## TOWN OF RIDGEWAY PUBLIC HEARING – 7:00 P.M. MONDAY DECEMBER 21, 2015

SPECIAL EVENT: CONSIDERATION OF A RESOLUTION FOR ESTABLISHING THE WATER SERVICE RATES AND SCHEDULE OF FEES EFFECTIVE JANUARY 1, 2016

The Public Hearing was called to order by Supervisor Napoli at 7:00 P.M. at the Town Hall, Medina, NY.

Those Officers Present:

Brian Napoli

Supervisor

Jeffrey Toussaint Mary Woodruff

Councilman Councilman

David Stalker

Councilman

Others:

Karen L. Kaiser

DeputyTown Clerk

The Public Hearing was called to order and the following was read by Supervisor Napoli: The Purpose of tonight's Public Hearing is to consider a Resolution for establishing the Service Rates and Schedule of Fees to be effective January 1, 2016.

Supervisor Napoli further stated that the why of this resolution is that according to our independent audit the Town of Ridgeway is losing money due to that fact that the suppliers have raised their rates and the Town has not raised theirs in ten years.

Supervisor Napoli further stated that the USDA Rural development has also encouraged us to raise them as the Town needs to make some money on water sales in order to pay for upgrades and renovations on water lines.

As there were no objections for or against the preliminary budget of 2016 for the Town of Ridgeway, the public hearing was closed at 7:10 P.M.

Town of Ridgeway,

Karen L. Kaiser Deputy Town Clerk

A NEWSPAPERS CORPORATION aily News avia, New York FIDAVIT OF PUBLICATION

BATAVIA NEWSPAPERS CORPORATION

TOWN OF RIDGEWAY 410 WEST AVE MEDINA NY 14103

REFERENCE: 69416

20341108

LEGAL NOTICE Please

STATE OF NEW YORK

ss.:

GENESEE COUNTY

Kristin Post being duly sworn deposes and says that she is legal billing clerk of Batavia Newspapers Corporation, Publisher of "The Daily News, " a newspaper published in Batavia, County of Genesee, State of New York, and that a Legal Notice, of which the annexed is a printed copy, was duly published in said Newspaper.

Kristin Post Legal Clerk

PUBLISHED ON: 12/11

TOTAL COST: FILED ON:

38.40

12/15/15

AD SPACE: 96 LINE

Sworn to and subscribed before me the

day of December

, 2015 🧻

JAMI L EDWARDS Notary Public - State of New York NO. 01ED6283808 Qualified in Jefferson County 10 Commission Expires Jun 17, 2017

> LEGAL NOTICE Please take notice that the Town of Ridgeway will con-duct a Public Hearing at the Town Hall for the purposes of considering a Resolution for Establishing the Water Service Rates and Schedule of Fees Effective January 1, 2016 Please take notice that the Public Hearing will be held on December 21, 2015 at 7.00pm at the Town Hall of the Town of Ridgeway, 410 West Avenue, Medina, NY 14103 All persons interested in said proposed Resolution for Establishing the Water Service Rates and Schedule of Fees may attend at said Hearing The follow is the proposed Resolution for said Public Hearing

Town of Ridgeway
WATER SERVICE RATE
AND SCHEDULE Effective January 1, 2016

1. Permanent Service Installations

A Prior to completion of water main construction 1 Tap in and pipes to curb box and shutoff No Charge 2 Meter Charges 3/4" stan-dard \$225 1" meter \$265

B After completion of water 1 Tap in pipes to curb box and shutoff \$800

C Meter Prt (where required ex. mobile home and homes without basement) (subject to adj in cost)

1' Meter Prt \$880 (cost subject to adj at time ordered)
1 1/2" Meter Pit Cost subject Any meter pit with pressure regulator in the pit, subject cost at time of order with 6 weeks lead-in-time 2 Water Service Rates

