



Village of Perry Board of Trustees

Village Board Meeting • Agenda • Tuesday, September 5, 2023 • 7:30 PM

Village Board Room • 46 N Main Street, Perry, NY 14530

1. Open Meeting and Pledge of Allegiance
2. Public Comment
3. Presentations & Board Actions
 - a. Approval of Minutes – August 21, 2023
 - b. Resolution Approving the 2024-2025 Snow & Ice Control Agreement with Wyoming County
 - c. Resolution Approving the Perry Village Court Application for a JCAP Grant
 - d. Resolution Approving Proposal for Professional Engineering Services from MRB Group for Water Treatment Plant Project
 - e. Resolution Approving Corrected Tax Roll for the 2023-2024 Village Budget
4. Clerk/Deputy Treasurer's Report
5. Department/Committee Reports
6. Trustee Reports
7. Executive Session

**VILLAGE OF PERRY
VILLAGE BOARD MEETING MINUTES
AUGUST 21, 2023**

A Regular Board Meeting of the Village of Perry was held at the Village Hall, 46 North Main Street, Perry, New York at 7:30 pm on the 21st day of August 2023.

PRESENT:	Rick Hauser	Mayor
	Arlene Lapiana	Trustee
	Ernie Lawrence	Trustee
ALSO PRESENT:	Samantha Marcy	Administrator
	Christina Slusser	Village Clerk
GUESTS:	Lorraine Sturm	Perry Herald
ABSENT:	Dariel Draper	Trustee
	Jacquie Billings	Trustee

Mayor Hauser called the meeting to order at 7:30 pm and led in the Pledge of Allegiance.

PUBLIC COMMENT

No comments. A public hearing is scheduled for 8:00 pm on a proposed local law entitled "Amending §405 'Vehicles and Traffic'" of the village code of the Village of Perry.

MINUTES

Trustee Lawrence made a motion to approve the minutes from the special board meeting on July 31, 2023 and the regular board meeting on August 7, 2023. This motion was seconded by Trustee Lapiana and carried unanimously.

RESOLUTION DECLARING VILLAGE EQUIPMENT AND VEHICLES AS SURPLUS

WHEREAS, the Village of Perry maintains a fleet of equipment to support the efficient care and maintenance of Village assets; and

WHEREAS, through the natural wear and tear cycle, equipment reaches the close of its useful contribution to Village operations; and

WHEREAS, the Police Department maintains a 2014 Ford Taurus that has reached the conclusion of its useful life for department needs; and

WHEREAS, the Department of Public Works maintains a 1995 IH Dump Truck (#293) and a 2008 Ford F150 pickup truck (#320), that has reached the conclusion of their useful life for department needs; and

NOW, THEREFORE BE IT RESOLVED, that the Perry Village Board of Trustees does hereby declare the items listed in this resolution as surplus equipment; and

BE IT FURTHER RESOLVED, that the Village Administrator is authorized to auction the equipment as is deemed appropriate.

Motion was made by Trustee Lawrence to adopt the resolution declaring village equipment as surplus which was seconded by Trustee Lapiana and carried with all voting aye.

RESOLUTION AUTHORIZING CHANGE ORDER NO. PC-02 AND APPROVING SUBSTANTIAL COMPLETION FOR THE WASTEWATER TREATMENT PLANT PROJECT

WHEREAS, the project engineer from MRB group has presented Change Order No. PC-02 for the plumbing contractor, Crosby-Brownlie, Inc., for a reduction in the total contract price of \$2,741.23; and

WHEREAS, Crosby-Brownlie, Inc. has completed all required work within their contract leaving a balance in their allowance of \$2,741.23; and

WHEREAS, since all required work has been completed, the Village of Perry can accept Substantial Completion for items that have been completed and the Village of Perry has beneficial use of at the Wastewater Treatment Plant; and

BE IT RESOLVED, that the Village of Perry Board of Trustees hereby approves Change Order No. PC-02 in the amount of \$2,741.23 and authorizes the Mayor to execute the change order documents; and

BE IT RESOLVED, that the Perry Village Board of Trustees hereby approves the substantial completion and authorizes the Mayor to execute the Certificate of Substantial Completion.

Trustee Lapiana made a motion to adopt the resolution authorizing the change order and approving substantial completion for the wastewater treatment plant project which was seconded by Trustee Lawrence and carried with all voting aye.

RESOLUTION APPROVING PAYMENTS FOR WASTEWATER TREATMENT PLANT PROJECT

WHEREAS, the Village Clerk has received pay app #18 from the electrical contractor, M.W. Controls Service, Inc., for the wastewater treatment plant project in the amount of \$5,886.14; and

WHEREAS, the Village Clerk has received pay app #10 from the plumbing contractor, Crosby-Brownlie, Inc. for the wastewater treatment plant project in the amount of \$2,145.83; and

WHEREAS, the Village Clerk has received the final pay app #11 from the plumbing contractor, Crosby-Brownlie, Inc. for the wastewater treatment plant project in the amount of \$2,292.94; and

NOW, THEREFORE BE IT RESOLVED, that the Perry Village Board of Trustees hereby approves the following payments for the wastewater treatment plant project and directs the Village Clerk to submit vouchers for payment:

M.W. Controls Service, Inc.	\$5,886.14
Crosby-Brownlie, Inc.	\$4,438.77

Motion to approve payment of pay apps number 18, 10, and 11 for a total of \$5,886.14 to M.W. Controls and \$4,438.77 to Crosby-Brownlie was made by Trustee Lawrence, seconded by Trustee Lapiana, and carried with all voting aye.

