

A Special Meeting of the Town Board of the Town of Collins, County of Erie, State of New York was held at the Town Hall, 14093 Mill Street, Collins, NY on Monday the 15th day of July 2024.

Present: Kenneth Martin, Supervisor
Robert O'Connor, Councilmember
Jacquelyn McLean, Councilmember
Jane Sion, Councilmember
James Hotnich, Councilmember
Becky Jo Summers, Town Clerk

Also Present: Mark Halloran Fire Commissioner, Jeff Schneider Fire Commissioner and Caleb Henning from MDA

Supervisor Martin called the meeting to order at 7:00 PM with the pledge to the Flag.

RESOLUTION # 145: **AGENDA APPROVAL**

Motion made by Supervisor Martin, seconded by Councilmember Hotnich that the agenda be accepted as presented.

ADOPTED Aye 5 O'Connor, McLean, Sion, Hotnich, Martin
 Nay 0

New Business

1. Resolution needed to authorize advertisement requesting bids for the road drainage project

Caleb Henning of MDA went through the road drainage project covering the proposed sections, existing DOT drainage on Route 39, the final design, the utility lines underground and the one-year warranty. They are ready for this project to go out to bid and the bid opening will be August 8th and award on August 12th.

Also, discussion with Mark Halloran and Jeff Schneider Fire Commissioners from the Fire District regarding going through the fire company property.

RESOLUTION # 146: **AUTHORIZE ADVERTISEMENT REQUESTING BIDS FOR THE ROAD DRAINAGE PROJECT**

Motion made by Councilman Hotnich, seconded by Councilman McLean that the following resolution is:

ADOPTED Aye 5 O'Connor, McLean, Sion, Hotnich, Martin
 Nay 0

WHEREAS, the Town of Collins has resolved to undertake a capital improvement project to improve the road drainage on Mill, School, Maple and Mildred Streets in the Hamlet of Collins, and

WHEREAS, the Town of Collins has engaged the services of MDA Consulting Engineers, PLLC to prepare a bidding package including Drawings and Contract Documents for the proposed work; and

WHEREAS, the Town's insurance consultant will recommend insurance limits and other related requirements to be included in the Contract Documents; and

WHEREAS, MDA Consulting Engineers, PLLC has provided advertisement language to the Town of Collins for use in advertising the contract in the local newspaper.

NOW THEREFORE BE IT RESOLVED, that

1. The Town Board authorizes the advertisement of this contract in the official Newspaper for the Town of Collins, the Dunkirk Observer.
2. The Town Board further authorizes MDA Consulting Engineers, PLLC to post the advertisement with several of the commonly used online plan houses for this type of work.
3. This resolution shall take effect immediately.

With no further business, on a motion of Supervisor Martin seconded by Councilmember O'Connor the meeting was adjourned at 8:57 PM.

Becky Jo Summers, Town Clerk