commissioner Place moved to approve the following 2016-2017 Budget Transfers. Commissioner Stolicker seconded the motion, which carried unanimously.

|  |  |  |  |
| --- | --- | --- | --- |
| **Account #** | **Description** | **Transfer In** | **Transfer Out** |
| F 1910.0400 | insurance unallocated | 374 |  |
| F 1920.0400 | municipal dues | 16 |  |
| F 8310.0102 | admin clerk treasurer | 750 |  |
| F 8310.0105 | admin clerk |  | 490 |
| F 8310.0145 | admin sick time | 316 |  |
| F 8310.0148 | admin holiday | 175 |  |
| F 8310.0405 | admin telephone | 100 |  |
| F 8320.0401 | house supplies |  | 1,300 |
| F 8320.0402 | house repairs | 200 |  |
| F 8330.0100 | purification full time | 2,010 |  |
| F 8330.0145 | purification sick time | 60 |  |
| F 8330.0146 | purification overtime | 1,600 |  |
| F 8330.0148 | purification holiday | 61 |  |
| F 8330.0200 | equipment |  | 4,000 |
| F 8330.0403 | purification lab testing | 500 |  |
| F 8340.0100 | transmission full time | 6,605 |  |
| F 8340.0145 | transmission sick time | 1,234 |  |
| F 8340.0146 | transmission overtime | 1,000 |  |
| F 8340.0148 | transmission holiday | 647 |  |
| F 8340.0400 | contractual expense | 500 |  |
| F 8340.0401 | supplies | 4,000 |  |
| F 8340.0404 | USDA misc expense | 1,474 |  |
| F 8340.0406 | gasoline |  | 700 |
| F 8340.0407 | fuel |  | 1,500 |
| F 8340.0408 | main & pipe | 10,000 |  |
| F 8340.0413 | training |  | 1,500 |
| F 8340.0441 | electric-spring st |  | 1,588 |
| F 8350.0400 | misc/dams | 16,000 |  |
| F 9010.0800 | retirement |  | 9,400 |
| F 9030.0800 | social security | 500 |  |
| F 9040.0800 | workmans comp |  | 3,200 |
| F 9060.0800 | health insurance |  | 10,000 |
| F 9901.0901 | serial bond principal | 17,000 |  |
| F 9901.0902 | serial bond interest |  | 33,950 |
| F 9901.0903 | trans to other funds | 12,250 |  |
| F 9951.0901 | interfund trans USDA |  | 9,744 |
|  |  |  |  |
| **TOTAL** |  | **77,372** | **77,372** |

**Plant Operator Report:** Plant Operator Roney submitted a monthly report and stated Moody and Associates contacted him stating we will not be on the SRBC June docket and will be pushed to September docket.

**Rental House:** Clerk Treasurer Wood stated the rent is current.

**Adjournment:** Commissioner Stolicker moved to adjourn meeting at 7:16 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**JUNE 20, 2017 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Place, Sisto, Stolicker, and Campbell. Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Plant Operator Roney, Attorney Keene, Michael Haas of Haas Landscape Architects, Chris Spaulding and Dick Carey of the Town of Barton, and David Scherrer of Tioga County Department of Health.

**Minutes:** Commissioner Campbell moved to approve the Minutes of May 16, 2017 as presented. Commissioner Sisto seconded the motion, which carried unanimously.

**Abstract:** Commissioner Sisto moved to approve May bills in the amount of $34,625.25, and June bills in the amount of $6,137.10. Commissioner Place seconded the motion, which carried unanimously.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report for May 2017, and stated the Department of health report has been completed.

He submitted two quotes for the cleaning and inspection of the tanks. They are as follows:

Pittsburgh Tank $12,300

Underwater Solutions $ 8,660

Commissioner Campbell moved to approve the quote from Underwater Solutions, as presented. Commission Sisto seconded the motion, which carried unanimously.

**Haas Landscape Architects:** Haas made a presentation to the Board regarding a master plan for the Waverly Glen Park which could result in a 75% grant. He stated there is interest in possibly developing the water filtration plant property. They are looking at a plan to demolishing the filtration plant and using part of the building to construct a pavilion. Discussion followed regarding concerns with public access to the lower reservoir, recurring costs to the Village, and security of the tanks.

**Executive Session:** President Cowles moved to enter executive session at 7:09 p.m. to discuss a contractual issue. Commissioner Place seconded the motion, which carried unanimously.

Commissioner Campbell moved to enter regular session at 7:44 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 7:44 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**JULY 18, 2017 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Place, and Stolicker. Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Plant Operator Roney, Attorney Keene, Trustee Eric Reznicek, and Dick Carey of the Town of Barton.

**Minutes:** Commissioner Stolicker moved to approve the Minutes of June 20, 2017 as presented. Commissioner Place seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 05/01/17 – 05/31/17 |  |  |  |
| Beginning Balance | 99,275.22 | Current Revenues | 61,445.30 |
| Deposits | 80,473.13 | Year to Date Revenue | 727,181.04 |
| Disbursements | 68,607.22 | Current Expenditures | 78,817.96 |
| Ending Balance | 111,141.13 | Year to Date Expended | 672,083.96 |

\* Capital Projects Reserve Balance, $79,421.25

\* USDA Reserve Balance, $78,220.87

|  |  |  |  |
| --- | --- | --- | --- |
| 06/01/17 – 06/30/17 |  |  |  |
| Beginning Balance | 111,141.13 | Current Revenues | 58,461.62 |
| Deposits | 56,008.90 | Year to Date Revenue | 58,461.62 |
| Disbursements | 43,326.47 | Current Expenditures | 29,159.61 |
| Ending Balance | 123,823.56 | Year to Date Expended | 29,159.61 |

\* Capital Projects Reserve Balance, $79,434.30

\* USDA Reserve Balance, $78,231.57

**Abstract:** Commissioner Place moved to approve bills in the amount of $11,444.02. Commissioner Stolicker seconded the motion, which carried unanimously.

**Outside Services Tax Relevy Agreement:** Attorney Keene stated she would research the agreement and update the Board at the next meeting.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report for June 2017. He stated Moody and Associates needs to perform another pump test on Well #3.

**Adjournment:** Commissioner Stolicker moved to adjourn meeting at 6:56 p.m. Commissioner Place seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**AUGUST 15, 2017 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Place, and Stolicker. Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, and Plant Operator Roney.

**Minutes:** Commissioner Place moved to approve the Minutes of July 18, 2017 as presented. Commissioner Stolicker seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 07/01/17 – 07/31/17 |  |  |  |
| Beginning Balance | 123,823.56 | Current Revenues | 70,640.71 |
| Deposits | 61,635.23 | Year to Date Revenue | 129,102.33 |
| Disbursements | -35,881.72 | Current Expenditures | 28,886.67 |
| Ending Balance | 149,577.07 | Year to Date Expended | 58,046.28 |

\* Capital Projects Reserve Balance, $79,447.79

\* USDA Reserve Balance, $78,242.63

**Abstract:** Commissioner Place moved to approve bills in the amount of $37,261.88. Commissioner Stolicker seconded the motion, which carried unanimously.

