

Village of Schoharie – Regular Board Meeting Minutes

June 10, 2025

Presiding: Mayor Colleen Henry

Present: Trustees Johnson, Palmer and DeGroff, Clerk/Treasurer Leslie Price, Jesse LaVigne, Terry Wilbur, Liz Vedder, Marcia Fletcher, Mike & Julie Langan, Darlene Patterson, Diana Bell Jackson, Mary Kruger, Linda Duley, Patsy Nicosia from Times Journal and Josh Walther from the Mountain Eagle.

Excused: Deputy Clerk/Treasurer Debra Byrne

Board Meeting

Meeting brought to order by Mayor Henry at 6:10 PM

Pledge of Allegiance

1. Privilege of the Floor:

- i.** Jesse LaVigne from RCAP Solutions
 - a.** See attached report.
- ii.** Darlene Patterson
 - 1.** Darlene gave the Board an update on Schoharie Promotional.
 - 2.** Lilly fest is less than a month away. SPA contacted Doug Stinson III – outside of work-to hang signs at Valley Plaza.
 - 3.** They are replacing banners and hanging Hero Banners. For any questions, call Darlene Patterson.
 - 4.** The last weekend in August Wayward Brewers will be working with SPA for a Pig Roast at their property.
 - 5.** At the last Town Board meeting the Town discussed having Lamont Engineers do a survey on the side of 300 Main Street before putting up a mural.
- iii.** Mike Langan
 - 1.** Mr. Langan feels the Village has not enforced the Village laws. Mayor Henry explained it's in the lawyers' hands. The Mayor has changed lawyers, the Village will have to pursue a lawsuit, papers have been signed. Trustee Johnson mentioned the default judgement was in the Town Judicial System and is now in the Supreme Court. All violations are in the lawsuit and Judge McCalister will render his opinion. The Village will have to hire someone to remove the rubbish with the Sheriff's department.
- iv.** Mary Kruger and Diana Bell Jackson
 - 1.** Asked for the residential qualifications needed for new DPW Superintendent and how they will handle tasks if they live outside of Schoharie. Mayor Henry responded that there are no residential requirements, and the new Superintendent will delegate or travel. They also had a question regarding use of Village vehicles, Mayor responded that the Board will discuss in Executive Session.
 - 2.** Mary Kruger mentioned that the Oliver property needs mowing.

2. Minutes

- a.** Review and Motion to approve the May 13, 2025, Regular Board meeting Minutes and the May 21, 2025 Employee Meeting Minutes.

Motion made by Trustee Johnson, second by Trustee Palmer carried to approve May 13, 2025, and the May 21, 2025 Employee Meeting Minutes. Trustee Medak abstained since he was absent.

3. Bills and Bank Statements review and sign.

4. Abstracts and Bank Statements:

- a. General \$ 28,796.82 (May 14, 2025-June 10, 2025)
- b. Water \$ 11,087.42 (May 14, 2025-June 10, 2025)
- c. Sewer \$ 11,504.35 (May 14, 2025-June 10, 2025)
- d. Pool \$ 1,385.84 (May 14, 2025-June 10, 2025)

Motion made by Trustee Medak, seconded by Trustee Johnson, unanimously carried to approve payment of the invoices and the approval of the Abstract Amounts.

5. Incoming Correspondence:

- a. N/A

6. Outgoing Correspondence:

- a. N/A

7. New Business:

- a. N/A

8. Old Business:

- a. Motion needed to approve Resolution #10-2025, for support of the Main Bridge Commons (see attached)

Motion made by Trustee Johnson, second by Trustee Medak unanimously carried to approve Resolution #10-2025 supporting Mainbridge Commons Project located wholly in the Village of Schoharie.

9. Other

- a. A default judgement for Shasta Wood has to be subpoenaed at a different address.

10. Adjourn

Motion made by Trustee Palmer seconded by Trustee Johnson, unanimously carried to approve adjourning the Board Meeting at 7:48 PM

Respectfully Submitted,
Leslie Price
Village Clerk/Treasurer

Schoharie Village Sewer System Rate Study Findings

By Jesse LaVigne, Community Specialist for RCAP Solutions

This is a summary findings document derived from the Schoharie Village Sewer System Rate Study report document. This findings document contains many of the highlights from the rate study report but is not a substitute for the report itself. Rather, it is a useful guide through RCAP's presentation of the rate study to the board of the Village of Schoharie.

