

A. CONVOCAATION:

1. The Canadice Town Board Meeting was held on September 9, 2019 at 7:30 pm at the Canadice Town Hall.

2. Roll call showed the following-

- Present: Supervisor Kristine Singer
- Councilman John O’Connor
- Councilman Mark Statt
- Councilman Mark Malmendier
- Councilman Teryl Gronwall

Others Present: Nine (9) guests/residents attended the Regular Town Board Meeting.

3. Salute to the Flag.

4. Approval of August 12, 2019 Regular Meeting Minutes-

Note: Minutes of the preceding meeting shall be approved without being read, unless the reading thereof is called for by a Member of this Board - the minutes are available for review at the Office of the Town Clerk.

Councilman Gronwall motioned, Councilman Malmendier seconded, and it was unanimously carried to approve the minutes of the August 12, 2019 Regular Town Board Meeting.

APPROVED Ayes 5 Singer, O’Connor, Statt, Malmendier, Gronwall
 Nays 0

B. PRIVILEGE OF THE FLOOR:

1. Wendy Krause, Honeoye Public Library – Mrs. Krause thanked the Board for their support this past year. Performances at the gazebo were very popular and they remain a favorite program offered by the library. There are currently 340 Canadice card holders at the Honeoye Public Library. A 2% budget increase is being requested for the Honeoye Public Library. Mrs. Krause introduced Janelle Speca as the new Honeoye Public Library Director. Wendy is retiring and will be leaving at of the end of September. They thanked the Board for their time and support.

2. Hemlock Fire Department- they have been discussing boundary lines with Richmond. They are interested in taking a little more territory and would also like to increase their budget request. Supervisor Singer indicated she is looking at including a 2% increase for them. Hemlock’s budget workshop is scheduled soon. Canadice scheduled the Town budget workshop for September 23rd at 7:00 pm. Someone from the Hemlock Fire Department will let Supervisor Singer know what they come up with for a budget request in advance of the Town workshop and someone will also attend the meeting on the 23rd.

C. COMMUNICATIONS:

Note: Communications are filed with the Town Clerk. Discussion on any item may be called for by any Member of this Board.

D. REPORTS:

1. Town Clerk/Tax Collector- Mrs. Eileen Schaefer.

a. The financial report for the Town Clerk/Tax Collector for the month of August was submitted (see T. C. file).

Councilman Statt motioned, Councilman O'Connor seconded, and it was unanimously carried to accept the Town Clerk/Tax Collector's report.

APPROVED Ayes 5 Singer, O'Connor, Statt, Malmendier, Gronwall
 Nays 0

2. Historian- Mrs. Margaret Bott.

a. Supervisor Singer reported that a fair amount of records, filing cabinets and materials had been moved over to the town hall from the old Historians office.

3. Code Enforcement Officer- Mr. Stephen Smith.

a. The written report for the month of August was submitted (see T. C. file).

4. Planning Board- Mr. Theodore Mayhood.

a. Draft minutes were submitted to the Town Board (see T. C. file).

b. Darlene Bentley went to a workshop "Making Deliberations Work" and came back with some good information.

c. Paul Miller has agreed to become a full member replacing Jim Moore.

d. Received an application for a subdivision on Canadice Lake Road and a site-plan application for construction in the Honeoye Lakeshore District.

e. A subdivision application approval is being rescinded; the property on County Road 36 was not in the Honeoye Lakeshore District as we had thought it was and therefore does not meet the criteria for the Rural District. The property owner will apply for variances.

f. Supervisor Singer has information for two people interested in joining the Planning Board.

5. Zoning Board of Appeals- Mrs. Linda Moorhouse.

a. Draft minutes were submitted to the Town Board (see T. C. file).

6. Highway Superintendent- Mr. Mike Virgil.

a. The written report for the month of August was submitted (see T. C. file).

b. Roadside mowing continues.

c. Began hauling ice control sand from Spallina's for the upcoming season.

d. Extended the driveway culvert into the DEC parking lot on Purcell Hill Rd.

e. Repairs made to the base perimeter termination strip on the salt buildings and additional repairs will take place as more parts arrive.

