

VILLAGE OF SCHOHARIE
Employees Meeting/Workshop – September 16, 2020

Meeting called to order @ 6:30PM in the Village Hall at 300 Main Street.

PRESENT: Mayor Caza, Trustees: Palmer, Johnson, Medak, , OIC Rossi, DPW Ken Bernhardt, Clerk/Treasurer Leslie Price, Deputy Clerk Debby Byrne, Code Enforcement Officer, Lloyd Stannard ,Trustee Candidate Tom Price, and Mike Harrington from Lamont Engineers. Excused Trustee Wood and Fire Chief Marty Pierce.

1) OIC – Brian Rossi

- a) ID's for permanent employees need to be renewed. He would like to get ID's for Office personnel, DPW and Code Enforcer. Mayor Caza mentioned that Mat Brisley can get them, all he needs is a picture. OIC Rossi will follow up with Matt.
- b) OIC Rossi worked with Clerk/Treasurer Price to fill out Grant Application for Lexipol. Rossi had his first webinar training with Lexipol. 30% of this Grant will be reimbursed from PERMA. OIC Rossi also attended a webinar for Cross Guard Training from PERMA. This webinar was recorded and Crossing Guard, Mr. Klingbiel, needs to watch the video to get credit from PERMA. OIC Rossi did stay with Mr. Klingbiel the first three days of school opening and everything went well. Because of COVID-19 there are more walkers and less students riding the bus.
- c) Resident Ben Griffin was painting some fire hydrants which OIC Rossi thanked him for. Mr. Griffin expressed some concern with speeders going down Grand Street. OIC Rossi did patrol Grand Street for several days but did not notice any speeding.
- d) There were eleven traffic tickets issued in the month of August 2020.
- e) OIC Rossi will begin work on organizing a Citizens Group as part of the NYS Executive Order 203. He feels the smaller the group, the more productive it will be. He also feels that after the initial meeting this group may be dismissed. According to the NYS guidelines, this group must include the District Attorney as well as an Insurance Representative. Trustee Johnson suggested asking prior DA Sackett and Attorney Michael Breen. Both OIC Rossi and the Village Board agree that the committee should consist of Village Residents and/or Village Stakeholders such as business owners.
- f) OIC Rossi has had several requests from prior and/or current police personnel to be put on the roster for substitutes on the Village Police employee roll. Right now, he is down one Officer due to military leave. Mayor Caza asked OIC Rossi to vet the applicants he has and present to the Board the one who he chooses at the next employee meeting.

2) Code Enforcement Officer Lloyd Stannard

- a) Not a lot going on during this time.
- b) Trying to catch up on Fire Inspections but is behind due to Covid-19. Many building owners do not want people in their building during this time.
- c) Da-Lai Wu wants to reopen his gym on Main Street but has not yet submitted anything to the Health Department. He does not want to be specified as a gym but as a private club.
- d) Owners of the Parrott House have had workers cleaning up this week. The ceiling on the second floor has come down and they were cleaning up with shoots. They have not submitted any plans to Lloyd yet and Lloyd has not met with him recently.
- e) Lloyd has not yet received any plans from Dr. Elbially on the Main Street house he recently purchased.
- f) Steve Myers still needs to get documentation for the newest house on Bridge Street which Lloyd needs to review. House is being made larger than originally planned for.
- g) Jeremy May has a court appointment which was rescheduled for September 21st. OIC Rossi spoke to him and served him with new papers.

3) DPW – Ken Bernhardt

- a) Water/Sewer Plants are running well.
- b) DPW crew has been cleaning and doing maintenance work at the Village Parks.
- c) Vector Construction set up with metered water for their construction project at the I88 underpass. They will be billed for any water used.
- d) Ken has been making calls to National Grid regarding tree removal at Lasalle Park. He called an employee from Asplundh who said he may be able to do something. Ken is waiting to hear back.
- e) There are approximately twenty water meters that are not reading correctly. Transponders are being replaced one at a time, slowly being repaired.
- f) Ken has two quotes, one for alert tiles which is mandated by NYS and reimbursed by CHIPS, and one from Ferguson for hydrant replacement to submit to Insurance company from the Main Street auto accident. The Village has two new hydrants in storage but will have to buy parts to repair some of the hydrants that are working hard. Hydrant flushing will be done the week of September 21, 2020.
- g) Ken talked to Birchez about flushing their hydrants during the same time as the Village.
- h) DPW has a truck in the shop which is not starting in bad weather. He is currently waiting for a quote from Joe's Auto.
- i) Mayor would like to take care of sidewalk repairs before putting in any new sidewalks. Llyod mentioned that Steve Myers told him he would think about donating time to put in new sidewalks on Bridge Street. Mayor asked that Ken reach out to Mr. Myers.
- j) Ken reached out to Dan Weideman at Schoharie Town and Dan Crandall at Schoharie County in regard to the Mary Schultz property on Prospect Street. Dan Crandall said he would look into the property to see if the County has an easement to this property.
- k) Trustee Medak inquired about Clarifier repairs, Ken responded that DPW has been working on it, it has been pumped out and materials have been delivered.

Motion made by Trustee Johnson second by Trustee Medak unanimously carried to approve purchase of ten Detectable Warning Panels which is mandated by NYS DOT.

4) Engineering Agreement for Initial Design Phase Services for the Village of Schoharie Water System Improvement Project – Mike Harrington, Lamont Engineers

- a) Mike went over the Water System Improvements Project scope and cost estimates and distributed this information to the Board. See Attached
- b) Mike presented an Engineering Agreement for the Initial Design Phase Services for the Water System Improvements project to be approved by the Board. See attached.

Motion by Trustee Medak second by Trustee Johnson unanimously carried to approve and accept the letter form of Agreement from Lamont Engineers for the Design Phase services for the Water System Improvement Project.

5) Village of Schoharie Handbook

- a) Mayor Caza suggested the Board approve Sections 100 through and including 300 of the Employee Handbook with marked changes by Sal Medak

Motion by Mayor Caza second by Trustee Medak unanimously carried to approve Sections 100 through 300 with marked changes by Trustee Medak adopted date of 9/19/2020, effective date of 9/16/2020.

OTHER:

Applications received for Code Enforcer Officer need to be sent to the County for approval. To date the Village Office has received three applications.

MOTION by Trustee Johnson second by Trustee Medak unanimously carried to adjourn meeting at 9:00PM

Respectfully Submitted,

Leslie J. Price