

VILLAGE OF SCHOHARIE
Employees Meeting/Workshop – August 19, 2020

Meeting called to order @ 6:32PM in the Village Hall at 300 Main Street.

PRESENT: Mayor Caza, Trustees: Palmer, Johnson, Medak, Wood, OIC Rossi, DPW Ken Bernhardt, Clerk/Treasurer Leslie Price, Deputy Clerk Debby Byrne, Fire Chief Marty Pierce, Niagara Engine #6 Board Member Dan Smith, Code Enforcement Officer, Lloyd Stannard and Doug Stintson

1) DPW – Ken Bernhardt

- a) DPW performing regular routines.
- b) Resident Mary Shultz 141 Prospect St. requested the DPW clean a ditch on her property, that in past practices has been done by the Village. It is personal property Ken asked the Board what their recommendations are. Mayor Caza suggested that she hire a lawn care company, as the Village can not recommend any company, but we could give her a list if she wanted.
- c) 2nd Clarifier needs to be in compliance with DEC Ken gave the board a quote from Lakeside Equipment for materials to fix clarifier in the amount of \$2,645.00 for approval

Motion made by Trustee Johnson second by Trustee Medak unanimously carried to approve Lakeside Equipment quote in the amount of \$2,645.00

2) OIC – Brian Rossi

- a) Executive order 203- Lexipol – is a risk management company that offers policies and procedures training and best practices for police agencies. OIC had an online meeting with Lexipol and is waiting to find out the cost and if the Village of Schoharie PD can piggyback off the County Sheriff's policies
- b) Crossing Guard – hours to increase from 3 to 4 hrs a day with the new bus runs and January 1, 2021 minimum wage increase and if school closes would the Village pay his salary. Board suggested a meeting with Schoharie School Superintendent, David Blanchard, to see if the school would cost share the Crossing Guard pay. Clerk to set up meeting
- c) Frank Kennedy – is a part time officer who is a full time National Guard member. He will be deployed for 6 months, OIC asked the Board if he would be paid his part time wage (4 days a month) salary while he was deployed. As the Board appreciates his service, no he will not be paid, but his job will be available to him when his deployment is over

3) Fire Department – Marty Pierce

- a) Follow up to painting the Fire Chiefs vehicle – Niagara Engine #6 is paying for the paint job.
- b) Fire department (FD) is to receive a matching grant from DEC. FD spends \$3000 and get \$1500 back. This will allow FD to purchase some new hard suction hose and replace some old wildland fire backpack pumps. Also, the FD found out that they are to receive a \$96,000 regional FEMA grant. This grant will allow the FD to get new high band portable radios as the old low band portable radios will not work with the county's new high band radio system. This grant will go towards Schoharie, Middleburgh, Huntersland, and Central Bridge; approximately \$36,000 is earmarked towards Schoharie FD.
- c) Annual fire hose testing as per NFPA 1962, heat sensor label and ladder tests were completed
- d) FD members Required physicals are due in October, Chief Pierce will have the head count available at September's meeting
- e) Chief Pierce requested a meeting with the Board to revisit the Emergency Flood Plan. Clerk will follow up with Schoharie County Office of Emergency Services (OES), Emergency Management Coordinator, Colleen Flynn, in regards to updating the plan

4) Code Enforcement Officer Lloyd Stannard

Homes at 320 and 326 Main Street. Jeremy May owner of 326, has not made many improvements on cleaning up his property and he can still be taken to court as the Judge did not close the case against him

for violating Village property law. Lloyd gave the tenants at 320 Main Street to the end of the July 2020 to move items on lawn and porch. Lloyd said this property has been cleaned up

OTHER:

- a. Doug Stintson informed the Board he will fill an application for the Code Enforcement position. He will bring application to the Clerk's office
- b. Motion to approve payment to Cobleskill Stone Product for paving Grand St. \$51,011.79 and Pavement Paintlines for marking and restriping Grand St. \$1,125.00
- c. Mayor Caza distributed to Dept Heads a purchasing freeze letter See attached

Motion by Trustee Medak second by Trustee Johnson unanimously carried to approve payment to Cobleskill Stone Product for paving Grand St. \$51,011.79 and Pavement Paintlines for marking and restriping Grand St. \$1,125.00

MOTION by Trustee Johnson second by Trustee Medak unanimously carried to adjourn meeting at 9:345PM

Respectfully Submitted,

Leslie J. Price

Approved

To: All Department Heads
Re: Fiscal constraints this fiscal year

As you are aware, the State of New York, and the County of Schoharie, are experiencing substantial deficits as a result of the Covid-19 shutdowns and resultant closures of many businesses that led to reduced tax revenues at the state and local levels. Some income that our Village depends on when developing its budget comes from the state and the county, including sales tax revenue that passes down to our treasury, and state aid based on formulas the state uses for distributing money to us.

At this point we don't have firm figures on how much our aid and sales tax revenues will be for the rest of this fiscal year, but we are projecting a reduction that may affect our overall revenue. Therefore, with all the unknowns, the Mayor and Board of Trustees is taking the following action and asking for your cooperation as follows:

1. Effective immediately, there is a freeze on all discretionary spending, regardless of whether the budget has an allocation for this spending. Spending for necessary parts and supplies can be made without prior approval, as long as they do not exceed \$250.
2. Purchase of equipment must be requested in advance. Please submit requests ahead of meetings so the Board can evaluate whether it can accommodate the expense; requests made at meetings cannot be approved the night of the meeting.
3. Emergency repairs will be accommodated as previously, but please be judicious in classifying a need as an emergency. Please notify the Treasurer and Mayor of such spending.

It is our hope that this fiscal emergency can be resolved quickly, and that the flow of revenue will not impact us too severely. We will advise you of any new developments, and when normal purchasing protocols can resume. Thank you for your cooperation and understanding.

Mayor Lawrence Caza
Board of Trustees