

Town of Waterloo
Minutes
Public Hearing
Regular Town Board Meeting
August 28, 2023
5:30 PM

Present: Supervisor Trout, Councilman Pfeiffer, Councilman Lotz, Councilman Strader and Councilman Thomas.

Absent:

Also Present: Highway Superintendent Joe Mull, Assessor James Cleere, Account Clerk Kim Hendrickson, Attorney D. Benjamin, Georgi Arno, Ed Lerkins, Therma Holmes Nichole Mack, Pharel Heard and John Kenny.

Pledge of Allegiance:

Supervisor Trout led everyone in the Pledge of Allegiance.

Fire Exits:

Supervisor Trout indicated where the fire exits were located.

2023-126

Councilman Pfeiffer made the motion to open the Public Hearing #1 regarding updates to the Zoning Law Chapter 135 along with Schedules 1 and 2 to establish a Local Law using such updates.

AYE

Supervisor Trout
Councilman Pfeiffer
Councilman Lotz
Councilman Thomas
Councilman Strader

NAE

The motion was carried.

Pat Nicoletta from MRB spoke and stated that tables 1 & 2 were updated for zoning requirements, and commented on zoning seasonal rentals, and industrial zoning. There was some discussion.

2023-127

Councilman Lotz made a motion to close Public Hearing #1. Councilman Strader seconded the motion.

AYE

NAE

Supervisor Trout
Councilman Pfeiffer
Councilman Lotz
Councilman Thomas
Councilman Strader

The motion was carried.

2023-128

Councilman Thomas made a motion to open Public Hearing #2 pertaining to a Local Law to Provide that the Exemptions for Solar or Wind Energy Systems and for Farm Waste Energy Systems Pursuant to Real Property Tax Law Section 487 Shall not Be Applicable Within the Town of Waterloo. Councilman Lotz seconded the motion.

AYE

NAE

Supervisor Trout
Councilman Pfeiffer
Councilman Lotz
Councilman Thomas
Councilman Strader

The motion was carried.

2023-129

Councilman Pfeiffer made a motion to close the Public Hearing #2. Councilman Strader seconded the motion.

AYE

NAE

Supervisor Trout
Councilman Pfeiffer
Councilman Lotz
Councilman Thomas

Councilman Strader

The motion was carried.

Supervisor Trout immediately called to order the Regular Town Board Meeting

Supervisor Trout asked if there was anyone who would like to address the Board.

Georgi Arno spoke about the water at her house. The Town put a pressure regulator in her home in 2007. This needed to be replaced this year. The Town replaced it for her one last time a few weeks ago (as stated in letter she received dated August 14, 2023). She wanted a guarantee that it would always be taken care of in the future.

Supervisor Trout explained to Mrs. Arno that the previous board in 2007 failed to explain to her that any motion made by one board cannot bind another board or a future board to their actions. It's the law. Discussion ensued.

Pharel Heard approached the board. His church is located on Pre-Emption Street. He explained that the ditch needs to be cleaned out and fixed because when the heavy rains come it overflows and garbage is everywhere. There was a discussion. Joe Mull said he would come check out the area for them.

Russ Goodman from North Seneca Ambulance presented an extensive overall view of what they do, where they serve and the issues they are facing. He also gave a verbal proposal of their financial situation and their 2022 Audit. He shared how they would be finishing out that year with an approximate \$250,000 loss and how 2023 looks like it could be the same. There was a discussion. Supervisor Trout said he would be in touch in November after the Ambulance audit was completed and before the Town Budget was set.

John Kenny presented to the board about having the desire to carve the Scythe Tree into various options. There was much discussion. The board thanked him for his interest in the History of the Town of Waterloo. Supervisor Trout said they would be in touch. Joe Mull stated that Blane Elkie was interested in making the sign for the tree. Mr. Kenny will be in touch with him.

Mr. Ed Lerkins approached the board about his concerns with Robison's Garage property. There are many kinds of animals in and out there. It doesn't look good and wanted to know what could be done about maintaining this property. Supervisor Trout said he was aware of what it looked like and would investigate this situation.

