

**TOWN OF PHILADELPHIA
BOARD MEETING
DECEMBER 8, 2021 @ 5:30 P.M.**

Present: Supervisor: Deborah LaMora, Highway Supt.: Mike Freeman, Council Members: Sandra Carpenter, Bob Watson, Kirby Klock, Jeff Sands, CEO: Matt Remington and Assessor: John Kiechle.

Absent: Clerk/Tax Collector: Cheryl Reed. Dr. Statement provided to Supervisor.

Supervisor called meeting to order at 5:30 P.M., followed by opening Prayer and Pledge.

Minutes: of the November 4, 2021 were read prior to the meeting. Sandra made a motion to accept the minutes as prepared. Bob seconded this motion. All were in favor, motion carried.

Financial Report: for November 2021 was read aloud by Supervisor. Council members signed report as their approval.

Checks received:

1. Mortgage Tax - \$2,000.25
2. Kimco - \$388.80
3. St. Pauly's - \$265.52 + \$398.97 + \$358.75 = \$1023.24
4. Charter Communications - \$933.14
5. Jeff. Co. Payroll Reimbursement - \$8,316.65

Clerk/Tax Collector: No report available due to illness.

Highway Report:

1. Employee, Gregory Gleisner, working on obtaining CDL (Commercial Driver's License)

2. Hwy. Christmas Party, Dec. 14, 2021.

3. New Plow – plow and sander are being attached.

4. Matthew Hoover requested that the Town of Philadelphia not sand their driveway anymore, requested by Bob Watson & witnessed by Elmer Hoover.

5. Considering purchasing a pallet of garbage bags for the Recycling Center.

Unfinished Business

Assessor Report: John Kiechle discussed the STAR Program becoming more complicated.

Code Enforcement:

1. Reported Permit(s) issued.
2. Will be out of Town January 22 – 29, 2022.

Old Business:

1. **GYMO:** Sandra made a motion to accept the Water District proposal Made by GYMO. Jeff seconded, all were in favor, motion passed. **(Please see attached resolution)**
2. Shurtleff's Corner – no action.
3. Continuing to work with Town Attorney, Joseph Russell, on opting out of the sale of Marijuana and a consumption of site within the Town of Philadelphia – Local Law #2.
4. Reappointment of Brandi Hale to the Board of Assessment Review and appointing her as Chairman of the Board of Assessment Review. **(Please see attached resolution)**

New Business:

1. Joule Community Power. No meeting scheduled. Town Board against.
2. **Website:** Jeffrey Sands will work with Matthew Turcotte to better organize Town of Philadelphia Website.
3. **Dog Warden Contract:** Bob made a motion to renew. **(Please see attached resolution)**
4. **PIVOT Contract:** Kirby made a motion to renew contract. **(Please see attached resolution)**
5. **Carpenter Meadows:** drainage problem addressed. Will do repairs in Spring.
6. **Appointment of Sole Assessor:** Bob made motion to appoint Tamrica Brown. **(Please see attached resolution)**
7. Motion to donate \$50.00 to FFA in memory of. **(Please see attached resolution)**

There were no further questions or comments, therefore Sandra made a motion to adjourn at 6:30 P.M. Motion seconded by Jeff Sands. None opposed, motion to adjourn carried.

Respectfully submitted,

Sandra Carpenter: _____ Date: _____

The following resolution offered by Sandra and seconded by Jeff who moved its adoption.

RESOLUTION: 2021-46 GYMO/WATER DISTRICT PROPOSAL

WHEREAS: Representatives of GYMO presented a Proposal for Professional Engineering Services/Town Water District to the Town of Philadelphia and

WHEREAS: The Philadelphia Town Council have discussed the following:
(Please see attached proposal)

THEREFORE, BE IT RESOLVED: The Philadelphia Town Council does approve the proposal submitted by GYMO Architecture, Engineering and Land Surveying.

I confirm this resolution adopted via the following roll vote on December 8, 2021.

Supervisor LaMora aye

Council Members:

Carpenter: aye

Watson: aye

Klock: aye

Sands. Aye

Town Clerk: _____

Date: _____

23 November 2021

Mrs. Deborah Lemora, Supervisor and
Members of the Town Board
Town of Philadelphia
33019 U.S. Rt. 11
Philadelphia, NY 13673
Supvdlamora13@townofphiladelphia.com

Re: Proposal for Professional Engineering Services
Town Water District

Dear Mrs. Lemora and Members of the Town Board,

In the continuation of our discussions, GYMO Architecture, Engineering & Land Surveying D.P.C., (GYMO) is pleased to submit this proposal for Professional Services to study the feasibility of forming a Water District in the Town of Philadelphia. **We have prepared this proposal to break the project into two phases, in an effort to reduce the Town's initial financial commitment to the project.**

Our proposal includes a summary of our Understanding of the Project, a proposed Scope of Services, and an Engineering Fee Proposal to complete the engineering services described below.