CLERK/DEPUTY TREASURER REPORT

FY 2023-2024

Abstract # 6

Vouchers # 387 - 468

General Fund	\$ 74,936.46
Special Grant Fund	\$ -
Water Fund	\$ 3,861.47
Sewer Fund	\$ 6,446.27
Capital Projects Fund	\$ 31,324.48
Trust & Agency	\$ 832.58
Silver Lake Watershed Commission	\$ -
Total	\$ 117,401.26

Vouchers were audited by Trustee Lapiana. It was noted by the Village Clerk that \$12,223.20 in the capital projects fund is for a check being reissued for the Silver Lake Trail Project, as it was not received in the mail by the vendor. Motion was made by Trustee Lawrence to pay vouchers numbered 387-468 for a total of \$117,401.26 which was seconded by Trustee Lapiana and carried with all voting aye. The NYCLASS statement dated July 31, 2023 was included in the board packet for review as well as detailed revenue and expense reports from the accounting system.

NYCLASS

The average monthly yield for interest is up to 5% in NYCLASS vs. 1% or less in the current savings account with M&T. The board discussed a good balance to have money available while

maximizing the potential to earn interest. The Village Administrator recommended creating separate sub accounts in NYCLASS so funds are not comingled and provided suggested balances to transfer from the savings accounts to NYCLASS. If money in NYCLASS is needed, it can easily be transferred back into the savings or checking accounts. The board agreed that it is in the best interest of the taxpayers to put the money where it can collect the most interest. The Village Administrator will plan to set up sub accounts and make appropriate transfers.

DEPARTMENT REPORTS

Monthly reports were provided by department heads for the following departments: DPW/Parks, WTP/WWTP, and Police. The DPW Superintendent is working on plans for upcoming paving projects. RFQs were sent out for engineering services for the water treatment plant project. A village resident requested a digital speed sign on Lake Street coming into the village. This was referred to the police committee.

TRUSTEE REPORTS

Trustees Lawrence and Lapiana had nothing to add.

SILVER LAKE TRAIL EXTENSION – DRI UPDATE

Mayor Hauser spoke on the plans for continuing the Silver Lake Trail as it was submitted for the DRI (Downtown Revitalization Initiative). The Local Planning Committee (LPC) has asked the village to consider the priorities of the project and be ready to suggest elements to be removed if needed due to funding. Other Village of Perry DRI projects include downtown streetscape improvements, planting bed expansions, Village Hall upgrades, and a Building Improvement Fund (BIF) to help property owners fund smaller scale projects.

The LPC has been given a survey for each of the 25 applications that were received to rate readiness and transformative capacity. The next public meetings are scheduled for September 6th at the Masonic Temple and September 7th at Perry High School. The public will be invited to add their own ratings on the proposed projects.

PUBLIC HEARING AT 8:00PM ON A PROPOSED LOCAL LAW ENTITLED “AMENDING §405 ‘VEHICLES AND TRAFFIC’” OF THE VILLAGE CODE OF THE VILLAGE OF PERRY

At 8:00 pm, Mayor Hauser opened the public hearing on the proposed local law to add language on oversized vehicles. The law provides definitions and clarity for oversized vehicle parking on village streets. With no one present for comment, the hearing was left open and later closed at 8:23 pm. Notices were sent to the involved and/or interested agencies that were included in the resolution adopted on July 17, 2023 to seek lead agency and schedule a public hearing

relating to the proposed local law and a resolution to adopt the local law is planned for the second meeting in September.

With no further business, motion to adjourn the meeting was made by Trustee Lawrence at 8:24 pm which was seconded by Trustee Lapiana and carried.

Respectfully submitted,
Christina Slusser, Village Clerk

DRAFT



RESOLUTION APPROVING THE 2024-2025 SNOW & ICE CONTROL AGREEMENT WITH WYOMING COUNTY

WHEREAS, the Village of Perry enters into an annual snow and ice control agreement with Wyoming County for the control of snow and ice on county highways; and

WHEREAS, Wyoming County has submitted the 2024-2025 agreement in an amount of \$6,736.72 being paid to the Village; and

NOW, THEREFORE BE IT RESOLVED, the Village of Perry Board hereby approves the 2024-2025 Snow and Ice Control Agreement with Wyoming County; and

BE IT FURTHER RESOLVED, the Village of Perry Board authorizes the Mayor to execute the agreement.

WYOMING COUNTY HIGHWAY DEPARTMENT

4328 State Route 19 Silver Springs, NY 14550

Devin Blue

Superintendent of Highway
Office: (585) 786-8955
Mobile: (585) 219-3607
Email: dblue@wyomingco.net



Pete Myers

Deputy Supt of Highway
Office: (585) 786-8955
Mobil: (585) 813-4292
Email: pmyers@wyomingco.net

To: Town Supervisors & Village Mayors
From: Wyoming County Highway Department
Date: August 18, 2023
Subject: Snow Contracts for 2024-25 snow season

RECEIVED

AUG 24 2023

Village of Perry
Perry, New York

Dear Government Officials,

Enclosed is the Snow and Ice Control Agreement for **2024-2025** as approved by County Resolution No. 23-414 which is an increase of \$100.00 over the 2023/2024 agreement. **On page 1, please enter the DATE of your board meeting in which this contract was approved and SIGN on page 2.** Return both pages of the contract to this office for approval and a final copy will be returned to you for your records. Please **return the contract by October 31, 2023** in order to allow the county ample time to bid out services for those towns not opting to execute a Snow & Ice Removal Contract. If you have any questions, please call.

