

VILLAGE OF SCHOHARIE
Employees Meeting/Workshop – January 18, 2023

PRESENT: Mayor Caza, Trustees: Johnson, Medak, and Robinson-Bullock, OIC Jason Temple, Clerk/Treasurer Leslie Price, Codes Enforcement Officer, and Fire Chief Doug Stinson, Mike Harrington from Lamont Engineers

Excused: Trustee Jeff Palmer and Deputy Village Clerk/Treasurer Debby Byrne

- 1) Officer in Charge (OIC), Lieutenant, Jason Temple
 - a) See Attached Report
 - b) Send DOT a letter about not lowering the speed limit on Route 30
- 2) DPW Superintendent, Ken Bernhardt
 - a) See Attached Report
 - b) Ken will solicit cost for paving Hilgert Parkway. The Board said that Ken had put \$125,000 in the 2023 Budget for this project. The Board is in favor of moving ahead on this project.
 - c) Boards top priority of future funding is a Back-hoe (Planned Savings), a new DPW Truck no older than one year, and Grant money for solar at the Sewer Plant.
- 3) Fire Chief, Doug Stinson
 - a) See Attached Report
 - b) Clerk Price will assist Chief Stinson in writing a letter to the Town asking for their share of the money to purchase a Tahoe and Silverado. Trustee Medak will calculate the numbers for the purchase of these vehicles and ask the Town for their portion.
 - c) A check needs to go out to MillerTown Trucking for repairs done.

Motion made by Trustee Johnson second by Trustee Robinson-Bullock unanimously carried to approve the purchase of these vehicles.

- 4) Code Enforcement Officer, Doug Stinson
 - a) See Attached Report
 - b) The Clerk's Office will update the Schoharie Website from Building Department to Codes Enforcement.
 - c) Doug is working on new policies and updated by-laws for code enforcement.

Motion made by Trustee Robinson-Bullock second by Trustee Medak unanimously carried to approve the proposed fee schedule for the Codes Enforcement Office.

- 5) Lamont Engineers, Mike Harrington
 - a) WSIP monthly Report- See Attached.
 - b) Brenda gave an update on Plans for the Parrott House to include Mechanical, Electrical and Plumbing.

6) OTHER:

Motion made by Trustee Robinson-Bullock second by Mayor Caza unanimously carried to approve to appoint Mayor Caza, Trustee Johnson, Trustee Medak and Justice Frederick Kennedy to a term from April 1, 2023, to noon on January 1, 2024. This is due to the County Board of Elections who now hosts the Village's elections and the current oath of office for the above-mentioned ends March 31, 2023

Motion made by Trustee Johnson second by Trustee Medak unanimously carried to approve the updated payroll amount for underpaying part-time Police during 2022.

7) Name	Hours	Wage	Total
8) -----			
9) Frank Kennedy –	218	.50	\$109.00
10) Robert Kennedy –	253	.50	126.50
11) Bryan MacFadden –	175	.50	87.50
12) Brian Rossi -	22	.50	11.00

Motion made by Trustee Medak second by Trustee Robinson-Bullock unanimously carried to approve a Letter of Engagement with Attorney Young/Sommer LLC at the same flat rate as 2022, \$225.00 per hour.

Motion made by Trustee Medak second by Trustee Johnson unanimously carried to appoint members J. Tracy Booth and Amy Foland to the Zoning Board of Appeals (ZBA) and Joseph Mann appointed as a backup should one of the current members be unable to serve.

Ken Kio who was appointed to the ZBA at the March 8, 2022, meeting and will take his oath of office this week.

Motion made by Trustee Johnson second by Trustee Medak unanimously carried to adjourn the meeting at 9:05PM

Respectfully Submitted,

Leslie Price
Village Clerk/Treasurer

APPROVED

January 18th, 2023
Employees Work Session

2022 Stats

79 Traffic Tickets
285 Calls for Service
5 Arrests
4 Auto Accidents
3 Domestic Incident Reports

Department Operations:

We continue to provide the Town and Village Courts with the security/bailiff detail on court nights. Our relationship with Schoharie Fire Department, Schoharie Schools, Sheriff's Office, State Police, and other local Agencies remains positive, fostering a better training relationship to increase professionalism while keeping costs at a minimum.

Police Reform:

As part of the police reform, we meet with The Citizens Advisory Board for police review on a quarterly basis. We continue to partner with Lexipol on Policies, best practices, and training opportunities. Policies and Procedures reviewed and updated 07/29/22. There have been no official personnel complaints during this calendar year.

Grants:

We currently have \$3945.31 in grant money and plan to apply for the Walmart community service grant and always seeking out other grant opportunities. Applied for five new Body Worn Cameras through a NY State funded grant. We currently have only three working units that were generously donated by the Sheriff's Office. We currently have \$951.00 funding for the 2023 Police Traffic Services and Seat Belt Mobilization through The Governor's Traffic Safety Committee for extra enforcement patrols.

Future Expenditures:

1. Taser Equipment
2. Body Camera video cloud service
3. Training

January 2023 Stats

1 Traffic Tickets
10 Calls for Service
0 Arrests
1 Auto Accidents
0 Domestic Incident Reports

Citizen Advisory Board: Meeting January 18th, 2023.

