

Village of Schoharie – Employee Meeting Minutes

January 15, 2025

**Presiding:** Mayor Henry

**Present:** Trustees Johnson, Palmer, DeGroff, Medak, Clerk/Treasurer Leslie Price, Deputy Clerk/Treasurer Debby Byrne, DPW Superintendent Ken Bernhardt, and OIC, Jason Temple

**Employee Meeting:**

**Meeting brought to order:** By Mayor Henry at 6:36 PM

- 1) OIC Jason Temple
  - a) See Attached Reports.
  - b) Jason is looking into Grant money available. Applications can be applied for in April and the other in October. While simultaneously looking for other Grants.
  - c) Yearly stats for 2024 were up from 2023.
  - d) Jason will be conducting the required Safety Meeting for Village employees on February 19<sup>th</sup> after the regular Employee Meeting.
  
- 2) DPW Superintendent Ken Bernhardt
  - a) See Attached Report.
  - b) Smith Controls needs to come in and connect new meters to the computer system.
  - c) Ken needs a Grinder for the sewer system and a PH meter. Both are in the 2025 Budget according to Trustee Medak.
  - d) Mayor Henry would like to be informed when the Water/Sewer Payment Plans are paid in full. Currently, we have one customer who has paid full.
  - e) Ken is requesting a new lawn mower, zero turn. Trustee Medak said there should be \$20,000 in Sewer and \$10,000 in Water. Trustee Medak explained that we need to do incremental shopping in order to have time for revenue to come in.
  - f) Mayor Henry asked how many water meters have not been replaced due to homeowners not allowing DPW to enter their property. There are currently four homeowners that fall into this category. The Board has agreed to write a certified with return receipt letter to the homeowners requesting entry to change their meters. If not allowed, The Board will seek court action New York Rural Water recommends the Village to charge a penalty fee of \$500.00 if DPW can not change the meters. The Board has agreed for this to be the first step of action if homeowners do not allow entry by the date of the letter. Once they allow DPW to change the water meter, the \$500.00 charge may be refunded. DPW Superintendent will reach out will reach out again to the homeowners by phone to set up an appointment to change the meter.
  - g) Ken has asked for approval to pay invoices that were received after the financial reports were sent to the Board. Adirondack Environmental Services for \$255.00; Hack Invoice for \$22,598.09 and Ferguson Invoice for \$444.18.

**Motion** made by Mayor Henry second by Trustee DeGroff, unanimously carried to approve the payment of the Adirondack Environmental Services Invoice, the Hack Invoice and Ferguson Invoices.

- h) Ken presented the Board with a receipt for batteries that Doug Stinson III purchased. The Board has approved to reimburse Doug for this purchase out of Petty Cash.
  
- 3) Code Enforcer Officer
  - a) Mayor Henry received information from the New York State Codes Report which is due on April 15<sup>th</sup>. Mayor Henry believes this would be a good starting point for the new Codes Enforcement Officer.
  - b) The Board will make a public announcement once certification is received, and employment papers have been signed.
  
- 4) Doug Stinson, Chief; Fire Department, Excused
  - a) See Attached Report.
  - b) Trustee Johnson feels it is time to start the process of renegotiating rates for the Fire Department's Mortgage loan / Business loan. Trustee Johnson has been having discussions with Town Supervisor Ben Oevering
  
- 5) Mike Harrington from Lamont Engineers, Excused.
  - a) See attached Reports.
  
- 6) Other:
  - a) The Mayor would like to set a date for the Public Hearing for the Street Light Project. The date of February 11, 2025, at 6:00PM was agreed to. Clerk Price will put notice in the papers and our websites.
  - b) A date was set for the Boards quarterly Audit for the first quarter of 2025 for April 3, 2025, at 6:00 PM.
  - c) Mayor Henry has submitted the Elbially project for the County Infrastructure Grant. Shane Nickle responded to the Mayor and informed her that the County is submitting her request to a letter of intent.
  - d) Mayor Henry would like an ID and password for all bank accounts under the Village name as well as NYCLASS accounts.
  - e) Ken asked if the charge for privately owned fire hydrants would be subject to rate increases. These properties include Driftwood Apartments, The Birches, the County and Schoharie Central School. The rate increase is 5% for both water and sewer. Mayor would like to readdress this at the February meeting. Clerk Price will get a list of what currently is being charged for the Mayor.
  - f) The Board discussed hiring an outside contractor on occasion if needed to help with QuickBooks. Trustee Palmer asked to table this request to give the Board more time to review.
  
