

Village of Schoharie – Employee Meeting Minutes

November 12, 2024

Presiding: Mayor Henry

Present: Trustees Johnson, Palmer, DeGroff, Medak, Clerk/Treasurer Leslie Price, Deputy Clerk/Treasurer Debby Byrne, DPW Superintendent Ken Bernhardt, OIC Jason Temple, Doug Stinson, Codes Enforcement Officer /Fire Chief, Michael Griffin, Assistant Fire Chief, David Ornoski, Diana Bell, Terry Wilbur, Gwen Medak, and Josh Walther from The Mountain Eagle.

Excused: Mike Harrington from Lamont Engineers.

Employee Meeting:

Meeting brought to order: By Mayor Henry at 6:50 PM

- 1) DPW Superintendent Ken Bernhardt
 - a) See Attached Report.
 - b) Ken received emails from Luizzi Bros right before the meeting, with a payment application request. Ken informed the Board that this company did extra work on this project at no cost to the Village and stayed to their original quote. They will be coming back for clean-up work and DPW will plant grass seed in the spring.
- 2) Code Enforcer Officer, Doug Stinson
 - a) See attached Report.
 - b) Old Stone Fort Project – Fee application is \$10,042.00; Doug wanted the Board to review before issuing a new Permit. The Board feels we should stick to Doug's calculations. Doug will issue Permit when payment is made.
 - c) Parrott House Permit needs to be renewed. The owners need to give Doug an updated project amount.
 - d) Doug requested that the Board approve a Permit Fee Schedule.
 - e) Doug also requested that the Board extend the Permit time period from six months to twelve months. Clerk Price will contact other municipalities to see how their fee schedules work and what their fee schedule amounts are.
 - f) In regard to fire inspections, Doug would like the Board to approve an updated list of specific property types that should be required for fire inspections, for example, Gas Stations.
 - g) Doug requested the Board approve a Wi-Fi internet jet pack which he will be able to use while onsite with his codes tablet.

Motion made by Trustee Medak, second by Trustee Palmer unanimously carried to approve the purchase of a Wi-Fi Jet Pack for Codes Enforcement.

- 3) Doug Stinson, Chief & Mike Griffin, Assistant Chief; Fire Department
- a) See Attached Report
 - b) Discussion between Chief, Assistant Chief and Board regarding the purchase of a new truck. The Fire Department informed the Board that the Chief's car would not pass inspection. The Board told the Fire Department to take the Chief's car off the road if it is not safe. A fire truck replacement still needs to be considered.
 - c) The Schoharie Fire Department is sending trained members down to Orange County to help with the wildfires.
- 4) Mike Harrington from Lamont Engineers, excused.
- a) See attached Reports.
 - b) Mike has requested the Board approve Pay Application #3 Invoice # 1298-03 for R.B. Robinson in the amount of \$20,122.90.
 - c) Mike has requested the Board approve the final invoice to DN Tanks Invoice # 10 in the amount of \$35,236.62.
 - d) Mike has requested that the Board approve the payment application from Luizzi Bros submitted November 11, 2024, in the amount of \$142,357.50.
 - e) Mike has requested the Board approve payment for the HodgsonRuss invoice dated 11/11/2024 in the amount of \$18,635.00.

Motion made by Mayor Henry, second by Trustee Palmer, unanimously carried to approve the payments to the four requests of Michael Harrington from Lamont Engineers. These invoices are R.B. Robinson, Invoice # 1298-03 for \$20,122.90; DN Tanks invoice # 10 for \$35,236.62 and Luizzi & Bros payment application dated 11/11/2024 in the amount of \$142,357.50 and HodgsonRuss Invoice dated 11/11/2024 for \$18,635.00.

- f) Mike has asked for a Motion to approve the engineering contract amendment Number 3 for design and construction phase services to the Village of Schoharie Water System Improvement Project.

Motion made by Mayor Henry, second by Trustee Johnson unanimously carried to approve Engineering Contract Amendment No. 3 for Design and Construction Phase Services for the Village of Schoharie Water System Improvements Project and for the Mayor to sign the contract.

- 5) OIC Jason Temple
- a) See Attached Reports.
 - b) OIC Temple has informed the Board that he has two cars in service, one will not pass inspection. The Board informed OIC Temple that if a car is unsafe, take it off the road.
 - c) Jason would like to purchase a new Police car which would be the replacement of Unit 951. Mayor Henry inquired what the bid is for the Cobleskill car going to auction. Jason said the vehicle has rust, will need a paint job and deep cleaning and has 48,000 miles. This car was used as a canine car. The auction is currently active.
 - d) Jason has a quote for \$65,529.99 for a new 2025 vehicle and has informed the Board he currently has \$20,000 in NYCLASS money. This price includes lights and lettering.