Thank you!

Katie Chmura

Katie Chmura
Secretary to County Highway Superintendent

Enc.

SNOW AND ICE CONTROL AGREEMENT

THIS AGREEMENT, made this _____ day of _____, _____ by and between the County of Wyoming (hereinafter referred to as "County"), acting by and through the County Superintendent of Highways (hereinafter referred to as County Superintendent), and Mayor of the Village of PERRY (hereinafter referred to as "Municipality") as follows:

WHEREAS, section 135a of the Highway Law provides that the County Superintendent of Highways may contract with the Municipalities for the control of snow and on ice on County Highways subject to the approval of each of the Legislative bodies of said County and Municipality: and

WHEREAS, the Municipality is willing to perform the work of such control of snow and ice upon such terms, rules and regulations as are contained herein and deemed by the County Superintendent of Highways to be for the best interests of the people of the County of Wyoming; and

NOW, THEREFORE, in consideration of the mutual covenants and agreements between the parties hereto, it is agreed as follows:

- **Term**

The term of this Agreement shall be for one year commencing October 15, 2024, terminating October 14, 2025.

- **Description and Acceptance of Scope of Services.**

The Municipality shall provide all the labor, materials and equipment necessary for the control of snow and ice on such County Highways as designated by the County Superintendent to the extent that the County Superintendent deems necessary to provide reasonable passage and movement of vehicles over said highways, and shall include clearing of the pavement and pushing of snow as near the ditch lines as practicable to provide room for future storms and ensure that it melts down to the ditches, together with sanding of hills, curves and intersections and such other places as may cause dangerous driving conditions.

- **Detail**

The County Superintendent shall furnish the Municipality with a detail of start and finish, which shall delineate and shall show distinctively the County highways or parts thereof that are affected by this Agreement (which have been supplied and verified by the Superintendent of Public Works).

- **FINANCIAL ARRANGEMENTS**

A. Money: the County agrees to pay the Municipality for the 2024-2025 season of this Agreement \$6,296.00 per centerline mile for 1.07 miles for a total expenditure of \$6,736.72 per season. (an increase of \$100.00/ centerline mile from 2023/2024 agreement) This figure shall be known as the contract cost.

B. The actual payment made by the County to the Municipality for any season will vary with the intensity and severity of the season. This will be determined by the New York State Department of Transportation's index factor for Wyoming County. The index will be paid at the minimum of at least a .69 index factor.

C. Any extra non typical snow removal operations, such as blowing snow or ice removal with a grader will be paid for by invoicing a time record only after receiving prior approval of the operation by the County Highway Superintendent or his Deputy Superintendent.

- **INTERIM PAYMENTS**

The County shall make automatic interim payments to the Municipality on or about the 16th day of November, January, and February during the term of this Agreement, each in the amount of 25% of the "contract cost" as stated in paragraph (A.) above. At the conclusion of each snow and ice season, on or about June 16th, the County shall compute the remainder of the index sum payment owed to the Municipality. The County will then automatically process a final payment. No vouchers will be required from the Municipality as part of the payment during this process.

- **DISPATCH**

The county will closely monitor the dispatch records of the Municipality; therefore, it is mandated that all Municipalities report to county dispatch for all snow and ice activity.

- **INSURANCE**

The Municipality shall indemnify and hold harmless the County for work performed hereunder to the extent permitted under Highway Law Section 135a. The Certificate of Liability shall name Wyoming County Highway Department as additional insured.

- **HOLD HARMLESS**

At the end of the snow season, if the total amount paid to the Municipality by Wyoming County for this service does not cover the actual cost of plowing County Roads, the Municipality, at its option, can submit, in an organized fashion using a spreadsheet program (such as Excel) and attaching all payroll, invoices and other necessary document, reflecting the total costs incurred by the Municipality for all snow removal and request reimbursement above the total amount reimbursed to the Municipality for County Road snow removal costs. The Municipality shall provide to the County the methodology for the pro-rating of all the covered snow removal services and expenses. The Municipality must also submit a snow season calendar showing the dates, number of times plowed and the number of call outs. The County will reimburse for the time (labor costs only), materials (salt, sand and ice and snow removal products) and use the current equipment factor of forty-five percent (45%). The County of Wyoming reserves the right to reject any costs that are excessive.

- **CONTRACT DUE DATE**

Contracts are due back to the County Highway Superintendent's Office by October 31, 2023.

IN WITNESS WHEREOF, the parties have executed this agreement as of the day and year first above written.