Project History

In July, RCAP met with the Village to discuss the status of the Lead Service Line Inventory for the water system. As part of our meeting, we became aware of budgetary shortfalls in the sewer system and volunteered to provide a rate study at no charge to help the sewer system regain its financial footing. Work on the rate study began in October, as the Lead Service Line Inventory project was nearing its end. RCAP has spent the ensuing months collecting and analyzing budgetary, billing, and usage data. We have visited the Village several times for in person meetings, as well as hours of phone calls and email correspondence. We would like to take this moment to commend the office of the Village Clerk for their patience and persistence throughout the process. Though the report itself is now being submitted to the Village, the work that began in October does not conclude with this meeting. RCAP is still able to provide answers to questions from the board and the public in response to this report.

Current Financial Outlook

Since this is a report about rates and budgets, we'll start there. Complete budget data was reviewed for 2021, 2022, 2023, and 2024. Over the last four years, the Village sewer system averaged a deficit, totaling just under \$170,000.

Actual 2021	Actual 2022	Actual 2023	Actual 2024	
Total Revenue	\$218,552	\$232,845	\$292,735	\$368,023
Total Operating Expenses	\$319,526	\$327,418	\$298,258	\$336,376
NET Income (LOSS)	(\$100,974)	(\$94,573)	(\$5,523)	\$31,647

Table 1. Sewer system net income 2021-2024.

While the trend in Table 1 looks encouraging with revenue eventually catching up with expenses, the full picture is more challenging. To keep the sewer system operating, the

Village has been forced to infuse cash from the general fund three times over the last four years through interfund transfers, totaling approximately \$170,000. Table 2 illustrates income and expenses more clearly.

Actual 2021	Actual 2022	Actual 2023	Actual 2024	
Total Revenue	\$218,552	\$232,845	\$292,735	\$368,023
Total Interfund Transfers	\$319	\$0	\$51,072	\$119,000
Revised Revenue	\$218,233	\$232,845	\$241,663	\$249,023
Total Operating Expenses	\$319,526	\$327,418	\$298,258	\$336,376
NET Income (LOSS)	(\$101,293)	(\$94,573)	(\$56,595)	(\$87,353)

Table 2. Sewer system net income minus interfund transfers, 2021-2024.

The sewer system averaged a loss of \$85,000 per year over the last four budget years. At last check, the contents of the Sewer Fund had dwindled to \$18,942, and the Sewer Repair Fund was at \$448. So, this rate study needed to generate at least \$85,000 more each year. However, further considerations became apparent over the course of the study.

Capital Improvements

The Village has three capital improvements that must be addressed.

1. The treatment train at the sewer plant was recently upgraded with an automatic chlorination/dechlorination system from Lamont Engineers and ESC Environmental. That system is not working properly and burns out the sampling pumps needed for the system to make its chlorine adjustments. The Village should pursue the matter with Lamont and ESC until it is working.
2. The drying beds at the sewer plant are uncovered. As a result, all rainwater that falls on them immediately becomes sewage, which must then be treated at the plant. The drying beds are approximately 6,800 square feet, meaning that they generate 4,239 gallons of sewage per inch of rainfall. The Village receives approximately 41 inches of rainfall per year, meaning that the drying beds generate about 173,799 gallons of sewage from rain per year. That technically makes the drying beds the sixth largest customer in the sewer system. This problem is exacerbated by the fact that the vast majority of that rainfall comes

between the months of May and October, the months during which the sewer system must perform chlorine treatment of all effluent. This is the most expensive part of the year for the sewer system.

3. The collection system mains and laterals range in age from 56 to 69 years old. The expected lifespan of a sewer main is between 50 and 100 years. That means that the sewer system has 44 years to replace all 7 miles of its collection system.

The need for this work is highlighted by current INI numbers. INI stands for infiltration and inflow. It is an indicator of how much water is finding its way into the sewer system through cracks and other gaps in the collection system. Based on the amount of metered water documented over the last four years and the amount of sewage processed at the sewer plant, the difference between those two numbers serves as a useful estimate of INI. That number is calculated to be between 37% and 42% of current sewage treated.

INI is an especially important figure to keep track of. Not only does it indicate that groundwater and surface water are finding their way into the sewers, but it also indicates that the contents of the sewers are finding their way into the ground water. Since the goal of a sanitary sewer is to protect public health, this concern is especially urgent. Reducing INI will also reduce the amount of sewage that needs to be treated, thereby reducing the cost to run the sewer plant.

A total of 7 miles of collection system replaced over 44 years means that the Village needs to start replacing 840 feet of sewer every year. The cost of those replacements will vary widely, and it is recommended that the Village consult with an engineering firm to plan out the process.

