

Tentative Work Session Agenda

October 23, 2013

7:30 pm

Resolutions

- 1.) Resolution promoting employees to the position of Major Equipment Operator.
- 2.) Resolution authorizing the sale of surplus property.
- 3.) Resolution authorizing the Commissioner of Public Works to accept a bid for a backhoe for the Town Highway Department Facility.
- 4.) Resolution directing the Town Clerk to forward to the Orange County Tax Department a list of Town properties to be assessed for non-payment of water and sewer usage statements
- 5.) Resolution directing the Town Assessor to forward to the Orange County Tax Department a list of Town Properties to be assessed for non-payment of refuse removal fees.
- 6.) Resolution accepting a deed to lands along Fortune Rd. West from Sunrise Gardens Housing Development Fund Company, Inc. and Occupations, Inc.

Topics

- 1.) Interview for potential land appraisal and abstract company
- 2.) NYS Boy's Soccer Championships
- 3.) Permission for Bid solicitation

Executive Session

- 1.) Personnel
- 2.) Chief of Police – Early Warning System

**THE TOWN OF WALLKILL
TOWN BOARD**

ROLL CALL VOTE

The following was presented
By _____
Sec'd by _____
Date of Adoption _____

Names	Ayes	Noes	Abstain	Absent
<i>Supervisor</i> Mr. Depew				
<i>Councilman</i> Mr. Carr				
<i>Councilman</i> Mr. Valentin				
<i>Councilman</i> Mr. Rotundo				
<i>Councilman</i> Mr. Tulp				
TOTAL				

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF WALLKILL
PROMOTOING EMPLOYEES TO THE POSITION OF MOTOR EQUIPMENT
OPERATOR**

WHEREAS, there exists vacancies in the Town of Wallkill Department of Public Works for Motor Equipment Operators; and

WHEREAS, Anthony Figura and Rick DePoalo are presently employed by the Town of Wallkill in the Department of Public Works as Laborers; and

WHEREAS, Anthony Figura and Rick DePoalo fulfill the civil service requirements of knowledge, skills, and experience for the Motor Equipment Operator position; and

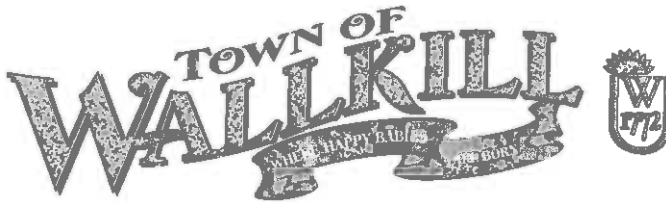
WHEREAS, the Town of Wallkill Department of Public Works has a need for additional Motor Equipment Operators for the effective functioning of that Department; and

WHEREAS, it is the opinion of the Commissioner of Public Works and the Town Board that Anthony Figura and Rick DePoalo are qualified to fill said positions,

NOW, THEREFORE, BE IT HEREBY

RESOLVED, that the Town Board of the Town of Wallkill hereby promotes and appoints Anthony Figura and Rick DePoalo to the position of Motor Equipment Operator to serve in said capacity at the Town of Wallkill Department of Public Works; and be it further

RESOLVED, that said appointments shall be deemed effective as of October 28, 2013, provided that all appropriate documentation is submitted and accepted by the Orange County Department of Human Resources-Civil Service Department.



Louis J. Ingrassia, Jr.
Commissioner of Public Works

DEPARTMENT OF PUBLIC WORKS

MEMO:

To: Supervisor Dan Depew
Town Board Members
From: Lou Ingrassia Jr., Commissioner
Re: Promotions- (2) Town of Wallkill Department of Public Works
MEO- Motor Equipment Operator
Highway Division
Date: October 22, 2013

Gentlemen,

As a follow-up to the MEO Job-Posting of September 6, 2013, two letters of interest were received, both submitted by current highway employees, Mr. Anthony Figura and Mr. Rick DePoalo.

I would like to request that we promote both Mr. Anthony Figura and Mr. Rick DePoalo to these positions effective Monday October 28, 2013.

Both applicants possess the needed skills and licenses needed for each position, and have applied themselves to their profession and dedicated themselves to the Town of Wallkill since beginning their employment. We have invested numerous hours of training and instruction to these individuals, and I feel that their promotion to these positions will prove beneficial to our Town for many years to come.

If you have any questions, please contact me at your convenience.

Thank you for your time and consideration in this matter.

99 Tower Drive, Bldg. A | Middletown, NY 10941-2026

Town Hall: (845) 326-1435 | Fax: (845) 692-2546 | Email: louingrassia@townofwallkill.com | Website: www.townofwallkill.com

**THE TOWN OF WALLKILL
TOWN BOARD**

ROLL CALL VOTE

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By _____
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<i>Councilman</i> Mr. Carr				
<i>Councilman</i> Mr. Valentin				
<i>Councilman</i> Mr. Rotundo				
<i>Councilman</i> Mr. Tulp				
TOTAL				

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF WALLKILL
AUTHORIZING THE SALE OF SURPLUS PROPERTY**

WHEREAS, the Town of Wallkill acquired certain vehicles and equipment for use by the Town's Public Works Department; and

WHEREAS, said equipment is no longer used for its intended purpose due to age, wear, and tear and has been replaced; and

WHEREAS, it is no longer necessary for the Town of Wallkill to retain said equipment for the purpose for which it was acquired, thus making it surplus property; and

WHEREAS, it is the desire of the Town Board of the Town of Wallkill to sell said equipment as surplus property in order to recoup funds to be used for Town purposes.