Radar Speed Signs: On 12/22/22 purchased (2) Kustom Signals Portable Radar Display Speed Signs \$6969.00. Expected delivery first week of February 2023.

Ken Bernhardt Superintendent DPW

Village of Schoharie
Department of public Works
January 18, 2023

Looking Back:

- Continue maintenance of our equipment, DPW and water sewer plants
- Calibrating turbidity meters at the water plant and other repairs
- Picked up our 1991 International dump truck from the shop, new axle shaft cost \$1,428.46. Did not pass NYS inspection the estimated cost is \$10,384.60
- KB working on getting 2A water operator's license

Looking ahead:

- Will be changing out non-working water meter registers as soon as the new ones arrive. Scheduled for next week.
- KB take NYRWA Grade D initial water certification course March 21-24, cost \$600.00.
- Would like to know the Village Board's wishes on street paving for this 2023 year? Start planning and pricing.
- Have got two complaints about the stop sign at the lower end of Ward lane. May have to remove more of the tree there. Will work with the town to install a "stop ahead" sign up the hill.



Village of Schoharie
Schoharie Fire Department
Situational Report
01/18/2023

December, 2022- January, 2023

1.) Calls

5 Fire and 10 EMS

2.) Drills & Training

A.) We held three weekly drills/training sessions on NFPA best practices. (Christmas Off)

B.) Bail-out training with Schoharie County Search and Rescue is scheduled for 01/26 @1900 hrs. at SFD station.

C.) NYS OFPC will be conducting Basic Exterior Fire Fighter class from February through May, to be followed by Interior Firefighting Operations (FF1). This class is being hosted by SFD.

3.) Education

A.) State classes: One new EMT graduation, One new Advanced EMT graduation.

B.) Per ISO, coordinating multi-jurisdictional training to improve upon and solidify unified response and mutual aid operations.

4.) Major Incidents: Nothing to report.

5.) Near Miss Incidents: Nothing to report.

6.) Equipment Repair: Delays in lettering on 1423, truck will be returned once complete.

7.) New Equipment:

A. Awaiting letter of intent from the Board for purchase of Silverado and Tahoe from Denooyer Chevrolet on NYS contract.

B. 15 new pagers, 3 new thermal imaging cameras and PPE for our Rehab and Support staff have been ordered and mostly received. Made possible by Schoharie County, through the NYPA grant. Thank You!!

8.) Upcoming Fundraiser: Couples dinner and Casino Night planned for Saturday, February 11th.

Village of Schoharie
Code Enforcement
Situational Report
Date: 01/18/2023
December, 2022- January, 2023

Transition

- Little progress made with Cloud Print this month. Holiday schedules and other unforeseen scheduling conflicts limited sessions. Eliana and I are currently getting things rescheduled.
- Please see attached, Proposed Fee schedule to be discussed/voted on.

Permit Status

- Have not received additional drawings from Lamont Engineers for the Parrot House project yet.
- Continuing work with architect for Old Stone Fort project. They are reaching out to the Village Planning Board.

Complaints

- No new complaints

Building Safety Inspections

- Began working on 2023 Master Schedule for Fire and Operating Permit inspections.

Enforcement Action

- Created letter for owners of dilapidated and/or vacant buildings in regards to NYS Property Maintenance and other applicable codes.

- Jeremy May back in court on 01/24/2023 at 1300hrs.

Proposed Fee Schedule

Building Permit- Existing Sliding Scale

Fence Permit-	\$50.00 (New)
Pool Permit-	\$100.00 (Inground) \$50.000 (Above ground)
Shed Permit-	\$50.00 (Currently \$50.00)
Sign Permit-	\$50.00 (Currently \$100.00)
Operating Permit (Food Vendors)	\$75.00/Year
Administrative Cost Food Vendors	\$25.00/occasion
Certificate of Occupancy/Compliance Search	\$50.00
Commercial Fire Inspections	\$100.00 up to three units.

Additional units @ \$20.00 each
Every three years.

Lamont Engineers, P.C.

Village of Schoharie
Water System Improvements Project

Meeting Report – January 18, 2023

I. Project Update

- A. We are in a winter shutdown for the Tank construction.
- B. We have provided minor design revisions to DN Tanks and Tweedie to avoid/minimize rock excavation: waiting for response (Tweedie has been away and unable to comment).
- C. We have begun to look at the proposed Depot Lane Water Main Easement again, including discussion with Dan Crandell re: contaminated soils issue.
- D. We are still working on a response to DOH comments on the Holding Pond Aeration System.

II. Next Steps

- A. Submit response to DOH on Aeration System.
- B. Decide course of action for Depot Lane easement; discuss feedback from Dan Crandell.
- C. Work on other water main easements in other areas.

III. Other Projects

- A. Bridge/Main St. Sidewalk Curb Ramps – 6 bids received. Discuss results and consider award.
- B. Parrott House – Fire suppression design is expected soon from vendor; discuss next.

steps.

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Approved