

VILLAGE OF SCHOHARIE
Employees Meeting/Workshop – March 16, 2022

Meeting called to order @ 6:36PM in the Village Hall at 300 Main Street.

PRESENT: Mayor Caza, Trustees: Johnson, Palmer, Medak and Robinson-Bullock, OIC Jason Temple, DPW Superintendent Ken Bernhardt, Mike Harrington from Lamont Engineers, Clerk/Treasurer Leslie Price and Deputy Clerk/Treasurer Debby Byrne

Excused : Code Enforcement Officer/Fire Chief Doug Stinson

1) Mike Harrington

- a) See attached Report
- b) DN Tanks was awarded the Bid at \$1,392,200.00.
- c) Total Project Cost was originally estimated to be 2.75 million with 1.65 million the Grant Portion.
- d) Mike will work with Leslie for the next draw down and reminded the Village to pay themselves back for work completed by DPW for tree removal and clearing.
- e) Trustee Palmer talked about the Parking Lot Project behind the business in the Central Business District (CBD) from 315 Main Street to 293 Main Street. Mayor Caza said it may not be in the budget this year but would like to see if there are any easements in place or that have been filed previously. Mike said he would look into his records also.

Motion made by Trustee Johnson seconded by Trustee Robinson-Bullock unanimously carried to approve to allow Mayor Caza to sign the appropriate paperwork for Notice of Award.

Motion made by Trustee Palmer seconded by Trustee Medak unanimously carried to approve Mayor Caza signing the Construction Contract and the Notice to Proceed and having documents reviewed by the Village Attorney.

2) DPW Superintendent Ken Bernhardt

- a) DPW will be working on Potholes. Ken did offer to work on some of the bad spots in the parking lot behind the shops on Main Street. Clerk Price will call the businesses first to let them know the Village will be doing this work
- b) DPW will be picking up brush since the last two weeks have been delayed due to snowstorms.
- c) Ken ordered new registers for water meters.
- d) DPW has been working on the Crosswalk project by Furman Drive. NYS wants bid documents to cut and pour concrete which must be DOT approved.
- e) Ken would like to participate in NYS Rural Water Training programs and would like Board approval. These training programs are for water and sewer and the estimated cost is \$600.00

Motion made by Trustee Palmer seconded by Trustee Medak unanimously carried to approve for Ken to participate in the NYS Rural Water Training Program.

- f) Steve Grimm from NYS Rural Water visited DPW today and mentioned money that can be reimbursed for water and sewer improvements. He gave a sample letter for the Board to send in support of S3968-A action program known as SWAP. Clerk Price will go online and put this letter on village letterhead for the Board.
- g) Ken and Mike interviewed Evan Trombley for the new DPW position for Laborer. Mayor would like to offer a starting salary of \$15.00/hour with a probation period of 6 months to a year at Ken's discretion.
- h) Mayor Caza would like the Board to recalculate Ken's salary now that he has his water license.

Motion made by Mayor Caza seconded by Trustee Palmer unanimously carried to approve increasing DPW Superintendent salary by \$5,000.00 effective immediately and to approve the starting salary of \$15.00/hour for the new Laborer position.

- i) Mayor Caza also would like Ken to put together a proposal/estimate to improve the former American Legion property which is now owned by the Village. Mayor would like to improve the lot to add municipal parking and beautification of the property.

3) OIC – Jason Temple

- a) See attached Report
- b) On Monday, March 21st, Ralph Nader, a representative of Med-Project, will review and approve the medication kiosk proposed for 300 Main Street building. If approved, it will be installed on April 4th.

4) Code Enforcement Officer Doug Stinson

- a) Please see attached Report

5) Fire Chief Doug Stinson

- a) Please see attached Report

6) Other

- a) The Board discussed reimbursing two employees a stipend in lieu of taking the Village's Health Insurance Package of \$3,000.00.

Motion made by Mayor Caza seconded by Trustee Robinson-Bullock unanimously carried to approve a sum of \$3,000.00 to both Ken Bernhardt and Paul Liddle in lieu of participating in the Village Health Plan for fiscal year 2022.