When all of these projects are considered, it is plausible that the Village needs to budget for an additional \$100,000 per year. However, some funding from state programs may help offset some of these costs, particularly the costs related to the collection system. Still, when evaluating rates, some of these costs will certainly fall to the Village. An estimated number of \$165,000 more revenue per year has been selected as the target for this rate study. This will position the sewer system to be able to afford its current expenses and begin saving for its needed capital projects.

RCAP wants to emphasize that the recent shortfalls in revenue are understandable. For a very long time, the collection system was less than 50 years old and required less maintenance. INI was lower, reducing the amount of sewage that needed to be treated. Regulations were not nearly so severe, so operations costs were lower. And after the flooding in 2011, the population of the Village began to shrink, further reducing the strain on the sewer plant and lowering the cost to run it.

The good news is that after all these years, the Village seems to be recovering from the flood. The most obvious sign of this during the rate study was the increase in system usage across recent years.

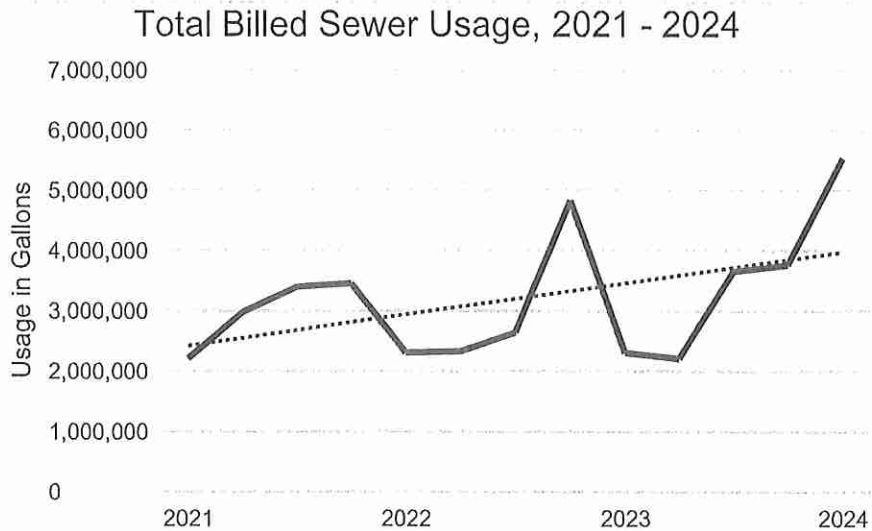


Figure 1. Total billed usage, 2021 – 2024.

Current Rates and Possible Options

The Schoharie Village Sewer System has 340 billed customer accounts. Accounts are billed a quarterly base fee, depending on the size of their water meter. Each account is also allowed a certain number of free included gallons of usage per quarter, dependent on the size of their water meter. All accounts are billed \$5.70 per 1,000 gallons of usage after their included gallons.

Service line size	2025 sewer base fee	Included gallons	2025 sewer flow rate per 1,000 gallons	Number of accounts
¾"	\$88.89	5,000	\$5.70	321
1"	\$177.79	10,000	\$5.70	9
1 ½"	\$355.57	20,000	\$5.70	2
2"	\$711.14	40,000	\$5.70	1
3"	\$1,333.40	75,000	\$5.70	6
4"	\$1,422.29	80,000	\$5.70	1
6"	\$3,555.72	200,000	\$5.70	0

Table 3. Current quarterly billing structure.

RCAP evaluated five billing structure options for the new rate structure:

Option 1: All Base Fee Increase			
Line Size	Sewer Base Fee	Included Gallons	Sewer Flow Rate over Included Gallons
0.75	\$156.45	5,000	\$5.70
1.00	\$312.90	10,000	\$5.70
1.50	\$625.81	20,000	\$5.70
2.00	\$1,251.61	40,000	\$5.70
3.00	\$2,346.78	75,000	\$5.70
4.00	\$2,503.23	80,000	\$5.70
6.00	\$6,258.07	200,000	\$5.70
Projected revenue increase:			\$165,653

Table 4. Option 1: Base fee increase.

Option 2: All Flow Rate Increase			
Line Size	Sewer Base Fee	Included Gallons	Sewer Flow Rate over Included Gallons
0.75	\$88.89	5,000	\$17.84
1.00	\$177.79	10,000	\$17.84
1.50	\$355.57	20,000	\$17.84
2.00	\$711.14	40,000	\$17.84
3.00	\$1,333.40	75,000	\$17.84
4.00	\$1,422.29	80,000	\$17.84
6.00	\$3,555.72	200,000	\$17.84
Projected revenue increase:			\$165,618

Table 5. Option 2: Flow rate increase.

