

**TOWN OF KIRKWOOD
WORK SESSION**

September 28, 2021

Present: Supervisor Lewis Grubham
Councilman Robert Weingartner
Councilman William Diffendorf, Jr.
Councilman Arthur Shafer

Also Present: Robert McKertich, Attorney
Kelley Diffendorf, Town Clerk
John A. Finch Jr., Commissioner of Public Works

Absent: Councilwoman Katie Legg

PLEDGE OF ALLEGIANCE: Done prior to the Public Hearing

1. Discussion – Resolution Approving the 2022 Preliminary Budget and Directing a Public Hearing for October 26, 2021 at 6:00 PM. (LCG)

Supervisor Grubham reported that Jim Smith will have the budget ready sometime this week so the Board can look at it. There is still time to change things, if needed, after the preliminary budget is set. **Resolution.**

2. Resolution authorizing an increase in pay for Sue Glovich and Mary Kay Sullivan of an additional \$1,000 each for the year 2022 and an additional \$1,000 each for the year 2023, in addition to their normal pay raises each year. (LCG)

This was discussed at the last work session. **Resolution.**

3. Discussion – Booster Pump Station – Check Valve Replacement. (LCG)

John Finch explained that after testing the pump at the City Line Booster Station it was realized that there wasn't any flow and there is a check valve problem on our side. They are either seized or broke to some extent. The 12 inch valves need to be replaced with 6 inch valves, because the pump has a 6 inch outlet. After receiving two quotes, John Finch would like to go with Jones Specialty Services Group, they had the lowest quote. That money will need to be taken out of the reserve budget.

Another leak developed outside the station so it will need to be dug up to find its source. Then we will test it again.

**TOWN OF KIRKWOOD
WORK SESSION**

September 28, 2021

Councilman Diffendorf questioned John Finch to be sure there will be enough flow for the Town's system if the valves are reduced to 6 inch. If there is an issue and the Town needs water there needs to be a good flow. John Finch explained that according to the Engineer, John Mastronardi and Griffiths Engineering they designed it that way and that is what they recommend. John Finch was given the ok to order the parts now.

Resolution.

**4. Discussion – Hire Aiden Ellsworth to work in the Water & Sewer Department.
(JAF)**

John Finch discussed that Aiden Ellsworth was hired in August and is a part-time laborer for the Water and Sewer department. He is motivated and a hard worker, that wants to learn. John Finch proposed keeping him on for the remainder of the year and creating a position for him at \$15 per hour. He would be paid out of the contingency fund for the remainder of this year, which Jim Smith approved. John Finch then recommended he be hired full-time starting January 1, 2022 at the same rate. Eventually, Tyler Harpell will be moved to the Highway department upon the retirement of Eddie Shoemaker, which will be by the end of 2022. Tyler Harpell has his CDL license and is willing to move from Water and Sewer to Highway when needed. Tyler will also be able to help the Water department when needed since he will be kept as a distribution operator and already trained. Al Glover, Tyler Harpell, and Aiden Ellsworth can also be kept up on confined space training because a minimum of three people are needed for that. Supervisor Grubham acknowledged that it would be a little bit of an expense for a year but agreed with John Finch that Aiden Ellsworth is a good worker and wants to keep him as well.

Councilman Diffendorf asked John Finch how the meters are coming along and if Aiden Ellsworth has been involved in installing any of them. John Finch said that 150 have been put in since it was last reported and Aiden is going with Tyler to learn this process as well. He will be able to do this on his own eventually.

It was decided to hire Aiden Ellsworth effective October 6, 2021 as a Water and Sewer temporary laborer for \$15 an hour until the end of the year. He will continue working through Tuesday, October 5, 2021 at \$12.82 an hour. On January 1, 2022 he will transfer to a full-time permanent laborer position at \$15 an hour. **Resolution.**

**TOWN OF KIRKWOOD
WORK SESSION**

September 28, 2021

- 5. Resolution authorizing an increase in pay for William Tozer as follows: an additional \$1.50 per hour plus his contractual raise of \$.50 per hour for a total of \$2.00 per hour for 2022 and an additional \$1.50 per hour plus his contractual raise of \$.50 per hour for a total of \$2.00 per hour for 2023. (JAF)**

This was discussed at the last work session. **Resolution.**

- 6. Discussion – Sale of parks mower. (JAF)**

John Finch reported that the parks mower (2018 zero turn Kubota – Model ZD1211L – Serial # 24755 – Inventory # 1088) discussed at the last work session sold for \$10,600. The new mower will be ordered in the spring and the other 2018 mower will be listed then as well.

