

Village of Schoharie – Employee Meeting Minutes

March 19, 2025

Presiding: Mayor Colleen Henry

Present: Trustees Johnson, Palmer, DeGroff, Medak, Clerk/Treasurer Leslie Price, Deputy Clerk/Treasurer Debby Byrne, DPW Superintendent Ken Bernhardt, OIC, Jason Temple, Fire Chief Doug Stinson, Codes Enforcement Officer, David Knoop

Employee Meeting:

Meeting brought to order: By Mayor Henry at 6:29PM

Mayor Henry and Board welcomed David Knoop to the Village as our new Codes Enforcement Officer.

- 1) Doug Stinson, Chief; Fire Department
 - a) See Attached Report.
 - b) The March 8th fundraiser was not very successful, Doug thinks they just broke even. The Fire Department is hosting an Easter Egg Hunt/fundraiser for Kylie Parslow-Bradt. Mayor Henry would like to put this on our website to help increase attendance/sales.
 - c) Doug thanked the Village Board for their support in the purchase of the Command Vehicle. It is much appreciated and was a great deal.
 - d) Doug explained the Firematic Invoice. Firematic has a tech team that will come to repair trucks onsite if they are unsafe to drive. This is usually the safest and most inexpensive option. Truck 1422 had an air leak and was unsafe to operate.
 - e) Doug had asked the DPW team for assistance with the compressor replacement project. They will need as much manpower as they can get in order to keep costs down.
 - f) NYS burn ban is in effect until May 15th, Mayor Henry would like to have this put on our Village website.
 - g) Mayor Henry asked Doug to explain the invoice from John MacMillan for CIC Contract. CIC is Concentrated Inspection Campaign on emergency systems and procedures. The Fire Department hired this consultant to help navigate through the Health Department regulations.
- 2) OIC Jason Temple
 - a) See Attached Report.
 - b) Jason had several meetings with Motorola Solutions in the progress of installation with the County IT Department in setting up the virtual private networks (VPN's). Project is still incomplete.
 - c) At last month's meeting Jason requested to hire 2 people as firearms instructors as required by NYS. Jason asked the Board to make a Motion to develop two new job titles and approve the hiring of Justin Manchester and Eric Poggoli.

Motion made by Trustee Palmer, seconded by Mayor Henry unanimously carried to approve two new job titles of Special Patrol Officer and approved hiring Justin Manchester and Eric Poggoli for these new positions.

- 3) DPW Superintendent Ken Bernhardt
 - a) See Attached Report.
 - b) New turbidity meters have been installed and are working great. The first meter took over five hours to install but the rest went smoothly.
 - c) Fire Hydrant flushing is scheduled for the second week of April.
 - d) Out of the four residents that still need their water meters replaced, only one has responded.
 - e) The new quote for the influent grinder replacement for the sewer plant is now up to \$19,030.41. This purchase was put on hold at the January meeting, but Ken feels we should order now to prevent the quote being increased again.

Motion made by Trustee Johnson, second by Mayor Henry, unanimously carried to approve the purchase of the influent grinder for the sewer plant for the amount of \$19,030.41.

- f) Jesse from RCAP Solutions is coming out next Thursday to make a digital GPS map of all the Village water curb stops. This is no cost to the Village and will be a beneficial document for the Village to have going forward.
 - g) Fox Creek lighting, the lights have been shut off. Both Ken and OIC Jason Temple agree that we should have a timer for the Park lights in order to keep the electric invoices lower.
 - h) DPW has gone around the Village to inspect the park benches throughout the Village. The benches are safe and in good condition they just need to be touched up with sanding and stain.
 - i) Mayor Henry questioned the request for a small shed at the little league field since she was excused from the February Board Meeting. Trustee Johnson explained that Chris Kenney came to the meeting and asked about putting up a small shed at the little league field to house equipment.
 - j) Mayor Henry also asked about the crosswalk signs in front of Dr. Elbially's office, Jason Temple and Ken Bernhardt are currently working on getting the crosswalk signs up.
 - k) Mayor Henry informed the Board that an interview for Ken's position is scheduled for Thursday, March 20th.
 - l) Trustee Palmer asked Ken about the shoulder on Hilgert Parkway. Ken said that more work will be done on Hilgert to repair the shoulder and to plant grass seed once the weather warms up.
- 4) Code Enforcer Officer – David Knoop
 - a) David has been very busy since taking on his new role.
 - b) Mayor Henry worked on a fee schedule and would like Dave to look it over before the Board makes a Motion to accept.
 - c) David has reviewed the Jeremy May property and has called the attorneys to get up to speed on this project. David inspected the property and will be giving the attorney a report on his findings.
 - d) David also met Jennie Flagler talking about her new project. David needs to follow up with demolition. David mentioned to the Board that currently there is no fee for demolition on the Fee Schedule.
 - e) David met with Dr. Elbially and Dr. Elbially is waiting for his project to begin before working on the demolition of the building on the property.
 - f) David signed up for CloudPermit training which will be next week.
 - 5) Mike Harrington – Lamont Engineers (Excused)
 - a) See Attached Report.
 - b) The EFC long term closing has occurred.
 - c) Ken Bernhardt suggested the Board put more thought and research before ordering the pumps. Ken will be talking more about this with Mike Harrington. Design work and engineering work needs to be done.