**Disposition of 2003 Ford F150 Truck:** Commissioner Place motioned to have the 2003 Ford F150 Pick-up Truck auctioned through State Line Auto Auction, or scrap it if it is deemed of no value. Commissioner Stolicker seconded the motion, which carried unanimously.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report for July 2017. He stated Moody & Associates have completed the pump tests on Wells 1, 2 and 3. He also stated Well 3 is down due to an electrical panel needing repair.

**Adjournment:** Commissioner Stolicker moved to adjourn meeting at 6:55 p.m. Commissioner Place seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**SEPTEMBER 19, 2017 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Place, Sisto, and Campbell. Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Attorney Keene, Plant Operators Roney and Wright, Trustees Steck, Keene, Rezincek, and Town of Barton Supervisor Dick Cary.

**Minutes:** Commissioner Place moved to approve the Minutes of August 15, 2017 as presented. Commissioner Campbell seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 08/01/17 – 08/30/17 |  |  |  |
| Beginning Balance | 149,577.07 | Current Revenues | 68,244.39 |
| Deposits | 86,650.88 | Year to Date Revenue | 197,346.72 |
| Disbursements | -50,633.61 | Current Expenditures | 49,769.72 |
| Ending Balance | 185,594.34 | Year to Date Expended | 107,816.00 |

\* Capital Projects Reserve Balance, $79,461.28

\* USDA Reserve Balance, $65,155.41

Clerk Treasurer Wood stated a bond payment is due in October.

**Abstract:** Commissioner Place moved to approve bills in the amount of $18,868.82. Commissioner Sisto seconded the motion, which carried unanimously.

**Tax Relevy Agreement with Town of Barton:** President Cowles tabled discussion for the next meeting.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report for August 2017. He stated the Department of Health report has been completed.

**Adjournment:** Commissioner Place moved to adjourn meeting at 6:41 p.m. Commissioner Campbell seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**OCTOBER 17, 2017 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Place and Campbell. Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Attorney Keene and Plant Operator Roney.

**Minutes:** Commissioner Place moved to approve the Minutes of September 19, 2017 as presented. Commissioner Campbell seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 09/01/17 – 09/30/17 |  |  |  |
| Beginning Balance | 185,594.34 | Current Revenues | 58,258.72 |
| Deposits | 196,093.62 | Year to Date Revenue | 255,605.44 |
| Disbursements | -303,985.02 | Current Expenditures | 120,784.48 |
| Ending Balance | 77,702.94 | Year to Date Expended | 228,600.48 |

\* Capital Projects Reserve Balance, $79,474.34

\* USDA Reserve Balance, $65,166.12

**Abstract:** Commissioner Campbell moved to approve bills in the amount of $97,994.22. Commissioner Place seconded the motion, which carried unanimously.

**Tax Relevy Agreement with Town of Barton:** Clerk Treasurer stated unpaid water bills cannot be relevied to the Town of Barton taxed and Attorney Keene is researching a possible payment plan arrangement.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report for September 2017. He stated the Waverly and Barton tanks have been cleaned and inspected and the Department of Health report has been completed.

**Disposition of 2003 Ford F150 Truck:** Clerk Treasurer Wood stated the truck has been sent the the auction.

**Well Door Replacement:** Plant Operator Roney presented two estimates, as follows: G. Webster Inc. for $4,689.00 and John M. Henson for $1,985.00. Commissioner Place moved to approve John M. Henson to install the 2 exterior doors in the amount of $1,985.00. Commissioner Stolicker seconded the motion which carried unanimously.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 6:52 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**NOVEMBER 21, 2017 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Stolicker, Sisto and Campbell. Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Attorney Keene, Plant Operator Roney, Travis Bennett and Jennifer Nemitz of Moody and Associates.

**Minutes:** Commissioner Stolicker moved to approve the Minutes of October 17, 2017 as presented. Commissioner Campbell seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 10/01/17 – 10/31/17 |  |  |  |
| Beginning Balance | 77,702.94 | Current Revenues | 61,545.28 |
| Deposits | 80,646.16 | Year to Date Revenue | 306,685.24 |
| Disbursements | -30,322.24 | Current Expenditures | 170,085.21 |
| Ending Balance | 128,026.86 | Year to Date Expended | 329,397.47 |

\* Capital Projects Reserve Balance, $79,487.84

\* USDA Reserve Balance, $65,177.19

**Abstract:** Commissioner Stolicker moved to approve bills in the amount of $55,664.27 and USDA Reserve in the amount of $6,988.28Commissioner Sisto seconded the motion, which carried unanimously.

**Moody and Associates:** Bennett stated that SRBC required retesting which has been completed and are requiring a new transducer be installed. He also stated we are on the December docket and it looks favorable for approval.

**Proposed Billing:** Clerk Treasurer Wood proposed all future water bills be billed to owner not tenants, due to upcoming sewer capital charge and increasing workload. This will be phased in as tenants move out beginning in January. Discussion followed. Commissioner Sisto motioned to approve billing as presented. Commissioner Stolicker seconded the motion which carried unanimously.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report for October 2017.

**Liberty Research:** Discussion followed regarding the Liberty Research delinquent arrears balances. Attorney Keene stated she will research options under state law.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 7:23 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**DECEMBER 19, 2017 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Sisto, Place, and Campbell. Also present was Deputy Clerk Treasurer Hazen.

**Minutes:** Commissioner Sisto moved to approve the Minutes of November 21, 2017 as presented. Commissioner Place seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 11/01/17 – 11/30/17 |  |  |  |
| Beginning Balance | 128,026.86 | Current Revenues | 65,449.25 |
| Deposits | 35,321.23 | Year to Date Revenue | 382,599.97 |
| Disbursements | -68,496.20 | Current Expenditures | 75,178.69 |
| Ending Balance | 94,851.89 | Year to Date Expended | 258,922.72 |

\* Capital Projects Reserve Balance, $79,500.90

\* USDA Reserve Balance, $65,187.90

**Abstract:** Commissioner Sisto moved to approve bills in the amount of $11,930.40, and USDA Reserve in the amount of $806.14. Commissioner Place seconded the motion, which carried unanimously.

**Adjournment:** Commissioner Sisto moved to adjourn meeting at 6:38 p.m. Commissioner Place seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**JANUARY 16, 2018 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Sisto, Place, and Campbell. Also present was Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Attorney Keene and Mayor Ayres.

**Minutes:** Commissioner Place moved to approve the Minutes of December 19, 2017 as presented. Commissioner Sisto seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 12/01/17 – 12/31/17 |  |  |  |
| Beginning Balance | 94,851.89 | Current Revenues | 52,187.71 |
| Deposits | 72,571.81 | Year to Date Revenue | 434,787.68 |
| Disbursements | -39,021.52 | Current Expenditures | 33,718.65 |
| Ending Balance | 128,402.18 | Year to Date Expended | 367,820.06 |

\* Capital Projects Reserve Balance, $79,514.40

\* USDA Reserve Balance, $65,198.97

**2018-2019 Budget Committee:** Commissioner Place and President Cowles offered to work with the clerk and Plant Operator Roney to prepare the 2018-2019 tentative budget.