A Quarterly rates per 1,000 gallons
Minimum Charge- up to 4,000 gal/quarter \$20 00 Next - up to 20,000 gal/quarter \$4,70/1,000 gal All over - 20,000 gal/quarter \$4,20/1,000 gal B Temporary Emergency Water Service Minimum Charge \$100 00 (Domestic rates above apply after minimum) Agricultural (imgation) Plus yearly meter use charge \$100 00 Commercial Hauling from Hwy Garage \$4 20/1,000 gal 3 Miscellaneous Charges A Charge to turn on after shutoff for non-payment During normal Hwy Depart working hours \$50.00 After normal working hours \$100.00 B Charge for Relevy of un-C Cost for testing of meter

paid bills to taxes in November \$100 00

\$50.00

(No fee adjustment for over registering meters) D Charge for Frost Plate

\$25 00 4 Temporary Service con-nections - Deposit required \$100 00

Hydrant Hook Ups 5 Turn On/Turn Off charges-\$50 00 to turn on/\$50 00 to turn off TOTAL \$100.00

#### Town of Ridgeway

## WATER SERVICE RATE AND SCHEDULE

## Effective January 1, 2016

1. Permanent Service Installations:
-------------------------------------

A. Prior to completion of water main construction

Tap in and pipes to curb box and shutoff
 Meter Charges
 \*\* standard
 \$225.
 1" meter
 \$265.

B. After completion of water main

Tap in and pipes to curb box and shutoff
 \$800.

C. Meter Pit (where required, ex: mobile home and homes

without basement) \$650. (subject to adj in cost)

1" Meter Pit \$880. (cost subject to

1 %" Meter Pit Santa Miles and Santa Miles and

1 XT Meter Pit Cost subject to time

ordered

Any meter pit with pressure regulator in the pit, subject cost at time of order with 6 weeks lead-in time.

#### 2. Water Service Rates:

## A. Quarterly rates per 1,000 gallons

Minimum Charge - up to 4,000 gal/quarter \$20.00

Next - up to 20,000 gal/quarter \$4.70/1,000 gal

All Over - 20,000 gal/quarter \$4.20/1,000 gal

B. Temporary Emergency Water Service

Minimum charge \$100.00

(Domestic rates above apply after minimum)

Agricultural (irrigation) \$4.20/1,000 gal

Plus yearly meter use charge \$100.00

Commercial Hauling from Hwy Garage \$4.20/1,000 gal

## 3. Miscellaneous Charges:

A. Charge to turn on after shutoff for non-payment	20
During normal Hwy Depart working hours	\$50.00
After normal working hours	\$100.00
B. Charge for Relevy of unpaid bills to taxes in November	\$100.00
C. Charge for testing of meter	\$50.00

(No fee adjustment for over registering meters)

D. Charge for Frost Plate \$25.00

4. Temporary Service connections — Deposit required \$100.00

Hydrant Hook Ups

5. Turn On/ Turn Off charges --\$50.00 to turn on/ \$50.00 to turn off

**TOTAL \$100.00** 

# TOWN OF RIDGEWAY TOWN BOARD MEETING MONDAY DECEMBER 21, 2015 -7:10 P.M.

The regular board meeting was called to order by Supervisor Napoli at 7:10 P.M. at the Town Hall, Medina, NY.

Those Officers Present:

Brian Napoli

Supervisor

Jeffrey Toussaint

Councilman

Paul Blajszczak

Councilman(Absent)

David Stalker Mary Woodruff Councilman Councilwoman

Others:

Mark Goheen Daniel Wolfe

Hwy Superintendent

Code Enf.Officer (Abs. Exc.)

Katherine Bogan Patricia Laszewski

Attorney Assessor

Barbara J. Klatt T

Town Clerk(Absent Exc.)

Karen Kaiser

Tom Fenton

Deputy

David Moore III

Baylee Vercrysse

on Planning Bd. Chairman

PLEDGE OF ALLEGIANCE

RESOLUTION NO. 118 – 12/21/15

RESOLUTION TO ACCEPT AGENDA

Offered by Councilman Toussaint, who moved its adoption. Seconded by Councilwoman Woodruff.

Adopted:

3 ayes

0 nays

RESOLUTION NO. 119-12/21/2015

RESOLUTION TO APPROVE MINUTES

OF NOVEMBER 16, 2015 TOWN BOARD

**MEETING** 

Offered by Councilman Toussaint, who moved its adoption. Seconded by Councilman Stalker.