NOW THEREFORE, IT IS HEREBY

RESOLVED, that the Town Board of the Town of Wallkill hereby authorizes the Commissioner of Public Works or his designee to cause the equipment identified in the accompanying schedule to be declared and classified as surplus property, to be offered for public sale, at the minimum bid specified for said item of equipment in said schedule, through the bidding process and directs the Town Clerk of the Town of Wallkill to publish in the normal and legal manner a request for bids for the purchase of said equipment including placing sale notices with Auctions International and Valley Municipal Purchasing Group, and be it further

RESOLVED, that the Commissioner of Public Works is authorized to dispose of the surplus property listed in the accompanying schedule provided that the minimum bid amount for said item of equipment has been received.

Resolution No. : _ of 2013

**SCHEDULE OF VEHICLES AND EQUIPMENT
DECLARED TO BE SURPLUS PROPERTY**

1. 1999 Samsung SE210LC-2 Track Excavator
6572 Hours
VIN # 27688
Minimum Bid: \$10,000.00

2. 2008 Ford E450 Diesel Bus
89,735 Miles
VIN # 1FDE45P38DB00903
Minimum Bid: \$1,500.00

3. 2008 Ford E450 Diesel Bus
126,655 Miles
VIN # 1FD4E45P38DB00898
Minimum Bid: \$1,500.00

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TOTAL				

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF WALLKILL
AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO ACCEPT A BID
FOR A BACKHOE FOR THE TOWN HIGHWAY DEPARTMENT FACILITY**

WHEREAS, the Town Board of the Town of Wallkill previously authorized the Commissioner of Public Works ("DPW") to solicit bids from vendors for a replacement backhoe for the Water and Sewer Division of DPW; and

WHEREAS, all submitted bids were opened and reviewed in accordance with applicable law; and

WHEREAS, as required under New York law and the Town Code, the lowest responsible bidder, which met all specifications set forth in the Request for Proposals, has been identified,

NOW, THEREFORE, LET IT BE HEREBY

RESOLVED, that the Town Board hereby authorizes and directs the Commissioner Of Public Works to accept the following bid for the replacement backhoe for the Water and Sewer Division of DPW:

H.O. Penn Machinery Co., Inc. \$115,000.00

and for the appropriate Town Officials to execute all documents necessary to effectuate the acceptance of said bid and the contracts related thereto, subject to the approval of the Town Attorney.

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TOTAL				

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF WALLKILL DIRECTING
THE TOWN CLERK TO FORWARD TO THE ORANGE COUNTY TAX
DEPARTMENT A LIST OF TOWN PROPERTIES TO BE ASSESSED FOR NON-
PAYMENT OF WATER AND SEWER USAGE STATEMENTS**

WHEREAS, numerous property owners within the Town of Wallkill have failed to pay invoices presented to them for municipal water and/or sewer usage; and

WHEREAS, said charges must now be assessed against the properties which received such water and/or sewer services and appear as a lien on the next real property tax bill,

NOW, THEREFORE, BE IT HEREBY

RESOLVED, that the delinquent water statements submitted to the Town Board by the Town Clerk from the Water and Sewer Department pursuant to Town Law Sec. 198-3 (d) shall be filed with the Orange County Legislature by the Supervisor so that the County Legislature shall levy such sums against the property which is liable for said delinquent water statements and shall state the amount of the tax in a separate column in the annual tax rolls for the year 2014, and it is further

RESOLVED, that a copy of this resolution with the delinquent water statements shall be immediately transmitted to the Clerk of the Orange County Legislature for immediate action.

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**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF WALLKILL DIRECTING
THE TOWN ASSESSOR TO FORWARD TO THE ORANGE COUNTY TAX
DEPARTMENT A LIST OF TOWN PROPERTIES TO BE ASSESSED FOR NON-
PAYMENT OF REFUSE REMOVAL FEES**

WHEREAS, pursuant to Town Code Section 200-15, any property owner or occupant having been duly notified in writing upon seven days' notice to remove refuse, inclusive or overgrown lawns and vegetation, and/or garbage from his property and having failed to do so shall be responsible for any costs incurred by the Town of Wallkill in removing said refuse or garbage, and said costs shall be assessed against the property and shall appear as a lien on the next real property tax bill; and

WHEREAS, the attached list sets forth the properties by address, tax map designation, the names of the owners and the amounts incurred by the Town to maintain the properties during the calendar year 2013, which amounts have been billed to said owners yet remain unpaid; and

WHEREAS, the Town Board wishes to recover the refuse removal/property maintenance costs set forth in the attached list from the property owners pursuant to the Town Code,

NOW, THEREFORE, BE IT HEREBY

RESOLVED, that the Town Board of the Town of Wallkill hereby directs the Town Assessor to forward to the Orange County Tax Department and Orange County Legislature the attached list of Town properties to be assessed for non-payment of refuse removal fees, with such assessments to be levied against said properties on the appropriate 2014 Town and County Tax bills which shall state the amount of the tax in a separate column in the annual tax rolls for the year 2014.