- b) Trustee Johnson gave an update on the open Wi-Fi County Project which will be managed by the County, Shane Nickols. Bids have gone out. This program will be free to residents and businesses and is scheduled for a five-year run.
- c) Mayor Caza inquired about the \$75,000 Grant for digital filing/Record Management that Clerk Price was working on. Mayor researched companies and has a list to share with Clerk Price. Mayor wants to ensure that software is included in the price, and it is a PDF/A version for searching and archiving
- d) SCVOA meeting has been scheduled for Wednesday, March 30th. Clerk Price needs to know who will be attending. Right now, Trustee Johnson and Robinson-Bullock, Mayor Caza and Clerk Price will be attending.

Motion to adjourn meeting at 8:25 PM made by Trustee Palmer seconded by Trustee Johnson unanimously carried to approved to adjourn meeting.

Respectfully Submitted,

Leslie Price

Lamont Engineers, P.C.

**Village of Schoharie
Water System Improvements Project
Meeting Report – March 16, 2022**

I. Project Update

- A. Bids were received on March 10, 2022 for the new water storage tank. See attached results.
- B. The low bidder was DN Tanks; they plan to use Tweedie Construction of Walton for the site work and Mike Grey of Cobleskill for electrical work.
- C. Toohar & Barone (T&B) has developed another revised tank site access agreement and submitted to CSP.
- D. Daily relations with CSP remain positive.
- E. No responses from Clean-Flo regarding Holding Pond aeration system.

II. Next Steps

- A. Consider awarding Contract No. 1 – Storage Tank (see attached Notice of Award). If awarded, also authorize Mayor to execute the pending Construction Agreement and pending Notice to Proceed with review assistance from Engineer and Village Attorney.
- B. Analyze overall project budget and consider making scope adjustments as necessary for remaining project work.
- C. Continue with water main plans (and easement work) through the spring with goal of bidding the work in July or August of 2022.
- D. Conduct baseline water quality testing of Spring supply and Holding Pond effluent (for Clean-Flo aeration system design).
- E. Next drawdown request to EFC can be done soon, if needed for cash flow.

III. Other Projects

- A. Any response from DEC on our recent update letter on the WWTP SPDES Permit compliance schedule? Next steps?

BID SUMMARY SHEET

PROJECT: Schoharie (V) - Water System Improvements Project

Contract No. 1 - Storage Tank

Date & Time: Thursday, March 10, 2022 - 2:00 PM

Location: Village Office - 300 Main St., Suite 1, Schoharie, NY 12157

Contractor	Contract No. 1 Base Bid	Addendum yes or no	Bid Security yes or no	Notes
DN Tanks valerie.collins@dn tanks.com	\$1,392,200.00	Yes	Yes	Apparent Low Bidder CW-1 = \$710/CY (Rock Removal)
Preload kmillen@preload.com	\$1,725,000.00	Yes	Yes	CW-1 = \$275/CY (Rock Removal)
FP Kane paul@fpkane.com				No Bid
Wm. J. Keller & Sons dwalton@wkeller.com				No Bid
Den's Hauling heatreit@denshauling.com				No Bid
NY Patriot Group Lchase@nypatriotgroup.com				No Bid
Scheenecker Construction Fax: 518.285.8658				No Bid

Contractor	Contract No. 1 Base Bid	Addendum yes or no	Bid Security yes or no	Notes
Carver Construction ghanoufa@carvercompanies.com				No Bid
Tweedie Construction tsw90@frontier.net				No Bid

NOTICE OF AWARD

Date of Issuance: **3/17/22**

Owner: Village of Schoharie

Owner's Contract No.: 1

Engineer: Lamont Engineers, P.C.

Engineer's Project No.: 2016121

Project: Water System Improvements Project

Contract Name: Storage Tank

Bidder: DN Tanks of New York, LLC

Bidder's Address: 11 Teal Rd., Wakefield, MA 01880

TO BIDDER:

You are notified that Owner has accepted your Bid dated March 10, 2022, for the above Contract, and that you are the Successful Bidder and are awarded a Contract for:

Contract No. 1 – Storage Tank (Base Bid)

The Contract Price of the awarded Contract is: \$ 1,392,200.00

[3] unexecuted counterparts of the Agreement and related forms accompany this Notice of Award, and one copy of the Contract Documents has been transmitted or made available to Bidder electronically.

a set of the Drawings will be delivered separately from the other Contract Documents.

