

Welcome Public

PUBLIC MEETING
7:00 PM
DECEMBER 2, 2020
MAYOR HARRY G. GUTHEIL JR. PRESIDING

Minutes

Attendance:

Mayor Gutheil	Highway Maintenance Supervisor Chagnon
Trustee Carota	Clerk Treasurer Kelleher
Trustee Girard	Anthony Mantas
	Robert Flores

Public Forum:

1. Approve Minutes November 18, 2020

Mayor Gutheil said he has one change on page 4 b. He would like to include the name of the firm doing the testing.

Motion by Trustee Girard to approve the November 18, 2020 minutes with the one change discussed. Seconded by Trustee Carota. All were in favor. Mayor Gutheil voted yes. None opposed. Motion carried.

2. Set Future Meetings

Mayor Gutheil said they will need to set up some meetings on the police reform and Chief Gifford has started working on it. He has had 5 copies made of the SGF PD Policies and Procedures Manual and offered the Board to pick up and get started. He thinks it is interesting reading.

3. Transfers

Transfer \$1,500.00 from A1990.400 Contingency to A8020.400 Planning Board Contractual. Motion by Trustee Girard to approve this transfer. Seconded by Trustee Carota. All were in favor. Mayor Gutheil voted yes. None opposed. Motion carried.

Transfer \$3,380.00 from A9010.800 Employee Retirement to A9015.800 Police Retirement. Motion by Trustee Girard to approve this transfer. Seconded by Trustee Carota. All were in favor. Mayor Gutheil voted yes. None opposed. Motion carried.

4. Approve Bills

Mayor Gutheil said they were hit hard in the police department with overtime.

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

5. November Public Safety, Public Works and Animal Control Reports

Trustee Girard commented that the 17 mil reported on the water report is extremely high compared to reports going back as far as 2009 and asked T.J. Chagnon if he knew why.

T.J. Chagnon reported that they are still losing water from the hydrant and once the tank is back on line, hopefully they can get off direct pumping as soon as possible.

Motion by Trustee Girard to receive and file the November Public Safety, Public Works and Animal Control reports. Seconded by Trustee Carota. All were in favor. Mayor Gutheil voted yes. None opposed. Motion carried.

6. ADA Grievance Resolution

Mayor Gutheil asked Attorney Bartkowski if she has had a chance to work on the ADA policy. Attorney Bartkowski replied she has not but it is on her list and she will report back at the next meeting.

7. Mountain Medical

Mayor Gutheil asked T.J. Chagnon if he got any more information on this.

T.J. Chagnon reported that he has made a couple more attempts to get this information but still has not had a response.

Trustee Girard asked if they should just go with Mountain Medical. This would only be needed if there was an accident or suspicion. Mountain Medical would not be replacing Northeast Testing and there is no cost if they don't use them.

Mayor Gutheil asked Attorney Bartkowski to look over their agreement and report back to the Board. Will add this to the agenda for the next meeting.

8. Police Reform and Reinvention Collaborative

Already discussed under future meetings.

9. RFP Cleaning Services

Mayor Gutheil said that Michelle Ross is no longer going to be doing the cleaning. Will send out a draft of an RFP to the Board for comments. He suggested having the cleaning done on a weekly basis and see how that goes. Trustee Girard agrees. They will mail out the RFP to firms they can find and if needed can advertise.

Attorney Bartkowski suggested contacting the Chamber of Commerce.

10. WIIA Water Project

a. Water Tank Update

Robert Flores reported they are close to the end on the water tank. They have started filling the tank and the first sample was collected today. There will be a 2nd sample and if tests are all OK they may start using the tank by Friday.

Robert Flores reported on an email received from Maria at DOH and their required testing. The turnaround time for results would probably be approximately a week.

Mayor Gutheil thinks they need an aggressive time schedule for testing.

The Contractor has to remove some equipment off the tank and finish painting an 8 foot diameter circle on top of the tank.

There are minor repairs needed on the rails before they demobilize.

Anthony Mantas reported that they are prepping the area tomorrow and probably painting on Friday. They have requested Anthony Mantas back out on Saturday to inspect when they do a finish coat.

