

**TOWN OF OAKFIELD**

**JANUARY 12, 2016**

**BOARD MEETING**

**ROLL**

**CALL:** Supervisor Glor  
Deputy Supervisor Veazey  
Councilman Kabel  
Councilman Martin  
Councilman Wolcott

**OTHERS**

**PRESENT:** Town Clerk Haacke  
Superintendent of Highways Dennis  
CEO/ZEO Mikolajczyk  
Assessor Flansburg  
Disaster Coordinator Graham  
Laurie Nanni, Historical Society & Oakfield Alabama Little League  
Matt Durham, Oakfield Alabama Little League  
Andy Merkle, Oakfield Alabama Little League

Supervisor Glor called the meeting to order at 7:00 pm followed by the Pledge to the Flag.

**MINUTES**

**December 8, 2015 Regular Town Board Meeting, Organizational Meeting & Year End Meeting: MOTION**

Deputy Supervisor Veazey, second Councilman Kabel to approve all minutes as written.

**Ayes:** Glor, Veazey, Kabel, Martin, Wolcott

**MOTION CARRIED (5-0)**

**Laurie Nanni—Oakfield Historical Society**

Mrs. Nanni reported that the 2016 Display will be on the US Gypsum Company. Their website is doing well. There is also a new book in the works on the US Gypsum.

Mrs. Nannie is still working on getting the Cemetery Map framed. **MOTION** Deputy Supervisor Veazey, second Councilman Martin to spend a maximum of \$300.00 on the framing.

**Ayes:** Glor, Veazey, Kabel, Martin, Wolcott

**MOTION CARRIED (5-0)**

**Matt Durham—Oakfield Alabama Little League**

Mr. Durham stated there is a hole by the fence; Parks Administrator Alan Dennis stated that is a State DOT abandoned storm drain.

Andy Merkle of OALL stated that he submitted the proper paperwork for the AED and is following State requirements. Supervisor Glor asked how many people would be trained on it. It was stated that there would be two trained providers per team. This would insure that there would always be someone in the park with AED training.

Little League would like to mount the AED in the concession stand. **MOTION** Deputy Supervisor Veazey, second Councilman Kabel to mount the AED in the concession stand April through the end of All Star Games.

**Ayes:** Glor, Veazey, Kabel, Martin, Wolcott

**MOTION CARRIED (5-0)**

#### **TOWN JUSTICE**

#### **RESOLUTION NO. 2-2016—RESOLUTION ACKNOWLEDGING THAT THE REQUIRED AUDIT OF THE COURT RECORDS AND DOCKETS WAS CONDUCTED**

Deputy Supervisor Veazey offered the following:

**WHEREAS**, Section 2019-a of a Uniform Justice Court Act requires that Town Justices annually provide their court records and dockets to their respective Town Auditing Board, and that such records be audited and that fact be entered into the minutes of the Board's proceedings; and

**WHEREAS**, an audit was conducted of the Town Justices records and dockets by the Town of Oakfield Audit Committee, which is Deputy Supervisor James Veazey and Councilman Matthew Martin.

**NOW, THEREFORE, BE IT RESOLVED**, the Oakfield Town Board hereby acknowledges that the required audit of the Court Records and Dockets was conducted and hereby directs the Supervisor to forward a copy of the audit report, along with a copy of this resolution to the Chief Internal Auditor, New York State Office of Court Administration, 98 Niver Street, Cohoes, New York 12047.

**Second:** Councilman Kabel

**Ayes:** Glor, Veazey, Kabel, Martin, Wolcott

**APPROVED UNANIMOUS VOTE (5-0)**

Justice Graham also stated that he applied for and was awarded money from the JCAP Grant. Part of the monies has been awarded to Elba for software, \$10,000 for furniture and \$1,200 for a copier/scanner.

All Oakfield Town Court records are back in the building. Justice Graham and Town Clerk Haacke will work on applying for a grant with Gail Fisher to get money for scanning records into our new Docuware program.

#### **CEO/ZEO**

Code Enforcement Officer Mikolajczyk was contacted by the Village that water was to be shut off at a Town resident's home for lack of payment. Mr. Mikolajczyk issued an eviction notice, because you cannot live at a residence without water; the next day the bill was paid.

Working with a Fox Road resident to clean up the debris in his yard.

State Reporting is complete for 2015.

More water connections have been turned on in Water District No. 4.

#### **ASSESSOR**

Receiving Exemption paperwork.

## **SUPERINTENDENT OF HIGHWAYS**

### *Road Work:*

- Scheduling the fixing of road side ditches on Hutton Road by USG pond (4 foot pipe wash out). Plan on using 2 ft. x 2 ft. x 6 ft. concrete solid blocks.
- Bridges on Maple Road will be replaced next year by County Highway. Hutton Road will be done in the next two years.
- Cleaning ditches on Maple Road and putting in new driveway Culverts completed.
- Installing new road culvert on East Shelby Road completed.