COUNTY OF WYOMING

VILLAGE OF PERRY

By: _____
Devin Blue
County Superintendent of Highways

By: _____
Mayor

Date: _____

Date: _____

VILLAGE OF PERRY

Co. No.	County Road	Start	Finish	Mileage
CR #06	Borden Avenue	SR 39	Gardeau Road	0.35
CR #06	Middle Reservation Road	Gardeau Road	Perry Village Line	0.16
CR #22	Silver Lake Road	do not plow		
CR #25	Simmons Road	do not plow		
CR #30	Lake Street	SR 246/Center Street	Perry Village Line	0.56
Total Miles Plowed				1.07



RESOLUTION APPROVING THE PERRY VILLAGE COURT APPLICATION FOR A JCAP GRANT

WHEREAS, the New York State (NYS) Unified Court System established the Justice Court Assistance Program (JCAP) in 1999 to provide State assistance to Town and Village Courts; and

WHEREAS, the NYS Unified Court System is accepting applications for the 2023-2024 JCAP grant and the maximum JCAP award is \$30,000 per municipality; and

WHEREAS, the grant may be used for a variety of purposes, including, but not limited to, new or updated automation, office and security equipment, furniture, and courtroom renovations; and

WHEREAS, the deadline for application is October 13, 2023; and

BE IT RESOLVED, the Board of the Village of Perry authorizes the Village of Perry Village Court to apply for a JCAP grant in the 2023-2024 grant cycle up to \$30,000; and

BE IT FURTHER RESOLVED, that the Mayor of the Village of Perry is hereby authorized to sign the 2023-2024 JCAP application or any documents relating to the submission of the grant application.



RESOLUTION APPROVING PROPOSAL FOR PROFESSIONAL ENGINEERING SERVICES FROM MRB GROUP FOR WATER TREATMENT PLANT PROJECT

WHEREAS, the Village of Perry received a WIIA grant through the Drinking Water State Revolving Fund for the Water Treatment Plant Project in the amount of \$3,000,000; and

WHEREAS, the Village of Perry received Bipartisan Infrastructure Law funding through the Drinking Water State Revolving Fund for the Water Treatment Plant Project in the amount of \$2,000,000; and

WHEREAS, the interview committee is recommending awarding the contract to MRB Group to provide engineering services for the Water Treatment Plant Project; and

WHEREAS, MRB has provided a proposal in an amount of \$926,000 for professional services for the Water Treatment Plant Project; and

NOW, THEREFORE BE IT RESOLVED, that the Perry Village Board of Trustees hereby approves awarding the contract to MRB Group to provide engineering services for the WTP Project and authorizes the Mayor to execute the agreement.

September 1, 2023

Hon. Rick Hauser, Mayor
Village of Perry
46 N. Main Street
Perry, New York 14530

**RE: PROPOSAL FOR PROFESSIONAL SERVICES
VILLAGE OF PERRY WATER TREATMENT PLANT (WTP) IMPROVEMENTS PROJECT
ENGINEERING DESIGN AND CONSTRUCTION PHASE SERVICES**

Dear Mayor Hauser:

MRB Group is pleased to provide a proposal for the engineering design and construction phase services for the improvements at the Village of Perry Water Treatment Plant (WTP). After being selected through the Village's Request for Qualifications process; we offer the following proposal in order to progress the design and construction phases of the project.

I. Background

The Village of Perry has been awarded funding through the NYS Environmental Facilities Corporation (NYSEFC) Drinking Water State Revolving Fund (DWSRF) with an interest-free financing of \$4,200,000 for a term up to 30 years as well as a \$3,000,000 Water Infrastructure Improvement Act (WIIA) grant for proposed improvements to the WTP. MRB Group completed a Preliminary Engineering Report (PER) that addressed planning for the project, analysis of the existing plant, alternatives for improvement, and our recommendations for the proposed project. Based on the most recent information and discussions, it has been determined that it is in the village's interest to pursue the project scope that includes improvements that will provide the Village with a more robust WTP and upgrades to ensure water production can meet the village's rated capacity of 1.6 million gallons per day (MGD).

Based on the funding received by the Village and noted above, MWBE Participation goals will need to be considered in the project for all contracts greater than \$25,000. MRB's proposal includes MWBE sub-consultants that will help MRB with this participation, including our Mechanical, Electrical, and Plumbing design sub-consultants and other sub-consultants identified under Additional Services below.

The project improvements are identified in the PER dated November 2021; and generally, include the following:

- Treatment – addition of a standalone 30' diameter clarifier to provide redundancy for this process. Incorporation of a new clarifier will increase system reliability and capacity while allowing for periodic routine maintenance to the process with multiple clarifiers. In particular, is the critical condition of the existing single clarifier. Once the new clarifier is commissioned, the existing clarifier mechanicals will be replaced.
- Conveyance – improvements to the raw water intake piping and valving. Upgrades to the raw water booster pump station will be included as well as incorporation of new electrical switch gear and pump controls, as required.
- Storage – construct a new clearwell with multiple chambers matching the existing clearwell storage volume. This will replace the existing aging and deteriorating structure while providing a new clearwell configuration for more reliable chlorine contact time. New painting system for the village's above ground elevated storage tank will be implemented to protect against additional corrosion and extend the life of the existing tank.
- Disinfection Byproducts (DBP) Improvements – incorporation of Total Trihalomethane (TTHM) Removal System improvements will be incorporated into the existing elevated water storage tank.

II. Scope of Services and Compensation

MRB Group proposes to provide the scope of services as described below:

- **Basic Engineering Services** – includes Design, Bidding and Construction Administration Phase services to be conducted on a lump sum fee basis.
- **Construction Observation Services** – includes construction observation to be conducted on an hourly, not-to-exceed basis and is estimated at this time.
- **Authorized Additional Engineering Services** – includes funds for Survey, Geotechnical Investigations and Report, Hazardous Material Survey and Abatement Design, Grant Administration, and other miscellaneous additional services that may be needed throughout the project. Sub-consultant fees will be a "pass-thru" cost applied to additional services as appropriate. Additional services provided by MRB Group will be billed on an hourly basis, not-to-exceed the Additional Services Total Amount. MRB Group will solicit proposals for the sub-consultant work as part of the Additional Services and in efforts to meet the MWBE participation goal for the project.

