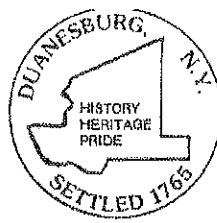


William Wenzel, Town Supervisor
Jennifer Howe, Town Clerk
Brandy Fall, Deputy Town Clerk



John D. Ganther, Jr., Council Member
Francis R. Potter, Council Member
Dianne Grant, Council Member
Andrew Lucks, Council Member

5853 Western Turnpike
Duanesburg, New York 12056

Town of Duanesburg

Schenectady County

P# 518-895-8920
F# 518-895-8171

Thursday, February 9, 2022

Town Board Meeting Agenda

Meeting Time: 7:00PM

Call to order
Pledge of Allegiance
Prayer/Moment of Reflection

Approval of minutes for: Regular Town Board Meeting on Thursday January 27, 2022

Town Clerk's Report
Supervisor's Report
Payment of Claims

Committee Reports

Highway
Public Safety
Park
Sewer Districts #1, 2 & 3
IT

Business Meeting:

- 1. Motion to authorize the Town Supervisor to submit the documentation to NYSEFC to obtain the funds to pay invoice no. 22 in the amount of \$6,679.48 to Delaware Engineering.**
- 2. Motion to adopt the Schenectady County Natural Hazard Mitigation Plan as the Town's Natural Mitigation Plan.**
- 3. Motion to accept the resignation of Municipal Assessment Services/John Bonanno from the Assessor's Office.**

Privilege of the Floor:

Comments are limited to 5 minutes per person. Be respectful. Address the entire Town Board. Individual members are not to be singled out. Speak of issues related to Town business. There will be no tolerance for personal attacks on Board Members. The board reserves the right to ask that your question be put in writing and to be submitted to the Town Clerk to then be distributed to the Town Board. Questions will be answered in a timely manner and mailed to the resident.

Town Board of the Town of Duanesburg

RESOLUTION no. _____ 2022

Town Board meeting on February 10, 2022

WHEREAS, the Town of Duanesburg, along with the other Towns and Villages in Schenectady County and with the assistance from Schenectady County, has gathered information and prepared the Schenectady County Natural Hazard Mitigation Plan found at the following link <https://schenectady.mitigateny.org/>; and

WHEREAS, the Schenectady County Natural Hazard Mitigation Plan has been prepared in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS, the Town of Duanesburg through the efforts of Schenectady County has afforded the citizens of the Town as part of the County an opportunity to comment and provide input on the Schenectady County Natural Hazard Mitigation Plan and the actions in the Plan; and

WHEREAS, the Town Board of the Town of Duanesburg has reviewed the Plan and affirms that the Plan will be updated no less than every five years;

NOW THEREFORE, BE IT RESOLVED by the Town Board of the Town of Duanesburg that the Town of Duanesburg hereby adopts the Schenectady County Natural Hazard Mitigation Plan as the Town's Natural Hazard Mitigation Plan, and resolves to execute the actions in the Plan.

ADOPTED this 10th day of February 2022 at the meeting of the Town Board of the Town of Duanesburg.

William Wenzel, Supervisor

Town Clerk/Deputy Town Clerk

Date

Date

Present:

Absent:

Town Board Members:

William Wenzel	Yea	Nay	Abstain
John Ganther Jr.	Yea	Nay	Abstain
Francis R. Potter	Yea	Nay	Abstain
Dianne Grant	Yea	Nay	Abstain
Andrew Lucks	Yea	Nay	Abstain

Town of Duanesburg Town Board

RESOLUTION NO. __ - 2021

February 10, 2022

WHEREAS, the Town of Duanesburg Town Board has established Duanesburg Sewer Districts Nos. 1 and 3;

WHEREAS, the Delanson Wastewater Treatment Plant (the “Delanson WWTP”) serves Duanesburg Sewer Districts Nos. 1 and 3;

WHEREAS, the Town Board retained Delaware Engineering, D.P.C., (“Delaware”) for professional services in connection with Long Term Improvements Project at the Delanson WWTP (the “Project”); and

WHEREAS, Delaware has submitted an invoice, dated January 13, 2022, for Town Board review in the amount of **\$6,679.48** for professional services rendered through January 2, 2022 (“Professional Services Invoice No. 22”); and

NOW, THEREFORE, BE IT RESOLVED, the Town Board approves Professional Services Invoice No. 22 and authorizes the Town Supervisor to submit the documentation to New York State Environmental Facilities Corporation to obtain the funds to pay the invoice and upon receipt of such funds authorizes payment to Delaware in the amount of **\$6,679.48**.