I. PROJECT UNDERSTANDING

- A. The Town of Philadelphia is considering expanding their water system initializing the development of a Map, Plan & Report to study the feasibility of a new water distribution system to serve approximately 74 parcels in the Town.
- B. The initial plan for the Water District will specifically include U.S. Route 11, Town Line Road, Delles Road, County Route 29 and connects to U.S. Route 11.
- C. The Engineering Report will consider user costs and feasibility, complete with alternatives for a new Water Distribution System for the Water District. The Engineering Report will follow industry standard guidelines for funding at the NY State and Federal Levels.
- D. A small portion of the District is served by an existing waterline served from the Village of Philadelphia.

Phase I will consist of minimizing the performance of the tasks listed in Section II while still bringing the project through the Preliminary Stages and may conclude with a Pre-Development Planning Grant (PPG). Phase II will consist of completing the Engineering Report, preparing, and submitting the Funding Applications, and coordinating with the Funding Agencies and the NYS Department of Health.

II. SCOPE OF SERVICES

- A. The following required data will be obtained from available public sources and will be utilized in the creation of the District Map and Engineering Report/Feasibility Study:
 - Jefferson County Tax Mapping;

Patrick J. Scordo, PE
Matthew J. Cervini, PE
Scott W. Soules, AIA
Brandy W. Lucas, MBA
Gregory F. Ashley, PLS

In Consultation
Leo F. Gozalkowski, PLS
Stephen W. Yaussi, AIA
Edward G. Olley, Jr., AIA

18969 US Route 11
Watertown, New York 13601

Tel: (315) 788-3900
Fax: (315) 788-0668

E-mail: web@gymodpc.com

- NYS Department of Environmental Conservation (DEC) Wetland Mapping, Federal Wetland Mapping, and Fish & Wildlife Wetland Mapping;
 - As-Built data for the existing water line;
 - Endangered/threatened species mapping;
 - Available aerial photography;
 - USGS Mapping; and
 - USDA Soil Conservation Service Mapping and Soil Descriptions.
- B. Prepare a Conceptual Infrastructure Map showing approximate locations of existing water facilities and proposed water main line locations.
 - C. Perform a cost comparison of the capital construction costs including operations and maintenance (O&M) and cost of the water for two alternatives and calculate corresponding water user costs.
 - D. If eligible, based on household income, prepare a Pre-Development Planning Grant (PPG) for design stage funding in accordance with USDA Rural Development (RD) requirements.
 - E. Prepare a Preliminary Feasibility Study Report.
 - F. Compare water distribution alternatives and work closely with regulatory engineers from the NYS Department of Health.
 - G. Attend a meeting with the Town of Philadelphia to present the Conceptual Infrastructure Map and user cost estimates.
 - H. Prepare a Draft Engineering Report in accordance with the report outline in the appendix of the Environmental Facilities Corporation (EFC) Intended Use Plan and present to the Town Board.
 - I. Prepare a Draft Water District Boundary Map and Description.
 - J. Attend one public hearing as part of the Water District Formation.
 - K. Finalize the Engineering Report with supporting documentation (calculations, equipment information, concept plans, opinion of probable costs, etc.) and forward to the NYSDOH for their review and approval. Submit the report to the NYS EFC for project funding under the NYS Drinking Water State Revolving Fund (DWSRF).
 - L. Prepare the USDA RD Apply application and funding application, and submit to RD.
 - M. Coordinate with EFC, RD and the Town regarding project ranking and funding availability.

Once this phase is completed, and the Town commits to proceeding with the project, GYMO will prepare a proposal that will include the following Professional Services:

1. Utility and site topographic surveys.
2. Soil borings and other geotechnical investigations.
3. Environmental assessment and SEQRA/NEPA review processes.
4. Public Information Meeting or Public Hearing participation.
5. Design phase services and preparation of construction documents.
6. Bidding assistance, construction administrations, on-site construction observation, and start-up services.

III. FEE SCHEDULE

GYMO Engineering proposes to provide the Scope of Services described above for the following lump sum fees:

- Phase I (Tasks A-D)\$5,500
- Phase II (Tasks D-M)TBD

If this proposal is acceptable to you, please sign below to authorize the work and return a copy to our office.