2023-130

Councilman Strader made a motion to approve the Consent Agenda. Councilman Lotz seconded the motion.

Approval of Minutes July 24, 2023
 Approval of the Town Clerk's Monthly Report
 Approval of Canine Report
 Approval of Bills:

GENERAL FUND - TOWNWIDE	\$45,635.18
GENERAL – PART TOWN	\$20,347.28
HIGHWAY TOWNWIDE	\$49,210.76
HIGHWAY PART TOWN	\$49,797.74
BORDER CITY LIGHT DISTRICT	\$3,336.89
WATERLOO SEWER DISTRICT #1	\$1,564.44
5 & 20 SEWER DISTRICT	\$29,591.02
BURGESS ROAD WATER DISTRICT	\$24,915.30
BORDER CITY WATER DISTRICT	\$32,305.61
POWDERLY ROAD WATER DISTRICT	\$276.41
BREWER ROAD SOUTH	\$3,435.80
PRE-EMPTION WATER DISTRICT #6	\$75.23
TOTAL:	\$260,491.66

TOTAL **\$260,491.66**

AYE
 Supervisor Trout
 Councilman Pfeiffer
 Councilman Lotz
 Councilman Thomas
 Councilman Strader

NAE

The motion was carried.

2023-131

Councilman Lotz made a motion to approve the updates made to the Zoning Law Chapter 135 along with Schedules 1 and 2 to establish a Local Law. Councilman Pfeiffer seconded the motion.

AYE
 Supervisor Trout
 Councilman Pfeiffer
 Councilman Lotz
 Councilman Thomas
 Councilman Strader

NAE

The motion was carried.

Pat Nicoletta read the EAF Part 1 of the Town of Waterloo-Renewable Energy Tax Exemption Local Law.

2023-132

Councilman Lotz made a motion to accept the (SEQR) For the Town Board to declare it's intent to be designated as the lead agency as follows: Councilman Pfeiffer seconded the motion.

**TOWN OF WATERLOO
RENEWABLE ENERGY TAX EXEMPTION LOCAL LAW ADOPTION 2023
SEQR RESOLUTION
DECLARING THE INTENT TO BE LEAD AGENCY**

WHEREAS, the Town of Waterloo Town Board (hereinafter referred to as Town Board) has reviewed and completed the SEQR Full Environmental Assessment Form (EAF) Part 1, prepared by the MRB Group (hereinafter referred to as Town Engineer) on the above referenced Town of Waterloo Renewable Energy Tax Exemption Local Law Adoption (hereinafter referred to as Action); and

WHEREAS, the Town Board determines that said Action is classified as a Type 1 Action under the State Environmental Quality Review (SEQR) Regulations; and

WHEREAS, the Town Board determines that said Action is also subject to review and approval by other involved agencies under SEQR Regulations; and

WHEREAS, the Town Board determines that it is the most appropriate agency to insure the coordination of this Action and will provide written notifications to involved agencies, for the purposes of conducting a coordinated review and making the determination of significance thereon under the SEQR Regulations.

NOW, THEREFORE BE IT RESOLVED that the Town Board does hereby declare its intent to be designated as the lead agency for the Action and directs the Town Supervisor to sign and date the Full EAF Part 1.

BE IT FURTHER RESOLVED, that the Town Engineer is directed to provide notice hereof to the interested agencies, seeking their agreement (or objection thereto) in writing.

AYE

Supervisor Trout
Councilman Pfeiffer
Councilman Lotz

NAE

Councilman Thomas
Councilman Strader

The motion was carried.

2023-133

Councilman Thomas made a motion to approve the authorization of placement of Lateral Restrictions within South Pre-Emption Street Water District Improvements as follows:
Councilman Strader seconded the motion.

TOWN OF WATERLOO
SOUTH PRE-EMPTION STREET WATER DISTRICT

The following resolution was adopted by the Town of Waterloo Town Board on August 28 2023.

