

Welcome Public

Mayor Gutheil asks all to silence their Cell Phones

Mayor Gutheil then asks all to stand for the Pledge of Allegiance

PUBLIC MEETING

8:30 pm

January 15, 2020

MAYOR HARRY G. GUTHEIL JR. PRESIDING

Minutes

Attendance:

Mayor Gutheil	Robert Flores – Delaware Engineer
Trustee Carota	Highway Maintenance Supervisor Chagnon
Trustee Girard	Tracey Ledder – Delaware Engineer
Attorney Bartkowski	John Ernst – Delaware Engineer

Public Forum – None.

1. Water Tank Bid Results

Bids were opened on January 8th and there were five bidders. Robert Flores distributed the summary of all the bids (attached).

Robert Flores reported they haven't completed their review. The base bid is overcoat the tank and the alternate is full blast bare metal and then paint.

We will discuss this more next meeting and another column will be added to the spreadsheet.

2. 72 hour Pump Test Results

The 72 hour pump test was completed. Preliminary results were discussed and Delaware will prepare a report.

3. Water Project

Tracey's here to talk specifics about the CDBG grant because there's a lot of things that have to be done. Tracey went over a schedule pertaining to the CDBG grant as it relates to the environmental review.

Robert Flores outlined that the water project involves carbon filtration at the treatment plant, the Haviland and Wilson water and sewer project and the rehabilitation of the water storage tank. All of that combined is part of the water project. The CDBG funds are for Haviland and Wilson Avenue but the entire project is under review as one whole project in the environmental review. **No groundbreaking construction can happen until the environmental review is finalized.** The agreement forms are due on February 3rd, and then the environmental review is the next piece. Some of the things that are required for the environmental review are state historical preservation office review of the project. The village already received a letter in December 2019 saying there would be no effect on historical properties within this project. Those documents need to be kept

on file. The next involves the Tribal Historical Preservation Office. Each county in New York State has a list of tribes that have or maintain a historical interest. Letters of consultation must be sent to each Tribal Historical preservation officer saying that this is a water project and it involves the water tower, the treatment plant upgrade and the Haviland and Wilson project. The letter should ask if the tribe has any concerns regarding cultural and historical artifacts. Once that letter goes out there is a 30 day comment period for them to comment and respond. If no response is received within that time, it is considered that they have no response or concern. The date the letter is sent is when the count starts.

The comment period can't start or end on a weekend. All of the rest of the environmental review final forms cannot be certified by the certifying officer until the 30 day comment period is over. Delaware will prepare the forms and the board can make any changes or comments. Tracey indicated that we are not in the flood area. After the 30 day comment period is over and the forms are completed and signed a notice of intent to request release of funds will need to be published in the newspaper. That is a 7 day public commentary. If no comments are received during that 7 day public comment period the Village can submit the request for release of funds and certification form to the Office of Community Renewal (OCR). Savitry Kola is the coordinator for the project at OCR. Once the forms are submitted it starts a 15 day objection period and at the end of that 15 day period, they do their final review. The release of funds happens shortly after that. This is for the CDBG grant. Tracey was asked if it was all of the funds and she said yes. Tracey went on to clarify that we are allowed to start drawing the funds down according to our project schedule. Tracey said you cannot initiate anything in the project until you get that release of funds letter from OCR. That means you can't contract the water tower, you can't contract any construction or any ground breaking work as part of the water project. It was indicated it may be mid-March before we can award a contract on the water tank.

4. Approve minutes December 18, 2019

Motion by Trustee Carota to approve the minutes from December 18, 2019 and January 2, 2020. Seconded by Trustee Girard. Mayor Gutheil advised there was a change on the minutes of January 2, 2020 that he requested but does not have a copy of.

Trustee Carota made motion to amend the previous motion approving both minutes to approving only December 18, 2019 minutes and not the January 2, 2020 minutes. Seconded by Trustee Girard. All were in favor. None opposed. Motion carried.

5. Set Future Meetings: None

6. Transfers: None

7. Approve Bills

Mayor Gutheil had several issues:

- He received a mileage voucher from Matt French. It doesn't list to and from or dates and the Comptroller's office may be critical of that. Mayor Gutheil thinks it might make sense to have a policy to pay a stipend as are in \$20 range. Trustee Carota stated there is a form he should fill out every month instead of voucher.

- Mayor Gutheil noted a fee on GTM payroll about record archives wants to make sure if our license is ever terminated that we can get those records. It's something we can work on or find out more about.
- On the Ipress 2000 bill, Mayor Gutheil doesn't know the arrangement with the Village and doesn't know whose doing what. Is Nick doing those or Ipress?
- Mayor Gutheil asked if there was a three year fee for StoredTech and asked the Board if anyone remembers the agreement with them. Trustee Carota stated the Board wanted them to add three years and all agreed.

Motion by Trustee Carota to approve bills as audited. Seconded by Trustee Girard. All were in favor. None opposed. Motion carried.

8. Sewer Project

Pump Station and leaky sewers in the mains. John Ernst of Delaware Engineering stated that 10,000 feet of sewer line was videoed. He can get the actual number of feet of sewer line that needs attention broken down into this year, next year out to five years based on condition and how long before something should be done to it.

For this year there are five key sections. A section on Main St. has pretty significant break in it, where service for a house comes through the top of the pipe and goes down and a blockage would be a disaster.

In all the sewer reviewing that they did, there are around 10 laterals that are protruding to some degree most of them are an inch. The most I and I that I could see from the video is on Riverview St. and between Second and First St. through the right of way to the pump station.