**Abstract:** Commissioner Campbell moved to approve bills in the amount of $23,622.91. Commissioner Place seconded the motion, which carried unanimously.

**Plant Operator Report:** President Cowles submitted a monthly report for December 2017 in Plant Operator Roney’s absence.

**Executive Session:** President Cowles moved to enter executive session at 6:51 p.m. to discuss a contractual issue. Commissioner Place seconded the motion, which carried unanimously.

Commissioner Campbell moved to enter regular session at 7:18 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 7:18 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**FEBRUARY 20, 2018 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Sisto, Place, Stolicker, and Campbell. Also present were Deputy Clerk Treasurer Hazen, Attorney Keene, Trustee Rezincek, and Town of Barton Supervisor Dick Cary.

**Minutes:** Commissioner Sisto moved to approve the Minutes of January 16, 2018 as presented. Commissioner Place seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 01/01/18 – 01/31/18 |  |  |  |
| Beginning Balance | 128,402.18 | Current Revenues | 60,077.22 |
| Deposits | 75,773.56 | Year to Date Revenue | 494,864.90 |
| Disbursements | -44,543.32 | Current Expenditures | 44,543.32 |
| Ending Balance | 159,632.42 | Year to Date Expended | 412,363.38 |

\* Capital Projects Reserve Balance, $79,527.90

\* USDA Reserve Balance, $65,210.04

**Abstract:** Commissioner Stolicker moved to approve bills in the amount of $21,512.33. Commissioner Campbell seconded the motion, which carried unanimously.

**2018-2019 Tentative Water Budget:** Commissioner Sisto moved to recommend approval of the 2018-2019 Tentative Water Budget in the amount of $752,104 to the Board of Trustees. There will be no increase in water rates for the upcoming year. Commissioner Campbell seconded the motion, which carried unanimously.

**Executive Session:** President Cowles moved to enter executive session at 6:52 p.m. to discuss a contractual issue. Commissioner Place seconded the motion, which carried unanimously.

Commissioner Campbell moved to enter regular session at 7:04 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 7:04 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**MARCH 20, 2018 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Sisto, Place, and Campbell. Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, and Plant Operator Roney. Attorney Keene arrived at 6:40 p.m.

**Minutes:** Commissioner Sisto moved to approve the Minutes of February 20, 2018 as presented. Commissioner Campbell seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 02/01/18 – 02/28/18 |  |  |  |
| Beginning Balance | 159,632.42 | Current Revenues | 69,200.48 |
| Deposits | 55,376.14 | Year to Date Revenue | 564,065.38 |
| Disbursements | -36,392.94 | Current Expenditures | 36,192.49 |
| Ending Balance | 178,615.62 | Year to Date Expended | 448,555.87 |

\* Capital Projects Reserve Balance, $79,527.90

\* USDA Reserve Balance, $65,210.04

**Abstract:** Commissioner Campbell moved to approve bills in the amount of $58,884.77. Commissioner Sisto seconded the motion, which carried unanimously.

**NYRWA Training Workshop:** Commissioner Campbell moved to approve Pat Roney, Joe Wright, and Jack Pond to attend the NYRWA Annual Conference on May 21-23, 2013 at Turning Stone in Verona, NY at a cost of $390 each, plus room and board. Commissioner Sisto seconded the motion, which carried unanimously.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report for February 2018.

**Liberty Research:** Attorney Keene stated she sent a payment agreement to Liberty Research but has not heard back, she will follow up.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 7:15 p.m. Commissioner Place seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**APRIL 17, 2018 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Place, and Campbell. Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Plant Operator Roney, Mayor Ayres, Trustee Reznicek, Tim Steed of Hunt Engineers, and Theresa Pipher. Attorney Keene arrived at 6:40 p.m.

**Minutes:** Commissioner Campbell moved to approve the Minutes of March 20, 2018 as presented. Commissioner Place seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 03/01/18 – 03/31/18 |  |  |  |
| Beginning Balance | 178,615.62 | Current Revenues | 54,597.96 |
| Deposits | 72,944.11 | Year to Date Revenue | 618,663.34 |
| Disbursements | -78,000.18 | Current Expenditures | 75,438.62 |
| Ending Balance | 173,559.55 | Year to Date Expended | 523,994.49 |

\* Capital Projects Reserve Balance, $79,553.61

\* USDA Reserve Balance, $65,231.11

**Water System Improvement Grants:** Tim Steed presented several possible grant opportunities available for upgrading the water system. He stated the WIIA (Water Infrastructure Improvement Act) application is due by June 30, 2018. He offered to complete the applications at no charge to the Village. He stated, however, there would have to be a charge for the preliminary engineering report due to the time involved with that. He would bring a proposal for the report at the next meeting. Mr. Steed also stated the Water Board would have to do a bond resolution. Discussion followed regarding financing, coordinating projects, and demonstrating the need for improvements.

Commissioner Campbell moved to recommend to the Board of Trustees to pursue a bond resolution for up to $4,000,000. Place seconded the motion which carried unanimously.

**Transfer to Reserves:**  Commissioner Campbell moved to transfer $50,000 from the Water Fund as follows: $35,000 to the Water Capital Reserve Fund, and $15,000 to USDA Reserve Fund. Commissioner Place seconded the motion which carried unanimously.

**Abstract:** Commissioner Campbell moved to approve bills in the amount of $55,036.13. Commissioner Place seconded the motion, which carried unanimously.

**Delinquent/Tax Relevy Resolution:** Commissioner Place offered the following resolution and moved its adoption:

WHEREAS, that the Board of Water Commissioners of the Village of Waverly certifies to the Village Clerk Treasurer as unpaid, the following water use charges with penalties thereon computed to May 1, 2018, and opposite which is set forth a description of real property affected thereby, and

WHEREAS, the certificate be dated and executed by each member of the Board of Water Commissioners, and delivered to the Village Clerk Treasurer in compliance with Village Law, and

BE IT RESOLVED, that the Board of Trustees be requested to make levy upon the real estate in default, and on such levy, transfer to the Water Fund the sum of $22,308.51 being the amount of unpaid charges including penalties as abstracted, all as required by Village Law.

The motion was seconded by Commissioner Campbell and carried unanimously.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report for March 2018.

**Liberty Research:** Attorney Keene stated she has received an email stating a payment to the Village is on their agenda.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 7:50 p.m. Commissioner Place seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**MAY 15, 2018 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Stolicker, Sisto and Place. Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Mayor Ayres and Attorney Keene. Plant Operator Roney arrived at 6:50 p.m.

