

The regular meeting of the Prattsburgh Town Board was called to order on June 19th, 2023, at 6:30 P.M. at the Prattsburgh Town Hall, Prattsburgh, NY. Supervisor Wordingham led the Pledge of Allegiance.

PRESENT:

Albert Wordingham Supervisor
Angela Einwachter Councilmember
Elizabeth Peck Councilmember
Janette Payne Councilmember
Pete Scheid Councilmember
Edward Brockman Legal Counsel
Kim Sobolewski Town Clerk

GUEST SPEAKER

Chris Whipple spoke to the Board regarding his interest in the Code Enforcement Officer position.
Ron Woudenberg spoke to the Board regarding the Planning Board.

MINUTES

On a motion made by Councilmember Einwachter, seconded by Councilmember Scheid, the May 15th, 2023, Minutes were accepted as presented.

Councilmember Einwachter- Aye
Councilmember Peck-Aye
Councilmember Payne-Aye
Councilmember Scheid-Aye
Supervisor Wordingham-Aye

FINANCIAL REPORT

On a motion made by Councilmember Peck, seconded by Councilmember Payne, the June 2023 financial report was accepted as presented by Supervisor Wordingham.

Councilmember Einwachter- Aye
Councilmember Peck-Aye
Councilmember Payne-Aye
Councilmember Scheid-Aye
Supervisor Wordingham-Aye

AUDIT OF BILLS

On a motion made by Councilmember Einwachter, seconded by Councilmember Peck, the board approved payment of the following bills on ABSTRACT #6 to be paid as presented. The total amount to be paid on ABSTRACT #6 is \$121,749.13 (Voucher#213-255)

Councilmember Einwachter- Aye
Councilmember Peck-Aye
Councilmember Payne-Aye
Councilmember Scheid-Aye
Supervisor Wordingham-Aye

HIGHWAY

Since our last scheduled meeting we have graded Burke Road, Gleason Road, Stanton Road, Block School Road, Dillenbeck Road, Wheaton Road, Whiting Road, Upper Cook School Rd, and Symonds Road. We have hauled in 36 tons of crusher run to patch potholes on Tuttle Road, Patch, McMichael and Block School Road. Boom mowed the last section on McMichael Road after the landowner removed the fencing. Under shared services we borrowed Wheelers Rover for two weeks to roll Block School Road and behind greater we supplied shared service to Pulteney for two trucks 4 two days to help them oil and stone. Half day town of Wheeler E 115 unplugging sluice pipes on mutton hollow Rd. Half Day to county to help move their grease spec spectator. Ditch sections of black school Burke and gay road unplugged and fixed water damage on Cayward Hill, Flaherty and seasonal black and lower cook school after rain on 6/12. Pipe ext on driveway pipe on Block. Dust oil 1.1 miles of Block School to be paved. Ben mowing roadsides. Swept all roads to be oiled and stoned. During the rainy days, all blacktop roads swept. Brined of watered all graded roads. Answered complaints for dust control missing signs. Laid cold patch on Waldo, Presler, Hotchkiss, Trant, Mutton Hollow, Cayward, and five down trees removed.

R-118 flat tire and is still out of service

T-021 grease back tailgate last

G-112 service, cutting edge, fabrication an end cape to help spread cold patch

T-304 radiator, universals in front hydraulic shaft, put on stone hedge, hydraulic leak, made bracket for a quick connect couplers, you joint

S-121 change waffles, greased

T-200 plow harness

T-140 fixed hydraulic brakes

E-115 welled up worn plate, shims to take slope out of ditching bucket, greased

L-113 leaking tire

T-103 serviced, greased,

T-305 serviced, greased, recap side tip valve

TR-119 grease, serviced back frail mower, greased bearings purchase small portable pump

CODE/WATER

Permits- 9

Appearance Tickets- 0

Renewals- 1

Building Inspections- 18

Septic Inspections- 0

UFPO- 46

C of O/C- 6

Compliance Inspections - 2

Code Complaint - 2

Compliance Orders - 0

Remarks- I rode around with the Town Attorney looking at non-compliant properties.

I met with Chris Whipple about updating our permit fee schedule

I answered or returned 68 calls and emails about code related issues

Water

5/9 – Prattsburgh's Annual Water Quality Report was published in the Shopper

5/17 – Fred and I had water training in Big Flats

6/1 – Sent in May's water report to the DOH

6/12 – Took June's Coli/E.coli sample to the Wayland Lab

Fred and I finished installing this round water meters. 88 installed

I weedeated around all hydrants, maintenance shop, pump house and the reservoir

I have been working with Janette, entering all the old and new meter information into Williamson Law Crossing Guard Report

Everyone crossed the street safely with no whistle blows! One kid tripped but no injuries.