Resolved to approve minutes of November 16, 2015 Town Board Meeting

Adopted:

3 ayes

0 nays

#### **COMMUNICATIONS:**

A. WD#12 – Chatfield Engineers-Certificate of Substantial Completion.

#### **DATE OF NEXT MEETINGS**

End of the Year Meeting: December 30, 2015 @ 2:00 PM- Ridgeway Town Hall

Organization Meeting: January 4, 2016 @ 2:00 PM - Ridgeway Town Hall

Work Session - Tuesday, January 12, 2016 @ 7:00 PM-Ridgeway Town Hall

Regular Town Board Meeting - Tuesday, January 19, 2016 @ 7:00 PM-Ridgeway Town Hall

#### **OLD BUSINESS**

A. WD#12 project is almost complete Highlander has begun boring under the Erie Canal. **NEW BUSINESS** 

RESOLUTION NO. 120- 12/21/15

RESOLUTION TO APPROVE THE WATER RATE SCHEDULE AND FEE SCHEDULE EFFECTIVE JANUARY 1, 2016

Offered by Councilman Toussaint, who moved its adoption. Seconded by Councilwoman Woodruff.

Resolved to approve the water rate schedule and fees as presented effective January 1, 2016

Adopted:

3 ayes

0 nays

### Town of Ridgeway

## WATER SERVICE RATE AND SCHEDULE

#### Effective January 1, 2016

### 1. Permanent Service Installations:

A. Prior to completion of water main construction

1. Tap in and pipes to curb box and shutoff
2. Meter Charges %" standard \$225.

1" meter \$265.

B. After completion of water main

1. Tap in and pipes to curb box and shutoff \$800.

C. Meter Pit (where required, ext mobile home and homes

without basement) \$650. (subject to adj in cost)

1" Meter Pit \$880. (cost subject to

1 %" Meter Pit Cost subject to time

ordered

Any meter pit with pressure regulator in the pit, subject cost at time of order with 6 weeks lead-in time.

#### 2. Water Service Rates:

## A. Quarterly rates per 1.000 gallons

Minimum Charge - up to 4,000 gal/quarter \$20.00

Next - up to 20,000 gal/quarter \$4.70/1,000 gal

All Over - 20,000 gal/quarter \$4.20/1,000 gal

B. <u>Temporary Emergency Water Service</u>

Minimum charge \$100.00

(Domestic rates above apply after minimum)

Agricultural (irrigation) \$4.20/1,000 gal

Plus yearly meter use charge \$100.00

Commercial Hauling from Hwy Garaga \$4.20/1,000 gal

### 3. Miscellaneous Charges:

## A. Charge to turn on after shutoff for non-payment

\$50.00
\$100.00
\$100.00
\$50.00
\$25.00
\$100.00

5. Turn On/ Turn Off charges -\$50.00 to turn on/ \$50.00 to turn off

**TOTAL \$100.00** 

**RESOLUTION NO. 121-12/21/2015** 

**Hydrant Hook Ups** 

RESOLUTION TO AUTHORISE NEW NEW POSITION AND TITLE: REAL PROPERTYAPPRAISEL TECHNICIAN/ TRAINEE. SEND COPY TO COUNTY.

Offered by Councilman Stalker, who moved its adoption. Seconded by Councilwoman Woodruff.

WHEREAS, the Ridgeway Board of the Town of Ridgeway on December 21, 2015 makes a resolution to authorize a new position of Real Property Appraisal Technician/Trainee. Send Copy to the County

Adopted:

3 ayes

0 nays

Date: November 23, 2015

To: Brian Napoli, Supervisor

and Town of Ridgeway Board Members

From: Patricia M Laszewski, Assessor

Assessor /

**RE:** Resolution to Authorize Position Title

I am asking that the Town Board please authorize a resolution to create the new position title of Real Property Appraisal Technician/ Trainee. The position must be created before the job is posted for hire.

Once the resolution is passed a certified copy of it should be forwarded to Jack Welch, Orleans County Civil Service Director. At that time the position can be advertised and a candidate can be provisionally hired. NYS determines when the test is to be given.