- 6) Other:

- a) Gwen Medak arrived at the meeting late and requested to address the Board. She was concerned about the ridge bordering her property which is deepening. There is also a ridge bordering her neighbor's property which is causing water to run into her property. DPW Ken Bernhardt addressed this issue by saying that the soil on Prospect is shallow due to rock and is the reason for the shallowness. Ken also stated that the Village and County does not do work on private property. Ken will take a look at this and see if anything can be done.
- b) December's Board meeting will be held on December 3rd at 6:30PM. There will be a Public Meeting on December 3 for the 2025 Budget Hearing. Starting in December we will go back to two meetings a month. The December Employee's Meeting will be held on December 18th, 2024, at 6:30PM.

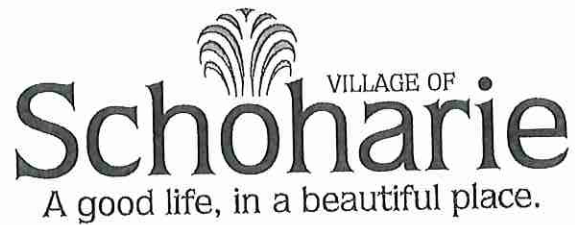
7) Motion to Adjourn

Motion made by Trustee Palmer, second by Trustee DeGroff unanimously carried to adjourn Meeting at 8:46 PM.

Respectfully Submitted,
Leslie Price
Village Clerk/Treasurer

Village of Schoharie
Department of public works
November 12, 2024

- We had to replace 75 feet +or- of aeration tubing in the water reservoir after 5 of 6 were chewed by a muskrat
- Hilgert Parkway, Brookside Place and Walnut Place Drainage and resurface pavement. Done by P. Luizzi comp.
- Hilgert Parkway, Brookside Place and Walnut Place shoulders work around new pavement. With help from the town of Schoharie men and equipment.
- Changed out more water meter register,
- Work with RCAP on LSLI Letters and Sewer infrastructure information
- Excavate water service line at SCS Bus Garage to verify material



es Enforcement Report
October 2024/November 2024
Date: 11/12/2024

Complaints and Enforcement:

- 199 Bridge Street. *update...property is currently being tested for fentanyl and other toxic substances.
- Working with property owner and NYS DEC at 110 Sunset Drive on a disagreement regarding the flood plain permitting process. *update, resolution still being worked out.
- Issued an order to remedy at 104 Eastern Ave regarding discarded furniture on the side of the road. Homeowner has assured me that the items will be removed on Thursday October 09. Will follow up with homeowner on the 10th. *Update, furniture has been disposed of.
- Property line dispute between 245 Main St and 247 Main Street. Will be escalated to Civil action between property owners. *No new updates.

Permits:

- Need direction from the board on permit fee for The Old Stone Fort project. Full permit application fee is \$10,042.00. I request the board to direct me on any discounting that is allowed.*Update, still awaiting input/action from the board.
- The Dental Office project is moving forward as it should. Site visit on Oct 11th went well, will update once final inspection is conducted.
- New floodplain and building permit at 164 Grand Street. * Permit requirements have been met and permit has been issued. Work is in progress. Site visit planned for Friday, Oct. 11th. *Update, awaiting appointment with homeowner for final inspection and issuance of final CO.
- New permit issued at 289 Main Street for façade improvement. *Certificate of Compliance to be issued.
- 456 Main Street, shed/outbuilding permit. Certificate of Compliance to be issued.
- 126 Grand Street, rear stairs built, Certificate of Compliance to be issued.
- 117 Bridge Street, Final inspection to take place this month and Certificate of Compliance to be issued.
- 145 Fort Rd, working with construction leaders on permitting, awaiting instruction on permit fee in order to issue.
- 294 Main Street: The Parrot House, the permit needs to be renewed. Need direction from the Board on renewal fees.
- 226 Main Street, awaiting payment of permit fee to issue permit.

Misc.

- Awaiting further information from NYS DEC in reference to the multi-use trail.
- Following up on approval to purchase a Verizon jet pack mobile internet for the tablet. Approximate cost would be \$40-50 a month. * Update, still awaiting approval.
- Following up on request for official fee schedule for fire inspections.



