

ORWELL TOWN BOARD
Regular Meeting
Orwell Town Hall
1999 County Route 2, Orwell, NY
September 8, 2020
7:00PM

Members Present:
Supervisor-William Potter
Councilmen: Ryan Jones, Jeffrey Graham, David Lake, Jessica Steele
Also Present:
CEO John Howland
Oswego County Legislator-Herb Yerdon
Majority Leader- Terry Wilbur
NOCA Representative-Bob Trainham
Water Board Member-David Potter
Town Clerk-Amber Wilson
Public Present: Shirley Downes
Paul Baxter

REPORTS:

A) CEO - No report. 5 building permits were issued in the month of August.

B) Oswego County Legislator Herb Yerdon arrived at 7:10 and gave his report

- Rabies Clinic in Pulaski on September 16th will be by appointment only. The clinic will be from 6-8pm at the Oswego County Highway garage on Centerville Rd in Pulaski. Please call 315-349-3557 from 8:30am to 4pm weekdays to make an appointment.
- Oswego County Director of Facilities and Technology, John Bucher passed away September 8th after a fall at the Oswego County Legislative Office Building. An investigation is being conducted by the Oswego City Police.
- As of September 4th 38,666 tests were done in Oswego County. There are roughly 135,000 residents in Oswego County.
 - 332 were positive
 - 38,112 were negative
 - 35 are currently still positive
 - 293 have recovered
 - 4 deaths
 - 147 in mandatory isolation/quarantine
- Detailed information can be found online at health.oswegocounty.com/covid-19 or call the hotline at 315-349-3330 weekdays from 8:30am-4pm and weekends from 8:30am- noon.
- September is National Preparedness Month. Oswego County Emergency Management Office is reminding residents to review their emergency plans and to re-stock their emergency supplies.
- Oswego County Health Department is working closely with SUNY Oswego to identify all cases of COVID-19 and isolate infected students.
- The Oswego County Department of Community Development, Tourism and Planning and the Oswego County Veterans Service Agency are working with NYS Housing Community Renewal Program to provide short-term rental assistance for income-eligible Oswego County residents. Applications are available at www.oswegocounty.com/departments/planning or call Oswego

County Veterans Service Agency at 315-591-9100.

- Oswego County Office for the Aging is offering assistance with the open enrollment process. Anyone needing assistance can call 315-349-3484 or 1-800-596-3200 ext. 3484 or email at OFA@oswegocounty.com
- Oswego County Department of Social Services' Foster Care Unit has received many generous donations for Foster kids in need. To find out how you can help foster children and families, call Diane Godfrey at 315-963-5524. For more information about becoming a foster parent contact Patty Pennock at 315-963-5382 or patricia.pennock@dfa.state.ny.us
- The Oswego County Department of Community Development, Tourism and Planning is accepting applications for a state grant program for septic system replacements along Lake Ontario. For more information visit www.oswegocounty.com/septic , email donna.scanlon@oswegocounty.com or call 315-349-8292 weekdays.

C) Dog Warden- No report.

D) Assessor- No report

E) Water Operator -No report

F) Highway Superintendent-No report

G) Tug Hill Representative Paul Baxter emailed his report and a copy is available in the Town Clerk's office.

H) NOCA -

- Submitted the budget for the Town of Orwell.
- Still looking for fill for their parking lot on Delano St in Pulaski.

DISCUSSION:

A) Playground:

- A rung on the silo climber on the playground was missing all but one 1 bolt. Councilman Jones Replaced the missing bolts and then found the missing bolts scattered around the playground. It is unknown if the silo climber was purposely vandalized or the bolts loosened while being used.
- Playground rules signs were printed wrong. Once they are reprinted they will be installed.
- The company Parkitects contacted Supervisor Potter via email about hand sanitizer stations for the playground. Supervisor Potter presented the information to the Town Board and it was voted to table the hand sanitizer station for now.

B)The NYS Governor extended his executive order allowing remote meetings and public hearings via online means like zoom until October 4th.

C) 2021 Budget workshops in October will be Thursdays 10/1, 10/15, 10/29 at 6:30pm as needed

D)

RESOLUTION #3-2020
ADOPTING THE NEW RETENTION SCHEDULE FOR NY LOCAL GOVERNMENT
RECORDS
TOWN OF ORWELL
TOWN BOARD

WHEREAS, the Town of Orwell Town Board will adopt the new retention schedule for New York Local Government Records; Now, therefor, be it

RESOLVED, By the Town Board of the Town of Orwell that Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A: (a) only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein; (b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods

The question of the adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

Councilman David Lake	aye
Councilwoman Jessica Steele	aye
Councilman Jeffrey Graham	aye
Councilman Ryan Jones	aye
Supervisor William Potter	aye

The foregoing resolution was thereupon declared duly adopted on this 8th day of September, 2020.