**Minutes:** Commissioner Stolicker moved to approve the Minutes of April 17, 2018 as presented. Commissioner Place seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 04/01/18 – 04/30/18 |  |  |  |
| Beginning Balance | 173,559.55 | Current Revenues | 59,729.14 |
| Deposits | 36,150.14 | Year to Date Revenue | 678,392.48 |
| Disbursements | -119,903.48 | Current Expenditures | 63,420.98 |
| Ending Balance | 89,806.21 | Year to Date Expended | 587,415.47 |

\* Capital Projects Reserve Balance, $114,568.79

\* USDA Reserve Balance, $80,242.74

**Abstract:** Commissioner Stolicker moved to approve bills in the amount of $15,063.33. Commissioner Place seconded the motion, which carried unanimously.

**2017-2018 Budget Transfers, Water Fund:** Commissioner Place moved to approve the following 2017-2018 Budget Transfers. Commissioner Sisto seconded the motion, which carried unanimously.

|  |  |  |  |
| --- | --- | --- | --- |
| **Account #** | **Description** | **Transfer In** | **Transfer Out** |
| F 1920.0400 | municipal dues | 6 |  |
| F 1950.0400 | taxes on village property | 426 |  |
| F 1990.0400 | contingency |  | 16,047 |
| F 8310.0105 | admin clerk | 1,314 |  |
| F 8310.0145 | admin sick time | 171 |  |
| F 8310.0148 | admin holiday | 1 |  |
| F 8310.0149 | admin vacation | 273 |  |
| F 8310.0401 | admin supplies | 1,000 |  |
| F 8310.0405 | admin telephone | 250 |  |
| F 8320.0402 | house repairs |  |  |
| F 8330.0149 | purification vacation | 42 |  |
| F 8340.0145 | transmission sick time | 2,376 |  |
| F 8340.0149 | transmission vacation | 364 |  |
| F 8340.0401 | supplies | 4,000 |  |
| F 8340.0404 | USDA misc expense | 7,795 |  |
| F 8340.0405 | telephone | 400 |  |
| F 8340.0408 | main & pipe | 6,000 |  |
| F 8340.0413 | training | 2,500 |  |
| F 8340.0441 | electric pembleton well 3 |  |  |
| F 8340.0444 | electric glen tank/raw | 1,000 |  |
| F 9010.0800 | retirement |  | 2,000 |
| F 9040.0800 | workmans comp |  | 3,000 |
| F 9060.0800 | health insurance |  | 6,871 |
| F 9901.0903 | trans to reserves | 25,000 |  |
| F 9951.0901 | interfund trans USDA |  | 25,000 |
|  | **Totals** | **52,918** | **52,918** |

**Liberty Research:** Attorney Keene stated she received an email from Liberty Research stating that they will sign the agreement. Clerk Treasurer Wood stated she will follow up with a phone call tomorrow.

**Plant Operator Report:** Plant Operator Roney submitted a monthly report for April 2018. He stated Mattison’s Bucket Service gave an estimate of $1,400 to remove all trees, chip, and remove fallen tree on NYS fence. President Cowles stated due to Village procurement policy a second estimate is necessary.

**NY Leak Detect:** Plant Operator Roney submitted an estimate from NY Leak Detect of $4,900.00 for a comprehensive leak detection survey and report on the Village water system. Commissioner Sisto motioned to accept the estimate and move forward. Commissioner Place seconded the motion, which led to a roll call vote as follows:

Ayes – 4 (Cowles, Place, Sisto, Stolicker)

Nays – 0

Absent – 1 (Campbell)

**Potential Bond Resolution:** The Board reviewed and discussed a proposal from Tim Steed, of Hunt Engineers, for services regarding the preliminary engineering report for solicitation of grant funding. Commissioner Place motioned to approve the proposal presented at a cost of $6,200 plus reimbursable expenses. Commissioner Sisto seconded the motion, which led to a roll call vote as follows:

Ayes – 4 (Cowles, Place, Sisto, Stolicker)

Nays – 0

Absent – 1 (Campbell)

**Adjournment:** Commissioner Stolicker moved to adjourn meeting at 7:20 p.m. Commissioner Place seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**JUNE 19, 2018 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Stolicker, and Sisto. Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Attorney Keene, Plant Operator Roney, Trustee Reznicek, and Town of Barton Supervisor Dick Cary.

**Minutes:** Commissioner Stolicker moved to approve the Minutes of May 15, 2018 as presented. Commissioner Sisto seconded the motion, which carried unanimously.

**Abstract:** Commissioner Stolicker moved to approve May bills in the amount of $12,911.45 and June bills in the amount of $5,225.23. Commissioner Sisto seconded the motion, which carried unanimously.

**Potential Water Improvement Project:** Clerk Treasurer Wood stated the bond resolution notice ran with no objections and the estoppel notice will run for 20 days.

**Liberty Research:** Attorney Keene stated Liberty Research has a new owner and their delinquent bill has been paid in full through their closing. Attorney Keene also stated we have entered into an agreement with the new owner and received a $5,000 deposit. She also stated they are aware we will shut them off for nonpayment in the future.

**Water Property on Pembleton Place:** Plant Operator Roney presented a map of a parcel of land on Pembleton Place that is no longer needed. Sisto moved to recommend to Village Board to declare as surplus land. Commissioner Stolicker seconded the motion, which led to a roll call vote as follows:

Ayes – 3 (Cowles, Sisto, Stolicker)

Nays – 0

Absent – 2 (Place, Campbell)

**Plant Operator Report:** Plant Operator Roney presented a monthly report and reviewed the NY Leak Detect report with the Board.

**Executive Session:** President Cowles moved to enter executive session at 7:06 p.m. to discuss a contractual issue. Commissioner Sisto seconded the motion, which carried unanimously.

Commissioner Stolicker moved to enter regular session at 7:30 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

**Adjournment:** Commissioner Sisto moved to adjourn meeting at 7:30 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**JULY 17, 2018 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Cowles, Stolicker, Place, and Campbell. Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Attorney Keene, and Plant Operator Roney.

**Minutes:** Commissioner Stolicker moved to approve the Minutes of June 19, 2018 as presented. Commissioner Place seconded the motion, which carried unanimously.

**Treasurer's Reports:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 05/01/18 – 05/31/18 |  |  |  |
| Beginning Balance | 89,806.21 | Current Revenues | 67,033.86 |
| Deposits | 106,511.15 | Year to Date Revenue | 745,426.34 |
| Disbursements | -79,428.63 | Current Expenditures | 48,608.36 |
| Ending Balance | 116,888.73 | Year to Date Expended | 636,023.83 |

\* Capital Projects Reserve Balance, $114,588.25

\* USDA Reserve Balance, $80,256.37

|  |  |  |  |
| --- | --- | --- | --- |
| 06/01/18 – 06/30/18 |  |  |  |
| Beginning Balance | 116,888.73 | Current Revenues | 63,773.49 |
| Deposits | 98,766.91 | Year to Date Revenue | 63,773.49 |
| Disbursements | -67,788.74 | Current Expenditures | 33,484.15 |
| Ending Balance | 147,866.90 | Year to Date Expended | 33,484.15 |

\* Capital Projects Reserve Balance, $114,607.08

\* USDA Reserve Balance, $80,269.56

**Abstract:** Commissioner Stolicker moved to approve May bills in the amount of $7,981.31, and June bills in the amount of $37,197.90. Commissioner Place seconded the motion, which carried unanimously.