6) Other:

- a) Clerk Treasurer Leslie Price announced the NYPA contract has been signed and is moving forward.
- b) Mayor Henry said the Public Hearing for the joint effort Comprehensive plan took place. The Mayor asked the Board to approve Resolution 7-2025 for the adoption of the Village of Schoharie updated Comprehensive Plan.

Motion made by Trustee Johnson seconded by Trustee Medak unanimously carried to approve and accept Resolution 7-2025 for the adoption of the Village of Schoharie Updated Comprehensive Plan. Resolution attached.

7) Motion to Adjourn

Motion made by Trustee Palmer, second by Trustee DeGroff unanimously carried to adjourn Meeting at 8:04 PM.

Respectfully Submitted,
Leslie Price
Village Clerk/Treasurer



Village of Schoharie

Schoharie Fire Department

Situational Report February 2025

03/19/2025

- 1.) Calls
 - 15 EMS 17 Fire
- 2.) Drills & Training
 - Held 4 NFPA best practice drills.
 - Wrapped up Vehicle Extrication series, moving on to Initial Fire Attack/Rescue series.
- 3.) Education
 - 1 Paramedic student is about 75% complete.
 - 1 Current EMT is currently enrolled and attending Paramedic School.
 - 2 Firefighters enrolled to go to the National Fire Academy for CE.
 - 16 SFD firefighters attended HazMat Refresher training this month. Others took it earlier in the year at neighboring departments.
 - Completed our Annual OSHA department of Labor training.
 - Hosted a Response to Terrorism DHS class on the 27th.
- 4.) Fundraisers/Events
 - Las Vegas Night and Rueban Sandwich Dinner for March 8th, we had low attendance for both the dinner and games, we broke even on this fundraiser.
 - Planning going on currently for the Memorial Day Parade and Open House Event as well as Christmas in Schoharie 2025.
 - Hosting an Easter Egg Hunt/Fundraiser for Kylie Parslow-Bradt, a 13 year with Stage 1 Brain Cancer on April 12th. Barbecue Delights will be on site offering chicken dinners for \$15 each, \$10 of each of those dinners will go directly to the family. We also have over 50 baskets to raffle off.
- 5.) Near Misses/Major Incidents-
 - Nothing to report
- 6.) Apparatus/Equipment
 - Command Vehicle has been delivered and is in service. Thank you to the Village and Town Boards for your support. Rear cap and slide will be in later. Truck will be returned for installation and additional lettering.
 - Air leak on 1422 auto eject was repaired on site by Firematic to avoid towing and/or unsafe operating condition.
- 7.) Building and Grounds
 - The compressor replacement project is underway and should be repaired/up and running in under two weeks. *Update, new compressor is on site, awaiting technicians schedule for installation.
 - Fire alarm system experienced telecommunications error. Alarm and Suppression as well as Midtel repaired the issue.
 - Standby generator serviced and refueled with approximately 332 gallons of diesel.
 - We were awarded a grant of approximately \$6000 to better secure the manhole covers on the oil separator tanks in front of the apparatus bay. Reaching out to local contractors for partial donation of services.
- 8.) Misc.
 - NYS burn ban is in effect until May 16, unless extended. We are currently in a "Red Flag" status which means that conditions are conducive to fast spreading wildland fire. Small back yard fire pits, bbq's..etc. are still legal, extreme caution is advised.



Schoharie Police Department



Lieutenant Jason A. Temple
219, 300 Main Street
Officer in Charge
Schoharie, N.Y. 12157

P.O. Box

Phone: 518-295-8566
Fax: 518-295-8501
Dispatch: 518-295-8114

March 19th, 2025 Employee Session

January 1st, 2025 – March 19th, 2025 Stats

38 Traffic Tickets
96 Calls for Service
5 Arrests
4 Auto Accidents
1 Domestic Incident Reports
10 Mutual Aid/Medical/Fire Assists

No Major Incidents

Notable Incidents:

Our Unit was involved in short vehicle pursuit & foot chase with same subject that was arrested on Felony drug arrest last month. Subject stopped and located. Arrested on VTL offenses.

Citizen Advisory Board:

Next meeting scheduled for May 21st, 2025 @ 0930 Christ the Shepard Lutheran Church. Advertised on Village Website.

Motorola Flex:

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

New Hire(s):

Hire as Special Police Officers due to non-competitive Civil Service status.
Patrol Firearms Instructor Justin Manchester.
Patrol Rifle Instructor Eric Poggoli.

Village of Schoharie
Department of Public Works
March 19, 2025

- As of yesterday all the new turbidity meters are installed and working at the water plant.
- Hydrant flushing scheduled for the second week in April.
- Read water meters 2/24/2025, still have 4 residents that need new registers, scheduled to meet one resident tomorrow morning.
- New replacement influent grinder for the sewer plant. Quoted July 2024 for \$17,234.00 was approved in the 2025 budget. January 2025 employee meeting was asked to wait. Had to re-quote now \$19,030.41. Still on hold?
- RCap Solutions will make a digital GPS map of all our water curb stops starting Friday, March 21, 2025.