E)

Resolution #4-2020

**To authorize the acceptance and adoption of the multi-jurisdictional all-hazard mitigation plan update for Oswego County, New York
TOWN OF ORWELL
TOWN BOARD**

WHEREAS, the Oswego County Emergency Management Office, with the assistance from Barton & Loguidice, D.P.C., has gathered information and prepared the Multi-Jurisdictional All-Hazard Mitigation Plan Update for Oswego County, New York; and

WHEREAS, the Multi-Jurisdictional All-hazard Mitigation Plan Update for Oswego County, New York has been prepared in accordance with the Disaster Mitigation Act of 2000 and Title 44 Code of Federal Regulations (CFR), Part 201; and

WHEREAS, Title 44 CFR, Chapter 1, part 201.6(c)(5) requires each local government participating in the preparation of a Multi-Jurisdictional Mitigation Plan or Plan Update to accept and adopt such plan; and

WHEREAS, the Town of Orwell, has reviewed the 2019 Hazard Mitigation Plan Update, has found the document to be acceptable, and as a local unit of government, has afforded its citizens an opportunity to comment and provide input regarding the Plan Update and the actions included in the Plan;

WHEREAS, the Town of Orwell, will consider the Oswego County HMP Update during the implementation and updating of local planning mechanisms, and will incorporate the hazard assessment data, hazard vulnerabilities, and mitigation actions in these mechanisms, where applicable;

NOW THEREFORE, BE IT RESOLVED that the Town of Orwell as a participating jurisdiction, adopts the Multi-Jurisdictional All-Hazard Mitigation Plan Update for Oswego County, New York, dated November, 2019

The question of the adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

Councilman Ryan Jones	aye
Councilman David Lake	aye
Councilwoman Jessica Steele	aye
Councilman Jeffrey Graham	aye
Supervisor William Potter	aye

This resolution was thereupon declared duly adopted on September 8, 2020

F) The Town Highway Department's Gasboy/Topcat fuel system is having issues. The system was last serviced by John Walker, Oswego County IT. He has since retired. The system won't produce reports due to needing updating/full memory. Nathan Burns is a town resident and has agreed to look at the system. Supervisor Potter is going to contact John Walker and ask if he will work with Nathan Burns to do the necessary updates.

G) Water System:

- A draft compliance agreement with Oswego County Health Department is to be sent to the Town Attorney before approving it. There is a \$37,500 fine for noncompliance.
- A motion was made by Councilwoman Jessica Steele and seconded by Councilman Ryan Jones to approve the Supervisor to sign the contract for Updating the Engineering Report and Grant Assistance with Barton & Loguidice. (5 ayes) Motion carries.
- An income survey is necessary for funding in the water district project. G&G Municipal Consulting and Grant Writing has agreed to do the income survey for \$3,900 plus postage.
- A motion was made by Councilman Ryan Jones and seconded by Councilman David Lake to approve the Supervisor to sign the contract for the income survey with G&G Municipal Consulting and Grant Writing. (5 ayes) Motion carries.
- Water board member David Potter drafted a letter to the residents of the Town of Orwell water district about the upcoming water district project.
- A motion was made by Councilman David Lake and seconded by Councilman Jeffrey Graham to approve the drafted letter to be sent to the residents of the Town. (5 ayes) Motion carries.

PUBLIC COMMENT: None

CORRESPONDENCE: Supervisor Potter received no correspondence other than junk mail since last month's meeting.

Approval of Minutes, Monthly Reports, Budget Adjustments, and Payment of Claims: all are on file in the Town Clerk's Office.

-A motion was made by Councilwoman Jessica Steele and seconded by Councilman Ryan Jones to approve the August 2020 Meeting Minutes as written. (5 Ayes) Motion carries.

-A motion was made by Councilman Ryan Jones and seconded by Councilman Jeffrey Graham to approve the July 2020 Emergency Water Board/Town Board Meeting Minutes with revisions. (5 Ayes) Motion carries.

-A motion was made by Councilman Jeffrey Graham and seconded by Councilman David Lake to approve the August 3rd and August 31th 2020 Emergency Water Board/Town Board Meeting Minutes as written. (5 Ayes) Motion carries.

-A motion was made by Councilwoman Jessica Steele and seconded by Councilman Ryan Jones to approve the Town Clerks report for the month of August 2020. (5 Ayes) Motion carries.

-A motion was made by Councilman Jeffrey Graham and seconded by Councilman David Lake to approve payment of the following claims. (5 Ayes) Motion carries.

General Fund Abstract #09	Claims # 111-124	\$3,531.42
Highway Fund Abstract #09	Claims #90-99	\$4,820.01
Water Fund Abstract #09	Claims #28-33	\$5,080.55

-A motion was made by Councilman Ryan Jones and seconded by Councilman Jeffrey Graham to adjourn the meeting at 8:00PM. (5 Ayes) Motion carries.

Submitted September 10, 2020