**Plant Operator Report:** Plant Operator Roney presented a monthly report and discussed the surplus water property on Pembleton Place with the Board. Clerk Treasurer Wood stated it was presented to the Board of Trustees and the Mayor is seeking an appraisal of the property.

**Executive Session:** President Cowles moved to enter executive session at 6:45 p.m. to discuss a contractual issue. Commissioner Place seconded the motion, which carried unanimously.

Commissioner Stolicker moved to enter regular session at 7:12 p.m. Commissioner Campbell seconded the motion, which carried unanimously.

**Adjournment:** Commissioner Stolicker moved to adjourn meeting at 7:12 p.m. Commissioner Campbell seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**AUGUST 21, 2018 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Stolicker, Place, Sisto, and President Cowles.

Also present were Clerk Treasurer Wood, Attorney Keene, and Plant Operator Roney.

**Minutes:** Commissioner Stolicker moved to approve the Minutes of July 17, 2018 as presented. Commissioner Place seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 07/01/18 – 07/31/18 |  |  |  |
| Beginning Balance | 147,866.90 | Current Revenues | 70,055.13 |
| Deposits | 86,752.27 | Year to Date Revenue | 133,828.62 |
| Disbursements | -64156.94 | Current Expenditures | 51,681.63 |
| Ending Balance | 170,462.23 | Year to Date Expended | 85,165.78 |

\* Capital Projects Reserve Balance, $114,626.54

\* USDA Reserve Balance, $80,283.19

**Abstract:** Commissioner Sisto moved to approve payment of bills in the amount of $49,628.59. Commissioner Stolicker seconded the motion, which carried unanimously.

Commissioner Stolicker moved to approve payment of bills in the amount of $600 to be drawn from the USDA Reserve Account. Commissioner Place seconded the motion, which carried unanimously.

**Plant Operator Report:** Plant Operator Roney presented a monthly report. He stated the roof on the filter plant is starting to separate from the building and eventually it would need to be repaired or building taken down. He stated he is getting quotes for fence installation at the bottom of the dam.

**Tree Removal Bids:** Plant Operator Roney submitted two written quotes to remove two large trees at the water shop. They were: Mattison’s Bucket Service $1,775, and Quinlan Tree Removal $1,900. Commissioner Sisto moved to approve Mattison’s Bucket Service to remove the two large spruce trees for $1,775 as presented. Commissioner Stolicker seconded the motion, which carried unanimously.

**Tank Sealing:** Plant Operator Roney stated he received a quote to purchase Tammscoat paint/sealant to seal both water tanks. This is applied to the outside of tank and will be applied by the DPW. The unit price is $110 for 5-gallon bucket and he would need 80 buckets, bringing the cost to $8,800. Commissioner Stolicker moved to approve the purchase of paint/sealant as presented. Commissioner Place seconded the motion, which carried unanimously.

**Adjournment:** Commissioner Stolicker moved to adjourn meeting at 7:10 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

Respectfully Submitted,

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Michele Wood, Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**SEPTEMBER 18, 2018 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Place, Sisto, and President Cowles.

Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Attorney Keene, and Plant Operator Roney.

**Minutes:** Commissioner Sisto moved to approve the Minutes of August 21, 2018 as presented. Commissioner Place seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 08/01/18 – 08/31/18 |  |  |  |
| Beginning Balance | 170,462.23 | Current Revenues | 63,667.97 |
| Deposits | 54,298.44 | Year to Date Revenue | 197,496.59 |
| Disbursements | -143,286.39 | Current Expenditures | 65,807.87 |
| Ending Balance | 81,474.28 | Year to Date Expended | 150,973.65 |

\* Capital Projects Reserve Balance, $114,646.01

\* USDA Reserve Balance, $80,296.82

**Abstract:** Commissioner Sisto moved to approve payment of bills in the amount of $99,255.12. Commissioner Place seconded the motion, which carried unanimously.

**Plant Operator Report:** Plant Operator Roney presented a monthly report and stated the annual water test is complete. He submitted 2 fence bids for the base of the dam. However, the discussion was tabled for Plant Operator Roney to clarify some of the terms on the bids and to add gate access as well.

**Surplus Water Property:** Clerk Treasurer Wood stated in lieu of an appraisal of the property on Pembleton Place, Mayor Ayres is valuing the property based on the full market value as listed on the tax roll. Attorney Keene stated we are currently waiting for Austin’s to make an offer on the property.

**Executive Session:** President Cowles moved to enter executive session at 6:53 p.m. to discuss a contractual issue. Commissioner Place seconded the motion, which carried unanimously.

Commissioner Sisto moved to enter regular session at 7:18 p.m. Commissioner Place seconded the motion, which carried unanimously.

**Adjournment:** Commissioner Sisto moved to adjourn meeting at 7:18 p.m. Commissioner Place seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**OCTOBER 16, 2018 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Stolicker, Place, Campbell, and President Cowles.

Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, and Plant Operator Roney. Waverly-Barton Fire Department members: Don Howard, Jeff Wheeler, and Scott Stermer were also present. Attorney Keene arrived at 6:40 p.m.

**Minutes:** Commissioner Campbell moved to approve the Minutes of September 18, 2018 as presented. Commissioner Place seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 09/01/18 – 09/30/18 |  |  |  |
| Beginning Balance | 81,474.28 | Current Revenues | 56,648.27 |
| Deposits | 105,855.73 | Year to Date Revenue | 254,144.86 |
| Disbursements | -116,367.25 | Current Expenditures | 114,167.25 |
| Ending Balance | 70,962.76 | Year to Date Expended | 265,140.90 |

\* Capital Projects Reserve Balance, $114,664.85

\* USDA Reserve Balance, $80,310.01

**Abstract:** Commissioner Campbell moved to approve payment of bills in the amount of $26,550.16. Commissioner Place seconded the motion, which carried unanimously.

**Plant Operator Report:** Plant Operator Roney presented a monthly report and stated the DEC has completed an inspection of the dam and he is awaiting the results. He also stated SRBC has required another monitoring test and Moody has been contacted to complete the test.

**Waverly-Barton Fire District:** Members of the Waverly-Barton Fire Department explained that the fire department underwent a PPC (Public Protection Classification) review which impacts property insurance rates in our area. In May 2016 our water supply scored 28.3 out of 40 points. They would like to work with the water department to see if there are any opportunities that would help raise our scores. Plant Operator Roney stated he would help them gather some information they are seeking.

**Surplus Water Property:** Attorney Keene stated all parties have signed the contracts and are awaiting the abstract.

**Executive Session:** President Cowles moved to enter executive session at 7:02 p.m. to discuss a contractual issue. Commissioner Campbell seconded the motion, which carried unanimously.

Commissioner Campbell moved to enter regular session at 7:20 p.m. Commissioner Place seconded the motion, which carried unanimously.

**Disposition of 1998 Chevrolet Pick-up Truck:** Commissioner Place motioned to have the 1998 Chevrolet Pick-up Truck auctioned through State Line Auto Auction, or scrap it if it is deemed of no value. Commissioner Stolicker seconded the motion, which carried unanimously.

