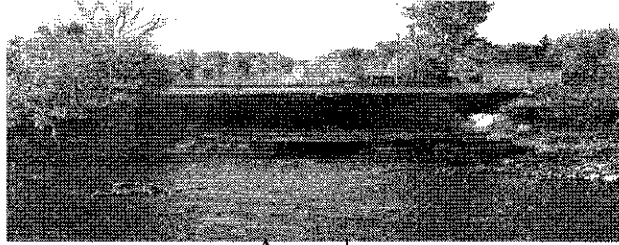


Board of Trustees
Village of Black River, New York



Agenda

Regular Meeting

October 2, 2023

- Call to order.
- Pledge of Allegiance.
- Approval of minutes of the 9/11/23 regular meeting
- Public Comment.
- Police Department Report.
- Code Enforcement Report & review of related correspondence.
- Clerk-Treasurer's Report.
- Superintendent's Report.

Correspondence Received:

A) Rt. 3 Sewer Board Re: Minutes

Correspondence Sent:

A) Town of Rutland Re: New water connections

New Business:

- A) Public hearing for Rt. 3 sewer budget
- B) Public hearing for Water Use Law Amendment
- C) Approve water/sewer adjustments
- D) Discuss Code Enforcement Position

Unfinished Business:

- Reports from Standing Committees.
- Reports from Special Meetings.
- Authorize payment of bills; adjournment.

Village of Black River
Board of Trustees
September 11, 2023
Regular Meeting

DRAFT

Mayor Dishaw called the meeting to order and led the Pledge of Allegiance at 6:00 p.m.

Present:

Mayor Francis Dishaw
Trustee Corey Decillis
Trustee Randy Lake
Trustee Bonnie Proven
Superintendent Les Williams
Clerk-Treasurer Kristin Williams
Deputy Clerk Treasurer Tarra Benson
Police Chief Steve Wood

A motion was made by Trustee Decillis, seconded by Trustee Proven to approve the minutes of the 8/7/23 regular meeting and the 8/28/23 special meeting. The motion was carried.

Police Department Report: Police Chief Wood stated that he has been allotted \$4,000 for Stop DWI Funds and that he was given two free brackets for the new radar sign.

Code Enforcement Report: The board reviewed Code Enforcement Officer James Holland's letter of resignation.

A motion was made by Trustee Lake, seconded by Trustee Decillis to accept the resignation, with regret, of CEO James Holland. The motion was carried.

Clerk-Treasurer's Report: Clerk-Treasurer Williams stated that there have been several new homes built in the Town of Rutland and that per the contract and water use law, the town must notify the village before any new homes have been connected to the system. Superintendent Williams stated that if the number of homes on the system exceeds a certain threshold, the village will have to meet a number of criteria imposed by the Environmental Protection Agency (EPA). He stated that he is aware of some new homes being constructed currently.

Superintendent's Report: Superintendent Williams stated that the water line was installed for the new house on Howe St., the three-year lead samples have been completed, Paverite will be paving on Wednesday and Thursday on W. Remington St. and a on a portion N. Main St., D&N will be providing a date for restoration of the water tank. He stated that the mini excavator tips easily when the bucket is on it so he ordered a counter balance for \$1,800. He stated that the Black River Fire Department will be holding the Christmas parade again this year. Superintendent Williams stated that he would like to attend the NYCOM Public Works training school. He stated that there are a lot of applicable classes.

A motion was made by Trustee Proven, seconded by Trustee Lake to allow Superintendent Williams to attend the NYCOM Public Works Training School. The motion was carried.

Correspondence Received: The board reviewed a letter of resignation from Trustee Gary McCullouch.

A motion was made by Trustee Decillis, seconded by Mayor Dishaw to accept Trustee Mccullouch's resignation with regret. The motion was carried.

The board reviewed the Rt. 3 Sewer Board minutes, a letter from Carol and Leo Spink and a letter from Ronald Russell of the Department of Labor.