### *Buildings & Grounds*

- Working on our building expansion construction. All four contractors have been working on the construction and all is going very well.
- Need to keep working with our engineers on the building project and interface with contractors.
- Update on building project available.

### *Cemeteries*

- Been active with burials.

### *Parks*

- We are looking at some upgrades to the park with our Engineers. We would like to apply for grants as they become available. The Town will talk to Little League and the Betterment Committee for financial assistance as well as talk with Job Corp to do the work. We may want to consider doing this work by BAN. The drawing are being revised.

### *Equipment Update*

- All equipment is in good, working order.

### *Public Works Update*

- Update on Batavia Townlines Project, Oakfield Water District 6 is moving forward. Contractor has Townline Road complete, Hutton Road is complete, Route 63 is complete, Pekin Road is complete, Fisher Road is complete. Contractor is putting in water services.
- WD4 is complete.
- WD7 is an RD fast track project.
- WD5 has been scheduled for restoration in the spring.
- WD9 is being worked on by our Engineers. This is Macumber Road south of Townline and Townline in the Town of Alabama. The district has been formed. Well testing is complete and the Health Department is writing a letter of support to help with grant funding. Rural Development wants to fast track this project along with WD7.
- Rural Development stated they have a lot of funding available so we should look at moving WD10 to fast track. WD11, Judge Road & Macumber Road will be part of STAMP. WD12 which would be Lewiston Road and may include North end of Macumber Road, Lewiston Road and Lockport Road in the Town of Alabama.
- We should be looking at laying out sewer districts for future expansion and current needs in the town. Also creating a sewer district where there is already sewer in the town.
- Working on a Genesee County North West Water/Sewer Consortium made up of all the towns and villages in the Northwest corner of Genesee County. This will handle all of the O&M of all water & sewer in that area.

*Library*

- We will be bidding out the window replacement for the Library. Contractors are looking at the windows now. The Library is working on a grant for this project.
- Plumber finished work at the Library.
- Waiting for quote to installation of Generator.

*Miscellaneous*

- Need to set up meeting on possible housing development plan areas for the Town of Oakfield. A developer has already been here for information on locations of potential housing tracts.
- Landfill will be open for the season and all seems to be going well.
- We need to look at all our Codes & Standards. The Town must be prepared for the future that looks very promising. STAMP is alive and moving forward at a good pace and we need to be prepared.

**RESOLUTION NO. 3—284 AGREEMENT FOR THE EXPENDITURE OF HIGHWAY MONEYS**

Deputy Supervisor Veazey offered the following:

AGREEMENT between the Town Superintendent of Highways of the Town of Oakfield Genesee County, New York, and the undersigned members of the Town Board.

Pursuant to the provisions of Section 284 of the Highway Law, we agree that money's levied and collected in the Town of Oakfield for the repair and improvements of highways, and received from the State for State Aid for the repair and improvement of highways, shall be expended as follows:

1. GENERAL REPAIRS. The sum of \$140,000.00 shall be set aside to be expended for primary work and general repairs upon 20.21 miles of town highways, including sluices, culverts and bridges having a span of less than five feet and boardwalks or the renewals thereof.
2. PERMANENT IMPROVEMENTS. The following sums shall be set aside to be expended for the permanent improvements of town highways:
  - a. On the road commencing at ALL TOWN OWNED ROADS, a distance of 20.21 miles. There shall be expended not over the sum of \$56,214.00.
  - b.

Executed in triplicate this 12<sup>th</sup> day of January, 2016

Supervisor \_\_\_\_\_ Councilman \_\_\_\_\_

Councilman \_\_\_\_\_ Councilman \_\_\_\_\_

Councilman \_\_\_\_\_ Councilman \_\_\_\_\_

Superintendent of Highways \_\_\_\_\_

Witness by Town Clerk \_\_\_\_\_

Dated January 9, 2016

NOTE: This Agreement should be signed in triplicate by a majority of the Town Board and by the Town Superintendent of Highways. One copy must be filed in the Town Clerk's Office, on copy in the County Superintendent of Highways office and one copy in the Town Superintendent of Highway's office.

**Second:** Councilman Wolcott

**Ayes:** Glor, Veazey, Kabel, Martin, Wolcott

**APPROVED UNANIMOUS vote (5-0)**

#### **REOLUTON NO. 4—REQUEST FOR SCHOOLS**

Councilman Kabel offered the following:

January 12, 2016

To: Town of Oakfield Town Board

Request for Schools:

Superintendent of Highways, Alan R. Dennis request Town Board approval to attend Highway Superintendents schools, Highway Superintendents Fall Conference and any other school, seminar or training sessions pertaining to the position of Town of Oakfield Superintendent of Highways and appointed positions by the Oakfield Town Board.