Lamont Engineers
Mike Harrington Report

Here is my report for tonight's Employee's Meeting.

Water Project

Did you get any confirmation that the EFC Long-term closing actually occurred? I have not heard back from Bond Counsel or EFC.

Final restoration of contract work will be done in the Spring (likely late April or early May). Leslie should continue to contact me before writing the contractor checks due to the need to hold retainage.

Wastewater Treatment Plant Disinfection Project

In order to finish the WWTP disinfection project, a de-chlorination sampling manhole will need to be installed, and two sampling pumps rated for continuous duty will need to be purchased.

I have sent Ken the pump information and the required dimensions of the manhole. I can provide any level of continued support needed to get this done.

Ted Marks may also be needed to assist with some additional instrumentation controls adjustments.

As a reminder, the disinfection system must be back in service by May 1.

RESOLUTION 7-2025

Adoption of the Village of Schoharie Updated Comprehensive Plan

WHEREAS, a Comprehensive Plan is a statutorily recognized instrument under Village Law §7-722 for the immediate and long-range protection, enhancement, growth and development in a Village; and

WHEREAS, a properly crafted comprehensive plan assists with the protection of the health, safety and general welfare of the citizens of the Village; and

WHEREAS, the Village of Schoharie Board of Trustees identified that an updated comprehensive plan was needed to properly plan for growth and development, protect the environment and enhance the health, safety and welfare of the community and residents; and

WHEREAS, the Town and Village of Schoharie joined in a cooperative effort to implement a planning process together and had an Advisory Committee having membership from both the Town and Village of Schoharie; and

WHEREAS, the Comprehensive Plan Advisory Committee conducted an in-depth study of the Town and Village of Schoharie that included a full inventory and analysis of the environmental, economic, housing, demographic, cultural and historical resources in Schoharie; and

WHEREAS, the proposed Plan includes the long-term vision, goals, objectives and strategies to guide the future growth in the Town and Village; and

WHEREAS, the Advisory Committee solicited and utilized the input of the public through a written survey, open houses, and a public hearing to formulate the plan; and

WHEREAS, the Advisory Committee has submitted the Plan to the Village Board of Trustees, and they have reviewed the draft Plan and held a properly noticed public hearing pursuant to Village Law 7-722; and

WHEREAS, as a joint plan, the Town of Schoharie is undertaking a similar process to adopt the joint plan pursuant to Town Law 272-a; and

WHEREAS, the adoption of a comprehensive plan pursuant to Village Law 7-722 has been determined to be a Type I action, pursuant to the New York State Environmental Quality Review Act (SEQR) 6 NYCRR Part 617.4, and the Village Board declared itself Lead Agency; and

WHEREAS, the proposed action will not require permits and approvals from any other local, regional and State agencies prior to adoption of the plan; and

WHEREAS, the Town and Village submitted the draft plan to the Schoharie County Planning Commission as required; and

WHEREAS, the Town and Village received approval for this Plan from the Schoharie County Planning Commission; and

WHEREAS, the Village declared that the Joint Town and Village of Schoharie Comprehensive Plan described herein will not have any significant adverse environmental impacts, and determined that an environmental impact statement will not be required; and

WHEREAS, the Village Board issued a negative declaration and directed the Village Clerk to file the ENB Form with the Environmental Notice Bulletin, according to SEQRA, NYS 6 NYCRR Part 617.

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS BY THE BOARD OF TRUSTESES OF THE VILLAGE OF SCHOHARIE, SCHOHARIE COUNTY, NEW YORK:

THAT THE Village Board of Trustees of the Village of Schoharie hereby determines that the Town and Village of Schoharie Comprehensive Plan (both Part 1 and Part 2 (its appendices), attached hereto and made a part hereof, is hereby adopted as the Comprehensive Plan of the Village of Schoharie; and

THAT THE Village Board shall file a final copy of the Town and Village of Schoharie Comprehensive Plan with the Village of Schoharie Village Clerk and with the Schoharie County Planning Department as required in 7-722; and

THAT THE Village Board shall cause a full copy of the adopted Town and Village of Schoharie Comprehensive Plan including all associated documents and maps included in the Appendices be placed and maintained to be accessible on the Village website.

Motion Made by: Deputy Mayor, Peter Johnson

Motion Seconded by: Trustee Sal Medak

Vote:

| | | |
|--------------------------|---------------|-----------|
| Colleen Henry, Mayor | <u>Absent</u> | Nay _____ |
| Peter Johnson, Trustee | Aye <u>✓</u> | Nay _____ |
| Sal Medak, Trustee | Aye <u>✓</u> | Nay _____ |
| Rebecca DeGross, Trustee | Aye <u>✓</u> | Nay _____ |
| Jeffrey Palmer, Trustee | Aye <u>✓</u> | Nay _____ |

Certified by Leslie Price, Village Clerk/Treasurer



DATE 3-20-2025