On Main St it is about 300 feet between the two manholes. On Riverview St. and by the paper mill the pipe itself in these two locations is in really bad condition and the depth was 9 feet. Delaware will come back with recommendations. Delaware went with Infiltration and Inflow as being at top of list and anyplace broken and fractured was given a lesser grade. Delaware will take a look at the cost and arrange priorities around that. We want to avoid an emergency situation.

Just on Riverview St. there may be a couple hundred gallons an hour of infiltration and inflow, if not more. It was asked if any idea what total I and I might be? The Board was told that when you have storm surges you probably get peaks. Even without the rain probably around 300 gallons an hour of just ground water every day. Multiply by 365 days a year. There was discussion about the sewer line in the railroad bed and also the part that Schermerhorn put in. Then there was discussion on the pumps at the pump station and submitting cost to EFC. Goulds may own some pilot equipment and are willing to keep it at the village and that Brian may have made an agreement to have them do a pilot study. A number of the board members want to see some things reduced so more can be put into dealing with the old pipes saving on emergency repair. The Village wants a breakdown so they can decide what the priorities are to balance it out. The Village wants to capture the best prices by bidding at the right time of year. There was discussion about the generator, muffin monster, sand at the pump station and conditions. If someone wants to see the plant TJ can arrange for this. The Mayor thinks it would be better to have separate meetings for water and sewer than trying to do so much at a regular board meeting. The Board wants Delaware to do a budget breakdown and at least have estimates so they can get started on it. John's going to work on it and give us idea where the trouble is and what he recommends.

9. CDBG Haviland & Wilson
Discussed during Water Project

10. Code Enforcement Budget for Hours

Mayor Gutheil talked with one of the people on the list. One was not interested and one wanted to know how many hours. He indicated that we didn't have a separate budget for code enforcement. He asked the Board if they had any thoughts on that?

Trustee Carota asked what the maximum part time hours are. Is it 20? Mayor Gutheil said if they are going to do a maximum of 20 hours you would be doubling the budget. Trustee Carota said it wouldn't exceed 20 hours.

Mayor Gutheil indicated that we are paying the building inspector somewhere around \$32 an hour.

Trustee Carota agreed and said he was experienced. With less experience \$20 an hour. We are going to have to take a look based on candidates experience.

Mayor Gutheil asked the Board if they want to do, \$20-30 per hour, as needed. The Board would have to have legislation to expand residency for surrounding counties contiguous counties, Warren and Washington. If the board wants to do that then he will send the letters to our State Representatives.

Motion by Trustee Girard to send letters to the State Representatives to allow for the expanded residency. Seconded by Trustee Carota. All were in favor. None opposed. Motion carried.

Motion by Trustee Carota to set range \$20-30 per hour based on experience and qualifications. Seconded by Trustee Girard. All were in favor. None opposed. Motion carried.

11. Drug and Alcohol Clearinghouse

T.J. Chagnon said he registered just to get it registered by a certain date. Our company will do it for us.

12. Cyber Security Assessment/Downloads

Put this on the agenda again. A questionnaire came from our insurance people and the Mayor thinks it should go to our IT provider. All agreed.

Attorney Bartkowski said in the short term tell all of the department heads to spread the word about any sort of suspicious activity on the computer.

Trustee Carota recommended never opening any suspicious emails.

Trustee Girard suggested getting it in the budget to have StoredTech do some cyber security training. Mayor Gutheil said he would support IT training and said would ask Trustee Bodkin to make a recommendation on that.

T.J. Chagnon said he will pass along to Rick Daley that it is ok to download if he knows where it is coming from.

13. DASNY Grant Wash Bay

Tammy Knott sent the mayor another email. The mayor will send her an email that we are still working on it and are not ready to proceed yet.

14. Expanded Residency

Mayor Gutheil mentioned was already discussed under Code Enforcement Budget for Hours

15. Website

Mayor Gutheil got an email from somebody today trying to sell their services. Mayor Gutheil has received a couple of complaints about the Village website.

16. Trustee Reports

None

17. Mayors Report

There was a discussion on how much would need to be transferred into the tree account to for tree and stump removal.

Trustee Girard made a motion to transfer \$9,500 from Contingency A1990.400 to Trees A8560.400. The motion was seconded by Trustee Carota. All were in favor. None opposed. Motion carried.

The AUD has been filed. The Mayor said it has to be advertised.

Motion was made by Trustee Girard to receive it and advertise it is on file. Seconded by Trustee Carota. All were in favor. None opposed. Motion carried.

Rick Leonelli would like to get us on a different renewal period for insurance. He proposed extending it one month. Budget wise it might be better for us. The Mayor asked if everybody was ok with that and no one objected.

The Mayor reported that Stored tech came in on Monday, the phones and the computers were down. Shannon had to call a guy from Johnstown who came up and got the phone systems up.

The Village received a form from the Department of State regarding the annual report that is supposed to be filed by Code Enforcement. The Mayor will take it up with Matt.

The Mayor reported on an AGFTC meeting that he attended.

TJ is working on the PPE and was asked to involve the union what is being done.

Motion by Trustee Carota to enter into executive session to discuss CSEA grievance, personnel and an unnamed persons performance. Seconded by Trustee Girard. All were in favor. None opposed. Motion carried.

Executive Session

No action taken in executive session.

Motion by Trustee Carota at 9:44pm to end executive session and reopen the public meeting. Seconded by Trustee Girard. All were in favor. None opposed. Motion carried.

Motion by Trustee Carota at 9:44 pm to adjourn the meeting.
Seconded by Trustee Girard. All were in favor. None opposed. Motion carried.

Meeting adjourned at 9:44 pm.