Village of Schoharie
Schoharie Fire Department
Situational Report October 24- November 24th
11/12/2024

- 1.) Calls
 - 13 EMS
 - 12 Fire
- 2.) Drills & Training
 - Held 4 NFPA best practice drills.
- 3.) Education
 - Our 3 Firefighters attending EMT school are progressing very well.
- 4.) Fundraisers/Events
 - Planning going on for Christmas in Schoharie.
 - Fall themed Covered Bridge Dinner was a success again this year, we raised approximately \$1500.
 - We did an Election Night Turkey Dinner. Sold out of 80 dinners in 32 minutes and raised \$1040.
- 5.) Near Misses/Major Incidents-
 - Nothing to report
- 6.) Apparatus/Equipment
 - 1422 received pump repairs and new tires and will be going out for some suspension repair/ maintenance in the next week. *Update, suspension repairs to be made this week.
 - Attended a meeting with Town and Village Board Members to discuss general budgeting and apparatus replacement plan. Awaiting approval to repair or replace current command vehicle. * Requesting the board to vote to allow me to proceed with one of those options.
- 7.) Building and Grounds
 - Proceeding with repair of electrical conduit from generator to the building. Will update as the project progresses. *Update, having trouble scheduling contractor for this year, may have to wait for Spring. Received NYS Homeland Security Infrastructure Grant for \$46,000 to help cover this repair.
 - Had approximately \$3000 in repairs/maintenance to made to the boiler system.
- 8.) Grants
 - \$46,000 grant mentioned above.
 - \$10,000 NYPA grant for PPE.
 - \$2500 NYS DEC grant for PPE.
- 9.) Misc.
 - Schoharie Fire along with other jurisdictions in the county are sending fire fighters to Orange County to help battle their wildfires going on.

Village of Schoharie
Water System Improvements Project

Meeting Report – November 12, 2024

I. Project Update

- A. Ct. 4 - R.B. Robinson has submitted Pay Application #3 for approval in the amount of \$20,122.90. This covers the Change Order work for the Depot Lane contaminated soils and also the emergency bypass connection needed for the Tank.
- B. Ct. 4 - R.B. Robinson will be working on replacing the main on Depot Lane (south spur) very shortly. They know the work needs to be finished in early December so that we can submit the costs to EFC prior to year-end.
- C. So that you may draw down their remaining contract balance, I requested that Ct. 1 – DN submit a final invoice for your consideration tonight. It is in the amount of \$35,236.62.
- D. Ct. 2 – Tech Industries has not been back (yet). Nonetheless, I will also have them submit a final invoice for the December meeting so we can draw down that remaining contract balance too.
- E. At my request, Bond Counsel (Hodgson Russ) has submitted an invoice for their ongoing and pending services. Now we can also draw down their expenses.
- F. Note that if costs are not drawn down before the end of the year, we risk losing the 60% grant funding for those costs.
- G. EFC requires Amendment #3 for the Lamont Contract to re-distribute the budget among the 4 categories on the EFC budget form. The total amount has not changed since Amendment No. 2. See attached.

II. Next Steps

- A. EFC has requested additional information (Document Collection Form) that I'll be working on this week.
- B. Submit drawdowns for other project expenses prior to year-end.
- C. Leslie needs to hold payments for all contractors until work (including closeout paperwork) has been completed to Ken's (and my) satisfaction. Similarly, hold payments for other vendors as applicable if work remains.

III. Other Projects

- A. I have asked Luizzi to submit a pay application for their paving work. Have you seen it yet?

Attachment – Lamont Amendment #3
R:\2016121\Corr\076 Meeting Report - 11-12-24.doc

November 12th, 2024
Employees Work Session

January 1st, 2024 – November 12th, 2024 Stats

94 Traffic Tickets
297 Calls for Service
6 Arrests
9 Auto Accidents
3 Domestic Incident Reports

10/08/24 – 11/12/24

No Major Incidents

Notable Incident Reports:

- (3) Harassment complaints generated from school incidents
- (10) Mutual Aid/Fire/Medical assists.

Community Events:

Walk and Ride to School October 9th. *Detail.*
Middleburg Parade October 12th. *Escort Detail.*
Trunk or Treat October 31st. *Detail.*

Citizen Advisory Board:

October 30th, 2024 @ 0930 Christ the Shepard Lutheran Church. Posted on Village website. Next meeting scheduled January 22nd, 2025 @ 0930.

Schoharie County 2024 NYPA Funding:

Did not get funding.

Unhoused issues:

Discussion of (10) Call for Service.

Police Vehicles:

Replacement of Unit 951.