Town of Oakfield  
Superintendent of Highways

Alan R. Dennis

**Second:** Deputy Supervisor Veazey

**Ayes:** Glor, Veazey, Kabel, Martin, Wolcott

**APPROVED UNANIMOUS vote (5-0)**

#### **RESOLUTION NO. 5—CONTRACT FOR SHARED SERVICES**

Deputy Supervisor Veazey offered the following:

January 12, 2016

To: Town of Oakfield Town Board

Contract for Shared Services:

Superintendent of Highways, Alan R. Dennis, requests the Town Board of the Town of Oakfield to grant the Highway Superintendent of the Town of Oakfield the power to enter into contracts for Shared Services on behalf of the Town of Oakfield as it becomes necessary.

Town of Oakfield  
Superintendent of Highways

Alan R. Dennis

**Second:** Councilman Kabel  
**Ayes:** Glor, Veazey, Kabel, Martin, Wolcott  
**APPROVED UNANIMOUS vote (5-0)**

**REVENUES  
2015 ANNUAL CEMETERY REPORT  
TOWN OF OAKFIELD  
(CARY & REED CEMETERIES)**

<b>OPENINGS</b>	<b>8 @ \$500=\$4,000</b>
	<b>9 @ \$550=\$4,950</b>
	<b>2 @ \$750=\$1,500</b>
<b>CREMATION OPENINGS</b>	<b>2 @ \$250=\$500</b>
	<b>10 @ \$300=\$3,000</b>
	<b>1 @ \$350=\$350</b>
<b>HEADSTONE FOUNDATIONS</b>	<b>5 = \$1,313.40</b>
<b>SALES OF PLOTS</b>	<b>3 @ \$500=\$1,500</b>
	<b>6 @ \$550=\$3,300</b>
<b>VAULT STORAGE</b>	<b>0 @ \$50=\$0.00</b>
<b>TOTAL</b>	<b>\$20,413.40</b>

**Respectfully submitted,**  
**Alan R. Dennis,**  
**Cemetery Administrator**

**MOTION** Councilman Kabel, second Councilman Wolcott to accept the Cemetery Report for 2015.

**Ayes:** Glor, Veazey, Kabel, Martin, Wolcott

**MOTION CARRIED (5-0)**

A brief discussion was had on looking into repairing some very old and potentially hazardous headstones in the cemeteries. Councilman Wolcott and Deputy Supervisor Veazey will head this committee.

TOWN CLERK

Abstract No. 1-2016: MOTION Councilman Martin, second Councilman Kabel to authorize the following:

General Fund	1-36	\$98,067.48
Special Districts	1-6	\$11,799.15
Highway DA	1-8	\$16,864.82
Highway DB	1-3	\$ 1,065.03
Part Town B	1-2	\$ 975.87
	TOTAL	\$128,772.35

Ayes: Glor, Veazey, Kabel, Martin, Wolcott  
MOTION CARRIED (5-0)

RESOLUTION NO. 6—MUNICIPAL SOLUTIONS CONTRACT FOR WATER DISTRICT NO. 10

Councilman Kabel offered the following:

**WHEREAS**, Municipal Solutions will manage the financial, Bonding and reconciling of Water District. This contract for all services provided will not exceed \$30,000.00.

**Second:** Councilman Martin

Ayes: Glor, Veazey, Kabel, Martin, Wolcott

APPROVED UNANIMOUS VOTE (5-0)

RESOLUTION NO. 7—ESTABLISH GENERAL FUND BUILDING REPAIR CAPITAL RESERVE FUND

Deputy Supervisor Veazey offered the following:

**RESOLUTION TO ESTABLISH GENERAL FUND BUILDING REPAIR CAPITAL RESERVE FUND**

**WHEREAS**, the Town Board intends to establish a Capital Reserve Fund for building repairs, which would allow expenditures as required by law, and further would provide a source for the Town Board to invest available reserve fund money in debt obligations of the Town, to in essence lend money to itself.

**NOW, THEREFORE, BE IT RESOLVED**, by the Town Board of the Town of Oakfield, New York, that pursuant to section 6-d of the General Municipal Law, as amended, there is hereby established a capital reserve fund to be known as the “Town of Oakfield Building Repair and Replacement Capital Reserve Fund” (hereinafter “Reserve Fund”). The purpose of this Reserve Fund is to accumulate moneys and transfers from unappropriated fund balances to provide moneys to repair various Town owned buildings as the need arises, and be it

**FURTHER RESOLVED** that the transfer of funds to the Reserve Fund may from time to time hereafter be made by and in accordance with resolutions adopted by the Town Board. The Town Board may also, by resolution, transfer to said Reserve Fund such amounts as may be provided thereafter by budgetary appropriation and raised by tax, or such surplus or unexpended General funds as it shall determine, and be it

**FURTHER RESOLVED** that any expenditures from the Reserve Fund hereby established shall be made only upon authorization of the Town Board of said Town, and be it

**FURTHER RESOLVED** that the moneys in the Reserve Fund shall be kept in separate fund, and be given a separate title according to the specific purpose for which it was created. The moneys in such fund shall be deposited into a bank account in one or more banks or trust companies designated in a manner provided by law as depositories of the funds of the Town, and be it