**RESOLUTION FOR AUTHORIZATION OF PLACEMENT OF LATERAL RESTRICTIONS
WITHIN SOUTH PRE-EMPTION STREET WATER DISTRICT IMPROVEMENTS**

WHEREAS, the Town of Waterloo Town Board (hereinafter referred to as Town Board) has created the Town of Waterloo South Pre-Emption Street Water District for the express purpose of providing public water supply to residents along portions of Pre-Emption Road, Packwood Road, and Severn Road; and

WHEREAS, part of the land area within the South Pre-Emption Street Water District is located within Seneca County Agricultural District No. 6; and

WHEREAS, the Town Board has filed a Notice of Intent to Undertake an Action Within an Agricultural District and to evaluate the impact of providing a source of public water supply within this area of lands within Seneca County Agricultural District No. 6; and

WHEREAS, the New York State Department of Agriculture and Markets has expressed concern about potential adverse impact that said public water supply is likely to have on agriculture uses within said Agricultural Districts; and

NOW, THEREFORE BE IT RESOLVED by the Town Board of the Town of Waterloo, Seneca County, New York, as follows:

1. The Town Board, in recognition of the concerns that have been raised, hereby resolves to limit connections to the public water supply only to existing or previously approved non-farm uses and to farm related uses within the Pre-Emption Street Water District, which is also located within Seneca County Agricultural District No. 6.
2. This Resolution shall take effect August 28, 2023.

AYE
Supervisor Trout
Councilman Pfeiffer
Councilman Lotz

NAE

Councilman Thomas
Councilman Strader

The motion was carried.

2023-134

Councilman Lotz made the motion to accept the invoice from the City of Geneva, NY for 2023 services based on Intermunicipal Wastewater Treatment Agreement: January 1, 2019-December 31, 2023, in the amount of \$93,554.12. Councilman Strader seconded the motion.

AYE

Supervisor Trout
Councilman Pfeiffer
Councilman Lotz
Councilman Thomas
Councilman Strader

NAE

The motion was carried.

2023-135

Councilman Thomas made a motion to approve the completion of form MSD222 for the Title of Deputy Town Clerk (#1), for the Seneca County Civil Service. Councilman Lotz seconded the motion.

AYE

Supervisor Trout
Councilman Pfeiffer
Councilman Lotz
Councilman Thomas
Councilman Strader

NAE

The motion was carried.

2023-136

Councilman Lotz made a motion to accept the resignation of Deputy Town Clerk (#1), Amy Ochs from the Town Clerk's Office effective June 30, 2023. Councilman Pfeiffer seconded the motion.

AYE

Supervisor Trout

NAE

Councilman Pfeiffer
Councilman Lotz
Councilman Thomas
Councilman Strader

The motion was carried.

2023-137

Councilman Pfeiffer made the motion to appoint Deputy Clerk (#2), Teresa Ruff as Deputy Town Clerk (#1), effective immediately. Councilman Strader seconded the motion.

AYE

NAE

Supervisor Trout
Councilman Pfeiffer
Councilman Lotz
Councilman Thomas
Councilman Strader

The motion was carried.

2023-138

Councilman Lotz made a motion to accept the following:

Mr. Thomas Finnerty opted to have the Worker's Compensation, through Seneca County Self - Insurance, transfer into 321 hours at the rate of \$32.13; in lieu of a check in the amount of \$10,308.63. See the attached/supervisor signed letter dated: January 20, 2023, which states that the paid Time Off will be made available to Mr. Finnerty and an exception to the Town Policy – can be carried over into the new fiscal year. This will be applied to Mr. Finnerty's PTO effective immediately. Councilman Thomas seconded the motion.

AYE

NAE

Supervisor Trout
Councilman Pfeiffer
Councilman Lotz
Councilman Thomas
Councilman Strader

The motion was carried.

2023-139

Councilman Thomas made a motion to accept the Buildings Resolution. It is as follows:
Councilman Lotz seconded the motion.

