

Water Board Meeting

February 14, 2022

The regular meeting of the Pulaski Water Board was duly held on the 14th day of February 2022, at 6:30 PM in the Auditorium of the Snow Memorial Building, 4917 Jefferson Street, Pulaski, NY 13142.

Water Board Members Present: Mike Sacco, Chairperson; Jim Soule, Commissioner; William (Jim) Tighe, Commissioner; and James Carnes, Commissioner.

Water Board Member(s) Absent: Millie Newcomb, Commissioner.

Village Officials and Staff: Jan Tighe, Mayor; Bill Noreault, DPW Superintendent; Jennifer Gibbs, Part-time Clerk; Cathy Spinney, Village Clerk Treasurer.

Guest(s): Corey Reid of Bernier, Carr & Associates Engineers (BCA)

The meeting was brought to order by Chairperson Mike Sacco at 6:30 PM.

Agenda Item #1: Previous Minutes

The January 13, 2022, minutes were not in the packet. Copies were handed out. They will be presented again at the March 14, 2022, meeting.

Agenda Item #2: Activity Reports

Jim Tighe made the motion to approve the January DPW and Water Reports, and the motion was seconded by Jim Carnes.

Jim Tighe asked why the water usage was up the second half of January. Bill Noreault the DPW Superintendent noted that during the cold snap customers left the faucets on to prevent freezing and water issues at Little Caesars.

Mike Sacco asked Bill Noreault about the pump that has been malfunctioning Bill Noreault that the control box on the pump kept tripping and was warm to the touch. Jim Soule recommended calling KJ Electric for an estimate.

The motion to accept the Activity Reports passed 4-0.

Agenda Item #3: Vouchers for Review and Payment

The motion to approve the Vouchers was made by Jim Soule and seconded by Jim Tighe.

Mike Sacco asked who Williamson Law & Municipal Solutions were. Cathy Spinney replied that Williamson Law was the computer program for Water and Sewer billing and bookkeeping. Mayor Jan Tighe noted that Municipal Solutions was advising the Village on finances.

The motion to approve passed with all in favor.

Agenda Item #4: Treasurer's Report

A motion was made by Jim Soule and seconded by Jim Tighe to accept the Treasurer's Report. Mike Sacco asked how much money was left for water improvements and how much they have spent so far. Cathy Spinney said she would take a look at those line items and let the Board know.

Agenda #5: Old Business

- A. Corey Reid of BCA reviewed the various checklists and documents that must be completed by June 30, 2022, for the Water Meter Project including completion the SEQR, the Title Certification, and the budget worksheet to find the \$95,000 in matching funds the Village needs in addition to the \$285,000 grant awarded for the project. The financing may require a Bond Resolution.

The Board is still reviewing water meters and has a special meeting for another company's meter presentation on February 15, 2022.

Jim Soule made a motion to make the Water Board be the lead agency to complete the SEQR for the Water Meter Project. Jim Tighe seconded the motion and it passed with all in favor. Once the SEQR Part 1 is complete it will be sent to all the involved agencies and hopefully after 30 days Part 2 & 3 will be completed with a Negative Declaration.

Cathy Spinney will be nominated for appointment to be a Minority Business Officer (MBO) at the Village Board meeting February 16, 2022. Mr. Reid noted that Municipal Solutions may be helpful with MBO and financing help. Jan Tighe explained that we already do use Municipal Solutions for Village financial advice, but she hasn't spoken with Jeffery Smith regarding the Water Project.

Corey Reid and the Board made a tentative plan for a preconstruction meeting to discuss the Water Project with Highlander at 4:00 PM March 8, 2022. The Board will confirm the date for publication.

Corey Reid asked about the status of the easements and whether everyone will be served in time for the March deadline. Mayor Jan Tighe will follow up with Joe Russell regarding Amy Clark & Ms. Roberta Novak-French.

- B. The Board reviewed the letter from the Oswego County Health Department regarding the 2021 Sanitary Survey for the Village of Pulaski and the attached Public Water Supply Water Main Break Guidelines from the EPA.

Agenda Item #6: New Business

- A. The Board briefly reviewed the Tug Hill Conference in April. Jim Soule mentioned that in years past the American Water Works Association (AWWA) had a conference at the State Fair Grounds and he will look into that.

- B. The Budget Work Sheets will be emailed February 15, 2022.

Agenda Item #7: Other

Mike Sacco requested an update on the meter testing for G.A. DEMA's, 19 Scotch Grove. Bill Noreault explained that the process is not complete yet.

Jim Tighe brought up bringing in Gary Stevens as a Clerk of the Works. Jim Soule said they bring that position in when construction starts.

Agenda Item #8: Adjournment

Jim Soule made the motion to adjourn at 7:04 PM. The motion was seconded by Jim Tighe and passed unanimously.

The next monthly meeting of the Water Board will be held March 14, 2022, at 6:30 PM

Presented and Approved

Jennifer Gibbs

Part Time Clerk