Option 3: Implement Balanced Changes			
Line Size	Sewer Base Fee	Included Gallons	Sewer Flow Rate over Included Gallons
0.75	\$131.56	2,500	\$8.44
1.00	\$263.12	5,000	\$8.44
1.50	\$526.25	10,000	\$8.44
2.00	\$1,052.49	20,000	\$8.44
3.00	\$1,973.42	37,500	\$8.44
4.00	\$2,104.99	40,000	\$8.44
6.00	5,262.47	100,000	\$8.44
Projected revenue increase:			\$166,791

Table 6. Option 3: Balanced changes.

Option 4: Graduated Rates			
Line Size	Sewer Base Fee	Included Gallons	Sewer Flow Rate over Included Gallons
0.75	\$125.34	2,500	\$8.04
1.00	\$250.68	5,000	\$8.04
1.50	\$501.36	10,000	\$8.04
2.00	\$1,002.71	20,000	\$8.04
3.00	\$1,880.09	37,500	\$8.04
4.00	\$2,005.43	40,000	\$8.04
6.00	\$5,013.57	100,000	\$8.04
Projected revenue increase: \$167,763			

Table 7. Option 4: Graduated Rates.

Graduated Cutoffs	Graduated Multipliers
5,000	1.00
10,000	1.05
20,000	1.10
40,000	1.15
80,000	1.20

Table 8. Graduated rate blocks and rate multipliers.

Option 5: Seasonal Rates			
Line Size	Current Sewer Base Fee	Current Included Gallons	Current Sewer Flow Rate over Included Gallons
0.75	\$128.89	2,500	\$8.27
1.00	\$257.79	5,000	\$8.27
1.50	\$515.58	10,000	\$8.27
2.00	\$1,031.16	20,000	\$8.27
3.00	\$1,933.42	37,500	\$8.27
4.00	\$2,062.32	40,000	\$8.27
6.00	\$5,155.79	100,000	\$8.27
Projected revenue increase: \$167,610			

Table 9. Option 5: Seasonal rates.

Season	Seasonal Multiplier
Spring	1.00
Summer	1.05
Fall	1.15
Winter	1.10

Table 10: Seasonal rate multipliers.

Detailed explanations of the rate options are included in the rate study report. Notably, implementing seasonal or graduated rates will create an incentive for customers to manage their usage more efficiently, helping to reduce some of the burden on the sewer system.

An affordability assessment for the water and sewer systems was arranged with Water Financing Assistance, a closely related peer organization to RCAP Solutions. This assessment indicated that the best way to keep rates affordable for the financially disadvantaged members of the community is to reduce included gallons if it will help reduce base fees and flow rates. That suggestion was embraced in Options 3, 4, and 5 in an effort to make sure that any rates recommended to the Village are as practical as possible for all members of the community.

RCAP also made a point of examining the highest use customers in the system to evaluate whether their usage merited special incentives towards conservation in the form of graduated rates. See Table 11 for usage information on these accounts.

Highest Usage Customers by Type	Most Recent Annual Usage (in gallons)
Laundry	1,291,480
School	683,720
Apartments	394,870
School	459,160
Court House	159,980
Car Wash	174,750

Table 11: The 6 accounts with the highest usage in the sewer system.

When compared to the rest of the system, the 6 largest accounts account for approximately 13% of the revenue. However, they make up 16% of the usage. This indicates that the rest of the community is very slightly subsidizing these accounts. It is possible to use graduated rates to help align billing with usage, but the difference could be considered within an acceptable margin at 3%.

Recommendations

While there are many recommendations in RCAP's report, three are urgent enough to address immediately.

1. Implement seasonal rates. The sewer plant works hardest during the summer and fall seasons, and seasonal rates will help users to keep that in mind. Currently those are the highest usage quarters for the system, so it behooves the Village to encourage users to decrease their usage during those times.

2. Increase revenue by \$165,000 by increasing rates. While it is possible to implement the needed rate increase all at once, it would also be hard on the community, particularly those at a financial disadvantage. Therefore, RCAP recommends increasing revenue by \$85,000 this year, and then by an additional \$80,000 over the next year or two years.