A Resolution for all Town Buildings to be locked and alarmed (if applicable) when there are no Town Employees on premises:

Town Building (66 Virginia Street) includes:

- Front of Town Building at 66 Virginia Street; front door to be locked unless Court Clerk is in the front office.
- Court Door: Side of Town Building is to be locked when the Court Clerk is not in the office.
- Town Building; Back door to the Town Clerk's office; to be locked and/or alarmed when there are no Town Employees in the building.
- Tax Collector Door: North Side of the Town Building is to be locked at all times, unless Tax Collector(s) are in office.

Highway Building (at 66 Virginia Street):

- 4 large rolling doors to be locked when there are no Town Employees on premises (before and after working hours) in the first part of the building.
- 4 large rolling doors to be locked when there are no Town Employees on premises (before and after working hours) in the second part of the building.
- All side and back doors to be locked at all times, unless being used.
- Lock the 2 main entry doors when no Employees are on premise (before and after working hours); of the first and second buildings.

Water/Sewer Building (at 617 Waterloo Geneva Road):

- All large rolling doors are to be shut and locked when there are no Town Employees on premises.
- All the entry doors are to be locked (keyless entry locks on doors) when there are no Town Employees on premises.
- Any sheds/out buildings are to be locked when there are no Town Employees on premises.

***When the building is not locked:**

- 1st incident- Verbal notice (all involved)
- 2nd incident- 1st written notice (all involved)
- 3rd incident- Final written notice (all involved)
- 4th incident- Termination of Employment from the Town of Waterloo

AYE
Supervisor Trout

NAE

Councilman Pfeiffer
Councilman Lotz
Councilman Thomas
Councilman Strader

The motion was carried.

2023-140

Councilman Pfeiffer made a motion to approve placing three new keyless entry locks on the Water/Sewer Building at 617 Waterloo Geneva Road, Waterloo, NY 13165. Councilman Lotz seconded the motion.

AYE

Supervisor Trout
Councilman Pfeiffer
Councilman Lotz
Councilman Thomas
Councilman Strader

NAE

The motion was carried.

2023-141

Councilman Strader made a motion to transfer the NYS OCS ACH payment of \$110.11 (G0778) from the Savannah Bank, NA Public Funds (X1260) to Water Account (X1270). Councilman Thomas seconded the motion.

AYE

Supervisor Trout
Councilman Pfeiffer
Councilman Lotz
Councilman Thomas
Councilman Strader

NAE

The motion was carried.

2023-142

Councilman Thomas made a motion to pay Justice Conrad Struzik the remaining amount (\$61.63- via check) of the cost of the Magisterial Judge Robe and bag from the NYS JCAP Grant that was awarded to the Town Court in the amount of \$311.95 when the JCAP Grant money is

allocated to the Town of Waterloo from NYS OSC via ACH or check. Councilman Lotz seconded the motion.

AYE

NAE

Supervisor Trout
Councilman Pfeiffer
Councilman Lotz
Councilman Thomas
Councilman Strader

The motion was carried.

2023-143

Councilman Lotz made a motion to appoint two Clerk (PT) under the Town Justice. Councilman Thomas seconded the motion.

AYE

NAE

Supervisor Trout
Councilman Pfeiffer
Councilman Lotz
Councilman Thomas
Councilman Strader

The motion was carried.

2023-144

Councilman Pfeiffer made a motion to approve that a FINAL Water Letter was sent out to Water District 5 residents that have not responded to the first three letters requesting the change of the cellular meters to radio read meters. There will be a \$ 250 charge per quarter until the meter is changed. Councilman Strader seconded the motion.

AYE

NAE

Supervisor Trout
Councilman Pfeiffer
Councilman Lotz
Councilman Thomas

Councilman Strader

The motion was carried.

2023-145

Councilman Lotz made a motion to approve to give Josef Shaffer a \$50.00 monthly stipend for use of his personal cell phone during and after business hours. Effective immediately.