Village Board
September 11, 2023
Page -2-

A motion was made by Trustee Decillis, seconded by Trustee Lake to set a public hearing for the Rt. 3 Sewer Budget at 6:00 p.m. on Monday, October 2, 2023. The motion was carried.

A motion was made by Mayor Dishaw, seconded by Trustee Decillis to set a public hearing for an amendment to the Water Use Law at 6:00 p.m. on Monday, October 2, 2023. The motion was carried.

A motion was made by Trustee Decillis, seconded by Mayor Dishaw to adopt the following resolution:

Resolved, that the following abstract of audited vouchers be approved: interim abstract dated 8/10/23 in the amount of \$176,256.18 (General Fund: \$1,059.24 Water Fund: \$2,871.78 Sewer Fund: \$172,325.16) interim abstract dated 8/31/23 in the amount of \$17,753.21 (General Fund: \$17,753.21) and regular monthly abstract dated 9/11/22 in the amount of \$35,370.89 (General Fund: \$12,410.43 Water Fund: \$22,690.46). The motion was put to a vote as follows:

Mayor Dishaw	Yes
Trustee Decillis	Yes
Trustee Lake	Yes
Trustee Proven	Yes

The motion was carried and the resolution duly adopted.

A motion was made by Mayor Dishaw, seconded by Trustee Decillis to adjourn the meeting at 7:01 p.m. The motion was carried.

Respectfully submitted,

Kristin Williams
Clerk-Treasurer

TO: NYS ROUTE 3 CORRIDOR SEWER BOARD

FROM: Christina Vargulick, Secretary (as reported by B. Nutting)

DATE: September 12, 2023

RE: Minutes of September 11, 2023 meeting

Present: S. Allen, F. Dishaw, G. Eddy, B. Peck and R. Taylor

Others: B. Nutting and N. Toutant

The NYS Route 3 Corridor Sewer/Development Board met at the Village of Black River Municipal Building on Monday, September 11, 2023. F. Dishaw called the meeting to order at 4:30pm.

The Board reviewed the minutes for August 14, 2023. Motion made by F. Dishaw, seconded by S. Allen to approve the minutes as presented. Ayes-5, Nays-0. Motion carried.

Operating Report

The period summary for August 2023 was distributed to the Board. The sewer flow was 6.6 MG. Seventy-nine percent (79%) of the total budgeted revenues were received. Expenses year-to-date were seventy-two percent (72%) of the total budgeted. Net cash of \$232,653.27 remained at the end of the period. The reserve account balance was \$228,110.38.

Motion made by R. Taylor , seconded by F. Dishaw to approve the report as presented. Ayes-5, Nays-0. Motion carried.

2024 Budget

Proof of notice having been furnished, the public hearing on the 2024 tentative budget was called to order at 4:35pm by Chairman Dishaw. No one from the public commented. All persons desiring to be heard, having been heard, the public hearing was closed at 4:36pm. Motion by R. Taylor, seconded by G. Eddy to adopt the tentative budget as the 2024 preliminary budget with a fixed rate of \$289.00/EDU and a variable rate of \$248.00/EDU (plus adjustment for T/Rutland as previously approved). S. Allen-nay, F. Dishaw-aye, G. Eddy-aye, B. Peck-aye, and R. Taylor-aye. Motion carried. A vote to adopt the preliminary budget will be held on December 11, 2023 pending component communities' public hearings.

(AUP) Request for Proposals

The four proposals received from accounting firms Bowers, Drescher & Malecki, Lumsden & McCormick, and North Country CPAs were ranked as per the system detailed in the request for proposals.

Board members agreed, by consensus, to continue with an Agreed Upon Procedures. Drescher & Malecki received the highest score. Motion by G. Eddy, seconded by B. Peck to engage Drescher and Malecki to perform the enumerated processes outlined in the request for proposals for fiscal years 2023 through 2027. Ayes-5, Nays-0. Motion carried.

