

Minutes of the special meeting of the Jerusalem Town Board held on March 8, 2011 at 1:00 P.M. PRESENT were: Supervisor Jones, Councilors Parson, Simmons, Stewart, Town Clerk McMichael, Town Engineer Ackart.

Excused: Councilor Folts

ENGINEERING CONSULTANT INTERVIEWS:

Three engineering firms were interviewed following submission of a Statement of Qualifications to provide engineering, planning and environmental consultation and advice to the Town on an as needed/ authorized annual basis.

Proposals were submitted by Clough Harbour & Associates of Syracuse; Clark Patterson Lee of Rochester and Larson Design Group of Williamsport, Pennsylvania. (Presentation outline attached.)

Preliminary Scope of Services requested included:

- Provide consultation and advice to Town officials on specific engineering, planning and environmental matters.
- Review subdivision and site plans and applications and make recommendations to the Planning Board.
- Field inspections in connection with subdivision and site development.
- Attendance and participation in Town Board or Agency meetings of the Town on specific issues.
- Assist in the maintenance, revision and additions to the Town's comprehensive master plan, zoning, ordinances, subdivision and other regulations.
- Assist the Town with the preparation of applications and administration of State and Federal grant programs.
- Assist the Town with economic development and revitalization initiatives including corridor studies, rehabilitation programs, feasibility plans and studies.
- Assistance in developing and implementing a Geographic Information System (GIS).
- Assist the Town with specific SEQR evaluation and administration.
- Assist the Town with the maintenance, upgrade, or expansion of Town owned infrastructure including:
 1. Water distribution and storage facilities (including total trihalomethane (TTHM) & five haloacetic acid (HAA5))
 2. Sewage collection facilities
 3. Town Highways
 4. Storm water control and management
- Assistance to the Town CEO:
 1. Review of specific plans for construction work and recommendations to the CEO
 2. Assist in field inspections as requested

- Assist the Town with oversight, control, regulation and management of the following:
 1. Wind Farms
 2. Natural Gas drilling, hydrofracking, extraction and transportation
 3. Cellular (Communication) towers
- Materials to be provided by the Consultant:
 1. Name, address, and brief firm history
 2. Resumes of key personnel to be available for specific assignments
 3. Experience relevant to the Scope of Services in the last 5 years as general engineering, planning, and environmental consultants to municipalities.
 4. Specific recent experience with Wind Farms, Natural Gas, Cell Towers and TTHM & HAA5 as described in the Scope of Services
 5. Contact person and suggested modus operandi for contract administration
 6. Sample contract and personnel rates for 2011
 7. Proposed insurance coverage to be carried by Consultant
 8. Conflict of interest policy

PRESENTATION OUTLINES:

Clough Harbour Associates:

Introduction:

- Mona Carbonel, Principal-in-Charge
- Todd Ewell, PE, LEED AP, Project Manager
- Walt Kalina, AICP, Principal Planner

Experience:

- Water
 - Town of Jerusalem, Keuka Park Water District No. 2
 - Town of Pulteney, Water District No. 1
 - Town of Halfmoon, Stage 2 DBPR Compliance
 - City of Norton, Water System Evaluation
- Wastewater
 - Town of Jerusalem, Keuka Park Sewerage Study (KWIC)
 - Town of Jerusalem, Keuka Park Sewer District No. 2
 - Town of Milo, Sewer District No. 1 & 2
 - Town of Greece, Mill Road Sewer Replacement
- Telecommunications
 - Monroe County, Public Safety Antenna
 - Monroe County, Enhanced Public Safety
 - NYSEG
 - National Carriers
- Wind
 - Community Energy, Inc., Jordanville Wind Farm
 - ETC Environmental Technologies, Wind Farm Engineering Services

- Cortlandville, NY
- Wayne, NJ
- Natural Gas
 - Saratoga Springs City School District, Upgrades to Natural Gas Piping
 - Cornell University, Natural Gas Pipeline Design
 - Yankee Gas Facility, Mapping and Design
 - National Grid, Gas Transmission Design Experience

Municipal Planning Services:

- Open Space & Farmland Protection
 - Town of Hartwick
 - Town of Halfmoon
 - Town of Clifton Park
 - Town of Groveland
 - Town of Rush
- Municipal Building Services
- Environmental Services
- Parks & Recreation

Your Challenges:

- Cuts in State 7 Federal Aid
- Creating a "Green Environment"
- Identifying Funding Sources

People and Passion:

- 70 Local Professionals
- Over 50 Years of Municipal Experience
- Services Tailored to Meet Your Needs

Clark Patterson Lee:

Introduction - History*Service*Philosophy
Firm

- Nearly 40 years of municipal service
- Full-service
- Local
- Community and client centric