- 7) Motion to Adjourn

**Motion** made by Trustee Palmer, second by Mayor Henry unanimously carried to adjourn Meeting at 7:58 PM.

Respectfully Submitted,  
Leslie Price  
Village Clerk/Treasurer

**January 15<sup>th</sup>, 2025  
Employee Session**

**2024 Stats**

**102 Traffic Tickets  
334 Calls for Service  
9 Arrests  
11 Auto Accidents  
3 Domestic Incident Reports**

**January 1<sup>st</sup>, 2025 – January 15<sup>th</sup>, 2025 Stats**

**2 Traffic Tickets  
22 Calls for Service  
0 Arrests  
0 Auto Accidents  
0 Domestic Incident Reports**

***No Major Incidents***

**Citizen Advisory Board:**

**Next meeting scheduled for January 22<sup>nd</sup>, 2025 @ 0930. Advertised on Village Website.**

**Motorola Flex:**

**Several meetings with Motorola Solutions & Sheriff's Office. In process of installation. Schoharie County IT Department setting up VPNs.**

**Grants:**

**Edward Byrne Memorial Justice Assistance Grant (JAG). The Patrick Leahy Bulletproof Vest Partnership (BVP).**

Village of Schoharie  
Department of Public Works  
January 15, 2025

- Local highway inventory (LHI) with Depot Lane addition complete (CHIPS)
- New turbidity meters have arrived- \$43,520.99
- Trucks and equipment are being serviced

**Budget questions:**

**Sewer needs:**

New Benchtop Ph meter \$1902.17

Influent grinder \$17,234

**General needs:**

Street paving

Sidewalks

New lawnmower

**Water needs:**

Installation of turbidity meters- Smith Control ~\$1500



Village of Schoharie  
Schoharie Fire Department  
Situational Report December 24- January 25  
01/15/2025

14 CIVIL

14 EMS

5 Fire

Total for the Year 268

**2.) Drills & Training**

- Held 4 NFPA best practice drills.

**3.) Education**

- 1 Paramedic student is about 75% complete.
- 1 Current EMT is preparing to enroll for Paramedic School.
- 3 Current EMT's are in the process of recertifying for another 4 years.
- 2 Firefighters enrolled to go to the National Fire Academy for CE.

**4.) Fundraisers/Events**

- Nothing to report.

**5.) Near Misses/Major Incidents-**

- Property damage accident involving a responders POV. The other driver was ticketed. Insurance is handling the claim.

**6.) Apparatus/Equipment**

- 1422 suspension repair has been completed. Invoice approved and awaiting payment now.
- 1421 had minor inoperable light repairs but all passed inspections.
- Received a check from the Village to purchase a used Silverado from Mohawk Chevrolet. Delivery is expected in 1-2 weeks. \*Update....Some decal material was delayed in shipping. Truck is expected to be ready for delivery by the end of the week.
- 1461 is due Oil change and Maintenance. Will be bringing to GM in Cobleskill for service.

**7.) Building and Grounds**

- Currently have air compressor contractor give a quote to replace/repair failed air compressor for PLYMOVENT.
- Had hot water blending valve for the station replaced due to failure. No invoice yet.

**8.) Misc.**

- Nothing to report.

**Lamont Engineers, P.C.**  
**Village of Schoharie**  
**Water System Improvements Project**  
**Meeting Report – January 15, 2025; 6:30 PM**

**I. Project Update**

**A. Drawdown Request #22 was successfully processed at EFC, so I believe we have maximized the drawdowns eligible for 60% grant funding.**

**B. The Robinson final Change Order (credit in the amount of \$17,530.00) has been approved by DOH; EFC will now incorporate the cost reduction into the Long-term Closing budget.**

**II. Next Steps**

**A. EFC to determine Long-term interest rate on January 28.**

**B. Long-term Closing scheduled for February 25.**

**C. Robinson (and Tech) to return in Spring for final restoration.**

**D. Reminder: Leslie still needs to hold most 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.**

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