Councilman Pfeiffer seconded the motion.

AYE

NAE

Supervisor Trout
Councilman Pfeiffer
Councilman Lotz
Councilman Thomas
Councilman Strader

The motion was carried.

2023-146

Councilman Thomas made a motion to approve the transfer of \$16,252.40 from CBNA account (X1137); cleared out to Insurance Account (X8415) for health savings account use/balance.

Councilman Lotz seconded the motion.

AYE

NAE

Supervisor Trout
Councilman Pfeiffer
Councilman Lotz
Councilman Thomas
Councilman Strader

The motion was carried.

Committee Reports:

Councilman Thomas reported that the court is now looking for two court clerks.

Councilman Pfeiffer commented that we have received the card readers and are awaiting training for program.

Councilman Strader has been working on zoning with Pat and Jim and working on meters with Kim. There were 100 meters and now down to only 5 needing to be switched.

Highway Superintendent Joe Mull said roads been completed and said thank you to everyone. He still has a few concerns about Hecker Road, but it will pack down. The guard rail has not been done yet because the original company changed hands. It was supposed to be done in April. I

have been in touch with the new company, and it should be next week sometime that things will get moving.

Supervisor Trout stated that he would like to schedule two Budget Meetings. There was a discussion.

2023-147

Councilman Strader made the motion to set September’s Budget Meeting #1 for Tuesday the 19th at 1PM and Tuesday October 3rd, 2023 @1PM for Budget Meeting #2. Councilman Pfeiffer seconded the motion.

AYE

NAE

Supervisor Trout
Councilman Pfeiffer
Councilman Lotz
Councilman Thomas
Councilman Strader

The motion was carried.

Pat Nicoletta spoke about the Sanitary Sewer District 2 -Rate adjustments and summary. There was a discussion.

2023-148

Councilman Pfeiffer made a motion to accept the Sanitary Sewer District 2 – Rate Adjustment Resolution as follows: Councilman Lotz seconded the motion.

**TOWN OF WATERLOO
SANITARY SEWER RATE DISTRICT 2 ADJUSTMENT RESOLUTION**

WHEREAS, the Town of Waterloo Town Board (hereinafter referred to as Town Board) operates and maintains Sanitary Sewer District 2. Sewer District No. 2 discharges wastewater to the Village of Waterloo where is ultimately treated at the Village of Waterloo Waste Water Treatment Plant.

WHEREAS, the rates were adjusted to cover treatment cost. The Town Board has evaluated the number of customers and the new cost for such treatment and has developed a rate for Residential and Commercial customers. The breakdown with associated rates on shown on the attached document entitled “Summary of Proposed Sewer Rates-sanitary Sewer District 2” dated July 2023. The rate adjustments is needed for the Town to make payment for wastewater treatment. The billing frequency for Sewer District No. 2 will be on a bimonthly basis.

WHEREAS, A Public Hearing was held on July 24, 2023, that was properly published and advertised. No one spoke for or against the rate adjustment at the Public Hearing. The rate adjustment will be reflected in the next billing cycle.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board has reviewed the proposed rate adjustment on the “Summary of Proposed Sewer Rates-Sanitary Sewer District No. 2” dated July 2023 and authorizes the proposed increase. All is accordance with Sewer Use Law that the Town Board sets the rates. The Town Board further authorizes the Billing Clerk to make the rate adjustment and bill on a bimonthly basis.

**SUMMARY OF PROPOSED SEWER RATES-SANITARY SEWER DISTRICT 2
JULY 2023**

Existing Billings:

- Estimated 634 billable accounts
- Billings are quarterly.
- Minimum Bill is \$110.00 per quarter.
- Billings is based on estimated EDUs.
- Sewer Rate charged to customers needs to cover Town Operation and maintenance (O&M) and charge from the Village for Discharge based on consumption.