The scope of services is described in more detail below:

III. Basic Engineering Services

A. Design Phase:

1. Coordinate, review, and provide final tabulation and evaluation of water production and water quality data (typically for the last three (3) years of operating data) and develop up to date design criteria for the project.
2. Prepare site, civil, structural, and MEP design drawings/specifications for the following improvements:
 - i. Replacement of the Raw Water pumps, controls and electrical switchgear.
 - ii. Improvements to the raw water isolation valves.
 - iii. Construction of a new Clearwell to replace the existing aging clearwell that has reached the end of its useful service life and is currently showing signs of leakage.
 - iv. Mechanical improvements to the existing clarifier.
 - v. Construction of a new 30' diameter clarifier to match similar hydraulic capacity as the existing clarifier. Incorporation of an additional clarifier will improve system reliability and provide redundancy for this process.
 - vi. TTHM Removal System (mixing and aeration) evaluation, design and implementation.
 - vii. Improvements to the village's elevated storage tank including re-coating and minor repairs.
 - viii. Miscellaneous building, electrical and mechanical improvements throughout the grounds of the WTP in support of the above noted improvements.
3. Develop the design for the above noted improvements, working in conjunction with the Village staff and applicable regulatory requirements to provide appropriate design documents.
4. Further develop the design based on the survey, geotechnical information, hazardous material survey, and other design input and criteria as needed to complete the bidding and contract documents.

5. Provide Contract documents for public bid of the work utilizing the EJCDC Standard Terms and Conditions and Construction Specifications Institute section format. Since the overall construction cost is anticipated to be greater than \$500,000, the work will be bid as separate contracts for General, Electrical, HVAC work as required by municipal law.
6. Submit Contract Documents to the NYS DOH and NYS EFC for approval. Work with the NYS DOH and NYS EFC to resolve any questions or comments they have regarding the design and provide a re-submittal for final approval. Produce a final set of Contract Documents for bidding purposes (anticipated to be bid in PDF format).

Subtotal of A, Items 1-6.....\$415,000.00

B. Bidding:

MRB Group will prepare bid documents for public bid. It is anticipated that this project will require up to three (3) contracts. Bidding services include:

1. Prepare Bid Documents: MRB Group will prepare an advertisement for bid to be published by the village, coordinate publication of the bid documents and distribute the documents on behalf of the village. Plans and specifications will be provided to the village to allow local contractors to review the plans and specifications at the Village Hall. Electronic bidding documents (in PDF format) will be distributed to bidders via an on-line plan room.
2. Addenda: MRB Group will prepare addenda based on questions and comments received from bidders during the bid process.
3. Attend and chair a Pre-bid meeting for potential bidders to answer questions and clarifications to bid documents.
4. Bid Opening: MRB Group will attend the bid opening and review the bids received for completeness and conformance with the bidding requirements. A bid review and summary will be provided to the Village for their assistance in awarding the contracts.

Subtotal of B, Items 1-4\$42,000.00

C. Construction Administration:

MRB Group will administer the construction contract, currently estimated and based on a 9-month construction duration by conducting the following:

1. Prepare conformed sets of contract documents for execution by the village and contractor. Conformed sets of contract documents will incorporate all addenda issued during the bidding process and will include required bonds and insurance.
2. Issue notice to proceed.
3. Coordinate and chair pre-construction meeting and progress meetings with the contractor, prepare and distribute meeting minutes.
4. Assist the village with procuring special inspections as needed for NYS Building Code.
5. Review shop drawings and submittals.
6. Address RFI's from contractors as needed, issue RFP's and clarifications, issue change orders as needed.
7. Review payment applications and provide to village for monthly payments.
8. Provide assistance in obtaining construction closeout documentation.

Subtotal of C, Items 1-8\$215,000.00

Total Basic Engineering Services (Lump Sum)\$672,000.00

IV. Construction Observation

A. Construction Observation:

1. Provide observation of construction on an hourly, not-to-exceed basis. The Observation is estimated based on the following: 1 observer x 40 hrs/week for a period of 40 weeks (approx. 9 months) x \$105/hr = \$168,000 + \$11,000 (approx. mileage at \$275/wk x 40 wks) = Total of approximately \$179,000. If additional contract time is needed or overtime hours due to the nature of construction, additional services may be requested as needed.

Total Construction Observation (Hourly)\$179,000.00

V. Additional Services (Estimated)

A. Design Survey

1. Provide a design survey of the existing WTP site. The survey will define topography and locate existing topographic features, existing utilities (based on available record information from utility owners), existing buildings, structures, tank and pavement limits to the extent necessary for the preparation of drawings for incorporation into construction contract documents for the project.
2. Surveying will be performed under the direction of a New York State-licensed land surveyor.

Estimate of Design Survey \$15,000.00

B. Geotechnical Investigations:

1. Define a Geotechnical Investigation program based on the general nature, scope, and extent of the geotechnical aspects of the Project.
2. Perform geotechnical examinations and subsurface explorations of the site based on the program defined above.
3. Analyze the results of Site explorations and tests and prepare a written Geotechnical Report that contains geotechnical information required by the engineer for the design of the project
4. Provide copies of the report to the village and make copies available to bidders during the bidding of the project.

