

DATE OF MEETING: November 12, 2020

PLACE OF MEETING: Village Hall

KIND OF MEETING: Business

MEMBERS PRESENT: Chairman Daniel Peters
John Burweger
Robert Liffland
Earl Slocum
Lauri Taylor
James Schmitt

CONSULTANTS PRESENT: Stacey Kurian of Chazen Companies
Dan Stone of Chazen Companies via phone

At 7:00 p.m. the Business Meeting of the Pawling Joint Sewer Commission was called to order by Chairman Dan Peters with the Pledge of Allegiance.

MOVED by Chairman Peters to;

- Approve the October 8, 2020 Business Meeting Minutes as presented.
- Approve the October 9, 2020 Business Meeting Minutes as presented.
- Approve the October 2020 Treasurer's Report as presented.
- Approve payment of the October 2020 Vouchers/Bills as presented and prepay vouchers.

SECONDED by Commissioner Burweger. All were in favor and motion carried.

New Business

Discussion – Curt Johnson explained that he is there on behalf of VARS, LLC.

Curt introduced Michael Barnett, developer for the property. The property is 229 acres located on the west side of Dutcher Ave., south of East Main St. and it also touches Mt. Tom road. There are 115 acres in the town and 57 acres on 3 parcels in the village.

Curt said what they are proposing is an active adult community of about 400 apartments for active adults 55 years and older. They know they have a lot of steps they have to take, one of those things being a “will serve” commitment for their projected flow of 100,000/gpd from the Pawling Joint Sewer Commission.

Chairman Peters said this project will be an asset to the district and asked Dan Stone if he has anything to add.

Dan Stone asked Curt when they expect the development to move forward and actually need the service.

Curt said he'd like to say in 12 months but they'll see. They are pushing this hard.

There was some discussion about the project having their own wells, that they will not need village water.

Chairman Peters asked the commissioners if they are in agreement of giving a “Will Serve” letter. They all said they are in agreement.

Chairman Peters said he will address this with counsel and get a letter out to them.

Curt said also, just so the Commission knows that Insight Engineering will probably be the engineering consultants on this.

MOVED by Commissioner Burweger to approve the credit card processing interface at \$560.50 which includes one year support from Williamson LawBook. Chairman Peters said it was approved at the last Village Board Meeting and is set up where there is no cost to the PJSC or the Village, all service charges will be charged to the customer that wants to use the service.

Commissioner Liffland asked how much it's going to cost the customer.

Linda said the surcharge is a percentage of the customer's bill, 1.75% she believes but it is not much at all.

SECONDED by Commissioner Slocum. All were in favor and motion carried.

Chairman Peters asked Linda to elaborate on the budget modifications on the Agenda for approval.

Linda explained they are modifications to budget lines. Some expenditures on some lines on the budget went over the budgeted amount for that line and modifying the line by taking an amount from one line that has no expense and adding that amount to lines that went over their budgeted amount keeps the budget balanced.

MOVED by Commissioner Slocum to approve budget modifications as follows:

- 1) Modify budget line 13042.2 Legal to \$30,000
- 2) Modify budget line 13042.4 Administration to \$0
- 3) Modify budget line 81104.1 Copier/Computer to \$0
- 4) Modify budget line 81104.7 Equipment to \$2,000
- 5) Modify budget line 81104.8 Computer software to \$600
- 6) Modify budget line 13041.2 Electric to \$75,000
- 7) Modify budget line 13041.6 Sludge to \$35,000
- 8) Modify budget line 81104.5 Insurance to \$18,867
- 9) Modify budget line 13043.2 Repairs & Maintenance to \$30,000
- 10) Modify budget line 13043.3 Pump Station Repairs & Maintenance to \$25,533

SECONDED by Commissioner Burweger. All were in favor and motion carried.

PJSC 2021 Budget Discussion – Chairman Peters said there is an increase in the budget for next year. He asked Linda to explain the increase.

Linda said the increase for 2021 is at 9.66%. She said that working with all the consultants they came up with the budget. The increase is mainly the debt due to having to pay on the EFC Loan. She said the operating budget only went up about \$5,000. The fund balance hasn't been included yet in the revenues. Linda will get that amount from the accountant.

Linda explained that last year they kept a pretty large fund balance so they wouldn't have to raise the rates high, as they do have to start paying down the debt to the EFC.

Linda said they left the personnel and administration amount alone. She will be there for 3 months and another will be there for that same time. She said she can lower it if the Commission wants but they should decide what they want to do and what the salary will be for the new employee.

MOVED by Commissioner Liffland to leave the proposed budget alone, that he thinks it's good. **SECONDED** by Commissioner Burweger. All were in favor and motion carried.

MOVED by Commissioner Slocum to set the Public Hearing date for December 10, 2020 at 7:00 p.m. at the Village Hall for the PJSC 2021 Budget. **SECONDED** by Commissioner Burweger. All were in favor and motion carried.

Chairman Peters said that one other thing the board has to make a decision on is what they feel the salary should be for the new employee that they will hire for the Secretary to the Sewer Commission. He said the recommendation is somewhere between \$18-\$20 an hour.

Chairman Peters said they received a whole bunch of resumes. Linda sorted through some of them.

He said they will have to set up some form of interview and who will do the interviews. He said one idea is to do a preliminary interview by phone, just to see what expectations are as far as salary and travel and qualifications, and the ones that they like from there they can offer a Teams interview or an in person interview with some of the Commissioners.

Commissioner Burweger said it's been narrowed down to 4 people and he concurs with the 4.

Commissioner Taylor said she hasn't had a chance to look over the resumes.

Chairman Peters said that by early next week they at least should have an email discussion.

Chairman Peters asked if anyone has any thoughts on the salary or should they wait to decide.

Commissioner Burweger said that range is reasonable.

Commissioner Slocum said he agrees with starting out at \$18.

Chairman Peters said that they will decide who will make the phone calls next week and then set up interviews so they have someone in place January 1st.

Commissioner Burweger said one of the candidates didn't specify where they live. He's curious to know if they are out of the area. The other 3 were quite local.

Engineer Report

Stacey said there are a few projects Chazen is working on as well as proposals they intend to submit to the Commission for consideration.

She said the current projects are the Engineering Planning Grant for the MTA Trunk Sewer Realignment Project and the Engineering Planning Grant for the I/I Study.

Stacy said the proposals Chazen plans to submit are for the preparation of Front End Bid Documents for the West Main Street Electrical Work, an overall Capacity Analysis of the Sewer System and Design Document Review for ASPCA and Hannaford Proposed Service Contract Use.

MOVED by Commissioner Burweger to close the meeting and adjourn. **SECONDED** by Commissioner Taylor. Time: 7:21 p.m. All were in favor and motion carried.

Earl Slocum, Secretary