Meter Size	Current		Immediate		2026	
	Base Fee	Flow Rate per 1,000 Gallons	Base Fee	Flow Rate per 1,000 Gallons	Base Fee	Flow Rate per 1,000 Gallons
0.75	\$88.89	\$5.70	\$106.67	\$6.84	\$128.89	\$8.27
1.00	\$177.79	\$5.70	\$213.34	\$6.84	\$257.79	\$8.27
1.50	\$355.57	\$5.70	\$426.69	\$6.84	\$515.58	\$8.27
2.00	\$711.14	\$5.70	\$853.37	\$6.84	\$1,031.16	\$8.27
3.00	\$1,333.40	\$5.70	\$1,600.07	\$6.84	\$1,933.42	\$8.27
4.00	\$1,422.29	\$5.70	\$1,706.75	\$6.84	\$2,062.36	\$8.27
6.00	\$3,555.72	\$5.70	\$4,266.86	\$6.84	\$5,155.71	\$8.27
Expected increase in revenue	\$0		\$87,724		\$167,610	

Table 12. Suggesting pacing for a rate increase over two years.

Meter Size	Immediate		2026		2027	
	Base Fee	Flow Rate per 1,000 Gallons	Base Fee	Flow Rate per 1,000 Gallons	Base Fee	Flow Rate per 1,000 Gallons
0.75	\$106.67	\$6.84	\$117.34	\$7.52	\$129.07	\$8.28
1.00	\$213.34	\$6.84	\$234.68	\$7.52	\$258.15	\$8.28
1.50	\$426.69	\$6.84	\$469.36	\$7.52	\$516.29	\$8.28
2.00	\$853.37	\$6.84	\$938.71	\$7.52	\$1,032.58	\$8.28
3.00	\$1,600.07	\$6.84	\$1,760.08	\$7.52	\$1,936.09	\$8.28
4.00	\$1,706.75	\$6.84	\$1,877.42	\$7.52	\$2,065.16	\$8.28
6.00	\$4,266.86	\$6.84	\$4,693.55	\$7.52	\$5,162.91	\$8.28
Expected increase in revenue	\$87,724		\$126,069		\$168,249	

Table 13. Suggested pacing for a rate increase over three years.

3. Begin the process of replacing the oldest sewer mains in the collection system by next year. The need has already been detailed extensively, but it is worth noting that the economic development plans for the Village become less and less feasible as the sewer system begins to crumble.

Finally, it is not strictly a budgetary or rate recommendation, but RCAP is aware that the Village is having difficulties finding a licensed operator to replace the current Superintendent of Public Works as he retires. The water and wastewater industries are dealing with a similar problem across the country. While water and sewer jobs were considered attractive and lucrative during the 1970's and 80's, pay for these jobs has not kept up with inflation. At the same time, regulatory requirements have made work in both industries much more stressful, and that is exacerbated by the growing maintenance needs of aging pipes, pumps, and treatment equipment, and the fact that it is almost always an on-call position. It is recommended that the Village evaluate its pay for these positions against the state average and recognize that now is a very good time to increase pay and benefits, particularly for any workers you already employ who are willing to get licensed.

JEFFERY PALMER, TRUSTEE
PETER JOHNSON, TRUSTEE
SAL MEDAK, TRUSTEE
BECKY DEGROFF, TRUSTEE

PO Box 219
SCHOHARIE, NY 12157-0219
E-MAIL: villscho@midtel.net



COLLEEN M. HENRY, MAYOR

LESLIE J. PRICE, CLERK AND
TREASURER
DEBRA BYRNE, DEPUTY
CLERK/TREASURER

518-295-8500
(FAX) 518-295-8501
TDD NUMBER 1-800-662-1220

RESOLUTION 10-2025

SUPPORTING MAINBRIDGE COMMONS PROJECT LOCATED WHOLLY IN THE VILLAGE OF SCHOHARIE.

WHEREAS, A new housing/commercial project known as “Mainbridge Commons” is proposed and wholly located in the Village of Schoharie; and

WHEREAS, Schoharie County has submitted a County Infrastructure Grant Program Application to secure \$350,000 in funding for the project from Empire State Development; and

WHEREAS, The project will consist of a new healthcare facility and up to forty-six residential units on a current brownfield parcel (Tax Map # 72.17-5-2) now, therefore, be it herby

RESOLVED, That the Village of Schoharie Board of Trustees supports the Mainbridge Commons project and authorizes the Village of Schoharie Mayor to sign any required documentation to assist in implementing the Empire State Development County Infrastructure Grant.

Certified June 10, 2025
300 Main Street, Village of Schoharie New York

A handwritten signature in blue ink, appearing to read "Leslie J. Price", is written over a horizontal line.

Leslie J. Price, Schoharie Village Clerk/Treasurer