Attached is a copy of the new position description.

Thank you

COPY

## REAL PROPERTY APPRAISAL TECHNICIAN / TRAINEE

<u>Distinguishing Features of the Class:</u> The Trainee is designed to provide the incumbent a career track to be deemed qualified by the Department of Taxation and Finance Office of Real Property Services, New York State Board of Real Property Services as a candidate for assessor. This position is a full performance level positions responsible for collecting extensive field data that are used by Assessors for the assessment and valuation of real property. The incumbent in this class perform related technical duties in support of an Assessor. Considerable leeway is allowed for the exercise of independent judgment in performing work assignments. Supervision is not normally a duty of the position. Does related work as required.

#### **Typical Work Activities:**

- Visits sites of selected real properties to collect information required for valuation;
- Takes and records measurements of dimensions of buildings and judges construction quality;
- Observes and records physical condition of structures and estimates depreciation;
- Inspects improvements and records descriptions and reports discrepancies;
- Interviews owners concerning ownership, property features and valuation;
- Inspects records, and transfers relevant sales/mortgage information onto data collection documents;
- Prepares written reports based on analysis of field data collected;
- Prices structural components from standard price tables;
- Prepares preliminary valuation estimates of all types of real estate and the basis for such estimates;
- Reviews New York State exemption forms for the assessment roll;
- Receives and acts upon written, telephone, and in-person complaints and requests for information, forms or assistance;
- Prepares information for the Assessor's review and/or signature;
- Prepares and maintains forms and records related to property assessment, grievances, appeals and exemptions.

## FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

- Good knowledge of principles and practices of real property value and assessments;
- Good knowledge of Assessor's office terminology, procedures and equipment, including the New York State Real Property Information System;
- Good knowledge of building construction materials and procedures, building design and building materials and labor costs;
- Good knowledge of legal terminology used in deeds, liens, property descriptions, and tax records;
- Good knowledge of New York State Real Property Tax Laws;
- Ability to communicate effectively both orally and in writing;
- Ability to establish and maintain effective working relationships with others;
- Ability to deal effectively with the public;

## Real Property Appraisal Technician / Trainee continued

- Ability to read and understand documents of a legal nature relating to property valuation and assessment work;
- Ability to operate a personal computer and utilize common office software programs including word processing, spreadsheet and databases.
- Good judgment and tact;
- Physical condition commensurate with the demands of the position.

### Minimum Qualifications:

Graduation from high school or possession of a high school equivalency diploma; AND

- (A) Three (3) years of satisfactory full-time paid experience in an occupation involving the valuation of real property, such as appraiser, valuation data manager, real property appraiser aide or the like. Two (2) years of college study in a related field may be substituted for one (1) year of the experience. Two (2) years of this experience must have been in a full-time paid position requiring the use of independent judgment in the appraisal of real estate, including the preparation of original written detailed reports; OR
- (B) (1) Graduation from an accredited two- or four-year college with a major in a related field and a minimum of 12 credit hours in real property appraisal courses; or (2) One (1) year of satisfactory full-time paid experience in an occupation involving the valuation of real property, such as appraiser, valuation data manager, real property appraisal aide or the like. This experience must have been in a full-time paid position requiring the use of independent judgment in the appraisal of real estate, including the preparation of original written detailed reports; OR
- (C) Certification by the New York State Board of Real Property Services as a candidate for assessor; OR
- (D) Trainee shall have one (1) year of full-time paid post high school work experience. Education may not be substituted for the experience requirement.

SPECIAL REQUIREMENT: Possession of a valid New York State Drivers' license.

FOR ADVANCEMENT FROM THE TRAINEE LEVEL: Certification by the New York State Board of Real Property Services as a candidate for assessor

11/XX/2015

CLASS:

COMPETITIVE

## RESOLUTION NO. 122-12/21/2015

NUMBER OF STREET

RESOLUTION TO ACCEPT CERTIFICATE OF SUBSTANTIAL COMPLETION WD#12 AND CHANGE ORDER #2

Offered by Councilman Toussaint, who moved its adoption. Seconded by Councilman Stalker.

