

March 15, 2018: Village Board Meeting  
**Minutes of Regular Meeting Sodus Point Village Board**

Mayor McDowell called the regular meeting to order at 6:30 PM and led the Pledge of Allegiance.

Present: Mayor McDowell, Deputy Mayor Kennedy, Trustee Eckberg, Trustee Kallusch, Attorney Williams, Trustee Appleby, CEO Druschel,

Public: 5

Absent: none

**MOTION** by Trustee Appleby and seconded by Trustee Kallusch to approve the minutes of the February 15 2018 regular meeting.

Motion carried all voting aye.

**Reports were given as follows:**

Mayor McDowell- Wastewater

Deputy Mayor Kennedy – Highway and Water

Trustee Kallusch – Fire

Trustee Eckberg – Ambulance and Community Center

CEO Druschel- Building Inspectors Report

**Public Comments:**

No public comment.

**Old Business:**

A.

B.

**New Business:**

- A. Residents Kelly, Rudd, Breckenridge and Johnson asked permission to use the Village access point at N. Fitzhugh for shoreline repair work.

CEO Druschel asked that the Board request the proof of approval from the DEC before any work begins.

**MOTION** by Trustee Appleby and seconded by Trustee Eckberg to grant permission to use the access with the condition that the DEC permit is approved and the residents will be required to replace and repair any damages to the landscape during this process. The Village employees will be responsible to remove the barrier.

Motion carried all voting aye.

**B. 2018-3a Sea Grant College Program Support Resolution**

**MOTION** by Trustee Kallusch and seconded by Trustee Kennedy to approve the following:

Expressing the sense of the Village of Sodus Point, NY that the Sea Grant College Program is a valuable program that protects and enhances the coastal communities and economy of the United States.

WHEREAS, the National Sea Grant College Program, strengthens the health and stewardship of local, State, and national coastal and marine resources;

WHEREAS, National Sea Grant College Program supports state and local coastal decision makers via a non-regulatory approach based on competitive, peer-reviewed, sound science and technology.

WHEREAS, the National Sea Grant College Program is critical to improving the health of coastal ecosystems, building resilient communities and economies, and developing the next generation of students in science and technology through STEM program support;

WHEREAS, the National Sea Grant College Program in 2016 helped generate an estimated \$611 million in economic impacts, created or sustained over 7,000 jobs, provided 33 state-level programs and 494 communities with technical assistance on sustainable development practices, worked with about 1300 industry, local, state and regional partners, supported the education and training of over 2300 undergraduate and graduate students; and

WHEREAS, the National Sea Grant College Program has made a request to the Appropriations Committee to fund the program at \$85 million in fiscal year 2019.

NOW, THEREFORE, BE IT RESOLVED, *it is the sense of the Village of Sodus Point, NY the National Sea Grant College Program is—*

- (1) important to the long-term economic health of the Village of Sodus Point, Wayne County, New York and the United States; and
- (2) an exceptional example of effective partnerships between Federal, State, and local governments; and
- (3) a valuable investment for the Federal Government.

RESOLVED this 15th day of March, 2018

ATTEST: By: Mayor, David McDowell

By Trustee: Joan Eckberg

By Trustee: Bill Kallusch

By Trustee: Sean Kennedy

By Trustee: Maxine Appleby

### **C. 2018-3b RESOLUTION ESTABLISHING ENERGY BENCHMARKING REQUIREMENTS FOR CERTAIN MUNICIPAL BUILDINGS**

The **VILLAGE OF SODUS POINT BOARD OF TRUSTEES OF THE VILLAGE OF SODUS POINT**, in the County of Wayne, State of New York, met in regular session at the Municipal Building, located at 8356 Bay Street in the Village of Sodus Point County of Wayne NY State of New York, on the March 15<sup>th</sup>, 2018.