**Adjournment:** Commissioner Place moved to adjourn meeting at 7:24 p.m. Commissioner Campbell seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**NOVEMBER 20, 2018 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Sisto, Campbell, and President Cowles.

Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Plant Operator Roney and Attorney Keene.

**Minutes:** Commissioner Sisto moved to approve the Minutes of October 16, 2018 as presented. President Cowles seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 10/01/18 – 10/31/18 |  |  |  |
| Beginning Balance | 70,962.76 | Current Revenues | 62,611.14 |
| Deposits | 82,725.36 | Year to Date Revenue | 316,756.00 |
| Disbursements | -42,536.35 | Current Expenditures | 42,505.12 |
| Ending Balance | 111,151.77 | Year to Date Expended | 307,646.02 |

\* Capital Projects Reserve Balance, $114,684.32

\* USDA Reserve Balance, $80,323.65

**Abstract:** Commissioner Campbell moved to approve payment of bills in the amount of $44,858.32. Commissioner Sisto seconded the motion, which carried unanimously.

**Surplus Water Property:** Attorney Keene stated the property sold for $5,314.00.

**Plant Operator Report:** Plant Operator Roney verbally presented a monthly report and stated SRBC wants to ensure the transducers are accurate and are requiring 3 months of draw down testing. He stated this should be the final step.

**Letter of Resignation:** Clerk Treasurer Wood read a letter from James Cole, meter reader, stating he will be retiring from his position on December 31, 2018 after 26 years of service. President Cowles thanked him for his time at the Village and wished him well in the future.

**Executive Session:** President Cowles moved to enter executive session at 6:58 p.m. to discuss a contractual issue. Commissioner Campbell seconded the motion, which carried unanimously.

Commissioner Campbell moved to enter regular session at 7:27 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 7:28 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**DECEMBER 18, 2018 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Sisto, Campbell, Stolicker, Place, and President Cowles.

Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Plant Operator Roney, and Attorney Keene.

**Minutes:** Commissioner Sisto moved to approve the Minutes of November 20, 2018 as presented. Commissioner Place seconded the motion, which carried unanimously.

**Letters and Communications:** The clerk read a letter from Ann Everly requesting forgiveness on the penalties applied to the water bill for her property at 27.5 Orange Street. She stated she never received a bill prior to the shut off notice being received due to the bill being in her tenant’s name. Discussion followed. President Cowles moved to deny forgiveness. Commissioner Campbell seconded the motion, which led to a roll call vote, as follows:

Ayes – 5 (Sisto, Stolicker, Campbell, Cowles, Place)

Nays – 0

The motion carried.

**DEC Letter:** President Cowles stated he received a letter from the engineer from the NYS DEC stating the dam is deficient. He informed the Board that Rick Woidt is writing a letter of response.

**Abstract:** Commissioner Campbell moved to approve payment of bills in the amount of $15,889.22. Commissioner Place seconded the motion, which carried unanimously.

**Plant Operator Report:** Plant Operator Roney presented a monthly report.

**Meter Reader Position:** Clerk Treasurer Wood stated she ran the ad for a new hire and applications have been received. She requested the Board review the applications and select candidates to interview.

**Executive Session:** President Cowles moved to enter executive session at 6:59 p.m. to discuss a contractual issue. Commissioner Campbell seconded the motion, which carried unanimously.

Commissioner Campbell moved to enter regular session at 7:09 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

**Adjournment:** Commissioner Campbell moved to adjourn meeting at 7:09 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**JANUARY 15, 2019 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Sisto, Stolicker, Place, and President Cowles.

Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Attorney Keene and Trustee Reznicek.

**Minutes:** Commissioner Sisto moved to approve the Minutes of December 18, 2018 as presented. Commissioner Place seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 11/01/18 – 11/30/18 |  |  |  |
| Beginning Balance | 111,151.77 | Current Revenues | 74,529.19 |
| Deposits | 56,658.41 | Year to Date Revenue | 391,285.19 |
| Disbursements | -66,429.05 | Current Expenditures | 66,404.57 |
| Ending Balance | 101,381.13 | Year to Date Expended | 374,050.59 |

\* Capital Projects Reserve Balance, $114,703.17

\* USDA Reserve Balance, $80,336.85

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 12/01/18 – 12/31/18 |  |  |  |
| Beginning Balance | 101,381.13 | Current Revenues | 58,426.20 |
| Deposits | 50,362.84 | Year to Date Revenue | 449,711.39 |
| Disbursements | -37,182.00 | Current Expenditures | 37,182.00 |
| Ending Balance | 114,561.97 | Year to Date Expended | 411,432.59 |

\* Capital Projects Reserve Balance, $114,722.65

\* USDA Reserve Balance, $80,350.49

**Abstract:** Commissioner Place moved to approve payment of bills in the amount of $24,680.18. Commissioner Sisto seconded the motion, which carried unanimously.

**Potential Water Improvement Project:** Clerk Treasurer Wood stated a letter was received stating we were denied for the grant but can reapply for the next round.

**Computer/Printer:** Clerk Treasurer Wood presented a proposal for $1,097.00 from Pyramid for a computer and printer for the water shop. She stated this was state bid pricing. Discussion was tabled to speak with Plant Operator Roney.

**Full Time Laborer Position:** The board reviewed the applications. President Cowles stated he will discuss the applications with Plant Operator Roney and set up interviews.

**Budget Committee:** Commissioner Place and President Cowles offered to work with Clerk Treasurer Wood and Plant Operator Roney to prepare the 2019-2020 tentative budget.

**Pump House:** Attorney Keene stated Mayor Ayres would like to have the pump house located in the Glen removed due to interference with the Waverly Glen Project. President Cowles stated he will look into it.

**Adjournment:** Commissioner Stolicker moved to adjourn meeting at 7:05 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**FEBRUARY 19, 2019 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Sisto, Stolicker, Place, and President Cowles.

Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Plant Operator Roney, and Trustee Reznicek. Attorney Keene arrived at 6:45 p.m.

**Minutes:** Commissioner Place moved to approve the Minutes of January 15, 2019 as presented. Commissioner Stolicker seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 01/01/19 – 01/31/19 |  |  |  |
| Beginning Balance | 114,561.97 | Current Revenues | 65,307.53 |
| Deposits | 88,652.46 | Year to Date Revenue | 515,018.92 |
| Disbursements | -97,085.21 | Current Expenditures | 35,737.65 |
| Ending Balance | 106,129.22 | Year to Date Expended | 446,970.24 |

\* Capital Projects Reserve Balance, $114,742.14

\* USDA Reserve Balance, $85,068.00

**Abstract:** Commissioner Place moved to approve payment of bills in the amount of $20,879.93. Commissioner Stolicker seconded the motion, which carried unanimously.