Motion made B. Peck, seconded by G. Eddy to adjourn. The meeting adjourned at 5:00pm.

The next scheduled meeting of the NYS Route 3 Sewer/Development Board will be held on Monday, December 11, 2023 at 4:30pm at the T/Champion Municipal Building.

Christina Vargulick

Christina Vargulick, Secretary
NYS Route 3 Sewer Board of Commissioners

Rt. 2 Sewer Corridor Budget - 0% Fixed EDU Increase, 0% Variable EDU Increase

	2024 Budget	2023 Budget	Fixed EDUs	Variable EDUs	Extra Charges	
REVENUE						
- Black River (North & South)	\$299,223.00	\$299,078.50	575.00	476.00	\$15,000	
- Champion	\$116,437.00	\$111,379.75	221.00	203.50	\$2,100	
- LeRay	\$246,343.00	\$245,331.50	495.00	356.00	\$15,000	
- Pamela	\$110,814.00	\$110,187.00	206.00	204.00	\$688	
- Rutland	\$366,265.00	\$371,984.00	635.00	625.00	\$14,000	
- Interest & Misc.	\$6,000.00	\$36.00				
- Transfer from Reserve	\$0.00	\$0.00				
Total Revenues	\$1,145,082.00	\$1,137,956.75	2132.00	1864.50	\$46,788	0.8%
EXPENSES						
Annual DANC O&M Contract	\$100,354.38	\$98,386.65		*		
Annual DANC Administrative Contract	\$11,746.69	\$11,516.37		*		
Municipal Administration						
- Black River	\$3,450.00	\$3,447.00		*		
- Champion	\$1,326.00	\$1,270.50		*		
- LeRay	\$2,970.00	\$2,949.00		*		
- Pamela	\$1,236.00	\$1,236.00		*		
- Rutland	\$3,810.00	\$3,786.00		*		
General Administration	\$3,626.00	\$3,626.00		*		
Repairs & Maintenance	\$82,000.00	\$81,600.00		*		
Utilities	\$43,000.00	\$41,000.00		*		
Collection & Treatment	\$345,000.00	\$325,000.00		*		
Interest (RD Loans & BAN)	\$0.00	\$0.00		*		
Insurance, Legal, Audit	\$9,500.00	\$9,500.00		*		
Total O&M Expenses	\$608,019.08	\$683,317.52				
MISC EXPENSES						
Capital Improvements	\$0.00	\$0.00		*		
Operational Reserves	\$0.00	\$0.00		*		
Contributions to Reserves	\$46,000.00	\$50,000.00		*		
Operating Contingency	\$0.00	\$0.00		*		
Total Misc. Expenditures	\$46,000.00	\$50,000.00				
DEBT SERVICE PAYMENTS						
- Black River North	\$53,725.00	\$53,725.00		*		
- Black River South	\$92,325.00	\$91,025.00		*		
- Champion/Great Bend	\$35,760.00	\$35,760.00		*		
- Champion/Pine Ridge	\$8,100.00	\$8,100.00		*		
- Town of LeRay/Pamela Phase 1	\$61,980.00	\$61,980.00		*		
- Town of LeRay/Pamela Phase 2	\$33,140.00	\$33,140.00		*		
- Rutland Phase 1	\$39,000.00	\$39,000.00		*		
- Rutland Phase 2	\$68,000.00	\$67,000.00		*		
- Rutland Phase 3	\$75,708.00	\$74,611.00		*		
- Gardner Tract	\$15,580.00	\$15,580.00		*		
Total Debt Service Payments	\$483,318.00	\$479,921.00				
Total Expenditures	\$1,137,337.08	\$1,113,238.52				2.12%
Cash Balance Forward (estimated from previous year)	\$ -	\$ -				
Net Cash/Deficit	\$7,744.92	\$24,758.23				
RESERVE ACCOUNT						
- Reserve Account - Beginning Balance	\$ 281,294.27	\$ 153,263.00				
- Transfer to (from) Reserve Account	\$46,000.00	\$50,000.00				
- Interest Income - Reserves	\$ 9,762.00	\$ 1,594.25				
YTD RESERVE CASH BALANCE	\$ 337,056.27	\$ 204,857.25				