**FURTHER RESOLVED** that the Supervisor is hereby directed to deposit and secure the moneys of said Reserve Fund, including any transfers to or from such fund, in accordance with the provisions of Section 10 of the General Municipal Law. The Supervisor may invest the moneys in the Reserve Fund in the manner provided by section 11 of the General Municipal Law, and consistent with the investment policy of the Town of Oakfield. Any interest earned or capital gains realized on the moneys so deposited or invested shall accrue to and become part of the Reserve Fund. The separate identity of the fund shall be maintained whether its assets consist of cash or investments, or both, and be it

**FURTHER RESOLVED** that an expenditure shall be made from the Reserve Fund only by resolution of the Town Board and only for the specific capital improvement or specific item or items of equipment specified by said Board, and shall be subject to a public hearing upon at least five (5) days prior publication of a Notice for the public hearing, and be it

**FURTHER RESOLVED** that in an emergency, moneys in the Reserve Fund may be expended without giving notice and without holding a public hearing provided the Town Board adopts a resolution to make such emergency expenditure by at least a two-thirds vote. In addition, at least one-half of the expenditures must be repaid in the next fiscal year and the balance paid by the next proceeding year, and be it

**FURTHER RESOLVED** that the Supervisor, at the termination of each fiscal year, shall render a detailed report of the operation and condition of the Reserve Fund.

Date: January 12, 2016

**Second:** Councilman Kabel

**Ayes:** Glor, Veazey, Kabel, Martin, Wolcott

**APPROVED UNANIMOUS VOTE (5-0)**

**RESOLUTION NO. 8-2016—TOWN OF OAKFIELD OFFICIAL UNDERTAKING OF MUNICIPAL OFFICERS**

Councilman Wolcott offered the following:

**OFFICIAL UNDERTAKING OF MUNICIPAL OFFICIALS**

WHEREAS, various sections of New York State Town Law and Public Officers Law require that certain officials execute and Official Undertaking; and

WHEREAS, we, the Town Board of the Town of Oakfield hereby require the Supervisor, Town Clerk, Tax Collector, Town Justice, and Highway Superintendent to execute said Official Undertaking as required by said law;



NOW, THEREFORE BE IT RESOLVED that we, the Town Board of the Town of Oakfield approve the document entitled "Town of Oakfield Official Undertaking of Municipal Officers" as to its form and manner of execution and the sufficiency of the insurance, and

BE IT FURTHER RESOLVED that said Official Undertaking containing the notarized signatures of those named municipal officials be filed in the Office of the Town Clerk, as well as the original copies of the insurance policies indicating the sufficiency of the sureties to indemnify the Town against losses which may arise from failure of such officials to properly discharge their duties.

## **TOWN OF OAKFIELD**

### **OFFICIAL UNDERTAKING OF MUNICIPAL OFFICERS**

WHEREAS, **Carol L. Glor**, of the Town of Oakfield, County of Genesee, New York, has been elected to the Office of Supervisor of the Town of Oakfield, and

WHEREAS, **Melissa M. Haacke**, of the Town of Oakfield, County of Genesee, New York, has been elected to the Office of Town Clerk of the Town of Oakfield, and

WHEREAS, **Melissa M. Haacke**, of the Town of Oakfield, County of Genesee, New York, has been appointed to the Office of Town Tax Collector of the Town of Oakfield, and

WHEREAS, **Thomas A. Graham**, of the Town of Oakfield, County of Genesee, New York, has been elected to the Office of Town Justice of the Town of Oakfield , and

WHEREAS, **Randy Baker**, of the Town of Oakfield, County of Genesee, New York, has been elected to the Office of Town Justice of the Town of Oakfield, and

WHEREAS, **Alan R. Dennis**, of the Town of Oakfield, County of Genesee, New York, has been elected to the Office of Superintendent of Highways of the Town of Oakfield, and

NOW, THEREFORE, we as respective officers above, do hereby undertake with the Town of Oakfield that we will faithfully perform and discharge the duties of our office, and will promptly account for and pay over all moneys or property received as a Town Officer, in accordance with the law; and

This undertaking of the Town Supervisor is further conditioned upon that he will well and truly keep, pay over and account for all moneys and property, including any special district funds, belonging to the Town and coming into his hands as such Supervisor; and

This undertaking of the Town Clerk is further conditioned that she will well and truly keep, pay over and account for all moneys and property coming into her hands as such Town Clerk; and

This undertaking of the Tax Collector is further conditioned that she will well and truly keep, pay over and account for all moneys and property coming into her hands as such Tax Collector; and

This undertaking of the Town Justice is further conditioned that he will well and truly keep, pay over and account for all moneys and property coming into her hands as such Town Justice; and

The Town does and shall maintain insurance coverage, presently with NYMIR Insurance, in the sum of \$1,000,000.00 for the Tax Collector, Supervisor and Town Clerk to indemnify against losses through the failure of the officers, clerks and employees covered thereunder faithfully to perform their duties or to account properly for all monies or property received by virtue of their positions or employment, and through fraudulent or dishonest acts committed by the officers, clerks and employees covered thereunder.