**Plant Operator Report:** Plant Operator Roney presented a monthly report.

**Budget Committee:** Clerk Treasurer Wood stated the committee worked on the 2019-2020 Tentative Water Budget and concluded there was no need to raise the rates. They also recommended the budget to remain at $752,104. Commissioner Sisto moved to recommend to the Board of Trustees to approve the 2019-2020 Tentative Water Budget. Commissioner Stolicker seconded the motion, which carried unanimously.

**Water Shop Computer:** Commissioner Place moved to approve the proposal presented from Pyramid for a computer and printer for the water shop for $1,097.00. Commissioner Sisto seconded the motion which carried unanimously.

**Executive Session:** President Cowles moved to enter executive session at 7:02 p.m. to discuss candidates for the laborer position. Commissioner Place seconded the motion, which carried unanimously.

Commissioner Stolicker moved to enter regular session at 7:10 p.m. Commissioner Place seconded the motion, which carried unanimously.

**Full Time Laborer Position:** Commissioner Sisto moved to hire Kevin Gorman as Full Time Meter Reader at a contractual rate of $15.00 per hour. Commissioner Stolicker seconded the motion, which carried unanimously.

**Adjournment:** Commissioner Sisto moved to adjourn meeting at 7:11 p.m. Commissioner Stolicker seconded the motion, which carried unanimously.

Respectfully Submitted,

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Michele Wood, Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**MARCH 19, 2019 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Sisto, Stolicker, Place, Campbell, and President Cowles.

Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Plant Operator Roney, and Attorney Keene.

**Minutes:** Commissioner Sisto moved to approve the Minutes of February 19, 2019 as presented. Commissioner Stolicker seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 02/01/19 – 02/28/19 |  |  |  |
| Beginning Balance | 106,129.22 | Current Revenues | 70,294.17 |
| Deposits | 41,149.80 | Year to Date Revenue | 585,313.09 |
| Disbursements | -34,215.12 | Current Expenditures | 33,517.12 |
| Ending Balance | 113,063.90 | Year to Date Expended | 480,487.36 |

\* Capital Projects Reserve Balance, $114,759.74

\* USDA Reserve Balance, $85,080.33

**Abstract:** Commissioner Stolicker moved to approve payment of bills in the amount of $42,921.25. Commissioner Campbell seconded the motion, which carried unanimously.

**Plant Operator Report:** Plant Operator Roney presented a monthly report.

**Water/Sewer Billing Upgrade:** Clerk Treasurer Wood presented purchasing an upgrade to the current water/sewer billing software through Williamson Law allowing the option of email billing and the acceptance of credit card payments. She stated the cost would be split with sewer and there is a one-time fee of $1,595.00 and $600.00 annually for support. Discussion followed. Commissioner Campbell moved to approve the upgrade of water/sewer billing software from Williamson Law. Commissioner Place seconded the motion, which carried unanimously.

**Rental House:** Clerk Treasurer Wood stated she will call the tenant and follow up regarding the delinquent rent.

**Adjournment:** Commissioner Place moved to adjourn meeting at 6:58 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**APRIL 16, 2019 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Sisto, Stolicker, Place, and President Cowles.

Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Trustee Steve Burlingame, and Attorney Keene.

**Minutes:** Commissioner Place moved to approve the Minutes of March 19, 2019 as presented. Commissioner Sisto seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 03/01/19 – 03/31/19 |  |  |  |
| Beginning Balance | 113,063.90 | Current Revenues | 53,283.92 |
| Deposits | 70,966.38 | Year to Date Revenue | 638,597.01 |
| Disbursements | -62,178.44 | Current Expenditures | 61,471.94 |
| Ending Balance | 121,851.84 | Year to Date Expended | 541,959.30 |

\* Capital Projects Reserve Balance, $114,779.23

\* USDA Reserve Balance, $85,093.98

**Abstract:** Commissioner Stolicker moved to approve payment of bills in the amount of $21,435.73. Commissioner Place seconded the motion, which carried unanimously.

**Rental House:** Clerk Treasurer Wood stated the rent is delinquent 5 months and the tenant has not made a payment since November. Discussion followed. President Cowles moved to direct Attorney Keene to file a 30-day eviction notice, which led to a roll call vote, as follows:

Ayes – 4 (Sisto, Stolicker, Place, Cowles)

Nays – 0

Absent – 1 (Campbell)

The motion carried.

**Delinquent Water Rents/Relevy:** Commissioner Sisto moved to approve the list of delinquent water bills to be relevied on the June Village Tax Bills in the amount of $18,631.57. Commissioner Stolicker seconded the motion, which carried unanimously.

**Adjournment:** Commissioner Place moved to adjourn meeting at 6:50 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**MAY 21, 2019 IN THE VILLAGE HALL MEETING ROOM**

Commissioner Sisto called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Sisto, Stolicker and Place

Also present were Clerk Treasurer Wood, Deputy Clerk Treasurer Hazen, Plant Operator Roney, Trustee Steve Burlingame, Attorney Keene, Dick Carey and Kevin Everly of the Town of Barton.

Commissioner Sisto asked for a Moment of Silence for the passing of fellow Commissioner Troy Campbell.

**Minutes:** Commissioner Place moved to approve the Minutes of April 16, 2019 as presented. Commissioner Sisto seconded the motion, which carried unanimously.

**Treasurer's Report:** The following was presented:

|  |  |  |  |
| --- | --- | --- | --- |
| 04/01/19 – 04/30/19 |  |  |  |
| Beginning Balance | 121,851.84 | Current Revenues | 62,886.80 |
| Deposits | 51,391.91 | Year to Date Revenue | 701,483.81 |
| Disbursements | -106,347.78 | Current Expenditures | 32,148.30 |
| Ending Balance | 66,895.97 | Year to Date Expended | 574,107.60 |

\* Capital Projects Reserve Balance, $114,779.23

\* USDA Reserve Balance, $85,093.98

**Abstract:** Commissioner Stolicker moved to approve payment of bills in the amount of $33,408.74. Commissioner Place seconded the motion, which carried unanimously.

**Plant Operator Report:** Plant Operator Roney presented a monthly report and stated he is obtaining estimates for a zero turn mower.

**Town of Barton Bill:**  Dick Carey and Kevin Everly asked if the Board could review the Town of Barton’s bill for a possible reduction.

**Rental House:** Clerk Treasurer Wood stated a letter was received from the tenant the day after last month’s meeting and President Cowles advised Attorney Keene to hold off on the 30-day eviction notice at that time. She also stated the tenant has still not made any rent payments. Commissioner Sisto moved to direct Attorney Keene to serve a 30-day eviction notice with no back rent request and to terminate tenancy which led to a roll call vote, as follows:

Ayes – 3 (Sisto, Stolicker, Place)

Nays – 0

Absent – 1 (Cowles)

The motion carried.