Resolved to accept certificate of substantial Completion WD#12 and change order #2.

				- I - III -	
Adopted:	3 ayes		0 nays		
EJCDC \$\frac{\pi}{2}\]  EMOVATED ON ON THE PROPERTY OF THE PRO			••		
CERTIFICATE OF SUBSTANTIAL COMPLETION					
Owner Town of Ridgeway			Owner's Con	tract No.:	
Contractor: Highlander Cor	struction, inc.		Contractor's		
Engineer: Chatfield Enginee	ers, P.C.		Erigineer's Pi	oject No.: 09-931	
Project: Town of Ridgeway			Contract Nar	ne: Water Main Installation	ni
This [preliminary] [final] (	ertificate of Substantial Co	mpletion	applies to:		
All Work	27	×	The Action Services	المنافق المنافقة الم	
		لفا	Angling Road,	ecified portions of the Wei Postle Road, and Bate 7+50 and Sta. BS4+50	k: Road
	Novembe Date of Substan	er 5, 2015 itial Comm	letion		
Engineer, and found to be sidesignated above is hereby the date of Substantial Control ontractual correction period to punch list of items to be one failure to include any ite econdance with the Contractual correction between the responsibilities between the responsibilities between the responsibilities of functual agreement of Owner's exponsibilities:	pletion in the final Certific I and applicable warranties ompleted or corrected is a ims on such list does not a it.  n Owner and Contractor on Owner's use or occupa	ate of Sub required I ttached to lter the re for secu-	or me Contract stantial Completi by the Contract. this Certificate sponsibility of the ity, operation, s Work shall be a	pertaining to Substantial Co on marks the commencem This list may not be all-incle Contractor to complete a afety, maintenance, heat provided in the Contract,	empletion ent of the usive, and Il Work in , utilities,
	As follows				
mendments to					
ontractor's responsibilities	None				
	As follows:			2	
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(Authorized signature)	Owner (Auth	Arrest City	By:	Dayfall (	the f
te: Persion	•	not issent Giğü		Contractor (Authorized Sign	inture)
···· Irosipy J	Title:		Title:	President	

Adopted:

## RESOLUTION TO APPROVE PAY APPLICATION #3, WD#12- \$46,563.50

0 nays

Offered by Councilman Toussaint, who moved its adoption. Seconded by Councilman Stalker.

Resolved to approve pay application #3 for WD#12 - \$46,563.50.

3 ayes

EJCDC를	
DOCIMENTS COMMITTEE	Change Order No. Two (2)
Date of Issuance: November 2, 2015	Effective Date: November 2, 2015
Owner: Town of Ridgeway	Owner's Contract No.:
Contractor: Highlander Construction, Inc.	Owner's Contract No.:  Contractor's Project No.:  Engineer's Project No.: 09-931
Engineer: Chatfield Engineers, P.C.	Engineer's Project No.: 09-931
Project: Town of Ridgeway Water District No. 12	Contract Name: Water Main Installation 💍
The Contract is modified as follows upon execution of this	Change Order:
Description: This change order is for installation of a 2-inch inch short side water service on Bates Road as requested by Attachments: Extra Work Order No. 1 & 2 showing cost br	ру the Town of Ridgeway.
Automicinos. Entre Work Grace No. 1 & 2 showing cost M	editioning the instantion of the 2 water services.
CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Outstand Country of Pulsar	[note changes in Milestones if applicable]
Original Contract Price:	Original Contract Times:
\$ 587,384.20	Substantial Completion: <u>December 4, 2015</u> Ready for Final Payment: <u>January 3, 2016</u>
ψ <u>307,304.20</u>	days or dates
[increase] [Decrease] from previously approved Change	[Increase] [Decrease] from previously approved Change
Order No. <u>1</u> :	Orders No to No:
_	Substantial Completion: N/A
\$ <u>155.930.00</u>	Ready for Final Payment: N/A
	days
Contract Price prior to this Change Order:	Contract Times prior to this Change Order:
	Substantial Completion: <u>December 4, 2015</u>
\$ 743,314.20	Ready for Final Payment: January 3, 2016
[lane] [Daniel of the Change Order	days or dates
[Increase] [Decrease] of this Change Order:	[Increase] [Decrease] of this Change Order:
\$ 5,339.16	Substantial Completion: N/A Ready for Final Payment: N/A
<del>7</del> <u>7,333.10</u>	days or dates
Contract Price incorporating this Change Order:	Contract Times with all approved Change Orders:
	Substantial Completion: December 4, 2015
\$ 748,653.36	Ready for Final Payment: January 3, 2016
	days or dates
By: ( Jal Pan By: Bre	EPTED: Napole By Brailfill Mr. p.
	uthorized Signature) Contractor (Authorized Signature)
Title: Title SUP	25/15 Date 1/19/15
Approved by Funding Agency (if applicable)  By:  Title:  ContST. Annies	Date: /2-4-2015

