Proceedings of a regular meeting of the Town Board of the Town of Pamelia held on Monday, December 9, 2024 at the Municipal Building, Route 37; Supervisor Scott Allen called the meeting to order at 7:00 p.m. Council members present were Lisa Brenon, Ricky VanTassel, Samantha Eves, and David Hart. Highway Superintendent Bruce Call, Engineer John Condino and Supervisor's Clerk Annie Snyder were also present.

Minutes approved

Minutes of the November 11, 2024 regular meeting were approved as submitted on a motion made by Samantha Eves and seconded by Lisa Brenon; All voted aye; carried.

Budget Appropriations - 2024

Lisa Brenon made a motion and David Hart seconded to approve the following budget appropriations. All voted aye; carried.

General Fund

From: A1990.4	-	$ 2,000.00
From: A 1620.4	-	969.59
To: SF - Fire	+	2,969.59
From: A1220.4	-	2,200.00
To: A1440.4	+	2,200.00
From: A1220.4	-	12.00
To: A4020.4	+	12.00
From: A1220.4	-	600.00
To: A8160.4	+	600.00

Water District

From: SW8330.4	-	14,200.00
To: SW8320.4	+	14,200.00
From: SW8330.4	-	2,100.00
To: SW1440.4	+	2,100.00

Highway

From: DA5142.4	-	2,000.00
To: DA5130.4	+	2,000.00
From: DA5142.4	-	300.00
To: DA5140.4	+	300.00

From: General Fund A	-	36,000.00
To: Capital Water Main Replacement Project	+	36,000.00

Funds Amended

A motion was made by Samantha Eves and seconded by David Hart to amend the November 11, 2024 Highway Fund total from $107,796.10 to $106,590.46 to subtract $1,205.64, to amend the General Fund total from $67,789.06 to $68,129.37 to add No. 213, and to amend the Special Districts Fund total from $18,407.72 to $18,562.76 to add No. 130 – 131. All voted aye; carried.

Barton & Loguidice

Engineer John Condino reported that the opening of the bids for the Town Hall Project was held on Friday.
Base bid – New Roof
1st Alternative – New Electronic Sign
2nd Alternative – Replacement of two front metal man doors
3rd Alternative - Replacement of (4) metal man doors
4th Alternative - Replacement of overhead doors
5th Alternative - Window replacements

John reported that the low bid of $486,580 came in by D. C. Building Systems.

When questioned, John stated that D. C. Builders are very reputable and B&L have worked with them many times.

Supervisor Scott Allen stated that it would be paid for by ARPA funds of $292,204.25 and the balance of $194,580 would come out of the General Fund.

Samantha Eves asked about the sign. Scott stated that it will be a 5' X 10' 2-sided LED sign and will be V-shaped to be seen from both directions.

Scott Allen stated that he will be putting money back into the General Fund from the Band for the Water Project, so this will not hurt the Town.

David Hart made a motion and Lisa Brenon seconded to have Scott Allen sign the letter awarding the Project to D. C. Building Systems. All voted aye; carried.

John Condino reported updates for ongoing Projects:

The Cathodic Protection System is installed for the Water System Improvements Project and will start up in January.

Water Main Replacements Project - Water main installment has been completed under Rt. 781. High/Low Pressure zone start-up will be completed in the Spring.

Sewer District #10 – Rt 37 Sewer Improvements Project – The Project has been awarded a 50% Grant and 0% interest. Estimated annual new user cost will be $1,242 and estimated annual existing user increase will be $293.

Upcoming will be the District Formation, Comptroller approval, Final Order and Bond Resolution.

Sewer District #9 – Rt 12 Sewer Expansion Project – Ongoing.

Supervisor Scott Allen reported that the Town mailed out a check and was stolen in the mail. Scott has been working with the Bank and all checks have been cleared from the account. Scott has opened up a new account.

David Hart made a motion and Lisa Brenon seconded to allow Supervisor Scott Allen and Town Clerk Gwen Call to enter into an agreement opening a new account and closing of the old account at Community Bank. All voted aye; carried.

Community Bank is asking the Town to set up Positive Pay through the Bank to upload every check written and every ACH payment for approval. The cost would be approximately $3,000 per year.

David Hart made a motion and Ricky VanTassel seconded to set up Positive Pay with Community Bank. All voted aye; carried.

Asset Management Plan

Scott Allen presented a draft Asset Management Plan to the Board.
Scott discussed with the Board the Highway Assets, explaining about truck value vs total depreciation and the maintenance cost per year. A discussion followed.

Highway Superintendent Bruce Call discussed the purchase of a new plow truck which would be on the build list for 2026 – 2027 and would replace the 2016 plow truck which would be sold. The cost of the new truck would be $299,478 if ordered now.

David Hart made a motion and Scott Allen seconded to allow Highway Superintendent to order the new plow truck. Samantha Eves voted aye, Lisa Brenon voted aye, Ricky VanTassel voted nay; carried.

Resolution #22

Samantha Eves offered Resolution #22 and David Hart seconded to enter into an Agreement with the County of Jefferson for Appraisal, Exemption and Assessment Services on an interim basis. Roll call vote as follows: Scott Allen yes, David Hart yes, Lisa Brenon yes, Samantha Eves yes, Ricky VanTassel yes; adopted.

Fire Contracts

Supervisor Scott Allen presented agreements between the Town of Pamelia and the Northpole Fire Co., the Pamelia Fire Department and the Glen Park Fire Department for fire protection services which includes an increase of $2,000 for each year 2025 and 2026.

Lisa Brenon made a motion and Ricky VanTassel seconded to approve the Fire Contracts with the Northpole Fire Co., Pamelia Fire Department and the Glen Park Fire Department increasing prior contracts by $2,000 for each year 2025 and 2026. All voted aye; carried.

Supervisor Scott Allen reported that a new water meter had been installed in the vault at Pala Wood this summer. He has received a call from the office manager about water usage as they have not used water since the summer.

Scott feels that there could be a water leak underground, and stated that Pala Wood controls their water shut off themselves as they are the sole user of the District.

The Board discussed the possibility of shutting off the water, and Scott stated that the valve might need to be changed.

The Board agreed that Pala Wood can shut off the water valve, but any repairs will be covered by Pala Wood.

Payment of the Bills

Lisa Brenon made a motion and David Hart seconded to pay the General Fund bills totaling $38,044.86 No. 214 – 236, Highway Fund bills totaling $14,322.97 No. 183 - 198, Pre pay escrow of $109.50, Special District Fund bills totaling $143,754.69 No. 132 - 144, and Capital Fund bills totaling $85,955.93 No. 47 – 51 including CD1 bills totaling $1,650.00, Water Main Replacement totaling $84,305.93, Trust & Agency bills totaling $9,849.64 No. 22 - 23, Love's escrow of $1,437.50 and National Grid Escrow of $120.50. All voted aye; carried.

Adjournment

The meeting adjourned at 9:20 p.m. on a motion made by Ricky VanTassel and seconded by Samantha Eves. All voted aye; carried.

Gwen

Call

Town Clerk
December 9, 2024