SUPERVISOR

5/18/23 Pete Scheid, Chris Costanza, and I met this morning to discuss a couple of “sticking points” on the unsigned agreement between the town and the main street project. We made progress towards an agreement that works for all parties.

5/22/23 Chris Angela, and I met yesterday to discuss the position of the C.E.O position we are trying to fill. We have one applicant with all the necessary paperwork and significant building experience. We decided to meet with the applicant again to start putting together a compensation package that works for everyone.

5/22/23 Dwight Kanyuck (Knauf-Shaw) submitted Prattsburgh’s response to O.R.E.S. regarding Terra-Gen’s second submission. With respect to Prattsburgh Terra-Gen had done very little to mitigate the issues from the first submission.

5/25/23 Ed Brockman, Pete Scheid, and I had a meeting with Rachel Bremser (New York State Homes and Community Renewal) about the main street project. Rachel answered a number of questions and gave the town some direction as for the agreement between the town and Chris Costanza.

5/25/23 Last year the town contracted a logger to remove 16 trees from the cemetery and pump house. The chips from those trees are the mulch that Tim used in the park, saving the town a couple of thousand dollars.

5/26/23 Chris Underhill and I met for the second time with Chris Whipple to discuss the Code Officer’s position. We have come to a tentative agreement. I will put the discussion on the June Town Board agenda.

5/30/23 The Prattsburgh seniors are donating time to paint the playground at Rotary Park on June 12th.

6/7/23 Ron Woudenberg (Planning Board member) stopped in to give me an update on the progress on the Comprehensive Plan. The board has been in contact with Jamie Johnson Steuben County Industrial Development Agency) for guidance regarding the plan. It turns out there is grant money available to do mailings as well as hire a grant writer. Ron will be at our June meeting to give the board an update.

6/7/23 Angela, J.C. Smith (I.D.A.), Brad Sick (Larson Design), and I met today to discuss the P.E.R. (Preliminary Engineering Report) for the waste water project. We have a number of Federal Grants but at this time no state money. With the stamped version of the P.E.R. from Larson J.C. Smith will apply for state funding.

6/12/23 I have received emails from Jim Baase (COO Empire) updating the status of Empire’s new building. They are currently working with an engineering firm for the site plan that hopefully will be presented at the July Planning Board meeting (7/11/23). They would like to start construction in a few months.

6/14/23 The seniors had to reschedule the painting in Rotary Park to a later date due to rain.

WATER FORGIVENESS

On a motion made by Councilmember Einwachter, seconded by Councilmember Scheid, with all board members in favor, the board approved leniency to Katerina Stryker due to a water leak.

Councilmember Einwachter- Aye
Councilmember Peck-Aye
Councilmember Payne-Aye
Councilmember Scheid-Aye
Supervisor Wordingham-Aye

CODE ENFORCEMENT OFFICER

On a motion made by Councilmember Peck, seconded by Councilmember Einwachter, the Board appointed Chris Whipple as the Code Officer for \$18,000.00 for the remainder of the year.

Councilmember Einwachter- Aye
Councilmember Peck-Aye
Councilmember Payne-Aye
Councilmember Scheid-Aye
Supervisor Wordingham-Aye

CODE FEE

On a motion made by Councilmember Peck, seconded by Councilmember Scheid, with all Board members in favor, the new code fees will go into effect August 1st.

Councilmember Einwachter- Aye
Councilmember Peck-Aye
Councilmember Payne-Aye
Councilmember Scheid-Aye
Supervisor Wordingham-Aye

Town of Prattsburgh
Resolution No. 15-2023

Adoption of Code Enforcement Fee Schedule

Motion made by Councilperson Peck, seconded by Councilperson Scheid to adopt the following resolution:

WHEREAS, the Town of Prattsburgh, as part of its municipal government, operates, manages and funds a Code Enforcement Office which utilizes a Code Enforcement Officer for Code Enforcement; and

WHEREAS, the Local Law which authorizes the Town of Prattsburgh to administer and enforce the New York State Fire Prevention, Building and Energy Codes of the State of New York provides for the Town to charge fees for the various permits, inspections and other code enforcement actions which are a requisite part of such Code Enforcement; and

WHEREAS, the Town Board intends to address any SEQR issues related to this action.

NOW THEREFORE BE IT RESOLVED, THAT

1. The Town Board of the Town of Prattsburgh designates itself as “Lead Agency” with respect to SEQR issues related to this action and finds this action will not result in any detrimental environmental impacts. Therefore, the Town Board declares this to be a “Type II” action and accordingly no SEQR review of this action will be necessitated.

2. The proposed Schedule of fees for the Code Enforcement Office attached hereto as Schedule “A” and hereby made a part hereof, is hereby adopted and is to be applied to all activities of the Code Enforcement Office as set out in such schedule.