Proposed Billings:

- Estimated 634 billable accounts plus campground sites.
- Sewer Rate charged to customers’ needs to cover Town (O&M) and charge from the Village for Discharge based on consumption.
- Billing will be changed to bi-monthly billings.
- Billings to be based on consumption/use
- Estimated minimum charge is \$90.00 every 2 months. This charge is for the first 5,500 gallons per 2 month period (Works out to \$16.37/1,000 gallons of consumption).
- If a customer uses more than 5,500 gallons in a 2 month period they will be charged \$14.75 per 1,000 gallons of water used over the 5,500 gallons.
- Other charges to Note
 - Minimum charge for campgrounds is 1/2 Unit per site or \$45.00 for every site in a two month Period
 - Example: 10 Sites will be charged \$450.00 for 2 months for a flow of 27,500 gallons. If 27,500 gallons is exceeded it will be an additional cost of \$14.75/1,000 of gallons used in the 2 month period.
 - Minimum charge for a Mobil Home Park is One (1) Unit per site or \$90.00 for every site in a 2 month period .
 - Example: 10 sites will be charged \$900.00 for 2 months up to a flow of 55,000 gallons. If 55,000 gallons is exceeded it will be an additional cost of \$14.75/1,000 of gallons used in a 2 month period.
- Minimum charge will be charged for off season campground sites annually.

AYE

Supervisor Trout

NAE

Councilman Pfeiffer
Councilman Lotz
Councilman Thomas
Councilman Strader

The motion was carried.

Pat Nicoletta spoke about the USDA wanting to open bidding opportunities for any manufacturer. However, there are certain things that the Town of Waterloo is standardized on that they do not want to change. There was a discussion.

2023-149

Councilman Lotz made a motion to accept the Water Improvement Manufactured Standards Resolution as follows: Councilman Strader seconded the motion.

**TOWN OF WATERLOO
WATER IMPROVEMENTS MATERIAL STANDARDS
WATER IMPROVEMENT MANUFACTURED STANDARDS RESOLUTION**

WHEREAS, the Town of Waterloo has a Water and Sewer Department that operates and maintains the water and sewer system. The Town has standardized on equipment and manufacturers.

WHEREAS, to note manufacturers requirements that is not open to all, USDA requires on explanation why some manufactures this may not be included in the bid requirements part of the Contract documents. The Town has this equipment in the current water system and desires to maintain such equipment for ease of repair and parts available. The Town is standardizing on the following Items:

- Hydrants: To manufactured by Mueller or Kennedy.
- Valves: To be manufactured by Mueller
- Water Services (Tapping Saddle, Corporations and Curb Stops): To be manufactured by Mueller or Ford.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board has accepted and approved the Standardization of the equipment noted. All other pipe and equipment is open to all manufacturers provided that meet all requirements in the specific Contract documents specifications.

AYE
Supervisor Trout
Councilman Pfeiffer
Councilman Lotz
Councilman Thomas
Councilman Strader

NAE

The motion was carried.

Pat Nicoletta presented and explained that Wetland Permit Application. There was a discussion.

2023-150

Councilman Lotz made a motion to accept the South Pre-Emption Street Water District Wetland Permit Application as follows: Councilman Thomas seconded the motion.

**TOWN OF WATERLOO
SOUTH PRE-EMPTION STREET WATER DISTRICT
WATER IMPROVEMENTS**

WETLAND PERMIT APPLICATION AUTHORIZATION RESOLUTION

WHEREAS, the Town of Waterloo (hereinafter referred to as Town Board) is intending to install water main along South Pre Emption Street between Packwood Road and the end of the existing 6” north of the railroad. Length of main is approximately 7,100 feet of 8” water main including PVC and HDPE pipe; and

WHEREAS, the Town received funding from USDA in the form of grant and loan. USDA has issued a Letter of Conditions for the Town of Waterloo. Part of the Letter of Conditions is to obtain approvals for respective agencies.