Dated: January 12, 2016

Town of Oakfield

\_\_\_\_\_  
Town Supervisor                          Town Clerk

\_\_\_\_\_  
Tax Collector                          Town Justice

\_\_\_\_\_  
Highway Superintendent

STATE OF NEW YORK:

:SS:

COUNTY OF GENESEE

On the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_ before me, the undersigned, a Notary Public in and for said State, personally appeared \_\_\_\_\_, personally known to me or provided me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, and that by this signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

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NOTARY PUBLIC – STATE OF NEW YORK

The Town Board of the Town of Oakfield approved the foregoing undertaking as to its form and manner and the sufficiency of the surety, by resolution adopted on January 12, 2016

STATE OF NEW YORK:

:SS:

COUNTY OF GENESEE

On the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_ before me, the undersigned, a Notary Public in and for said State, personally appeared \_\_\_\_\_, personally known to me or provided me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, and that by this signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

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NOTARY PUBLIC – STATE OF NEW YORK

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STATE OF NEW YORK:

:SS:

COUNTY OF GENESEE

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NOTARY PUBLIC – STATE OF NEW YORK

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STATE OF NEW YORK:

:SS:

COUNTY OF GENESEE

On the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_ before me, the undersigned, a Notary Public in and for said State, personally appeared \_\_\_\_\_, personally known to me or provided me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, and that by this signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

\_\_\_\_\_

NOTARY PUBLIC – STATE OF NEW YORK

The Town Board of the Town of Oakfield approved the foregoing undertaking as to its form and manner and the sufficiency of the surety, by resolution adopted on January 12, 2016.

STATE OF NEW YORK:

:SS:

COUNTY OF GENESEE

On the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_ before me, the undersigned, a Notary Public in and for said State, personally appeared \_\_\_\_\_, personally known to me or provided me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, and that by this signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

\_\_\_\_\_

NOTARY PUBLIC – STATE OF NEW YORK

The Town Board of the Town of Oakfield approved the foregoing undertaking as to its form and manner and the sufficiency of the surety, by resolution adopted on January 12, 2016

**Second:** Deputy Supervisor Veazey  
**Ayes:** Glor, Veazey, Kabel, Martin, Wolcott  
**APPROVED UNANIMOUS VOTE (5-0)**

**2015 YEAR END CLERK'S REPORT**

01/12/2016

**Town Clerk Monthly Report  
January 01, 2015 - December 31, 2015**

Page 1

Account#	Account Description	Fee Description	Qty	Local Share
		Book of Stamps	1	49.00
		Dog Redemption	9	154.00
		Park Rental	8	200.00
		Stamps	4	923.70
	Clerk Fees	Photo Copies	40	198.00
	Enumeration Fee		2	10.00
	Misc	Misc	56	1,988.53
	Zoning Building	Zoning Building	104	7,186.89
			<b>Sub-Total:</b>	<b>\$10,710.12</b>
A1255	Conservation	Conservation	79	459.90
	Marriage License	Marriage Fee	12	210.00
			<b>Sub-Total:</b>	<b>\$669.90</b>
A1859	Clerk Fees	Certified Copies	45	600.00
			<b>Sub-Total:</b>	<b>\$600.00</b>
A2544	Delinquent License	Delinquent License	57	285.00
	Dog Licensing	Exempt Dogs	2	0.00
		Female, Spayed	248	1,736.00
		Female, Unspayed	43	559.00
		Male, Neutered	195	1,365.00
		Male, Unneutered	54	702.00
		Replacement Tags	6	18.00
			<b>Sub-Total:</b>	<b>\$4,665.00</b>
			<b>Total Local Shares Remitted:</b>	<b>\$16,645.02</b>
Amount paid to:	NYS Ag. & Markets for spay/neuter program			734.00
Amount paid to:	NYS Environmental Conservation			8,489.10
Amount paid to:	State Health Dept			270.00
<b>Total State, County &amp; Local Revenues:</b>	<b>\$26,138.12</b>	<b>Total Non-Local Revenues:</b>	<b>\$9,493.10</b>	

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, Melissa Haacke Town Clerk, Town of Oakfield 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.

**MOTION** Deputy Supervisor Veazey, second Councilman Kabel to accept the 2015 year end Clerk's Report into the minutes.

