

William Wenzel, Town Supervisor
Jennifer Howe, Town Clerk
Brandy Fall, Deputy Town Clerk
William Reed, Highway Superintendent



Michael Santulli, Council Member
Francis R. Potter, Council Member
Dianne Grant, Council Member
Andrew Lucks, Council Member

Thursday June 8, 2023
Regular Town Board Meeting
Meeting Time: 7:00PM

Meeting called to order by Supervisor Wenzel at 7:01PM

Present: Supervisor Wenzel, Council Members Potter, Grant, Lucks and Santulli, Town Clerk Jennifer Howe, Town Attorney Terresa Bakner
Absent: none

Call to Order
Pledge of Allegiance

Resolution 77-23: Supervisor Wenzel motioned, seconded by Council Member Potter to approve the Town Board Meeting minutes of Thursday, May 25, 2023.
Motion carried, 5 ayes

Resolution 78-23: Council Member Potter motioned, seconded by Council Member Santulli to approve the Special Town Board Meeting minutes of Friday, June 1, 2023.
Motion carried, 4 ayes Council Member Grant abstained

Town Clerk, Jennifer Howe read the Town Clerk's Report for May 2023. (Please see attached).

Supervisor, William Wenzel stated that he will have the Supervisor's Report for May 2023 at the next meeting.

Resolution 79-23: Council Member Potter motioned, seconded by Council Member Grant to pay the attached Payment of Claims (Please see attached).
Motion carried, 5 ayes

Highway: Council Member Potter reported that the crew has been out patching potholes and working on dirt roads. Trucks getting work done on them to be inspected.

Public Safety: Council Member Grant reported that the Sheriffs in conjunction with the school are going to be doing a training.

Parks: Supervisor Wenzel reported that we had a meeting this past Tuesday. The summer youth program will be starting on Monday July 10th and will run for 5 weeks. The program is held at VanPatten Park Monday through Friday 9am-noon.

Sewer District #1, 2 & 3: Bill Brown of Delaware Engineering reported that they are working on a warranty issue. He will update the board when completed. They are finalizing the proposal for Duane Lake with funding from the county. There is a letter from the EPA that Bill Brown will be sending to Teresa for her review. Talks of putting a pole up at Sewer District #1 to put an antenna on to improve the signal for the alarm system.

Technology: Council Member Santulli had nothing to report.

Business Meeting:

Resolution 80-23: Council Member Potter motioned, seconded by Council Member Lucks to approve Professional Services Invoice No. 12 in the amount of \$3,425.00 from Delaware Engineering, D.P.C.
Motion carried, 5 ayes

Privilege of the Floor:

No one wished to talk.

Council Member Lucks motioned, seconded by Council Member Santulli to adjourn. 7:21 pm

I, Jennifer, Town Clerk of the Town of Duanesburg, so hereby certify that this is a true and accurate transcript of the Regular Town Board Meeting held on Thursday June 8, 2023.

Account#	Account Description	Fee Description	Qty	Local Share
		Special Use Permit	1	100.00
	Misc. Fees	Certified Copies - Death	2	20.00
	septic repair	septic repair	1	75.00
	Subdivision Major	Subdivision Major	1	500.00
		Sub-Total:		\$695.00
A1255	Conservation	Conservation	7	9.93
		Sub-Total:		\$9.93
A2544	AFTER 30 DAYS	AFTER 30 DAYS	1	5.00
	Dog Licensing	Female, Spayed	13	182.00
		Female, Unspayed	1	22.00
		Male, Neutered	8	112.00
		Male, Unneutered	3	66.00
		Sub-Total:		\$387.00
B2555	Building Permits	Building Permits	9	1,415.00
	Other Permits	Other Permits	1	30.00
		Sub-Total:		\$1,445.00
Total Local Shares Remitted:				\$2,536.93
Amount paid to: NYS Ag. & Markets for spay/neuter program				33.00
Amount paid to: NYS Environmental Conservation				170.07
Total State, County & Local Revenues:			\$2,740.00	
		Total Non-Local Revenues:		\$203.07

To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Jennifer Howe, Town Clerk, Town of Duanesburg during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

Supervisor_____
Date_____
Town Clerk_____
Date

TOWN OF DUANESBURG
CASH REQUIREMENTS PER FUND
6/8/2023

Fund		Amount
General Fund A		\$ 17,488.15
General Fund OV B		\$ 336.12
Highway Fund DA		\$ 243.10
Highway Fund DB		\$ 1,808.65
Lighting District #1		\$ 336.70
Lighting District #2		\$ 646.46
Lighting District #3		\$ 296.30
Sewer District #1		\$ 8,628.72
Sewer District #2		\$ 9,064.33
Sewer District #3		\$ 2,540.70
Trust & Agency		\$ 317.31
Paid Before		\$ 8,251.39
TOTAL TRANSFERS TO AP		\$ 49,957.93

Town of Duanesburg Town Board

RESOLUTION NO. 80-2023

June 8, 2023

WHEREAS, the Mariaville Wastewater Treatment Plant (the “Mariaville WWTP”) serves Mariaville Lake Sewer District No. 2; and

WHEREAS, the New York State Department of Environmental Conservation amended the New York State Pollutant Discharge Elimination System Permit for the Mariaville WWTP requiring that the Mariaville WWTP effluent be disinfected (the “Proposed Improvements”); and

WHEREAS, the Town Board retained Delaware Engineering, D.P.C., (“Delaware”) for professional services in connection with UV disinfection project at the Mariaville WWTP (the “Project”); and

WHEREAS, Delaware has submitted one invoice (attached hereto) dated May 18, 2023 in the amount of **\$3,425.00** (“Professional Services Invoice No. 12”); and

NOW, THEREFORE, BE IT RESOLVED, the Town Board approves Professional Services Invoices No. 12; authorizes the payment of the invoice using the BAN funds borrowed for this purpose; and directs that the Town seek reimbursement from NYSDEC for the costs associated with the Project in accordance with the terms of the Grant Agreement with NYSDEC;

By (unanimous/majority) vote of the Town Board of the Town of Duanesburg at its regular meeting of June 8, 2023.