WHEREAS, The Wetland Delineation Report was submitted to NYSDEC for Review on May 26, 2023. On August 15, 2023 NYSDEC sent correspondence that they have review the report and that on Article 45 Wetland Permit Application is required. Only disturbance is in the wetland buffer area not the wetland itself. and

WHEREAS, Diehlux and MRB Group will prepare the Permit Application and submit documentation to NYSDEC. The fee will be \$5,000. This fee will be added to the additional services line item in USDA.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board accepts and approves proceeding the Wetland Permit Application in the Sum of \$5,000 to be added to the additional services line and included in the cost of the Water District. The Town Board authorizes the Supervisor to sign the amendment for this item.

AYE

Supervisor Trout
Councilman Pfeiffer
Councilman Lotz
Councilman Thomas
Councilman Strader

NAE

The motion was carried.

Pat Nicoletta presented and explained the South Pre-Emption Street Water District Authorization to Bid Resolution. There was a discussion.

2023-151

Councilman Lotz made a motion to accept the South Pre-Emption Street Authorization to Bid as follows: Councilman Thomas seconded the motion.

**TOWN OF WATERLOO
SOUTH PRE-EMPTION STREET WATER DISTRICT
WATER IMPROVEMENTS
AUTHORIZATION TO BID RESOLUTION**

WHEREAS, the Town of Waterloo (hereinafter referred to as Town Board) is intending to install water main along South Pre Emption Street between Packwood Road and the end of the existing 6” north of the railroad. Length of main is approximately 7,100 feet of 8” water main including PVC and HDPE pipe; and

WHEREAS, the Town water department will construct all main line pipe and individual services for the project with the exception of directional drills. Directional drilling will be completed by a Contractor. USDA must authorize the projects to go to bid based on their criteria.

WHEREAS, two (2) bids will be released which include a material bid (AIS required including Domestic products) and a bid for directional drilling. The material bid will be for all materials required for the project including pipe and fitting for the directional drill. Seneca County Department of Health and other pertinent regulatory approvals must be in place prior to release the project for bid based on USDA requirements. Bids will be in accordance with New York State municipal bidding laws and USDA requirements.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board authorizes the bidding for the material and directional drill bids upon approval and authorization from USDA. Town Board authorizes MRB Group to provide final documents to plan rooms for Suppliers and Contractor to prepare bid.

AYE

Supervisor Trout
Councilman Pfeiffer
Councilman Lotz
Councilman Thomas
Councilman Strader

NAE

The motion was carried.

Pat gave a brief update on other items. There was a sign off by the County Highway Department for Packwood Road where we are tapping into. Gates has signed off. SHPO signed off and that's complete. Pat stated that he has USDA comments and will be working on these this week. We are still waiting on the County Department of Health for their review of the plans. USDA will need that review before they authorize us to go to bid. He has been in contact with Mary Jump, and she said that he should get a response letter within the next few days. Pat said if everything goes forward and falls into place, he plans on going to bid by September. He stated that we will need one easement and he sent that to assessor Jim Cleere, which we will need to avoid damage to the trees and the storm sewer. If the homeowner does not grant that easement, then we can go in the road. Pat stated that we are close and asked if anyone had questions. Supervisor Trout asked if Pat had ever done a short water line that took as long as this. Pat stated that Boody's Hill was only around 700 feet, and it has taken forever. It all takes time.

2023-152

Councilman Pfeiffer made the motion to go into Executive Session to discuss the employment history of a certain person. Councilman Lotz seconded the motion.

AYE

NAE

Supervisor Trout
Councilman Pfeiffer
Councilman Lotz
Councilman Thomas
Councilman Strader

The motion was carried.

The Town Board came out of Executive Session at 6:45PM., and no action was taken.

2023-153

Councilman Pfeiffer made the motion to adjourn the meeting immediately after Executive Session. Councilman Lotz seconded the motion.

AYE

NAE

Supervisor Trout
Councilman Pfeiffer
Councilman Lotz
Councilman Thomas
Councilman Strader

The motion was carried.

Respectfully Submitted,

Rosemarie A. Marsh
Waterloo Town Clerk