

**ORWELL TOWN BOARD**  
**Regular Meeting**  
**Orwell Town Hall**  
**August 13, 2024**  
**6:00 PM**

Members Present:  
Supervisor: William Potter  
Council members: David Lake, William Garvin, Jessica Steele  
Also Present:  
Highway Superintendent-Jon Roser  
NOCA Representative-Robert Trainham  
Tug Hill Commission Representative-Heidi Tompkins  
Barton & Loguidice Representative-David Powers  
Town Clerk-Amber Wilson  
Public present-Shirley Downes, Gretchen Flick, Stephanie Bettinger, Jim Condon

Supervisor Potter opened the regular meeting at 6:00 PM with the Pledge of Allegiance.

**REPORTS:**

A) Water Operator Eric Pappa did not attend. Supervisor Potter read his report. The electric in the pump house was finished today (8/13/2024) and is waiting on National Grid for a meter and to install service. Restoration on yards will begin soon.

B) CEO John Howland did not attend. He submitted a list of permits issued.

C) Highway Superintendent Jon Roser gave his report. The mower broke down but is now repaired and the guys are back to mowing.

D) Oswego County Legislator Herb Yerdon did not attend. He submitted his report, and it was read as written.

- West Nile Virus was found in West Monroe and killed a horse in Richland.
- Oswego County Health Department is offering back to school vaccination clinics every Tuesday from 12:30-3:30pm at 70 Bunner Street, Oswego. Extended clinic hours are Wednesday, Aug 21 from 1-6pm, Tuesday Aug 27 from 12:30-6pm, and Wednesday Aug 28 from 1-3pm. To make an appointment call 315-349-3547
- Celebrate the designation of Lake Ontario National Marine Sanctuary on Friday September 6<sup>th</sup>, 2024, starting at 11am at the William S. Cahil Pier, 39 Lake Street Oswego

E) NOCA representative Bob Trainham gave his report. North Shore volunteer ambulance service closed leaving NOCA and McFee as the only volunteer ambulance service in the area. The 7 townships NOCA contracts with are the first priority but they are required to go where needed. NOCA is struggling with NY mandates and the rise in prices. \$931 worth of medication had to be thrown out due to expiration. The cost of a new ambulance has increased from \$109,000 to \$188,000. The contract price for towns will be increasing around 5%.

F) Tug Hill Representative Heidi Tompkins read Paul Baxter's report as written.

**DISCUSSION: The phone number for the Town of Orwell Offices has changed. 315-634-2246.**

- A. Water Project Payment Application #4 Resolution to authorize Supervisor to sign payment application for funds to pay Edge Civil Corporation \$185,393.08

-A motion was made by Councilman William Garvin and seconded by Councilman David Lake to approve Resolution #13-2024 Authorizing the Supervisor to sign payment application # 4 for the water project. (4 ayes) motion carries.

**Resolution #13-2024  
Authorize Supervisor to sign payment application # 4 for water project.  
Town of Orwell  
Town Board**

**WHEREAS**, the Town of Orwell Town Board will authorize the Supervisor of the Town of Orwell to sign payment application #4 for the water improvement project.

**NOW THEREFORE BE IT RESOLVED**, that the Town of Orwell Town Board assembled this 13<sup>th</sup> day of August 2024, in the Town of Orwell, New York, to authorize the Supervisor of the Town of Orwell to sign the payment application # 4 to pay Edge Civil Corporation \$185,393.08 for work done on the water improvement project

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	ABSENT
Councilwoman Jessica Steele	AYE
Councilman William Garvin	AYE
Councilman David Lake	AYE
Supervisor William Potter	AYE

**CLERK CERTIFICATION:**

I, Amber Wilson, Clerk of the Town of Orwell in the County of Oswego, State of New York, do hereby certify the resolution is duly adapted by the Board Members of the Town of Orwell at an open meeting of such Board held on August 13<sup>th</sup>, 2024. In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Town this 13<sup>th</sup> day of August 2024.