7. Honeoye Lake Watershed Research Task Force- Councilman Gronwall.

a. The written report for the month of August was submitted (see T.C. file).

b. We had a great summer. Tuesday August 27th there was a mixing event. South wind gusts over 20 mph with high waves completely mixed the nutrient rich bottom water with all water levels in the lake.

Warmer sunny days with calm winds over the next couple of weeks could fuel a significant traditional late summer blue-green algae bloom.

c. Selective weed harvesting by resident request will happen through September. Betsey Landry is accepting those requests.

d. TMDL- Total Maximum Daily Load analysis project was approved by the EPA and DEC. Future grant proposals to address the actions recommended in the DEC TMDL Final Report will now receive higher priority for funding.

8. Assessor- Mrs. Lisa M. Bennett

a. No report.

9. Water District Project –

a. LaBella Minutes: August 15 & 29 progress meeting submitted.

b. **Resolution Number 52 of 2019** – Authorization To Execute Contract Amendment #3 For Services Provided By LaBella Associates D.P.C. Pertaining To The Construction Of Water District No. 1 Councilman Malmendier motioned, Councilman Gronwall seconded, and it was unanimously carried to approve the resolution.

APPROVED Ayes 5 Singer, O’Connor, Statt, Malmendier, Gronwall
 Nays 0

WHEREAS, this Board is currently pursuing the construction of Water District No. 1 along the County Road 36 corridor within the Town; and

WHEREAS, a referendum was presented to those within the district on August 20, 2011 and approved by the voters; and

WHEREAS, LaBella Associates, D.P.C has provided services regarding the preparation of the Map, Plan and Report and associated services after the referendum passed to advance the project to the point of receiving funding and in anticipation of construction oversight; and

WHEREAS, partial funding was obtained from Rural Development and this Board entered into an agreement with LaBella Associates, D.P.C. for the administration of those funds; and

WHEREAS, additional funding was obtained in the form of grant funds from the Environmental Facilities Corporation; and

WHEREAS, there are significant requirements and procedures to be followed to access these funds to complete this project; and

WHEREAS, this Board retained LaBella Associates, D.P.C. for engineering services on this project with Resolution Number 35 of 2014; and

WHEREAS, this Board also entered into an agreement with LaBella Associates, D.P.C. for Grant Management Services with Resolution Number 19 of 2018 for the project; and

WHEREAS, construction began on the District with the Order To Proceed issued on May 9, 2018; and

WHEREAS, the project has encountered construction delays and will require services to continue beyond the time stated in the original agreements; and

WHEREAS, LaBella Associates, D.P.C. has provided a contract amendment to enable continuation of the services required to bring the project to completion; now, therefore, be it

RESOLVED, that this Board authorizes the Supervisor to execute contract amendment #3 with LaBella

Associates, D.P.C. for services pertaining to the construction of Canadice Water District No. 1; and, be it further

RESOLVED, that the Clerk of this Board send certified copies of this resolution to Mr. Michael Schaffron and Ms. Kathleen Dear both of LaBella Associates, D.P.C. and retain a copy in the records of the Town.

c. **Resolution Number 53 of 2019** – Authorizing Change Order No. 9 For Canadice Water District No. 1 Project

Councilman Malmendier motioned, Councilman O’Connor seconded, and it was unanimously carried to approve the resolution.

APPROVED Ayes 5 Singer, O’Connor, Statt, Malmendier, Gronwall
 Nays 0

WHEREAS, this Board authorized the construction of Canadice Water District No. 1; and
WHEREAS, bids were solicited and received for said project; and
WHEREAS, Finesline Pipeline was awarded the bid in the amount of \$4,691,805.00; and
WHEREAS, a request to modify the project cost was submitted due to the need to widen the access road to the tank from turn four (4) to the tank parking area and compact embankment per construction specifications to improve safety; and
WHEREAS, the engineering firm, LaBella, has reviewed the request and approved the same; now, therefore, be it

RESOLVED, that this Board approves Change Order No. 9 with the additional \$5,447.16 reduced from the Contingency Line and re-appropriated to the construction line of the project budget resulting in the contract price now being \$4,767,377.34; and, be it further

RESOLVED, that this Board also approves an additional one (1) day extension to the substantial completion date; and, be it further

RESOLVED, that certified copies of this resolution be sent to Kathy Dear from LaBella and Associates, Finesline Pipeline and retain a copy in the project records.

d. Councilman Malmendier reported the concrete was poured in the ring for the water tower today. Mike Schaffron indicated it could take eight weeks before the rest of the construction of the tank is completed. Then it will take two weeks to flush and disinfect it.