By (unanimous/majority) vote of the Town Board of the Town of Duanesburg at its regular meeting of February 10, 2022.

William Wenzel, Supervisor

Town Clerk/Deputy Town Clerk

Date

Date

Present:

Absent:

Town Board Members:

William Wenzel	Yea	Nay	Abstain
John Ganther Jr.	Yea	Nay	Abstain
Francis R. Potter	Yea	Nay	Abstain
Dianne Grant	Yea	Nay	Abstain
Andrew Lucks	Yea	Nay	Abstain


DELAWARE ENGINEERING, D.P.C.

 55 South Main Street
 Oneonta, NY 13820

 Tel: 607.432.8073
 Fax: 607.432.0432

ORIGINAL

January 17, 2022

 Town of Duanesburg
 Attn.: Bill Wenzel, Town Supervisor
 Town Hall
 5853 Western Turnpike
 Duanesburg, NY 12056

 Re: Delanson WWTP (SD#1 & SD#3)
 Long Term Improvements Project - Professional Services Invoice #22

Dear Supervisor Wenzel:

Attached for Town review, processing and payment is our invoice totaling \$6,679.48 for services related to the above referenced project.

Services provided during December 2021 include:

- Continued communications with Town and regulatory agencies
- Review contractor's payment and change order requests
- Travel to site to review project status with Town and contractors
- Coordinate startup of all remaining equipment with Town and contractors, place new improvements into service ahead of consent order deadline

Services anticipated to be provided during January 2022 include:

- Continued communications with Town and regulatory agencies
- Review contractor's payment and change order requests
- Travel to site to review project status with Town and contractors
- EFC Compliance Documentation

Please contact me at 607-432-8073 if you have any questions.

Respectfully,

DELAWARE ENGINEERING, D.P.C.

 Bill Brown, P.E. for
 Dave Ohman, P.E.

Attachment

CC: Cheryl DeCarr, Delaware Engineering, D.P.C. (w/enclosures)

I-2022 Duanesburg (T) Delanson WWTP Long Term Improvements CL 22

C22008



Delaware Engineering, D.P.C.
28 Madison Ave. Ext.
Albany, NY 12203
(518) 452-1290



ORIGINAL

Town of Duanesburg
Town Hall
5853 Western Turnpike
Duanesburg, NY 12056

Invoice number 19-1712-22
Date 01/13/2022

Project 19-1712 Town of Duanesburg - Delanson
WWTP Long Term Improvements

For Services Rendered Through January 02, 2022

3 Construction Management/Admin

	Hours	Rate	Billed Amount
Edward Dombrowski	6.00	105.00	630.00
William J. Brown	3.00	155.00	465.00
subtotal	9.00		1,095.00
Phase subtotal			1,095.00

4 Construction Inspection

	Hours	Rate	Billed Amount
Eric Mitchell	4.00	110.00	440.00
Michael Primmer	13.00	165.00	2,145.00
Timothy Heidt	13.00	135.00	1,755.00
subtotal	30.00		4,340.00

REIMBURSABLES

	Units	Rate	Billed Amount
Michael Primmer			
Mileage - Oneonta 2021	251.00	0.56	140.56
Timothy Heidt			
Mileage - Albany 2021	632.00	0.56	353.92
Reimbursables subtotal			494.48
Phase subtotal			4,834.48

**6A NYSEFC Contract Coordination (SUB-Deroc Consulting)
CONSULTANT**

	Units	Rate	Billed Amount
Deroc Consulting			750.00
Invoice total			6,679.48

Approved by:
William J. Brown

Please remit payment to:
Delaware Engineering, D.P.C.
28 Madison Ave. Ext.
Albany, NY 12203

C22008

DELAWARE ENGINEERING, D.P.C.