**2017-2018 Budget Transfers, Water Fund:** Commissioner Place moved to approve the following 2018-2019 Budget Transfers. Commissioner Sisto seconded the motion, which carried unanimously.

|  |  |  |  |
| --- | --- | --- | --- |
| **Account #** | **Description** | **Transfer In** | **Transfer Out** |
| F 1920.0400 | municipal dues | 50 |  |
| F 1989.0400 | contractual expense | 8,000 |  |
| F 1990.0400 | contingency |  | 16,047 |
| F 8310.0105 | admin clerk | 1,500 |  |
| F 8310.0145 | admin sick time | 778 |  |
| F 8310.0148 | admin holiday | 125 |  |
| F 8310.0405 | admin telephone | 300 |  |
| F 8320.0402 | house repairs |  | 3,000 |
| F 8330.0100 | purification full time |  | 10,470 |
| F 8330.0145 | purification sick time | 7,518 |  |
| F 8330.0148 | purification holiday | 165 |  |
| F 8330.0149 | purification vacation | 200 |  |
| F 8330.0200 | purification equipment |  | 3,622 |
| F 8330.0403 | purification lab testing | 2,000 |  |
| F 8340.0100 | transmission full time |  | 9,000 |
| F 8340.0146 | transmission overtime | 2,000 |  |
| F 8340.0148 | transmission holiday | 618 |  |
| F 8340.0149 | transmission vacation | 3,500 |  |
| F 8340.0200 | equipment |  | 9,268 |
| F 8340.0401 | supplies | 2,000 |  |
| F 8340.0402 | repairs | 2,000 |  |
| F 8340.0408 | main & pipe | 13,000 |  |
| F 8340.0415 | gravel-street repairs | 3,000 |  |
| F 8340.0441 | electric spring well 1 | 4,000 |  |
| F 8340.0442 | electric ithaca well 2 | 6,000 |  |
| F 8340.0444 | electric glen tank/raw | 1,200 |  |
| F 8340.0445 | electric ithaca well 4 | 2,500 |  |
| F 9040.800 | workers comp |  | 3,500 |
| F 9045.0800 | life insurance | 31 |  |
| F 9060.0800 | health insurance |  | 5,578 |
| **TOTAL** |  | **60,485** | **60,485** |

The clerk treasurer stated the fund balance is getting high and the Board may want to consider a rate reduction or a water project. Discussion followed regarding possible projects as many lines are old and need to be replaced.

**Approval to Write-off Bills for Land Bank Properties:** The clerk stated the Land Bank has taken control of nine properties in the village with intent to demolish or repair and put back on the tax roll. Two properties, however, have a balance. The Land Bank cannot pay these bills as they were there prior to them taking control, the owners have been gone for some time. Commissioner Stolicker moved to write off the water balances, as follows:

207 Howard Street $135.21

35 Lincoln Street $307.12

Commissioner Place seconded the motion, which carried unanimously.

**USDA Reserve Account Transfer**: Commissioner Sisto motioned to transfer $600.00 of expenses (which were paid by USDA Reserve) to be expensed from the water fund. Commissioner Stolicker seconded the motion carried unanimously.

**Transfer to Capital Reserves (F9951.900):**  Commissioner Place motioned to transfer $10,000 from the Water Fund to the Water Capital Reserve Fund as budgeted. Commissioner Sisto seconded the motion which carried unanimously.

**Adjournment:** Commissioner Place moved to adjourn meeting at 6:50 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

Respectfully Submitted,

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Kerri Hazen, Deputy Clerk Treasurer

**REGULAR MEETING OF THE BOARD OF**

**WATER COMMISSIONERS OF THE VILLAGE OF**

**WAVERLY HELD AT 6:30 P.M. ON TUESDAY,**

**JUNE 18, 2019 IN THE VILLAGE HALL MEETING ROOM**

President Cowles called the meeting to order at 6:30 p.m.

**Roll Call:** Commissioners present were Sisto, Stolicker and Cowles

Also present were Clerk Treasurer Wood, Plant Operator Roney, Trustee Steve Burlingame, and Attorney Keene

President Cowles stated Mayor Ayres appointed Jon Reynolds to the Water Board, however, he was unable to attend tonight’s meeting.

**Minutes:** Commissioner Sisto moved to approve the Minutes of May 21, 2019 as presented. Commissioner Stolicker seconded the motion, which carried unanimously.

**Abstract:** Commissioner Stolicker moved to approve payment of bills for May in the amount of $45,696.68. Commissioner Sisto seconded the motion, which carried unanimously.

Commissioner Stolicker moved to approve payment of bills for June in the amount of $20,889.33. Commissioner Sisto seconded the motion, which carried unanimously.

**Plant Operator Report:** Plant Operator Roney presented a monthly report and stated he is working with NY Rural Water on developing a Well Head Protection Policy.

**Lawn Mower Proposals:**  Plant Operator Roney submitted the following proposals:

|  |  |  |  |
| --- | --- | --- | --- |
| Kubota | Kubota, 60", 29.5 HP | 9,372 | State Bid OGS |
| Little's Lawn Equipment | Ferris, 61", 37HP | 10,315 |  |
| Southern Finger Lakes | Ferris, 61", 37HP | 10,570 |  |
| Middendorf Tractor | Ferris, 61", 37HP | 11,500 |  |
| Middendorf Tractor | Ferris, 61", 37HP | 12,000 |  |
| Grassland Equipment | Toro, 60", 34 HP | 12,159 | State Bid OGS |

President Cowles rejected the Kubota mower as it did not have the horsepower that was specified. President Cowles moved to approve the purchase of a Ferris Mower from Little’s Lawn Equipment at a cost of $10,315. Commissioner Stolicker seconded the motion, which carried unanimously.

**Seasonal Part Time Employment:** Plant Operator Roney recommended Bradey Roney be hired for part-time/temporary summer help for 32 hours a week for 13 weeks at $11.10 per hour. He stated Bradey was his son. Cowles inquired about safety training. Roney stated he will provide training and safety equipment. President Cowles moved to approve request. Commissioner Sisto seconded the motion, which carried unanimously.

**Rental House:** Attorney Keene stated the eviction notice was served in June. She would need to be vacated by end of July.

**Water Main Replacements:** The clerk submitted an amendment to the Water Main Replacement Grant Application requesting the addition of replacing water mains on Clinton Avenue. The estimated cost is $1,491,674. President Cowles moved to approve the addition/amendment as presented. Commissioner Sisto seconded the motion, which carried unanimously.

**Approval to Reverse Water/Sewer Penalties, District B:** Clerk Treasurer Wood stated the water/sewer customers in District B were billed in April. Many customers called and stated they did not receive their bills. She called Post Office to file a complaint, which they took no responsibility. Last week, we sent out approximately 3X the normal Shut-off Notices and we received numerous complaints about not receiving their bills and getting penalized for it. The amount of complaints was clearly unusual. Again, Post Office would take no responsibility. The clerk recommended the penalties be reversed. District B will get billed again in July, and if approved, would reflect a credit for their previous penalties. President Cowles moved to recommend to the Board of Trustees to reverse penalties charged on delinquent water/sewer bills for District B customers billed in April. Commissioner Stolicker seconded the motion, which carried unanimously.

**Adjournment:** Commissioner Stolicker moved to adjourn meeting at 7:28 p.m. Commissioner Sisto seconded the motion, which carried unanimously.

Respectfully Submitted,

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Michele Wood, Clerk Treasurer XYZ