

Village of Schoharie – Employee Meeting Minutes

April 16, 2025

Presiding: Mayor Colleen Henry

Present: Trustees Johnson, Palmer, DPW Superintendent Ken Bernhardt, Mike Kennedy, Doug Stinson III, OIC, Jason Temple, Codes Enforcement Officer, David Knoop, Jesse Lavigne From Rcap Solutions

Excused: Leslie Price, Debby Byrne, Sal Medak, Becky DeGroff and Fire Chief Doug Stinson

Employee Meeting:

Meeting brought to order: By Mayor Henry at 6:31PM

1. RCAP Solutions: Jesse Lavigne Presentation

- a. Rate Study summary-packet handed to Board members This review encompasses October 2024 to Present, regarding billing, budget and usage data, Jesse thanked Clerk/Treasurer Leslie Price and Deputy Clerk/Treasure Debby Byrne for their assistance in this endeavor
- b. In summation: the 2021-2024 budgets have had a deficit in the sewer fund balance due to Inter-fund transfers in order to make payroll and daily operations, but upkeep and maintenance have not been addressed.
- c. The sewer —‘treatment train’ for this municipality requires an upgrade due to several factors: chlorination /dechlorination system is not working properly: needs to be addressed, the dry field is inadequate (should be covered), May-Oct is considered the rainiest time of the year when the dry beds are most affected and thus affects the sewer system, as well as this is the time of year DEC has chlorine testing and the system is 50-90 years old, life span is typically 50-100 years— 7 miles of system would need to be replaced **which would be 840ft/year to change....** Thus, \$165,000 is needed in revenue per year to get the Village sewer modernized, with the population increasing as projects for housing are on the calendar, urgent effort is needed in sewer upgrade, the summary details a 4-year plan.
- d. RCAP continued: Questions from David Knoop (Codes Officer):
 - i. The laundromat seems to be a large contributor to “grey” water in the system, can this be re-filtered? Possibly, through the laundromat owner upgrading the system—it is not recommended that the Village take on re-filtration systems.
 - ii. Place sewer meter to check on usage-possibly.
 - iii. Get the High school and elementary schools use faucets that regulate flow on/off -possibly get grants. (The Mayor believes this is already in place in the HS)

- iv. Pipe relining- Jesse stated he was not informed enough to respond but would research.
 - v. Carwash owners- approach owners about remodel with modern equipment for conservation
2. This report advocates for increase in the rate by *usage*, based upon seasonal changes/year. The Village thanked him for his assistance and effort on generating a report for the Board to review as well as all the GIS mapping. The Board will address this report in the next coming meetings.

1. OIC Jason Temple

- a. Officer in charge Jason Temple commented on the crossing guard's concerns with cars coming into the crosswalk while he is attempting to safely cross students and parents- the idea of a body camera being used by the crossing guard was addressed and will be used on a trial basis.

2. DPW

- a. DPW superintendent Ken Bernhardt reported the sewer plant requires a chlorine analyzer at the cost of \$3393.10 with approximately \$250 start up charge,

MOTION: to approve the chlorine analyzer replacement made by Deputy Mayor Peter Johnson and second by Trustee Jeff Palmer, all in favor of this motion, motion carried.

- b. In addition, DPW reported that the 1989, 1991 dump trucks need to be replaced. It can no longer be serviced to pass inspection.
- c. The 2008 Ford F350 pick-up needs to be replaced, no longer has the ability to repair and the affixed plow is not usable. The Village Board did not make a motion on this as the Board needs to review the budget and discuss options.
- d. The Mayor requested Superintendent Bernhardt before he exits the position, to give a written document stating what reports are due and when due so the Board can address these and not fall behind during the search for a replacement.
- e. In addition, Mike Kennedy presented to the Board his job title is not Deputy Superintendent as has been reported prior years, and he had not been compensated for his work as acting superintendent when there was a gap between employment of a titled superintendent in the past. He believes he has been mischaracterized and not supported by the Board for all the work he puts into Village duties. Trustee Palmer inquired as to how the Board can amend his feelings and Mr. Kennedy did not pinpoint how that can be done. The Mayor responded, Mr. Kennedy will not be responsible for handling the duties of superintendent during this gap, she will contact the office of the state comptroller and get assistance. In the meantime, the Board asked Mr. Bernhardt to write down the regulatory duties, so that they can handle.
- f. It was reported by the Mayor two applications for the superintendent position arrived at the Village office and interviews will be conducted tomorrow and next week.

3. Code Enforcement

- a. Codes Officer David Knoop completed fee schedule as per the Boards request.
- b. Mr. Knoop explained the rationale behind the fees and the process, it met with the Boards approval.
- c. The Parrot House has some changes in their plans for code requirements and Lamont Engineers is assisting with this to get the entity operating within their time frame.
- d. The J May property, 326 Main Street: Mr. Knoop stated the attorney informed him there is another avenue to be taken and Mr. Knoop did not have those particulars, therefore the Mayor

will contact the attorney tomorrow, April 17, 2025. This has been an ongoing issue for the Village and has been met with many community members disturbed by the sight of the property and are now demanding action. The Mayor has a quote for fencing and landscaping and will pursue in the very near future to get the May parcel delineated from Employee Meeting 4/16/2025 the adjacent Village owned parcel – the pins for the Village parcel have been located.

4. The Village Planning Board met April 15, 2025, and reviewed MainBridge Commons with a request to see plans with more details.
5. The Shed at the Little League Ball Field – Fox Creek Park: The Board would like a document indicating where the shed will be placed.
6. There will be an update to CloudPermit allowing municipalities to upload custom forms, this will be beneficial to the Village.
7. The Fire Department summary was not addressed in order to keep the meeting within a timely basis.
8. This Board gives a huge thank you to Ken Bernhardt for his service to the Village and wish him well in his retirement.

OTHER:

Motion: Motion by Mayor to approve the regular monthly meeting April 8, 2025, minutes, second by Deputy Mayor Peter Johnson, all in favor, motion carried

Motion: Motion by Peter Johnson to approve the Funding Application process by GPI, for the NYS Office of Parks and Recreation and Historic Preservation for Municipal Parks & Recreation Grant program as well as approving consultation by GPI to the Village for this funding application and the Mayor will sign the application and any duly needed documents to fulfill the application / consultation process, second by Jeff Palmer, all in favor, motion carried

Motion: Motion by Mayor to approve the reimbursement to Ken Bernhardt for his unused vacation and sick time as per the Village employee handbook, second by Jeff Palmer, motion carried.

The Board reviewed the Office of Cannabis Management Municipality form and does not have concerns with the micro-business retail shop applying to open at 434 Main Street provided the state approves the application.

Motion by Jeff Palmer to adjourn the meeting at 8:33 p.m.