The meeting was called to order by Mayor McDowell and the following were present, namely:

Mayor, Dave McDowell, Trustee, Joan Eckberg, Trustee Bill Kallusch, Trustee, Sean Kennedy  
Trustee, Maxine Appleby

The following resolutions were moved, seconded and adopted:

**WHEREAS**, buildings are the single largest user of energy in the State of New York; the poorest performing buildings typically use several times the energy of the highest performing buildings—for the exact same building use; and

**WHEREAS**, collecting, reporting, and sharing building energy data on a regular basis allows municipal officials and the public to understand the energy performance of municipal buildings relative to similar buildings nationwide, and equipped with this information the Village of Sodus Point is able to make smarter, more cost-effective operational and capital investment decisions, reward efficiency, and drive widespread, continuous improvement; and

**WHEREAS**, the Village of Sodus Point Board of Trustees desires to use Building Energy Benchmarking, a process of measuring a building's energy use, tracking that use over time, and comparing performance to similar buildings, to promote the public health, safety, and welfare by making available good, actionable information on municipal building energy use to help identify opportunities to cut costs and reduce pollution in the Village of Sodus Point; and

**WHEREAS**, as such the Village of Sodus Point Board desires to establish procedure or guideline for Village of Sodus Point staff to conduct such Building Energy Benchmarking; and

**NOW THEREFORE, IT IS HEREBY RESOLVED AND DETERMINED**, that the following specific policies and procedures are hereby adopted and imposed as active and affirmative financial internal control procedures of the Village of Sodus Point.

## **BUILDING ENERGY BENCHMARKING POLICY/PROCEDURES**

### **§1. DEFINITIONS**

- (A) "Benchmarking Information" shall mean information generated by Portfolio Manager, as herein defined including descriptive information about the physical building and its operational characteristics.
- (B) "Building Energy Benchmarking" shall mean the process of measuring a building's Energy use, tracking that use over time, and comparing performance to similar buildings.
- (C) "Commissioner" shall mean the head of the Department.
- (4) "Covered Municipal Building" shall mean a building or facility that is owned or occupied by the Village of Sodus Point that is 1,000 square feet or larger in size.
- (5) "Department" shall mean the Village of Sodus Point Clerk's Office.
- (6) "Energy" shall mean electricity, natural gas, steam, hot or chilled water, fuel oil, or other product for use in a building, or renewable on-site electricity generation, for purposes of providing heating, cooling, lighting, water heating, or for powering or fueling other end-uses in the building and related facilities, as reflected in Utility bills or other documentation of actual Energy use.
- (7) "Energy Performance Score" shall mean the numeric rating generated by Portfolio Manager that compares the Energy usage of the building to that of similar buildings.

(8) “Energy Use Intensity (EUI)” shall mean the kBtUs (1,000 British Thermal Units) used per square foot of gross floor area.

(9) “Gross Floor Area” shall mean the total number of enclosed square feet measured between the exterior surfaces of the fixed walls within any structure used or intended for supporting or sheltering any use or occupancy.

(11) “Portfolio Manager” shall mean ENERGY STAR Portfolio Manager, the internet-based tool developed and maintained by the United States Environmental Protection Agency to track and assess the relative Energy performance of buildings nationwide, or successor.

(12) “Utility” shall mean an entity that distributes and sells Energy to Covered Municipal Buildings.

(13) “Weather Normalized Site EUI” shall mean the amount of Energy that would have been used by a property under 30-year average temperatures, accounting for the difference between average temperatures and yearly fluctuations.

## **§2. APPLICABILITY**

(1) This policy is applicable to all Covered Municipal Buildings as defined in Section 2 of this policy.

(2) The Commissioner may exempt a particular Covered Municipal Building from the benchmarking requirement if the Commissioner determines that it has characteristics that make benchmarking impractical.

## **§3. BENCHMARKING REQUIRED FOR COVERED MUNICIPAL BUILDINGS**

(1) No later than December 31, 2018, and no later than May 1 every year thereafter, the Commissioner or his or her designee from the Department shall enter into Portfolio Manager the total Energy consumed by each Covered Municipal Building, along with all other descriptive information required by Portfolio Manager for the previous calendar year.

(2) For new Covered Municipal Buildings that have not accumulated 12 months of Energy use data by the first applicable date following occupancy for inputting Energy use into Portfolio Manager, the Commissioner or his or her designee from the Department shall begin inputting data in the following year.