55 South Main Street, Oneonta, New York 18820 Phone 607-482-8078/FAX 607-482-0482

ORIGINAL

Town of Duanesburg
Town Hall
5853 Western Turnpike
Duanesburg, NY 12056

PROJECT ID 19-1712

PROJECT: Delanson WWTP Long Term Improvements
INVOICE/REQUISITION No.: 22

	CURRENT COST	PREVIOUS COST	COST TO DATE	BUDGET
1. Task 1 - Design				
Labor	\$ -	\$ 54,532.50	\$ 54,532.50	\$ 55,300.00
Reimbursable Expenses	\$ -	\$ 767.19	\$ 767.19	
Subcontractors (Atlantic Testing Laboratories)	\$ -	\$ 8,700.00	\$ 8,700.00	\$ 8,700.00
Subcontractors (Ryan Biggs Clark Davis Eng & Surveying)	\$ -	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
Subcontractors (Whitman Engineering)	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 11,000.00
SUBTOTAL - TASK 1	\$ -	\$ 98,999.69	\$ 98,999.69	\$ 100,000.00
2. Task 2 - Bid/Award				
Labor	\$ -	\$ 7,496.25	\$ 7,496.25	
Reimbursable Expenses	\$ -	\$ -	\$ -	
SUBTOTAL - TASK 2	\$ -	\$ 7,496.25	\$ 7,496.25	\$ 7,500.00
3. Task 3 - Construction Management/Admin				
Labor	\$ 1,095.00	\$ 45,291.25	\$ 46,386.25	
Reimbursable Expenses	\$ -	\$ 638.40	\$ 638.40	
Subcontractors (Atlantic Testing Laboratories)	\$ -	\$ 1,867.50	\$ 1,867.50	
SUBTOTAL - TASK 3	\$ 1,095.00	\$ 47,797.15	\$ 48,892.15	\$ 50,000.00
4. Task 4 - Construction Inspection				
Labor	\$ 4,340.00	\$ 61,761.25	\$ 66,101.25	
Reimbursable Expenses	\$ 494.48	\$ 2,527.84	\$ 3,022.32	
SUBTOTAL - TASK 4	\$ 4,834.48	\$ 64,289.09	\$ 69,123.57	\$ 74,000.00
5. Task 5 - As Built Drawing Preparation				
Labor	\$ -	\$ -	\$ -	\$ 500.00
Reimbursable Expenses	\$ -	\$ -	\$ -	
Subcontractors (Synergetic Solutions, LLC)	\$ -	\$ -	\$ -	\$ 3,000.00
SUBTOTAL - TASK 5	\$ -	\$ -	\$ -	\$ 3,500.00

C.22008

DELAWARE ENGINEERING, D.P.C.

55 South Main Street, Oneonta, New York 13820 Phone 607-482-8078/FAX 607-482-0482



ORIGINAL

	CURRENT COST	PREVIOUS COST	COST TO DATE	BUDGET
6. Task 6 - NYSEFC Contract Coordination				
Labor	\$ -	\$ 4,998.75	\$ 4,998.75	\$ 5,000.00
Reimbursable Expenses	\$ -	\$ -	\$ -	
Subcontractors (Deroo Consulting)	\$ 750.00	\$ 8,051.43	\$ 8,801.43	\$ 10,000.00
SUBTOTAL - TASK 6	\$ 750.00	\$ 13,050.18	\$ 13,800.18	\$ 15,000.00
7. Task 7 - Preliminary Engineering				
Labor	\$ -	\$ 70,894.70	\$ 70,894.70	\$ -
Reimbursable Expenses	\$ -	\$ -	\$ -	
SUBTOTAL - TASK 7	\$ -	\$ 70,894.70	\$ 70,894.70	\$ 70,894.70
TOTAL	\$ 6,679.48	\$ 302,527.06	\$ 309,206.54	\$ 320,894.70
AMOUNT DUE FOR CURRENT SERVICES	\$ 6,679.48			
AMOUNT PAST DUE	\$ 3,557.20	Invoice #20, 11/11/2021		
TOTAL NOW DUE	\$ 10,236.68			
BUDGET BALANCE		\$ 11,688.16		

THIS STATEMENT REFLECTS PAYMENTS RECEIVED ON OR BEFORE BILLING DATE

C-22608

 ORIGINAL
INVOICE

Deroo Consulting

Fiscal Assistance
13 McKinley Drive
Delmar, New York 12054
(616) 886-5678
derooconsulting@gmail.com

INVOICE NO: 65
DATE: January 5, 2022

#19-1712
#6A

Delaware Engineering, DPC

55 South Main Street
Oneonta, NY 13820
607-432-8073
607-432-0432 FAX

DESCRIPTION	UNIT PRICE	AMOUNT
Town of Duanesburg WWTP Project C4-5469-06-00		\$750.00
Total Hours: 10 hours in December 2021	\$75 per hour	\$ 750.00
<ul style="list-style-type: none"> MWBE Monthly reports: compilation and submission MWBE compliance Follow up on Document Collection questions from EFC and finalization 		\$ 0.00
Mileage (round trip):	\$0.56 per mile	\$0.00
Postage	as per receipt	\$ 0.00
Supplies and copies (see receipts)		\$ 0.00

Make all checks payable to: Leslie Deroo
If you have questions concerning this invoice, call: Leslie Deroo, (616) 886-5678

THANK YOU FOR YOUR BUSINESS