Estimate of Geotechnical Investigations \$20,000.00

C. Hazardous Materials:

Survey of the existing structures for hazardous materials including, but not limited to, asbestos, polychlorinated biphenyls (PCBs), and lead. Provide a design if needed for Hazardous Materials Abatement in the contract documents as needed.

Estimate of Hazardous Materials Survey..... \$6,000.00

Estimate of Hazardous Materials Design \$10,000.00

- D. Grant Administration:
 Assist the Village and the Fiscal Advisor with Grant Administration services for NYS EFC loan, WIIA grant, and BIL grant funds, including administration documents, monthly/quarterly reporting, and other documentation needed by NYS EFC.

Estimate of Grant Admin \$12,000.00

- E. Other Additional Services – Provided below are examples of items that could potentially be covered through Additional Services, pending sufficient funds and/or village approval as needed. Minor expenditures below the amount noted below will be included as needed and as approved by the Village. Items below that may exceed the authorized amount, if needed, may be coordinated and added to the scope of services via amendment only as approved by the Village.

1. Assistance with compliance with SEQR beyond the previous determination, further environmental review including NEPA, further assistance with archeological investigation review, or other environmental hazards surveys or reporting requirements.
2. Additional assistance relating to hazardous material abatement, including monitoring during construction.
3. Incorporation of additional chemical treatment processes or evaluation of alternative chemicals to assist with DBP's, turbidity, taste, and odor, etc.
4. Design and implementation of a new Supervisory Control and Data Acquisition (SCADA) System. It is anticipated that any new processes would be integrated with existing controls/alarm functionality.
5. On-site Observation Services and Construction Administration Services above and beyond anticipated efforts as outlined above (would be via amendment).
6. Assisting Owner with startup and attunement of equipment and systems, training Owner's staff to operate and maintain equipment and systems developing procedures for operation, maintenance and recordkeeping for equipment and systems, and review of O&M manuals, above and beyond anticipated under Basic Services.

7. Printing of hardcopy sets of reports, plans, specifications, or other large documents. Printing costs will be passed on directly to the owner at cost under Additional Services.
8. Any other necessary or requested services that are not included in the Basic Services as defined above.
9. Further financial assistance or assistance or documentation is required for other funding agencies beyond the NYS EFC and WIIA grant. Additional funding agency requirements, correspondences, or administration services; above and beyond those expected at the time of this proposal.
10. Special Inspections, as required for NYS Uniform Building Code (currently budgeted to be contracted by owner as part of project budget).
11. Tank coating inspection including tank moisture test, paint adhesion testing, coating thickness testing (currently budgeted to be contracted by owner as part of the project budget).

Subtotal of Other Additional Services (hourly) \$12,000.00

Total Additional Services (Hourly, estimated) \$75,000.00

VI. Commencement of Work

Upon receipt of the signed proposal, MRB Group can begin work on the project and will coordinate with the owner on the availability of funds.

VII. Standard Terms and Conditions

It is anticipated that the above proposal will be followed by an Owner-Engineer agreement. The above proposal will be formally agreed to by both parties entering into an Engineering Agreement between Owner and Engineer for Professional Services. Agreement will be in EJCDC format (Engineers Joint Contract Documents Committee) and shall preside over this proposal. Terms and Conditions shall be as outlined in the EJCDC Engineering Agreement.



Hon. Rick Hauser, Mayor
Village of Perry
**RE: WTP ENGINEERING DESIGN AND
CONSTRUCTION PHASE SERVICES**
September 1, 2023
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We appreciate the opportunity to work with you on this important project for the village. If this proposal is acceptable, please sign where indicated and return one signed copy to our office. Thank you.

Sincerely,

A handwritten signature in blue ink that reads "William Davis".

William Davis
Director of Water Resources Engineering

A handwritten signature in blue ink that reads "James J. Oberst".

James J. Oberst, P.E., LEED AP
Executive Vice President/C.O.O.

https://mrbgroup365.sharepoint.com/sites/Proposals/Shared Documents/_Letter Proposals/2023/bd - Perry WTP Improvements Project.docx

PROPOSAL ACCEPTED BY:

Signature

Title

Date

Construction

Changes

General Contract	\$4,392,725	estimate	\$4,392,725
Electrical Contract	\$250,000	estimate	\$250,000
HVAC Contract	\$130,000	estimate	\$130,000
			\$0
CONSTRUCTION SUB-TOTAL	\$4,772,725		\$4,772,725.00

Engineering

Design	\$415,000	Agreement	\$415,000.00
Bidding	\$42,000	Agreement	\$42,000.00
Construction Administration	\$215,000	Agreement	\$215,000.00
Construction Observation	\$179,000	Agreement	\$179,000.00
Additional Services	75,000	Agreement	\$75,000.00
			\$0.00
ENGINEERING SUB-TOTAL			\$926,000.00

Other Expenses

Bond Counsel		est	\$24,900.00
Local Counsel		est	\$24,900.00
Fiscal Services		est	\$75,000.00
Miscellaneous		est	\$5,700.00

Other Expenses - Miscellaneous

Land Acquisition and Easements		est	\$0.00
Electrical Service Fee		est	\$0.00
Special Inspections		est	\$50,000.00
SCADA Professional Services		est	\$50,000.00