## **§4. DISCLOSURE AND PUBLICATION OF BENCHMARKING INFORMATION**

(1) The Department shall make available to the public on the internet Benchmarking Information for the previous calendar year:

(a) no later than December 31, 2018 and by September 1 of each year thereafter for Covered Municipal Buildings; and

(2) The Department shall make available to the public on the internet and update at least annually, the following Benchmarking Information:

(a) Summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information; and

(b) For each Covered Municipal Building individually:

(i) The status of compliance with the requirements of this Policy; and  
(ii) The building address, primary use type, and gross floor area; and

- (iii) Annual summary statistics, including site EUI, Weather Normalized Source EUI, annual GHG emissions, and an Energy Performance Score where available; and
- (iv) A comparison of the annual summary statistics (as required by Section 5(2)(b)(iii) of this Policy) across calendar years for all years since annual reporting under this Policy has been required for said building.

## **§5. MAINTENANCE OF RECORDS**

The Department shall maintain records as necessary for carrying out the purposes of this Policy, including but not limited to Energy bills and other documents received from tenants and/or Utilities. Such records shall be preserved by the Department for a period of three (3) years.

## **§6. ENFORCEMENT AND ADMINISTRATION**

(1) The Commissioner or his or her designee from the Department shall be the Chief Enforcement Officer of this Policy.

(2) The Chief Enforcement Officer of this Policy may promulgate regulations necessary for the administration of the requirements of this Policy.

(3) Within thirty days after each anniversary date of the effective date of this Policy, the Chief Enforcement Officer shall submit a report to the Village of Sodus Point including but not limited to summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information, a list of all Covered Municipal Buildings identifying each Covered Municipal Building that the Commissioner determined to be exempt from the benchmarking requirement and the reason for the exemption, and the status of compliance with the requirements of this Policy.

**FURTHER RESOLVED**, the Village of Sodus Point Board, in regular session duly convened, does hereby authorize and direct the Mayor McDowell or Clerk-Treasurer of the Village of Sodus Point to execute such other and additional documents as may be required for to perfect the resolutions herein;

The adoption of the foregoing Resolution was moved by Trustee Appleby, seconded by Trustee Eckberg, and duly put to vote, which resulted as follows

By Mayor, Dave McDowell

By Trustee, Joan Eckberg

By Trustee, Bill Kallusch

By Trustee, Sean Kennedy

By Trustee, Maxine Appleby

THIS RESOLUTION WAS ADOPTED.

**D. MOTION** by Trustee Kallusch and seconded by Trustee Kennedy to approve the Bike US for MS group permission to stay overnight on the grounds at the Lighthouse Museum on June 7<sup>th</sup>, 2018. This year they are expecting 24 cyclists.

Motion carried all voting aye

**E.** The Water Dept. received a bid proposal from Core & Main for 100 meters and 2 sensus auto gun readers for a total of \$11,001.92.

The board agreed to approve the purchase with the stipulation that Mark makes sure that the meter heads can be eventually used with an automatic reading system.

**MOTION** by Trustee Kennedy and seconded by Trustee Eckberg to approve the purchase from Core&Main. Motion carried all voting aye.

**Treasurer:**

**MOTION** by Trustee Eckberg and seconded by Trustee Kallusch to approve payment of claims 3-1 through 3-61 for a total of \$81,484.64; General/Highway \$34,329.89; Water \$7,148.70; Wastewater \$40,006.05.  
Motion carried all voting aye.

**Other Business:**

**MOTION** by Trustee Appleby and seconded by Trustee Kallusch to adjourn the meeting at 6:59PM  
Motion carried all voting aye.

LWRP training April 11, 2018 from 11:30am-4pm.

Public Informational meeting regarding Water levels – March 17<sup>th</sup> 2018 at 10am Village hall.

Budget session Monday March 19<sup>th</sup> 2018 at 5pm.

Next scheduled regular Board meeting will be on Thursday, April 19, 2018 at **6:30 PM**

Tracy B Durham, Clerk-Treasurer