William Wenzel, Supervisor

Date 6/8/23

Present: ALL
Absent:


Town Clerk/Deputy Town Clerk

Date 6/8/23

Town Board Members:

William Wenzel	<u>Yea</u>	Nay	Abstain
Michael Santulli	<u>Yea</u>	Nay	Abstain
Francis R. Potter	<u>Yea</u>	Nay	Abstain
Dianne Grant	<u>Yea</u>	Nay	Abstain
Andrew Lucks	<u>Yea</u>	Nay	Abstain



DELAWARE ENGINEERING, D.P.C.

55 South Main Street
Oneonta, New York 13820

Tel: 607.432.8073
Fax: 607.432.0432

May 25, 2023

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

Re: Mariaville WWTP (SD#2)
Disinfection Improvements Project - Professional Services Invoice #12

Dear Bill:

Attached for Town review, processing and payment is our invoice totaling \$3,425.00 for services related to the above referenced project.

Services provided through April 2023 included:

- Continued communications with Town and regulatory agencies
- Coordinate with contract closeout
- Prepare final contractor pay request package
- Continued NYSDEC compliance documentation

Services anticipated to be provided going forward include:

- Continued communications with Town and regulatory agencies
- Continue NYSDEC compliance documentation
- Preparation of as-built plans

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)

5-2023 Duanesburg (T) Mariaville WWTP Disinfection Improvements CL 12

28 Madison Avenue Extension
Albany, NY 12203
518.452.1290

223 Main Street, Suite 103
Goshen, NY 10924
845.615.9232

548 Broadway
Monticello, NY 12701
845.791.7777

16 East Market Street
Red Hook, NY 12571
518.452.1290



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

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

Invoice number 20-2078-12
Date 05/18/2023

Project 20-2078 Town of Duanesburg - Mariaville
WWTP Disinfection Improvements

For Services Rendered Through April 30, 2023

3 Construction Management/Admin

	Hours	Rate	Billed Amount
Eric Michelitsch	1.00	125.00	125.00
Michael Primmer	2.75	180.00	495.00
William J. Brown	1.50	170.00	255.00
subtotal	5.25		875.00
Phase subtotal			875.00

4 Construction Inspection

	Hours	Rate	Billed Amount
William J. Brown	15.00	170.00	2,550.00
Invoice total			3,425.00

Approved by:

William J. Brown

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

DELAWARE ENGINEERING, D.P.C.

55 South Main Street, Oneonta, New York 13820 Phone 607-432-8073/FAX 607-432-0432

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

PROJECT ID 20-2078

PROJECT: Mariaville WWTP Disinfection Improvements
INVOICE/REQUISITION No.: 12

	CURRENT COST	PREVIOUS COST	COST TO DATE	BUDGET
1. Task 1 - Design				
Labor	\$ -	\$ 29,851.25	\$ 29,851.25	
Reimbursable Expenses	\$ -	\$ 146.43	\$ 146.43	
SUBTOTAL - TASK 1	\$ -	\$ 29,997.68	\$ 29,997.68	\$ 30,000.00
2. Task 2 - Bid/Award				
Labor	\$ -	\$ 7,365.00	\$ 7,365.00	
Reimbursable Expenses	\$ -	\$ 135.00	\$ 135.00	
SUBTOTAL - TASK 2	\$ -	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
3. Task 3 - Construction Management/Admin				
Labor	\$ 875.00	\$ 14,022.50	\$ 14,897.50	
Reimbursable Expenses	\$ -	\$ 98.46	\$ 98.46	
SUBTOTAL - TASK 3	\$ 875.00	\$ 14,120.96	\$ 14,995.96	\$ 15,000.00
4. Task 4 - Construction Inspection				
Labor	\$ 2,550.00	\$ 14,075.00	\$ 16,625.00	
Reimbursable Expenses	\$ -	\$ 837.14	\$ 837.14	
SUBTOTAL - TASK 4	\$ 2,550.00	\$ 14,912.14	\$ 17,462.14	\$ 17,500.00
5. Task 5 - As Built Drawing Preparation				
Labor	\$ -	\$ -	\$ -	
Reimbursable Expenses	\$ -	\$ -	\$ -	
SUBTOTAL - TASK 5	\$ -	\$ -	\$ -	\$ 2,500.00

DELAWARE ENGINEERING, D.P.C.

55 South Main Street, Oneonta, New York 13820 Phone 607-432-8073/FAX 607-432-0432

	CURRENT COST	PREVIOUS COST	COST TO DATE	BUDGET
6. Task 6 - NYSDEC Contract Coordination				
Labor	\$ -	\$ 3,465.00	\$ 3,465.00	
Reimbursable Expenses	\$ -	\$ -	\$ -	
SUBTOTAL - TASK 6	\$ -	\$ 3,465.00	\$ 3,465.00	\$ 8,250.00
TOTAL	<u>\$ 3,425.00</u>	<u>\$ 69,995.78</u>	<u>\$ 73,420.78</u>	<u>\$ 80,750.00</u>
AMOUNT DUE FOR CURRENT SERVICES	<u>\$ 3,425.00</u>			
AMOUNT PAST DUE	<u>\$ -</u>			
TOTAL NOW DUE	<u>\$ 3,425.00</u>			
BUDGET BALANCE	\$ 7,329.22			

THIS STATEMENT REFLECTS PAYMENTS RECEIVED ON OR BEFORE BILLING DATE