OTHER EXPENSES SUB-TOTAL

\$230,500.00

PROJECT SUB-TOTAL

\$5,929,225.00

Contingency (percent construction)

27%

\$1,270,775.00

EFC Issuance Costs (%)

\$0.00

TOTAL PROJECT COST

\$7,200,000.00

BOND RESOLUTION

\$7,200,000.00

WIIA Grant	3,000,000
BIL Grant	2,000,000
BALANCE	2,200,000



RESOLUTION APPROVING CORRECTED TAX ROLL FOR THE 2023-2024 VILLAGE BUDGET

WHEREAS, the Village Tax Collector has been notified by Wyoming County Real Property Tax Services that there was an error on an agricultural exemption for the 2023-2024 Village assessment roll (Tax map no. 88.18-1-1.112); and

WHEREAS, the property owner has paid Village tax bill #397 in the amount of \$4,443.92 and the corrected tax amount is \$727.68; and

WHEREAS, the Village of Perry owes the property owner a refund of \$3,716.24; and

NOW, THEREFORE BE IT RESOLVED, that the Perry Village Board of Trustees hereby approves form RP-554, application for corrected tax roll, the corrected 2023-2024 Village Assessment Roll, and the refund of \$3,716.24 to the property owner.

Bennington	Attica	Middlebury	Covington
Sheldon	Orangeville	Warsaw	Perry
Java	Wethersfield	Gainessville	Castile
Arcade	Eagle	Pike	Canaserota Falls

Wyoming County Real Property Tax Services

143 North Main Street
Warsaw, New York 14569
Phone: (585) 786-8828
Fax: (585) 786-8827

Sarah Lippincott, Director
e-mail slippincott@wyomingco.net

RECEIVED

AUG 23 2023

Village of Perry,
Perry, New York

August 4, 2023

Christina Slusser, Tax Collector
46 N Main St
Perry, NY 14530

Re: Village of Perry, Parcel # 88.18-1-1.112, Betty McClurg Irrevocable Trust

Enclosed you will find an approved application for correction of the 2023 Village Tax Roll submitted by the Assessor, Tina Rados. After review of the application, I have found the information to be accurate. I have authorized a correction in accordance with RPTL 550.2(c) '*an incorrect entry of assessed valuation on an assessment roll or on a tax roll for a parcel which, except for a failure on the part of the assessor to act on a partial exemption, would be eligible for such partial exemption*'.

Please issue a refund or correct of the tax bill, depending on if it has been paid yet, and adjust your records accordingly.

If you have any further questions, please contact me at the above listed number.

Sincerely,

Sarah Lippincott

Sarah Lippincott, Director
Real Property Tax Services

SL/mw

Enclosure

PC: Betty McClurg Irrevocable Trust, Owner
Tina Rados, Assessor
Robin LaWall, Treasurer



Application for Corrected Tax Roll

RP-554
(12/19)

Part 1 – General information: To be completed in duplicate by the applicant.

Names of owners Betty McClurg Irrevocable Trust			
Mailing address of owners (number and street or PO box) 7505 Schenck Rd.		Location of property (street address) Lake St.	
City, village, or post office Perry	State NY	ZIP code 14530	City, town, or village Perry
Daytime contact number	Evening contact number	Tax map number of section/block/lot: Property identification (see tax bill or assessment roll) 88.18-1-1.112	
Account number (as appears on tax bill)		Amount of taxes currently billed	
Reasons for requesting a correction to tax roll: Please correct for the 2023 reassessment roll, the village apply box was not check for the agricultural exemption.			

I hereby request a correction of tax levied by Wyoming County for the year(s) 2023/2024
(County, city, village, etc.)

Signature of applicant 	Date 07-07-2023
----------------------------	--------------------

Part 2 – To be completed by the County Director or Village Assessor. Attach a written report including documentation and recommendation. Specify the type of error and paragraph of subdivision 2, 3, or 7 of Section 550 under which the error falls.

Date application received 7/10/23	Period of warrant for collection of taxes 6/1/23 – 10/31/23
Last day for collection of taxes without interest 7/31/23	Recommendation Approve application ☒ Deny application ☐
Signature of official 	Date 8/4/23

If approved, the County Director must file a copy of this form with the assessor and board of assessment review of the city/town/village of _____ who must consider the attached report and recommendation as equivalent of petitions filed under section 553.

Part 3 – For use by the tax levying body or official designated by resolution _____:
(insert number or date, if applicable)

Application approved (mark an X in the applicable box):

Clerical error ☐ Error in essential fact ☐ Unlawful Entry ☐

Amount of taxes currently billed	Corrected tax
Date notice of approval mailed to applicant	Date order transmitted to collecting officer

Application denied (reason): _____

Signature of chief executive officer, or official designated by resolution	Date
--	------

2023 Village Tax Correction

Village of Perry, 88.18-1-1.112

Betty McClurg Irrivocable Trust
7505 Schenck Rd
Perry, NY 14530

\$290,000 ASSESSMENT
\$4,443.92 Taxes Currently Billed

<u>Exemptions:</u>	<u>Exemption Amount:</u>
	<u>Village</u>
AG LAND	242,513

LEVY DESCRIPTION	TOTAL ASSM'T	EXEMPTION	TAXABLE VALUE	RATE PER THOU	TAX AMOUNT
Village Tax	290,000	242,513	47,487	15.323862	\$727.68
					\$727.68
PENALTY 0%					\$0.00
TOTAL NEW TAX					\$727.68
Cedit or refund					\$3,716.24