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Amber Wilson, Orwell Town Clerk

David Powers from Barton & Loguidice spoke about an amendment to the engineering contract that needed to be made. It is a no cost change that is moving \$11,570 from hourly services that are complete and are no longer needed to hourly construction administration phase. This will pay for special inspections that need to be done.

-A motion was made by Councilman William Garvin and seconded by Councilwoman Jessica Steele to approve the amendment for the Barton & Loguidice contract to move \$11,570 from one service to another. ( 4 ayes) motion carries.

Roll call:

Councilwoman Jessica Steele-aye

Councilman William Garvin-aye

Councilman David Lake-aye

Supervisor William Potter-aye

- B. Cell phone for Supervisor approval- Due to controversy about Supervisor Potter using his personal cell phone for town business; Supervisor Potter is asking for approval from the Town Board to enter a contract for a cell phone for Town business. Councilwoman Jessica Steele questioned if Supervisor Potter could use his personal cell phone for town business during business hours only. Supervisor Potter explained that he is the main contact for the town and is contacted 24/7 for various things.

-A motion was made by Councilman David Lake and seconded by Councilman William Garvin to approve Supervisor Potter to get a cell phone for Town business. (3 ayes, 1 nay) motion carries.

C. Ratify Town Board's approval of Resolution #9-2024, Authorizing the approval of Local Law #2-2024 (Solar Law Moratorium)- The Town Attorney Courtney Hills never received the Local Law #2-2024 for filing with the state. It was lost in the mail.

-A motion was made by Councilwoman Jessica Steele and seconded by Councilman William Garvin to ratify the Town Board's prior approval of Resolution #9-2024, authorizing the approval of Local Law #2-2024. (4 ayes) motion carries.

Library Comments-Gretchen Flick from the library board reported that they anticipate receiving their grant money to upgrade the library soon. Financially the library is stable and would like the Town Board's approval to use funds from their fund balance to cosmetically update the bathrooms. The update would include new doors, sinks, toilets, flooring, baby changing station, and signage on the doors. Supervisor Potter asked if the library had considered eliminating the one bathroom and having just one unisex bathroom. Stephanie Bettinger the librarian responded that they have however with the number of people that attend events held at the Town Hall it would be cutting it too close to have just one bathroom. One change that could be made in the men's bathroom to make it easier to access and to make it unisex would be to remove the urinal.

-A motion was made by Councilwoman Jessica Steele and seconded by Councilman David Lake to accept the library's offer to cosmetically update the bathrooms on the first floor of the Town Hall. (4 ayes) motion carries.

Planning Board Assignment for September 10, 2024, meeting- Review draft Local Law #3-2024-Orwell Solar and Wind Energy Law. Jim Condon spoke on the current draft for the Local Law. He feels there is much that needs improvement and will get a meeting of the Planning Board scheduled.

**PUBLIC COMMENTS:** None

**CORRESPONDENCE:** Tughill Times emailed

**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 Councilman William Garvin and seconded by Councilman David Lake to approve the July 9<sup>th</sup>, 2024; Regular meeting minutes as written. (4 Ayes) Motion carries.

-A motion was made by Councilwoman Jessica Steele and seconded by Councilman William Garvin to approve the Town Clerk's report for July 2024. (4 Ayes) Motion carries.

-A motion was made by Councilwoman Jessica Steele and seconded by Councilman William Garvin to approve payment of the following claims. (4 Ayes) Motion carries.

General Fund Abstract #08	Claims #95-112	\$ 5,073.19
Highway Fund Abstract #08	Claims #69-81	\$ 34,699.64
Water Fund Abstract #08	Claims #34-39	\$ 46,134.48

-A motion was made by Councilwoman Jessica Steele and seconded by Councilman David Lake to adjourn the meeting at 7:05 PM. (4 Ayes) Motion carries.

Submitted August 20, 2024