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**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF WALLKILL
ACCEPTING A DEED TO LANDS ALONG FORTUNE ROAD WEST FROM SUNRISE
GARDENS HOUSING DEVELOPMENT FUND COMPANY, INC. AND
OCCUPATIONS, INC.**

WHEREAS, a certain parcel of land consisting of approximately 0.05 acres along Fortune Road West within the Town of Wallkill has been offered for dedication to the Town by Fortune Road West from Sunrise Gardens Housing Development Fund Company, Inc. and Occupations, Inc. in connection with the construction of the Occupations Residential Housing Project (“The Project”), as shown on a Map # 6-12 filed in the Orange County Clerk’s Office on February 14, 2012 and certified to the Town of Wallkill by Pietrzak & Pfau Engineering & Surveying, PLLC in accordance with the Final Conditional Subdivision Approval issued by the Town Planning Board for The Project; and

WHEREAS, the Commissioner of Public Works of the Town of Wallkill has recommended the acceptance of said parcel for dedication; and

WHEREAS, a policy of title insurance relating thereto will be offered; and

WHEREAS, the Town’s Consulting Engineer has found that the legal description for the parcel of land closes within industry standards; and

WHEREAS, Sunrise Gardens Housing Development Fund Company, Inc. and Occupations, Inc. have executed all appropriate dedication documents with respect to the subject parcel of land,

Resolution No. :_of 2013

NOW, THEREFORE, IT IS HEREBY RESOLVED THAT:

1. The Town Board agrees to accept the deeds of dedication for said land; and
2. The Town Supervisor or his designee is authorized to execute all necessary documents to effectuate the transfer of title; and
3. The Town Board authorizes the recordation of the deed of dedication and related documents for parcel of land in the Office of the Orange County Clerk.

DAVID COATES
Director for Physical Education,
Health & Athletics
dcoates@csd.mt.nj.edu

Our people making the difference:



Middletown High School
24 Cambridge Avenue, Middletown
Middletown, NJ 07041-3130
Phone (856) 376-1532
Fax (856) 326-1608
www.middletownschools.org

October 21, 2013

Dear Residents:

The Middletown City School District would like to notify you of our upcoming weekend festivities. Beginning Friday, November 15, 2013 through Sunday, November 17, 2013 we will be hosting the NYS Boys' Soccer Championships. All games including the semi-final and final games will be played on our High School and Twin Tower's soccer fields.

The District is expecting a large turnout for the weekend championships as 20 teams from around the State meet right here in Middletown. Please be advised that the following streets will see an increased volume of traffic and spectators: **Gardner Ave. Ext., Fairlawn Ave. and Cherry St.** In an attempt to accommodate our visiting team busses, we will utilize a portion of Gardner Ave. Ext. and Cherry St. for parking. The Orange County Fairgrounds will be utilized as free parking to help alleviate overflow spectator parking in our neighborhood. A fairgrounds shuttle bus will also be running for spectator convenience. Signs will be placed out on our local streets indicating how to access the free parking as well. Temporary no parking signs will be placed out on **Gardner Ave. ext., Fairlawn Ave., Cherry St., and Stratton Ave.** to help alleviate congestion in our neighborhood.

Please contact me if you are experiencing any problems during the weekend or have any questions or concerns. This notice is to ensure that you will experience the least amount of disruption. We will continue to notify you of any further highly- attended events in this manner.

Attached is the weekend playing schedule for your review. We look forward to your attendance and apologize for any inconvenience this may cause you.

Go Middies!

Sincerely,

A handwritten signature in black ink, appearing to read 'David V. Coates', written over a horizontal line.

David V. Coates
Director for Physical Education, Health, and Athletics



Louis J. Ingrassia, Jr.
Commissioner of Public Works

DEPARTMENT OF PUBLIC WORKS

October 18, 2013

Town Board
Town of Wallkill
99 Tower Drive, Building A
Middletown, NY 10941

Re: Year 2014 Highway Material Bids

Dear Town Board Members:

Permission is hereby requested to advertise and solicit bids for the following highway materials to be purchased in the year 2014:

1. Culvert Pipe
2. Fuel Oil for Diesel Equipment
3. Gasoline
4. Crushed Stone
5. Crushed Gravel
6. Chain Link Fence
7. Geotextile Fabric
8. K-Crete Trench Backfill
9. Precast Concrete Catch Basins
10. Manhole and Catch Basin Risers
11. Cast Iron Frames and Grates
12. Signage Materials
13. Mulch Hay, Straw & Silt Fence
14. Bagged Concrete & Mortar Mix

With your authorization, we plan to advertise our Notice to Bidders and to publicly open the bids in late November.

Should you have any questions, please do not hesitate to contact me.

Sincerely,

Louis Ingrassia, Jr.
Commissioner of Public Works

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