10. Supervisor- Ms. Kristine Singer.

a. The financial report for the month of August was submitted (see T.C. file).

Councilman Statt motioned, Councilman Gronwall seconded, and it was carried to accept the Supervisor’s report.

APPROVED Ayes 4 O’Connor, Statt, Malmendier, Gronwall
 Abstain 1 Singer
 Nays 0

b. Budget Transfers:

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>	<u>PURPOSE</u>
A1990.4	A8020.4	\$ 800.00	Expenditures greater than budgeted amount.

DA5112.1 DA5110.1 \$ 5,187.24 Expenditures greater than budgeted amount.
 Councilman O'Connor motioned, Councilman Malmendier seconded, and it was unanimously carried to approve the budget transfers.

APPROVED Ayes 5 Singer, O'Connor, Statt, Malmendier, Gronwall
 Nays 0

E. UNFINISHED BUSINESS:

1. Resolution Number 54 of 2019 – Authorization To Authorize A Snow And Ice Control Contract With Ontario County

Councilman O'Connor motioned, Councilman Malmendier seconded, and it was unanimously carried to approve the resolution.

APPROVED Ayes 5 Singer, O'Connor, Statt, Malmendier, Gronwall
 Nays 0

WHEREAS, the Town of Canadice entered into a contract with Ontario County for the removal of snow and ice control from County Roads 36 and 37 that are within the Town; and

WHEREAS, said contract expires on September 30, 2019; and

WHEREAS, Ontario County and the Town have agreed to the terms of a new contract; and

WHEREAS, the contract will commence from October 1, 2019 and terminate September 30, 2020; and

WHEREAS, this Board is has reviewed said snow and ice contract with Ontario County as proposed and agrees to the terms contained in said contract; and

WHEREAS, included in the agreement a procedure has been established for collection of data from the service towns to review actual expenses incurred by the towns for providing said service when establishing future reimbursement rates using a five-year rolling average calculation of the data; and

WHEREAS, the rate of reimbursement for 2019-20 will be \$5,800.00 per center-line mile (1.75% increase) which includes the option to reopen the contract to address rapidly rising or falling commodity prices; now, therefore, be it

RESOLVED, that this Board authorizes the Supervisor to execute said contract with Ontario County for the above mentioned term; and, be it further

RESOLVED, that the Clerk of this Board send a certified copy of this resolution with the executed contracts to William Wright, Ontario County Public Works, 2962 County Road 48, Canandaigua, NY 14424. Ontario County will return a fully executed contract and amendment to the Town Clerk for retention in the Town files.

2. Resolution Number 55 of 2019 – Authorizing The Trade Of A Loader/Backhoe According To The Equipment Replacement Schedule

Councilman Statt motioned, Councilman Gronwall seconded, and it was unanimously carried to approve the resolution.

APPROVED Ayes 5 Singer, O'Connor, Statt, Malmendier, Gronwall
 Nays 0

WHEREAS, this Board and the Highway Superintendent have developed a comprehensive equipment replacement schedule to stabilize the capital equipment expenditure line and maintain quality equipment; and
 WHEREAS, the Highway Superintendent has obtained a quote for the replacement from the OGS Contract Schedule; and

WHEREAS, this Board has reviewed the quote and selected equipment for a net price of \$48,929.00 with the trade of our current machine; and

WHEREAS, this Board, after discussion, agrees with the established replacement schedule; now, therefore, be it

RESOLVED, that this Board authorizes the Supervisor to execute any documents necessary to complete the transaction and approves trade and purchase in accordance with the equipment replacement schedule; and, be it further

RESOLVED, that the Clerk of this Board is to retain a copy of this resolution in addition to sending a certified copy to Highway Superintendent Michael Virgil.

3. Resolution Number 56 of 2019 – Awarding Bid To Burnett General Contracting, Inc. To Erect Equipment Storage Shed On Town Property

Councilman Malmendier motioned, Councilman Statt seconded, and it was unanimously carried to approve the resolution.