**Ayes:** Glor, Veazey, Kabel, Martin, Wolcott

**MOTION CARRIED UNANIMOUS VOTE (5-0)**

**RESOLUTION NO. 10-2016—ORDER FOR PUBLIC HEARING WATER DISTRICT NO. 10**

Councilman Kabel offered the following:

**ORDER FOR PUBLIC HEARING ON ESTABLISHMENT OF  
WATER DISTRICT NO. 10  
FOR A PORTION OF THE TOWN OF OAKFIELD**

**WHEREAS**, the Town Board of the Town of Oakfield, New York, has duly adopted a Resolution directing the Supervisor of the Town of Oakfield to file a Map, Plan and Report for providing the facilities, improvements or services in a portion of the Town of Oakfield, where a water district is proposed to be established; and said Map, Plan and Report has been filed in the office of the Town Clerk of the Town of Oakfield on October 20, 2015; and

**WHEREAS**, a “Petition to Request Water District” was filed in the Oakfield Town Clerk’s Office on December 16, 2015, signed by the required number of property owners within the proposed district, namely, pursuant to the latest completed assessment roll of the Town of Oakfield, the owners of taxable real property located in the proposed Water District No. 10 owning in the aggregate at least one-half of the assessed valuation of all of the taxable real property of the proposed Water District; and also constituting the signatures of resident owners who own taxable real property aggregating at least one-half of the assessed valuation of all of the taxable real property of the proposed Water District owned by residents, and

**WHEREAS**, the boundaries of the proposed water district are as follows:

See **EXHIBIT A** attached hereto.

**WHEREAS**, the improvements proposed consists of the construction and installation of approximately 10,500 linear feet of twelve (12) inch water main along portions of Drake Street and Fisher Road; together with all related right-of-way costs, site work and other ancillary work, including hydrants, valves, apparatus, and other improvements and costs incidental thereto (referred to herein as “water improvement”), and

**WHEREAS**, the maximum amount proposed to be expended for such water improvement is \$934,000.00, which is planned to be financed through the USDA Rural Development at an interest rate of 2.875% for a 38 year term in an amount not to exceed \$234,000.00, offset by any funds received from the United States of America, and/or the State of New York, and/or the County of Genesee, and/or local grants; including, but not limited to, a USDA Rural Development Agency grant, of approximately \$700,000.00, and

**WHEREAS**, the proposed annual debt service (assuming 15 units) is estimated to be approximately \$681.00 per typical property user in the proposed district, which is a single family home, and

**WHEREAS**, a typical household uses 60,000 gallons of water per year and the estimated cost of the water to be purchased by the water district's users is a total of \$4.48 per 1,000 gallons used, plus an annual flat fee of \$120.00 (to be paid \$40.00 per quarter); thereby the average household can expect to additionally pay approximately \$429.00 per year for water purchase above and beyond the debt service, and

**WHEREAS**, based upon the foregoing estimates, the total annual cost of the typical property in the proposed district is estimated to be \$1,110.00 per year, and

**WHEREAS**, payment of the debt service will be made by levy and collection of special assessments from the several lots and parcels of lands within the water district, which the Town Board shall determine and specify to be specially benefited thereby, so much upon and from each as such shall be in just proportion of the amount of benefit conferred upon the same, to pay the principal of and interest on said bonds, as the same shall become due and payable, and

**WHEREAS**, each property will also have to pay for service from their home to the road right-of-way, incurring estimated onetime costs of approximately \$10.00 per linear feet of pipe for a service line; plus potential well abandonment or separation charges of approximately \$200.00; plus \$75.00 for the Town Code Enforcement Water Service Inspection; as well as any internal plumbing charges, and

**WHEREAS**, the Map, Plan and Report describing such improvements is on file in the office of the Town Clerk of the Town of Oakfield and available for public inspection, and it is

**ORDERED**, that the Town Board of the Town of Oakfield, New York, shall meet at the Town Hall, located at 3219 Drake Street, Oakfield, New York on the 9<sup>th</sup> day of February, 2016, at 6:45 p.m. for the purpose of conducting a public hearing on the proposal to establish said water district with the improvements specified herein, at which time and place all persons interested in the subject thereof may be heard concerning the same, and it is further

**ORDERED**, that the Town Clerk of the Town of Oakfield is hereby authorized and directed to publish a copy of this Order in The Daily News, to post a copy of the same on the signboard of the Town of Oakfield, and to mail a copy to all owners of property located within the proposed water district, in the time and manner required by law.

DATED: January 12, 2016

**TOWN OF OAKFIELD  
WATER DISTRICT No. 10**

All that tract or parcel of land situate in the Town of Oakfield, Genesee County, State of New York, being described as follows:

Beginning at a point, on the easterly line of the Town of Oakfield at the centerline of Drake Street (NYS Route 262) (66 feet wide right-of-way); thence,