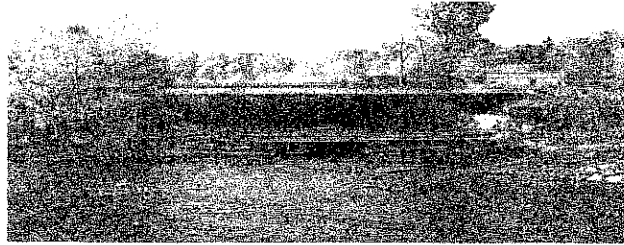
			Per Quarter	
			Rutland Variable EDU Cost	\$ 5.50
Fixed \$/EDU	\$289.00	Var \$/EDU	\$ 270.00	Total
				\$537.00
		Increase 2023		% Increase 2023
		\$ -		0.0%
		\$ -		0.0%

Proposed Rate to Balance Budget	2024	2023
Fixed \$/EDU:	\$289.00	289
Variable \$/EDU:	\$248.00	248

Notes & Assumptions:

1. Increase of 2.0 percent for DANC O&M Contract and 2.0 percent for DANC Administrative Contract and General Administration.
2. 0% Fixed Rate Increase and 0% Variable Rate Increase.
3. Increase in Rutland Variable Rates due to under billing in previous years
4. \$46,000 contribution into reserves
5. Increase in revenues by 0.6% and expenditures by 2.1%

Board of Trustees
Village of Black River, New York



Town of Rutland
28411 State Rt. 126
Black River, NY 13612

September 12, 2023

Dear Town of Rutland Supervisor and Members of the Board:

As you may be aware, the Village of Black River is considering improvements to our water system. We have been reviewing our water contracts as well as our water use law. In the contract with Town of Rutland Water District #1 it states in Section 12 (h) that "The District shall notify the village of any new connections to its distribution system other than those contemplated during initial construction." The map that was provided when the district was formed did not include Percy Chicks Drive or Chelsea Drive as well as any other homes that have been constructed since 2002. The Village's water use law states that "The connecting of new properties outside the Village to the Village water system must have approval from the Village Board." The EPA Water Security Division has strict requirements for systems that exceed a certain threshold. We believe we are nearing that threshold. We have not been notified of new connections in many years. We also have a water withdrawal permit from the DEC that we cannot exceed. We are requesting that the Village be given the exact number of homes in Rutland Water District #1 and to be contacted before any new homes are connected to our system as per our contract.

Sincerely,

A handwritten signature in black ink that reads "Francis Dishaw". The signature is written in a cursive, flowing style.

Francis Dishaw

Mayor

<u>Name</u>	<u>Acct.#</u>	<u>Water Credit</u>	<u>Sewer Credit</u>	<u>Total Credit</u>
Planes	00350	\$95.95	\$51.20	\$147.15
Simon	00600	\$238.42	\$132.51	\$370.93
Forte	00700	\$2.90	\$0.00	\$2.90
Clary	00750	\$5.63	\$3.14	\$8.77
Williamson	01080	\$27.18	\$17.63	\$44.81
Werner	01100	\$37.90	\$26.37	\$64.27
Wolfe	01780	\$8.30	\$0.00	\$8.30
Gaines	03850	\$90.49	\$65.98	\$156.47
Duncan	04900	\$66.31	\$29.08	\$95.39

*

Total credit for Water Adjustments: \$573.08

Total credit for Sewer Adjustments: \$325.91

Total Water and Sewer Adjustments: \$898.99