APPROVED Ayes 5 Singer, O’Connor, Statt, Malmendier, Gronwall
 Nays 0

WHEREAS, this Board and the Highway Superintendent have determined that an enclosed Equipment Storage Building is necessary to protect the equipment assets used by the Highway Department; and WHEREAS, the Highway Superintendent developed specifications and obtained four bids from contractors to construct the building (attached); and

WHEREAS, this Board has reviewed the bids and selected Burnett General Contracting, Inc. of Hemlock, New York as the lowest responsible bidder for the building as specified with a bid not to exceed \$170,586.00; and

WHEREAS, this Board agrees with the Highway Superintendent’s recommendation to award the bid to Burnett General Contracting, Inc. of Hemlock, New York; now, therefore, be it

RESOLVED, that this Board hereby awards the bid for the Equipment Storage Building to Burnett General Contracting, Inc. of Hemlock, New York; and, be it further

RESOLVED, that this Board authorizes the Supervisor to execute any documents necessary to complete the award; and, be it further

RESOLVED, that the Clerk of this Board is to retain a copy of this resolution in addition to sending certified copies to Highway Superintendent, Michael Virgil and to Burnett General Contracting, Inc..

Town Of Canadice

Construction Of Equipment Storage Building

Bid Opening Thursday, August 29, 2019 at 4:00 PM

Present: Michael Virgil, Highway Superintendent
 Eileen Schaefer, Town Clerk

Bids received from:

- *Tedesco Construction Services, Inc.
265 Portage Road
Lewiston, NY 14092
- *Burnett General Contracting, Inc.
9126 Howcroft Road
Hemlock, NY 14466

*Bay Insulation Co.
 47 Academy Street
 Skaneateles, NY 13152
 *American Buildings Company
 501 Golden Eagle Drive
 La Crosse, VA 23950

Tedesco Construction: Specifications met, bid amount \$188,430.00.
 Burnett General Contracting, Inc.: Specifications met, bid amount \$170,586.00.
 Bay Insulation Co.: Specifications not met, quoted insulation only.
 American Buildings Company: Specifications not met, did not include erection of building.

F. NEW BUSINESS:

1. Resolution Number 57 of 2019 – Requesting County Assistance For A Revaluation Project For The Town Of Canadice

Councilmen Gronwall motioned, Councilman Malmendier seconded, and it was unanimously carried to approve the resolution.

APPROVED Ayes 5 Singer, O’Connor, Statt, Malmendier, Gronwall
 Nays 0

WHEREAS, the Town of Canadice had intended to conduct a revaluation project during the 2019 calendar year, but based on circumstances it was decided to defer the project for one year; and
 WHEREAS, the Town of Canadice has undergone the data collection of real properties within the Town and the Town feels that it is appropriate to conduct a revaluation project of all properties for the 2020 assessment roll to maintain a uniform standard of assessment for the Town; and
 WHEREAS, the State of New York may provide financial assistance to the Town for the implementation of a system of real property tax administration which conforms to the standards established pursuant to Article 15-B, §1570, Section 1 of NYS Real Property Tax Law; now, therefore, be it
 RESOLVED, by the Town Board of the Town of Canadice, New York, hereby requests County assistance, specifically from the Real Property Tax Office of Ontario County to help do a revaluation project to achieve and maintain a uniform standard of assessment in accordance with §305 of NYS Real Property Tax Law; and, be it further
 RESOLVED, that the Supervisor is hereby authorized and directed to expend the necessary funds for the preparation of said plan and the establishment and maintenance of the Real Property Improvement Program and to make application to the Office of Real Property Tax Services for financial assistance pursuant to Article 15-B, §1573 of New York State Real Property Tax Law; and, be it further
 RESOLVED, that the Clerk of this Board provide certified copies of this resolution to Robin Johnson, Ontario County Real Property Tax Director, Lisa Bennett, Town of Canadice Assessor, Town Supervisor Kristine Singer and retain a copy in the permanent records of the Town.

2. Resolution Number 58 of 2019 – Setting Date, Place And Time For A Workshop Pertaining To The 2020 Town Of Canadice Tentative Budget

Councilmen Statt motioned, Councilman O’Connor seconded, and it was unanimously carried to approve the resolution.