CERTIFICATION OF CLERK
STATE OF NEW YORK)
COUNTY OF STEUBEN)
TOWN OF PRATTSBURGH)

I, Kim Sobolewski, Clerk for the Town of Prattsburgh, County of Steuben and State of New York, do hereby certify that the before mentioned RESOLUTION 15- 2023 was adopted at the regular meeting the Town of Prattsburgh Town Board held on June 19, 2023, and is incorporated in the original minutes of said meeting, and that said resolution has not been altered, amended or revoked and is in full force and effect.

Dated: June 20, 2023 _____

Kim Sobolewski – Town Clerk

CODE SOFTWARE

On a motion made by Councilmember Scheid, seconded by Councilmember Peck, the following was approved:

Councilmember Einwachter- Aye
Councilmember Peck-Aye
Councilmember Payne-Aye
Councilmember Scheid-Aye
Supervisor Wordingham-Aye

Town of Prattsburgh
Resolution No. 16 -2023

Consent for Procurement of Computer Software for the Town Code Enforcement Office
Motion by Councilperson Scheid, seconded by
Councilperson Peck to adopt the
following resolution:

WHEREAS, the Town of Prattsburgh as part of its municipal government operates manages and funds a Code Enforcement Office; and

WHEREAS, the computer software is a requisite part of that operation; and

WHEREAS, the Town Board intends to acquire software for that purpose; and

WHEREAS, it is the intent of the Town Board to utilize funds received as part of the American Rescue Plan Act (ARPA) distributions to the Town of Prattsburgh for this acquisition; and

WHEREAS, the Town Board intends to address any SEQRA issues related to the action.

NOW THEREFORE BE IT RESOLVED, THAT

1. The Town Board of the Town of Prattsburgh designates itself as “Lead Agency” with respect to SEQRA issues related to this action and finds that the action falls under the category of “Replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site...” as set out in 6NYCRR617.5.(c)(2) of the SEQR Regulations and that the action does not exceed any of the thresholds set out in 6NYCRR617.4 of the SEQR Regulations. Therefore, the Town Board declares this to be a “Type II” action and accordingly no SEQR review of this action will be necessitated.
2. The Town Board has authorized the Town Supervisor to solicit proposals for the acquisition of the software.
3. The Town Board determines that this acquisition is a permitted use of ARPA Funds, under the regulations promulgated for implementation of the ARPA.
4. The Town Supervisor has determined the “best value” of proposals for such computer software will be a cost not to exceed \$4,400.00.
5. It is the determination of the Town Board that the cost of the subject procurement be paid from the ARPA funds presently held by the Town
6. That the acquisition and payment is approved subject to the requisite audit and approval by the Town Board.

CERTIFICATION OF CLERK

STATE OF NEW YORK)

COUNTY OF STEUBEN)

TOWN OF PRATTSBURGH)

I, Kim Sobolewski, Clerk for the Town of Prattsburgh, County of Steuben and State of New York, do hereby certify that the before mentioned RESOLUTION 16- 2023 was adopted at the regular meeting the Town of Prattsburgh Town Board held on June 19, 2023, and is incorporated in the original minutes of said meeting, and that said resolution has not been altered, amended or revoked and is in full force and effect.

Dated: June 20, 2023

Kim Sobolewski – Town Clerk

WAYNE FINGERLAKES BID

GENERAL RESOLUTION ~~#~~ 17

FOR THE PURPOSE OF

PARTICIPATING IN A COOPERATIVE BID COORDINATED BY

THE BOARD OF COOPERATIVE EDUCATIONAL SERVICES OF

ONTARIO, SENECA, WAYNE AND YATES COUNTIES

FOR

Cooperative Electricity Supply Bid WFL 2024-12

WHEREAS, The (County) (Town) (Village) of Prattsburgh of New York State desires to participate in a Cooperative Bidding Program conducted by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties from year to year or, until this Resolution is rescinded, for the purchase for supply of electricity. And...

WHEREAS, The (County) (Town) (Village) of Prattsburgh of New York State is desirous of participating with The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties in the joint bid of the commodities and/or services mentioned below as authorized by General Municipal Law, Section 119-o... And...

WHEREAS, The (County) (Town) (Village) of Prattsburgh of New York State has appointed The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties as representative to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting the results to the Town of Prattsburgh of New York State and making recommendations thereon...

THEREFORE...

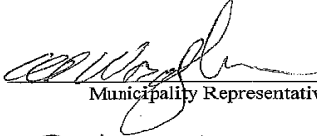
BE IT RESOLVED, That The (County) (Town) (Village) of Prattsburgh of New York State and The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties hereby accepts the appointment of The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties to represent it in all matters related above... And...