Mayor Gutheil inquired about the substantial completion date.

Robert Flores said substantial completion is the date that they start using the tank. This also starts the warranty period.

b. Carbon Filtration Project

Robert Flores reported that he and Mayor Gutheil went through some of the Mayors comments this week. Robert will make the changes and get a copy to Attorney Bartkowski for her review.

Trustee Girard asked when they would be going out to bid on this project.

Robert Flores said they could advertise as early as next week and open bids the end of January. Work wouldn't start until Spring.

11. WIIA Sewer Project

a. Pump Station Update

Robert Flores reported that work is continuing on this project. The General Contractor is installing the bypass pump this week.

T.J. Chagnon believes the tapping sleeve and valve is planned for tomorrow.

There is a temporary meter on the bypass line.

Robert Flores said the contractor is pretty much on schedule. O'Connell Electric told him that the generator will arrive the end of January or the beginning of February.

b. Sewer I&I Update

Robert Flores reported that they did receive the signed agreement from KPI and will bring the 3 binders to Mayor Gutheil so he and Attorney Bartkowski can review and the Mayor to sign.

12. CDBG

a. Haviland & Wilson Improvements Bid

The bid on this project is scheduled for December 8th and Robert Flores said they should have a lot of bids.

There was a discussion about having an addendum to have enough time in the contract to do the sidewalks. Robert Flores suspects this won't be an issue and they could put a milestone schedule in the addendum.

b. Haviland & Wilson Update

Robert Flores stated that this project is now on hold.

Mayor Gutheil said that TKC did get their waiver, release of liens and received a payment today.

T.J. Chagnon reported that they did do a shim coat down the trench on Haviland so that concern is taken care of.

c. Robert Flores stated that DOH wanted additional samplings on the emergency well. He asked the Board if the Water Department was going to do that work or did they want Delaware's help with that.

T.J. Chagnon asked if they are going to connect to the reservoir. If so, he needs to order parts to do that work.

Mayor Gutheil thinks they should try to get this done before the winter.

T.J. Chagnon wants to move the hydrant and put a T in. The biggest part is cutting through the reservoir wall.

Robert Flores will work out the details with Maria at DOH and report back.

Mayor Gutheil asked about the waste on site at the water tank.

Attorney Bartkowski said they are still waiting for the test results.

Anthony Mantas said they should hear back on the test results before the week is out.

Mayor Gutheil said it will be gone before they demobilized.

13. Trustee Reports – none.

14. Mayors Report

Mayor Gutheil reported the sales tax for last month was down \$4,875 from last year; November to November.

He has a copy of a letter from Techtonic who does work for Verizon and they will be helping to put the equipment back up.

Mayor Gutheil said that the Board has talked about when to bill the unpaid water and sewer bills. He asked the Board if they want to do it now or wait until after the first of the year. Attorney Bartkowski said you cannot turn off any utilities during a pandemic.

Trustee Girard said this is a very difficult time right now.

Mayor Gutheil said they will revisit this in February and see what the economy and virus are like then.

The utilization report shows a little spike in October but they are still OK with the budget.

Regarding the All Pro Cleaning; they will have the heavy cleaning done once they are done with the testing. Found nothing as of yet that says they can't have people back in the building but they are going to wait until the contractor is off site. Attorney Bartkowski said there are still more test results to come in.

Mayor Gutheil reported that the Health Department set up monitoring in the clerks office and the boardroom and did not find anything.

Follow up on Zoning Board and meetings on a zoning request: A package was dropped off at the Village office and staff has delivered it to Jim Phair.

Motion by Trustee Girard at 8:02 pm to enter into Executive Session to discuss an unnamed person(s) job performance. Seconded by Trustee Carota. All were in favor. Mayor Gutheil voted yes. None opposed. Motion carried. **Executive Session** – Cancelled.

Motion by Trustee Girard at 8:15 pm to adjourn the meeting. Seconded by Trustee Carota. All were in favor. Mayor Gutheil voted yes. None opposed. Motion carried.

Meeting adjourned at 8:15 pm.