RESOLUTION NO. 124-12/21/2015

RESOLUTION TO AUTHORISE TEMPORARY ASSESSOR CLERK POSITION FROM TOWN OF SHELBY.

Offered by Councilwoman Woodruff, who moved its adoption. Seconded by Councilman Toussaint.

Resolved to authorize the temporary assessor Clerk Position from the Town of Shelby.

Adopted:

3 ayes

0 nays

## OTHER BUSINESS

A. FIRE COMPANY REPORT

Ridgeway Vol. Fire Co. report (Oct.) compiled and read by Councilman Stalker.

## RIDGEWAY VOLUNTEER FIRE CO. INC



11392 Ridge Road PO Box 816 Medina, NY 14103-0816 ridgeway@rochester.rr.com



ASST CHIEF Jason Bessel

CHIEF Don Marchner ASST CHIEF Francis Woodward

## MONTH OF NOVEMBER 2015

Mutual Aid-Standby - 1

Hazardous Condition - 2

MVA - 2

Grass/Brush - 3

E.M.S. - 17

Total for Month - 25

Total for Year - 236

Firefighters per Call - 5.5

Total Firefighter Hours - 114.5

Respectfully,

Don Marchner

Fire Chief

## DEPARTMENT AND COUNTY LEGISLATOR REPORT

Supervisor Napoli stated that Legislator Johnson was in New York City with Dave Godfrey working on Internet Broad Ban

Deputy Town Clerk Kaiser-We are getting taxes ready to be mailed out, and begin collection.

Highway Superintendent Goheen stated that The Highway is ready for the snow, plows are ready, and have used 4 tons of salt so far. Also, WD#12 is moving forward and the drilling under the canal has begun. Hannah Hill came in on three different days to help the new clerk Nancy with water bills and that Nancy should be ok by the next read.

Attorney Bogan stated that we are still waiting for WD#13 Appraisals for easements.

#### **COUNCILMAN REPORT**

Jeff Toussaint- Nothing to report

Mary Woodruff- Compliments to Lynn Johnson and Dave Godfrey for all their efforts on the Broad Ban. Councilwoman Woodruff also, wished everyone a Merry Christmas and Happy New Year.

Dave Stalker- Nothing to report

## **BOARD REPORTS: PLANNING, ZONING** – View on website www.townridgeway.org

Planning Bd. Chairman, Tom Fenton discussed the upcoming Kennel SUP application and site plan stating that the people did not have a site plan review form from Dan at the time they appeared in front of the Planning Board and that they will be on the Agenda for the January meeting and that it is moving forward.

#### **RESIDENT CONCERNS – None**

RESOLUTION NO. 125-11/16/15

RESOLUTION TO PAY BILLS

Offered by Councilman Stalker who moved its adoption. Seconded by Councilman Toussaint.

Resolved to pay bills as presented:

PREPAID ABSTRACT

\$ 699.58

**ABSTRACT** 

\$ 59233.24

TOTAL ABSTRACT

\$ 59932.20

Adopted:

3 ayes

0 nays

## **ADJOURNMENT**

As there was no further business to discuss, a motion was made to adjourn the meeting at 7:30 P.M.by Councilman Stalker and seconded by Councilwoman Woodruff.

Town of Ridgeway,

Karen L. Kaiser Deputy Town Clerk