1. Southerly, along the easterly line of the Town of Oakfield, a distance of 500 feet, more or less, to a point 500 feet southerly of and parallel to the centerline of Drake Street; thence,
2. Westerly, along a line 500 feet southerly of and parallel to the centerline of Drake Street, through tax account numbers 8.-1-9.113, 8.-1-9.122, 8.4-8.2, and 8.-1-8.111, a distance of 3,665 feet, more or less, to a point along the easterly line of tax account number 8.-1-8.112; thence,
3. Southerly, along the easterly line of tax account numbers 8.-1-8.112, 8.-1-8.12, and the southerly extension of the easterly line of tax account number 8.-1-8.12, a distance of 491 feet, more or less, to a point along the northerly line of tax account number 8.-1-80.1; thence,
4. Easterly, along the northerly line of tax account number 8.-1-80.1, a distance of 151 feet, more or less, to a point 500 feet easterly of and parallel to centerline of Fisher Road (49.5 feet wide right-of-way); thence,
5. Southerly, along a line 500 feet easterly of and parallel to the centerline of Fisher Road, through tax account numbers 8.-1-80.1 and 8.-1-79, a distance of 3,129 feet, more or less, to a point along the southerly line of tax account number 8.-1-79; thence,
6. Westerly, along the southerly line of tax account number 8.-1-79, across Fisher Road, and along the southerly line of tax account number 8.-1-78, a distance of 1,174 feet, more or less, to a point 500 feet westerly of and parallel to the centerline of Fisher Road; thence,
7. Northerly, along a line 500 feet westerly and parallel to the centerline of Fisher Road, through tax account numbers 8.-1-78, 8.-1-80.2, and 8.-1-6.11, a distance of 3,687 feet, more or less, to a point 500 feet southerly of the centerline of Drake Street also being a southerly boundary of Existing Water District Number 3; thence,
8. Easterly, along a line 500 feet southerly of and parallel the centerline of Drake Street and the southerly boundary of Existing Water District Number 3, a distance of 500 feet, more or less, to a point on the centerline of Fisher Road; thence
9. Northerly, along the centerline of Fisher Road, a distance of 238 feet, more or less, to a point on the westerly extension of the northerly line of tax account number 8.-1-8.112; thence,
10. Easterly, along the westerly extension of the northerly line of tax account number 8.-1-8.112 and the northerly line of tax account number 8.-1-8.112, a distance of 349, more or less, to the northeasterly corner of tax account number 8.-1-8.112; thence,
- 11 Northerly, along the westerly line of tax account number 8.-1-8.111 and the northerly extension of the westerly line of tax account number 8.-1-8.111, a distance of 238, more or less, to the centerline of Drake Street; thence,



Easterly, along the centerline of Drake Street, a distance of 150 feet, more or less, to the southerly extension of a westerly line of tax account number 6.-1-23.1; thence,

12. Northerly, along the southerly extension of a westerly line of tax account number 6.-1-23.1 and a westerly line of tax account number 6.-1-23.1, a distance of 532 feet, more or less, to an interior southwesterly corner of tax account number 6.-1-23.1; thence,
13. Westerly, along a southerly line of tax account number 6.-1-23.1 and the westerly extension of the southerly line of tax account number 6.-1-23.1, a distance of 486 feet, more or less, to the centerline of Fisher Road; thence,
14. Northerly, along the centerline of Fisher Road, a distance of 413 feet, more or less, to the easterly extension of a southerly line of tax account number 6.-1-28.114; thence,
15. Westerly, along the easterly extension of the southerly line of tax account number 6.-1-28.114 and a southerly line of tax account number 6.-1-28.114, a distance of 500 feet, more or less, to a point 500 feet westerly of and parallel to the centerline of Fisher Road; thence,
16. Northerly, along a line 500 feet westerly of and parallel to the centerline of Fisher Road, through tax account numbers 6.-1-28.114, 6.-1-30.114, and 6.-1-34.1, a distance of 3,920 feet, more or less, the northerly line of tax account number 6.-1-34.1; thence,
17. Easterly, along the northerly line of tax account number 6.-1-34.1 and the easterly extension of the northerly line of tax account number 6.-1-34.1, a distance of 500 feet, more or less, to the centerline of Fisher Road; thence,
18. Southerly, along the centerline of Fisher Road, a distance of 312 feet, more or less, to the westerly extension of the northerly line of tax account number 6.-1-17.11; thence,
19. Easterly, along the westerly extension of a northerly line of tax account number 6.-1-17.11 and the northerly lines of tax account numbers 6.-1-17.11 and 6.-1-17.13, a distance of 251 feet, more or less, to an interior northwesterly corner of tax account number 6.-1-17.13; thence,
20. Northerly, along the westerly lines of tax account number 6.-1-17.13 and 6.-1-17.12, a distance of 250 feet, more or less, to the northwesterly corner of tax account number 6.-1-17.12, thence,
21. Easterly, along the northerly lines of tax account number 6.-1-17.12 and 6.-1-17.13, a distance of 499 feet, more or less, to a point 750 feet easterly of and parallel to the centerline of Fisher Road; thence,
22. Southerly, along a line 750 feet easterly of and parallel to the centerline of Fisher Road, through tax account numbers 6.-1-17.13 and 6.-1-23.1, a distance of 4,450 feet, more or less, to a point 375 feet northerly of and parallel to the centerline of Drake Street; thence,
23. Easterly, along a line 375 feet northerly of and parallel to the centerline of Drake Street, through tax account numbers 6.-1-23.1, and 6.-1-21, and along the northerly line of tax account number 6.-1-19.1, a distance of 3,270 feet, more or less, to the easterly line of the Town of Oakfield; thence,
24. Southerly, along the easterly line of the Town of Oakfield, a distance of 375 feet, more or less, to the centerline of Drake Street and the Point of Beginning.