BE IT FURTHER RESOLVED, That The (County) (Town) (Village) of Prattsburgh of New York State authorizes the above-mentioned Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties to represent it in all matters regarding the entering into contract for the purchase of the below-mentioned commodities and/or services... And...

BE IT FURTHER RESOLVED, That The (County) (Town) (Village) of Prattsburgh of New York State agrees to assume its equitable share of the costs incurred as a result of the cooperative bidding... And...

NOW, THEREFORE, BE IT RESOLVED, That The Supervisor on behalf of the (County)(Town)(Village) of Prattsburgh of New York State hereby is authorized to participate in cooperative bidding conducted by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties for supply of electricity and if requested to furnish The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties an estimated minimum number of units that will be purchased by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties. The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties is hereby authorized to award cooperative bids to the bidder deemed to be the lowest responsive and responsible meeting the bid specifications and otherwise complying with Article 5-A of the General Municipal Law of the State of New York relating to public bids and contracts.

6/19/2023
Date


Municipality Representative
Prattsburgh
(County) (Town) (Village)

On a motion made by Councilmember Einwachter, seconded by Councilmember Payne, the following was approved:

- Councilmember Einwachter- Aye
- Councilmember Peck-Aye
- Councilmember Payne-Aye
- Councilmember Scheid-Aye
- Supervisor Wordingham-Aye

TABLES & STUMP GRINDING IN THE PARK

**Town of Prattsburgh
Resolution No. 18-2023**

Consent for Procurement of Improvements for the Town Square Park

Motion by Councilperson Einwachter, seconded by Councilperson Scheid to adopt the following resolution:

WHEREAS, the Town of Prattsburgh owns, manages, controls and maintains a park known as the Town Square; and

WHEREAS, the Town Board is the entity which manages the Town Square Park; and

WHEREAS, the Town Board intends to have tree stumps removed from the park as well as the acquisition of four (4) picnic tables; and

WHEREAS, it is the intent of the Town Board to utilize funds received as part of the American Rescue Plan Act (ARPA) distributions to the Town of Prattsburgh for this improvement work; and

WHEREAS, the Town Board intends to address any SEQRA issues related to the action.

NOW THEREFORE BE IT RESOLVED, THAT

1. The Town Board of the Town of Prattsburgh designates itself as “Lead Agency” with respect to SEQRA issues related to this action and finds that the action falls under the category of “Replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site...” as set out in 6NYCRR617.5.(c)(2) of the SEQR Regulations and that the action does not exceed any of the thresholds set out in 6NYCRR617.4 of the SEQR Regulations. Therefore, the Town Board declares this to be a “Type II” action and accordingly no SEQR review of this action will be necessitated.
2. The Town Board authorized the Town Supervisor to solicit proposals for the requisite procurements.
3. The Town Board determines that this project is a permitted use of ARPA Funds, under the regulations promulgated for implementation of the ARPA.
4. The Town Supervisor has determined the “best value” of proposals for said procurements, those being: Purchase and delivery of four (4) wooden picnic tables at a total cost not to exceed \$2,000.00; removal of two (2) tree stumps at a cost not to exceed \$750.00.
5. It is the determination of the Town Board that the cost of the subject procurement be paid from the ARPA funds presently held by the Town
6. The acquisition and payment for the stated procurements is approved subject to the requisite audit by the Town Board.

CERTIFICATION OF CLERK

STATE OF NEW YORK)
COUNTY OF STEUBEN)
TOWN OF PRATTSBURGH)

I, Kim Sobolewski, Clerk for the Town of Prattsburgh, County of Steuben and State of New York, do hereby certify that the before mentioned RESOLUTION 18- 2023 was adopted at the regular meeting the Town of Prattsburgh Town Board held on June 19, 2023, and is incorporated in the original minutes of said meeting, and that said resolution has not been altered, amended or revoked and is in full force and effect.

Dated: June 20, 2023

Kim Sobolewski – Town Clerk
Town of Prattsburgh

On a motion made by Councilmember Einwachter, seconded by Councilmember Scheid, with all board members in favor, the following was approved:

Councilmember Einwachter- Aye
Councilmember Peck-Aye
Councilmember Payne-Aye
Councilmember Scheid-Aye
Supervisor Wordingham-Aye

ADJOURNMENT

On a motion made by Councilmember Scheid, seconded by Councilmember Peck, and duly carried, the Regular meeting was adjourned at 8:22 P.M.

Councilmember Einwachter- Aye
Councilmember Peck-Aye
Councilmember Payne-Aye
Councilmember Scheid-Aye
Supervisor Wordingham-Aye

Respectfully submitted,
Kim Sobolewski, Town Clerk