You must comply with the following conditions precedent within 15 days of the date of this Notice of Award:

1. Deliver to Owner 3 counterparts of the Agreement, fully executed by Bidder.
2. Deliver with the executed Agreement(s) the Contract security [e.g., performance and payment bonds] and Insurance documentation as specified in the Instructions to Bidders and General Conditions, Articles 2 and 6.
3. Other conditions precedent (if any): None

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within ten days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

Owner: Village of Schoharie

Authorized Signature

By: Lawrence Caza

Title: Mayor

Copy: Lamont Engineers, P.C.

R:\2016121\Bidding - Tank\003 Notice of Award - Contract 1.doc



SCHOHARIE POLICE DEPARTMENT



Lieutenant Jason A. Temple
Officer in Charge

P.O. Box 219, 300 Main Street
Schoharie, N.Y. 12157
Phone: 518-295-8566
Fax: 518-295-8501
Dispatch: 518-295-8114

March 16th, 2022 Employees Work Session

28 UTTs
50 Call for Service
2 Property Damage Auto Accidents
No Major Incidents Reported

Body Cameras: Five brand new Pro-Vison cameras and docking station donated by the Schoharie County Sheriff's Office. In the process of installation and Policy review with Lexipol.

Unit 951: Vehicle serviced, and new battery installed by the Village DPW. Blower motor became inoperative. New wire harness installed, Zekes Auto Repair. \$154.36. Request check for payment.

Route 30 @ Prospect: The Traffic Safety and Mobility Office completed review for new traffic signal. Determined not warranted. Stated traffic volumes do not meet required volumes for tri-color signal. However, a new Blind Child Area sign will be installed on Rt. 30 in advance to Prospect.

Training: Training opportunities via online webinars through Department of Criminal Justice Services and National Criminal Justice Training Center. (Implicit Bias vs. Explicit Bias, Drug Trends, Public Safety Collaborations to name a few).

Follow up:

Med-Project Unwanted Medication Kiosk: Made email inquiries. Awaiting contact back from organization.

WALMART Grant: Finally got approval and access to FrontDoor CyberGrants on 03/11/22. Applied for a \$5000 grant pending Store Branch approval.

See! Be Seen! Campaign: Made additional inquiries with NYS Health Department regarding the Pedestrian Safety educational materials and swag with no avail. General response "Delayed Due to Covid".

Vehicle Search: Still searching!! Been in contact with Fleet Manager at MainAuto in Johnstown. Having hard time finding decent vehicle with the Limited \$20,000 budget. (\$10,000-\$15,000 for vehicle and remainder for set up-lights, siren, computer etc.) Concerned purchasing a used vehicle that the Village would have to put more money into.

Coming Up: Will be contacting Chair Collene Quirion to set up next Citizen Advisory Board for Police Review.

Village of Schoharie
Code Enforcement
Situational Report
3/16/2022

February 2022-March 2022

1.) Transition

- Working with Llyod on NYS Codes Report.

2.) Permit Status

- Framing and insulation inspections completed at the Dental Office. Sheetrock work to take place over the next two to three weeks.
- No activity on any Steve Meyers sites.
- 295 Main Street, Greek Restaurant, Al Decker is their new architect. There stop work order has been suspended in regard to making there bathroom ADA compliant. All other work is stopped until Mr. Decker has provided his drawings.
- No updates on Parrot House project at this time.

3.) Complaints

- Jeremy May to continue cleaning up clutter in his yard now that snow is melting.
- Working on a complaint in regard to a rooster at 404 Main Street.
- Working on a complaint of multiple automobiles and other items at a residence on Main Street.



Village of Schoharie
Schoharie Fire Department
Situational Report
03/16/2022

1.) Calls

- 21 Total: 10 Fire, 11 EMS

2.) Drills & Training

- Had a drill on Vent, Enter, Search Techniques in regard to conducting primary search for victims in a structure fire.
- Reinforcement training on self-contained breathing apparatus.
- Pump Operator and Driver Training

3.) Education

- 6 Members certified at AHA Instructors for CPR/AED and basic life support.
- 4 Members certified by Department of Homeland Security for Principles of Instruction.
- 5 Members attended EMT Recert training-Core 2.
- 2 Members attending Fire Academy for basic training.

4.) Major Incidents

- Nothing to report

5.) Near Miss Incidents

- Nothing to report.

6.) Building

- Nothing to report.

7.) Upcoming Fundraiser

- St Patrick's Day Corn Beef Dinner is scheduled for March 17 from 4-7 pm.
- Las Vegas Night netted approx.. \$1200
- 5K for Schoharie this year is set for May 7 and is to benefit the Firehouse.