Philosophy

- Understand your needs
- Align our goals with yours
- Provide partnership and leadership
- Deliver high quality work consistently

Resources

- Value all resources - natural and people
- Recognize the impacts of our actions

Introduction - Leadership Through Collaboration

- Tom Wolanski, Principal-in-Charge
- Bob Raeman, Civil Engineer
- Jon Norris, Municipal Architect
- Dan Duprey, Bridge Engineer
- Rom Centola, Transportation Engineer
- Norm Gardner, Environmental Specialist
- David Johnson, Architect and Urban Designer
- Tom Carpenter, Civil Engineer Wind Power
- Kerry Ivers, Community Planner and Urban Designer
- Eric Weis, Water/Wastewater Engineer
- Jeremy DeLyser, Civil Engineering Designer

Approach to Municipal Services

- Understand Your Needs
- Adapt Best Practices and Lessons Learned to Address Your Key Issues
- Respond Efficiently
- Assign the Experts
- Communicate Clearly
- Principal-in-Charge assigns resources and oversees performance
- Find ways to maximize team's time and expertise
- Utilize a communication process that best suits your needs and preference

Relevant Experience

- Broad range of project experience
- Able to expertly address all key issues facing the Town
- Help the Town make good decisions to meet its current and future goals for development, preservation and infrastructure
- Municipal Services
 - Board Consulting
 - Planning
 - Special Districts
 - Water and Wastewater
 - Drainage/Erosion and Sediment Control
 - Highway/Bridge
 - Facilities
 - Construction Administration/Observation

Relevant Experience - Water Systems

- Safe Drinking Water Act - 1974
 - Amended 1986 and 1996
 - National standards
- Stage 1 Disinfection Byproduct Rule - 1996
 - Total Trihalomethane MCL of 0.08 mg/L
 - Five haloacetic acid MCL of 0.06 mg/L
 - Running Annual Average
- Stage 2 Disinfection Byproduct Rule - 2006

- Initial Distribution System Evaluation (IDSE)
- Locational Running Annual Average
- Operational evaluation level

Relevant Experience - Disinfection Byproducts

- Livingston County Water and Sewer Authority
 - Purchase water from the City of Rochester
 - Model completed for Stage 2 IDSE
 - THM treatment in distribution system
- Monroe County Water Authority
 - Lake Ontario supply to Monroe, Wayne, Orleans, Genesee and Livingston Counties
 - Expansion limited due to water quality concerns
 - THM treatment
- Town of York
 - Purchase water from the Village of Genesee
 - THM levels high at point of purchase
 - Extended distribution system with excessive storage
- Village of Perry
 - Own and operate a water treatment plant
 - Silver Lake algae blooms
 - Granular activated carbon evaluation

Relevant Experience - Wind Energy

- We represent municipalities' interests in the conversation about wind energy.
- Educating community leaders and residents on the issues is critical!
- Manage the regulatory process and/or permitting on behalf of the municipality.
- Important Considerations:
 - Be prepared
 - Communication
 - Work as a team
 - Road Use Agreements
 - Public ROW impacts
 - Construction impacts on the public
 - Develop sustainable solutions
- Windparks: Lessons Learned handout (attached JPEG files)

Relevant Experience - Communications Towers

- Important Considerations
 - Ridgeline protection
 - Alternative materials
 - Screening and buffering
 - Co-location requirements
 - Height limits
 - Decommissioning plans

Relevant Experience - Natural Gas Drilling

- Process to Date
 - Sept. 2009
Supplemental GEIS
 - Dec. 2010
Executive Order No. 41 issued
 - June 2011
Revised SGEIS expected
- Important Considerations:
 - Information sharing and community education are critical
 - Local regulations to achieve desired outcomes
 - Community based policy making is often most successful
 - Protection of natural resources

Why Clark Patterson Lee

- Multi-disciplined project team can address all issues efficiently and seamlessly.
 - Loyal advisors to, and advocates for, our municipal clients.
 - Dedication of our time and resources.
 - Established working relationships with local, county, and state agencies.
- Don't Just Take Our Word For It - Listen to What Our Clients Have Said:
- "Thank you for your leadership, vision, and guidance"
 - "How impressed I was with the work your staff did"
 - "Clark Patterson Lee has been very client friendly"

Larson Design Group® - YOUR VISION. MADE REAL.