Sincerely,
GYMO Architecture, Engineering & Land Surveying, D.P.C.



Matthew J. Cervini, P.E.
CFO, Managing Engineer

Authorized Signature _____ Date _____

PC: P. Scordo, P.E.

The following resolution offered by Bob and seconded by Kirby who moved its adoption.

RESOLUTION: 2022-47 BRADI HALE REAPPOINTMENT

WHEREAS: Brandi Hale’s term on the Board of Assessment Review expired 9/30/2021 and

WHEREAS: Kevin Culbertson has resigned as Chairman of the Board Assessment Review leaving a vacancy and

WHEREAS: Brandi has expressed her willingness to be appointed Chairperson.

THEREFORE, BE IT RESOLVED: Brandi Hale is appointed as Chairman of the Board of Review 12/8/2021 to 9/30/2026.

The above resolution adopted through the following roll call on December 8, 2021.

Supervisor LaMora aye

Council Members:

Carpenter aye

Watson aye

Klock aye

Sands aye

Town Clerk: _____

Date: _____

The following resolution offered by Bob and seconded by Kirby who moved its adoption.

RESOLUTION: 2021-48 REAPPOINTMENT OF DOG WARDEN

WHEREAS: Dan Moyer's Contract as Dog Warden for the Town of Philadelphia has expired,

THEREFORE, BE IT RESOLVED: The Town Council does approve the reappointment of Dan Moyer as Dog Warden and Dog Warden Contract for the year of 2022.

The above resolution adopted through the means of the following roll vote on December 8, 2021.

Supervisor LaMora	aye
Council Persons	
Carpenter	aye
Watson	aye
Klock	aye
Sands	aye

Town Clerk: _____

Date: _____

The following resolution offered by Kirby and seconded by Jeff who moved its adoption.

RESOLUTION: 2021-49 PIVOT CONTRACT

WHEREAS: The PIVOT Contract has been discussed by the Philadelphia Town Council for renewal,

THEREFORE, BE IT RESOLVED: The Pivot Contract renewed for the fiscal year 2022.

The above resolution adopted per the following roll vote on December 8, 2021.

Supervisor LaMora:	aye
Council Members	
Carpenter:	aye
Watson:	aye
Klock:	aye
Sands:	aye

Town Clerk: _____

Date: _____

The following resolution offered by Bob and seconded by Kirby who moved its adoption.

RESOLUTION: 2021-50 APPOINTMENT OF SOLE ASSESSOR

WHEREAS: The Philadelphia Town Council is in full agreement with Tamrica Brown as Sole Assessor for the Town of Philadelphia,

THEREFORE, BE IT RESOLVED: Tamrica Brown appointed as Sole Assessor for the fiscal year 2022.

The above resolution agreed upon the following roll vote, December 8, 2021.

Supervisor LaMora:	aye
Council Members:	
Carpenter	aye
Watson	aye
Klock	aye
Sands	aye

Town Clerk: _____

Date: _____

The following resolution offered by Bob and seconded by Sandra who moved its adoption.

RESOLUTION: 2021-51 Memorial Donation

WHEREAS: Bob suggested that the Town of Philadelphia donate \$50.00 to the Indian River School District FFA in memory of Virginia Gleisner,

THEREFORE, IT BE RESOLVED: a donation of \$50.00 will be donated to the IRCS FFA Program in memory of Virginia Gleisner.

The above resolution adopted via the following roll call vote on December 8, 2021.

Supervisor LaMora: aye

Council Members

Carpenter aye

Watson aye

Klock aye

Sands aye

Town Clerk: _____

Date: _____

The following resolution offered by Kirby and seconded by Jeff who moved its adoption.

RESOLUTION: 2022-52 Special Mtg./Cannabis approval-disapproval/Local Law #3

WHEREAS: A special Town Board Meeting was held December 28, 2022 @ 7:00 P.M. to give the residence of the Town of Philadelphia the opportunity to voice their opinion to either approve or disapprove the retail sale of Cannabis or a Consumption Site within the Town of Philadelphia and

WHEREAS: no one came forward with questions, comments, approval, or disapproval,

THEREFORE, BE IT RESOLVED: there will be no Cannabis Retail Site or Cannabis Consumption Site within the Town of Philadelphia.

The above resolution approved via the following roll vote on December 28, 2022.

Supervisor LaMora	aye
Council Members	
Carpenter	absent
Watson	aye
Klock	aye
Sands	aye

Town Clerk: _____ Date: _____