- 7. Discussion – Town of Conklin hooking up to our water line as a back-up. (JAF)**

John Finch discussed that the Town of Conklin wants to run a water line under the river as a backup in case of an emergency. It would be near the dead end road across from Lawrence's Dairy Bar and go to the other side of Valley Park on Kirkwood's side. All this was looked into it about 7 years ago and had an approximate cost of \$90,000. The Town of Conklin approached John Finch recently and would like a comment or answer from the Supervisor or the Board on a decision. The Town of Conklin wants to know if Kirkwood would like to participate money wise, or if not, would they be allowed to tap into our water line for an emergency supply. They are planning on using the money they are getting from the stimulus ARPA funds. John Finch recommended that Kirkwood not get involved monetarily, but allow them to hook up to our water line at their own cost. The Board agreed to let Conklin hook up to our water line but at no cost to the Town of Kirkwood. Supervisor Grubham said he would reach out to Conklin Supervisor Bill Dumian regarding this matter. Mr. McKertich reiterated that Conklin would pay for the construction costs and any water that is being used as well. John Finch said he will need to work out the details as to how to monitor the water usage.

- 8. Discussion – Well 3 flow meter repair. (JAF)**

John Finch explained the flow meter at well #3 needs repair after the screen went blank. Al Glover has been estimating the reads on well #3 based on how much flow and how many hours it runs. It needs to be fixed as soon as possible, flows have to be reported to the Health department on a daily basis. J & R tested the main board and keypad panel and they need to be replaced. The repairs will be made at Eastech Flow

**TOWN OF KIRKWOOD
WORK SESSION**

September 28, 2021

Controls and it can be put back together in-house. The cost is \$2,200 and the Board agreed to order it as soon as possible. **Resolution.**

9. Discussion – Request from Bill Diffendorf to attend PERMA’s 2021 Fall Education Conference on Thursday, October 28, 2021 at Turning Stone Resort, with all reasonable expenses including tolls and mileage paid. (WJD)

Councilman Diffendorf explained why he wanted to go to this conference, and mentioned he will not be staying overnight. The topic being covered is An Update on Driving Laws in New York State, legalized recreational marijuana versus Federal laws. The classes are, The Roll out of Legal Marijuana Early Evidence and Dispelling the Myths in the Cannabis Industry. Councilman Diffendorf is interested in learning more about all of this information. He mentioned how there is a zero tolerance on alcohol, so he is questioning how marijuana is going to be handled. He is hoping to get answers. **Resolution.**

Canopy Growth.

Supervisor Grubham mentioned Canopy Growth is going to finish off their building on the inside, open up, and start hiring employees. It has been delayed many times, and now it is going to open since New York State passed the marijuana law.

Halloween Party.

John Finch said the Halloween party is going to be held at the Town Garage this year. The Elk’s Club has been having it there for the past five years. They have been asked to join in if they wish. It will be October 30, 2021 from 10 AM to noon. The Democratic Club is going to participate. Donations will be accepted.

Christmas Tree Lighting.

The price was increased from \$1,400 to \$2,800 due to the tree being 32 feet tall and lights getting tangled and moved around. Doolittle’s Tree Farm on Trim Street is going to donate a 10 or 11 foot tree. It will be planted to the left of the gazebo in the open green space. That will be our new Christmas tree. John Finch will look into the cost of getting the tree lights put on. The color of the lights is up to the Hometown Christmas Committee. The cost is paid for out of the Town’s celebration budget.

**TOWN OF KIRKWOOD
WORK SESSION**

September 28, 2021

Penske Leasing Assessment Case.

Mr. McKertich said he has reached out to Penske's attorney to try and get the ball rolling to reach some kind of agreement and there has been no response at all. At some point a decision will need to be made if the Town wants to make a motion or go get it appraised or go forward with the appraisal process. Councilman Diffendorf inquired about making a motion to get it dismissed if Penske does nothing. Mr. McKertich will look at the time frame to see if it has exceeded the allowed time.

10. Audit of Claims.