LDG's Corning Office

- 15 Member Staff
- Electrical
- Water/Wastewater
- Municipal- Highway/Stormwater
- Site - Land Development/Subdivision/Planning
- Inspection
- Operations Assistance - Water/Wastewater
- Grants/Funding Experience
- Greg Cummings, PE - Project/Client Manager
- Other Disciplines in Williamsport, PA office

Municipal Engineering

- Approximately 27% of LDG revenue in 2010
- Providing municipal engineering/planning services since 1986
- Experienced Staff
 - Consultation

- Reviews
- Inspection
 - Part-time
 - Full-time
- Meeting Attendance
- Zoning/subdivision regulations
- Master Plan revisions

Assistance with Funding Programs

- EFC
- Rural Development
- CDBG/Small Cities
- ARC

Geographic Information Systems

- Assisting a number of municipalities with GIS implementation
- Utility Mapping
- Smart Maps
- Asset Management
- Maintenance Program
- Infiltration/Inflow Assessment
- Land Use Planning
- Roadway Maintenance/Traffic Planning

SEQR/ Environmental Reviews

- Unlisted Actions
- Type I Actions
- Type II Actions

Water Distribution/Storage

- Distribution Facilities/District Formation
- Storage Facility
- Asset Management
- Rate Analysis

Disinfection Byproducts

- Stage 2 D/DBP Rule (EPA Jan 2006)
- THM's & HAA's (LRAA)
- DBP Control Options for Consecutive Systems
- Reduce disinfectant demand
- Temperature control
- Pipe looping, valve management, and B/O at dead ends
- Bypass oversized watermains and dedicated transmission mains
- Improve tank mixing/turnover
- Improve WQ from wholesale company
- Coordinate compliance monitoring schedules

Wastewater Facilities

- I/I Studies
- Maintenance Program
- Grinder Pumps
 - Maintenance Program
 - Service Contracts
- GIS
- Operations Assistance
- Asset Management
- Rate Analysis

Inter-municipal Agreements

- Experienced in negotiating agreements
- Water/ Wastewater Agreements
 - Village of Castile/State Park Services
 - Town of Corning/Corning Community College
 - Williamsport Sanitary Authority/Tributary Communities
 - MCTSA/Hughesville Wolf Authority
 - MCTSA/Muncy Borough Authority

Natural Gas/Wind Farm/Cell Towers

- Regional Leader in Marcellus Gas Industry
- Review Site Plans
- Zoning/Regulatory Compliance
 - Ordinance Amendments
 - Placement
 - Setbacks
 - Other Requirements
- Weight Limit Studies
- Road Condition Surveys/Studies

Conflict of Interest Policy

During the time that LDG serves as the retained engineer for the Town of Jerusalem, we would not engage in providing engineering services or other professional services to any private or other entities proposing to complete projects within the Town limits.

Closing Remarks

- Employee-Owned Company
- Long Term Client Relationships
- Client Focus
 - Listen to Needs/Work Toward Solutions
 - Communication
 - Flexible
- Client Survey Program
- Energy Efficiency/Ease of Operations
- QA/QC Program
- References

Architects Engineers Surveyors

HEADQUARTERED AT

• 1000 Commerce Park Drive • Suite 201 • Williamsport, PA 17701

OFFICES AT

• 24 West Main Street, Suite A • Bloomsburg, PA 17815

• 1780 Route 522 • Selinsgrove, PA 17870

• 901 Dawn Avenue • Ephrata, PA 17522

• 9533 Old 22 • Bethel, PA 19507

• 1 West Market Street • 3rd Floor, Suite 401 • Corning, NY 14830

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QUESTIONS AND ANSWERS:

Further questions related to grant funding, experience with sewage works corporations, the newly enacted Phase II storm water regulations, the Harborview townhouse project and the Finger Lakes Cultural Museum were posed following their presentation.

DISCUSSION:

Councilor Simmons thought Larson's presentation was strong because they addressed funding in their proposal and their involvement with the gas drilling companies would be helpful as we draft regulations.

Councilor Stewart questioned only 27% of Larson's revenues coming from municipalities and who the bigger client would be. He would recommend Clark Patterson Lee. Their extensive water system experience would be beneficial in addressing our THM problem.

Supervisor Jones feels the Town has a good relationship with Clark Patterson Lee. They offered to attend the hydrofracking meetings and are aware of the effects of drilling. He is concerned with Larson having contracts with 19 gas drilling companies.

Councilor Parson supports Larson because they are an employee-owned company. Larson is located in Corning; the middle of the drilling area and they have more to bring because they are involved in gas drilling. Larson sees both sides of the gas drilling issue.

Selection of an engineering firm will be placed on the March 16th Town Board agenda. References need to be checked.

SUPERVISOR'S LETTER - KEUKA PARK SEWER DISTRICT:

Supervisor Jones proposed including a letter to the Village of Penn Yan along with our Sewer #2 payment. It was the consensus of the Board not to send the letter as drafted and to allow discussions with the Jerusalem Sewage Committee to continue.

Special Jerusalem Town Board Meeting
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With there being no further business, on a motion of Councilor Stewart, seconded by Councilor Parson, the meeting was adjourned at 4:54 P.M.

Sheila McMichael, Town Clerk