Town of Oakfield Proposed Water District No. 10, as described above contains approximately 275 acres of land.

All as shown on a map prepared by Clark Patterson Lee, "Town Water System — Proposed Water District 10", Drawing Number WD-10, dated October 6, 2015.

**Second:** Councilman Martin

**Ayes:** Glor, Veazey, Kabel, Martin, Wolcott

**APPROVED UNANIMOUS VOTE (5-0)**

**RESOLUTION NO. 10-2016—SEQRA RESOLUTION TO ESTABLISH LEAD AGENCY WATER DISTRICT 10**

Deputy Supervisor Veazey offered the following:

**SEQRA RESOLUTION TO ESTABLISH LEAD AGENCY STATUS  
FOR TOWN OF OAKFIELD WATER DISTRICT NO. 10**

**WHEREAS**, the Town Board of the Towns of Oakfield has proposed improvements consisting of the construction and installation of approximately 10,500 linear feet of twelve (12) inch water main along portions of Drake Street and Fisher Road; together with all related right-of-way costs, site work and other ancillary work, including hydrants, valves, apparatus, and other improvements and costs incidental thereto, to be named Town of Oakfield Water District No. 10, and

**WHEREAS**, the Oakfield Town Board intends to conduct an environmental review in accordance with Article 8 of the Environmental Conservation Law, known as the State Environmental Quality Review Act (SEQRA), pursuant to the Rules and Regulations set forth in 6 NYCRR Part 617, and

**WHEREAS**, the District formation is an administrative act by the Oakfield Town Board with no other actions or involvement by any other State, Federal or local agencies or municipalities; and thereby, notice and a coordinated review is not required.

**NOW, THEREFORE, BE IT RESOLVED** by the Town Board of the Town of Oakfield, New York, that the proposed formation of Town of Oakfield Water District No. 10 is an "Unlisted Action", as defined under SEQRA, and

**BE IT FURTHER RESOLVED** that the Oakfield Town Board does hereby establish itself as the lead agency to conduct an environmental review, and

**BE IT FURTHER RESOLVED** that the Oakfield Town Board does hereby authorize and direct the Oakfield Town Supervisor to file a Short Environmental Assessment Form regarding the formation of Town of Oakfield Water District No. 10.

Dated: January 12, 2016

**Second:** Councilman Martin

**Ayes:** Glor, Veazey, Kabel, Martin, Wolcott

**APPROVED UNANIMOUS VOTE (5-0)**

Town Clerk Haacke reported that for the past couple of years she has been trying to find out where the Youth Funding from the County has been going. The Town has gotten award letters of funding for 2014 and 2015 but the funds are not showing in our account. The Town Clerk finally received a phone call from the Youth Director at the County stated that the money was deposited to the Village accounts as they should be. I then explained to her that we are the TOWN of Oakfield not the Village. At this time the County will contact the Village to have them send the money back so it can be disbursed correctly to the Town.

January 21<sup>st</sup> is the lunch with the students of the Digital Graphics Arts class.

DocuWare Representatives will be here to begin configuration on the new program January 27, 28 & 29<sup>th</sup>.

#### **SUPERVISOR**

**MOTION** Deputy Supervisor Veazey, second Councilman Kabel to approve the Supervisor's report as submitted.

**Ayes:** Glor, Veazey, Kabel, Martin, Wolcott

**MOTION CARRIED (5-0)**

#### **LIBRARY LIAISON**

The Library Board is still looking to fill Kelly Flores' position.

No further information of the grant for windows.

#### **GAM**

The County may be looking to change the way sales tax is disbursed in the county.

#### **OLD BUSINESS**

Information on an AED to have in the Community & Government Center has been received. Supervisor Glor spoke with Sean Downey and he stated that the County has provided a discount and help with paperwork.

#### **BUILDING UPDATE**

We are hopeful the Town Clerk's office in the front of the building will be complete by the end of the month.

Weather station is up and operational. [www.weatherlink.com/user/oakfieldtown](http://www.weatherlink.com/user/oakfieldtown)

#### **NEW BUSINESS**

The Town Board has set an Open House for the new Community & Government Center for April 10<sup>th</sup>.

The Town & Village will be looking to set up a Water Workshop in the near future.

**ADJOURNMENT**

**MOTION** Deputy Supervisor Veazey, second Councilman Martin to adjourn the meeting at 8:49 pm.

**Ayes:** Glor, Veazey, Kable, Martin, Wolcott

**MOTION CARRIED VOTE (5-0)**

Respectfully submitted,

Melissa M. Haacke,  
Town Clerk