2023 Village Tax Bill Village of Perry

Village of Perry
Tax Collector
46 North Main St.
Perry, NY 14530



*564201 88.18-1-1.112 000397
McClurg John
7505 Schenck Rd
Perry, NY 14530

BANK CODE	BILL NO.	SEQUENCE NO.	PAGE NO.	ROLL SECT.	ACCOUNT NO.
	000397	113	1 OF 1	1	
FISCAL YEAR			WARRANT DATED		SWIS CODE
6/1/2023 - 5/31/2024			4/17/2023		564201
ESTIMATED STATE AID					
VILL	254,057			SEE REVERSE SIDE FOR MORE INFORMATION	
FOR YOUR INFORMATION					

Last day to pay without penalty: July 3, 2023
5% Penalty: July 4 - July 31, 2023
Additional 1% Penalty added each additional month.
No payment accepted after Oct 31, 2023
**Unpaid Village tax will be relieved Jan 1, 2024
by Wyoming County, with additional 7% penalty.

IN PERSON PAYMENT
Village of Perry
46 N. Main St., Perry, NY
Monday - Friday, 9am - 5pm

PROPERTY DESCRIPTION & LOCATION	
TAX MAP NO.	564201 88.18-1-1.112
LOCATION	Lake St
DIMENSIONS	ACRES: 56.37
SCHOOL DIST	Perry
PROPERTY CLASS	Vac farmland

Lot 30, 42 Ogden

EXEMPTION	TAX PURPOSE	VALUE	EXEMPTION	TAX PURPOSE	VALUE
THE ASSESSOR ESTIMATES THE FULL MARKET VALUE OF THIS PROPERTY AT:					295918
THE UNIFORM PERCENTAGE OF VALUE USED TO ESTABLISH ASSESSMENTS IS:					98.00%
THE ASSESSED VALUE OF THIS PROPERTY IS:					290000

LEVY DESCRIPTION	TOTAL TAX LEVY	% CHANGE PRIOR YEAR	TAXABLE ASSESSED VALUE	TAX RATE PER \$1,000	TAX AMOUNT
Village Tax	2,315,111	5.4	290,000.00	15.323862	4,443.92

LATE PAYMENT SCHEDULE ON TOTAL TAX DUE			
IF PAID BY	08/01/2023	09/01/2023	10/02/2023
PENALTY	222.20	266.64	311.07
TOTAL DUE	4,666.12	4,710.56	4,754.99

TOTAL TAX 4,443.92
DUE BY: 07/03/2023

TAX PAYER'S COPY

BILL NO. 000397 TAX MAP NO. 564201 88.18-1-1.112 ACCOUNT BANK CODE
LOCATION Lake St

TAXES PAID BY CHECK ARE SUBJECT TO COLLECTION

LATE PAYMENT SCHEDULE ON TOTAL TAX DUE			
IF PAID BY	08/01/2023	09/01/2023	10/02/2023
PENALTY	222.20	266.64	311.07
TOTAL DUE	4,666.12	4,710.56	4,754.99

2023 Village Tax Bill Village of Perry

MAKE CHECKS, DRAFTS OR
MONEY ORDERS PAYABLE TO:

Village of Perry
Tax Collector
46 North Main St.
Perry, NY 14530

*564201 88.18-1-1.112 000397
McClurg John
7505 Schenck Rd
Perry, NY 14530

☐ IF YOU WISH TO RECEIVE A RECEIPT FOR PAYMENT OF THIS TAX BILL,
PLACE AN 'X' IN THE BOX AND RETURN ENTIRE BILL WITH YOUR PAYMENT

TAXES PAID BY		REC'D BY & DATE	
---------------	--	-----------------	--

TAXES PAID BY CHECK ARE
SUBJECT TO COLLECTION

Village of Perry
Village Board Meeting
9/5/2023

Clerk/Deputy Treasurer Report

FY 2023-2024

Abstract # 7

Vouchers # 469 - 530

General Fund	\$ 32,271.49
Special Grant Fund	\$ 80.00
Water Fund	\$ 10,406.37
Sewer Fund	\$ 23,764.36
Capital Projects Fund	\$ 398.00
Trust & Agency	\$ 3,035.04
Silver Lake Watershed Commission	\$ 37.99
Total	\$ 69,993.25

- Vouchers were audited by Trustee Lawrence
- Prepaid to avoid late fees \$ 597.89
- Breakdown of Capital Projects:
 - WWTP Project \$ 398.00

08-18-23

16:08:26

Village of Perry - 2023 - 2024 - Village Tax Collection
Trial Balance - All Swis Codes
08-18-23

Original Warrant	2,317,685.43
Adjustments	-3,716.24
Adjusted Warrant	2,313,969.19
Full Payments	2,133,641.34
Penalties	2,965.24
Bad Check Fees	20.00
Total Collections	2,136,626.58
Taxes Outstanding	180,327.85

08-19-22

12:42:51

Village of Perry - 2022 - 2023 - Village Tax Collection
Trial Balance - All Swis Codes
08-19-22

Original Warrant	2,232,534.16
Adjustments	0.00
Adjusted Warrant	2,232,534.16
Full Payments	2,037,514.94
Penalties	2,614.39
Total Collections	2,040,129.33
Taxes Outstanding	195,019.22