APPROVED Ayes 5 Singer, O’Connor, Statt, Malmendier, Gronwall

Nays 0

WHEREAS, it is the Budget Officer's Responsibility to prepare the 2020 Tentative Budget and file said budget with the Town Clerk no later than September 30, 2019 and

WHEREAS, it is the Town Clerk's responsibility to submit said budget to members of the Board no later than October 5, 2019; and

WHEREAS, it is the desire of this Board to conduct a workshop meeting to discuss said budget; now, therefore, be it

RESOLVED, that This Board will conduct a workshop meeting on Monday September 23, 2019, at the Canadice Town Hall, 5949 County Road 37, Town of Canadice, County of Ontario, State of New York at 7:00 pm; and, be it further

RESOLVED, that the Clerk of this Board publish a public notice of said meeting in the official newspaper of the Town at least five (5) days prior thereto.

3. Resolution Number 59 of 2019 – Resolution Setting Date, Place And Time For A Public Hearing To Entertain Comments Pertaining To Fire Protection District Contracts

Councilmen Statt motioned, Councilman O’Connor seconded, and it was unanimously carried to approve the resolution.

APPROVED Ayes 5 Singer, O’Connor, Statt, Malmendier, Gronwall

Nays 0

WHEREAS, the Town of Canadice currently contracts with the Richmond Fire District and Hemlock Fire District for fire protection and ambulance service within the Town's fire protection district; and

WHEREAS, said contracts will expire on December 31, 2019; and

WHEREAS, this Board is reviewing the services provided by each of the Districts; and

WHEREAS, this Board desires to ensure the residents of the Town have adequate fire and ambulance services; and

WHEREAS, this Board will pursue executing new contracts for a one-year period commencing January 1, 2020 and terminating December 31, 2020 that it feels best meets the needs of the residents of the Town; and

RESOLVED, that this Board will conduct a public hearing to entertain comments pertaining to said contracts at 7:00 pm on September 23, 2019 (workshop meeting) at the Canadice Town Hall, 5949 County Road 37; and, be it further

RESOLVED, that the Clerk of this Board publish notice of said hearing in the official newspaper in accordance with Town Law and send copies of this resolution to the Richmond Fire District and the Hemlock Fire District.

4. Resolution Number 60 of 2019 – Appointment Of Paul Miller As A Member To The Town Planning Board

Councilmen Malmendier motioned, Councilman Statt seconded, and it was unanimously carried to approve the resolution.

APPROVED Ayes 5 Singer, O’Connor, Statt, Malmendier, Gronwall

Nays 0

WHEREAS, Planning Board member James Moore has submitted his resignation effective August 8, 2019 due to health reasons; and

WHEREAS, Mr. Paul Miller was appointed as the alternate member of the Planning Board April 8, 2019;

and

WHEREAS, Mr. Miller expressed an interest in being appointed to the vacant position on the Planning Board; and

WHEREAS, the Planning Board has recommended to the Town Board the appointment of Mr. Paul Miller to the Town Planning Board; and

WHEREAS, this Board after due deliberation agrees with the Planning Board to appoint Mr. Miller and appreciates his interest to be appointed to said position; now, therefore, be it

RESOLVED, that this Board does hereby appoint Mr. Miller to the Canadice Planning Board commencing with the adoption of this resolution and terminating on December 31, 2022; and, be it further

RESOLVED, that the Clerk of this Board send certified copies of this resolution to Mr. Miller and the Secretary of the Planning Board.

5. Approval of the Bills –

Councilman Statt motioned, Councilman Malmendier seconded, and it was unanimously carried that the bills are to be paid in the following amounts:

ABSTRACT #9 for 2019-

		Voucher	
General/Highway Account		#360 to #401	\$ 224,645.03
Trust & Agency		#10	\$ 405.13
APPROVED	Ayes 5	Singer, O’Connor, Statt, Malmendier, Gronwall	
	Nays 0		

G. PRIVILEGE OF THE FLOOR:

1. There was no one to be heard.

H. ADJOURNMENT:

Councilman O’Connor motioned, Councilman Malmendier seconded, and it was unanimously carried to adjourn the meeting at 8:45 pm.

APPROVED Ayes 5 Singer, O’Connor, Statt, Malmendier, Gronwall
Nays 0

Respectfully submitted, _____ Eileen Schaefer, Town Clerk