

VILLAGE OF SCHOHARIE  
**Employees Meeting/Workshop – October 19, 2022**

Meeting called to order @ 6:45PM in the Village Hall at 300 Main Street.

**PRESENT:** Mayor Caza, Trustees: Johnson, Palmer, Medak, and Robinson-Bullock, DPW Ken Bernhardt, OIC Jason Temple, Clerk/Treasurer Leslie Price, Deputy Clerk/Treasurer Debby Byrne

**Excused :** Codes Enforcement Officer and Fire Chief Doug Stinson

**1) Officer in Charge Lieutenant Jason Temple**

- a) See Attached Report
- b) Doug Stinson approached OIC Temple inquiring about the 2004 Crown Victoria for the Fire Department. The Board agreed that it would make no sense to hold on to the car and would like it to go up for auction. The Board will make a final decision at the next Employee meeting when they can hear from Doug.

**2) DPW Superintendent Ken Bernhardt**

- a) The Board would like Ken to start looking for a replacement for the open laborer position. Ken suggested that Mike Kennedy and Paul Liddle both be involved in interviewing the next batch of candidates.
- b) New York State Rural Water is doing an energy audit for the water and sewer plants. They also discovered and repaired a water leak near the County DPW offices.
- c) DPW has been flushing fire hydrants this week.
- d) There is another water leak on Main Street by Sunset Drive. Repairs need to be scheduled.
- e) Ken and Jodie Serowski from Lamont Engineers, met with Mr. McFee who resides at 121 Sunset Drive to go over the questions and concerns he had with the South End Drainage project. They explained that the property belongs to the Village and there will be no changes to the drainage as it works as designed.
- f) Ken is still waiting for Tree Service quotes to remove trees in the parks.
- g) Some of the parts (Check Valves for the Water Treatment Plant) have been delivered from Ferguson Water. Ken did have his first training on the new water meters. They have scheduled another training class for next week.
- h) DOT has added new requirements for the Crosswalk at Furman and Main Street. Ken will review the paperwork from DOT and Lamont Engineers and see if we can start the bidding process.

**3) Lamont Engineers: (Not present)**

- a) See attached Report

**4) Fire Chief (Not present)**

- a) See attached Report

**5) Code Enforcement Officer Doug Stinson (Not present)**

- a) See Attached Report

**6) Other:**

- a) OIC, Jason Temple presented to the Board and the NYS mandated Training on Blood Borne Pathogens, sexual harassment, workplace violence and the right to know by OIC Jason Temple was given to the Board and Employees.
- b) Motion to hire Nan Stolzenburg in conjunction with the Town of Schoharie to work on the comprehensive plan

**Motion** made by Mayor Caza second by Trustee Johnson unanimously carried to hire Nan Stolzenburgh as our consultant in conjunction with the Town of Schoharie to work on the Comprehensive Plan

- c) Motion to purchase Cloudpermit software for Code Enforcement Department

**Motion** made by Trustee Johnson seconded by Trustee Robinson-Bullock unanimously carried to approve the purchase of Cloudpermit software and for Mayor Caza to sign the contract

**Motion** made by Mayor Caza seconded by Trustee Medak unanimously carried to adjourn meeting at 8:35 PM

Respectfully Submitted,  
Leslie J Price

Approved

**October 19<sup>th</sup>, 2022  
Employees Work Session**

**To Date:**

**61 UTTs  
224 Calls for Service  
4 Arrests  
4 Property Damage Auto Accidents  
3 Domestic Incident Reports**

**Unit 952:** 952 in service!! Discuss status of 2004 Crown Victoria. Schoharie Fire interested adding to fleet for Fire Police purposes. Put to auction?

**Citizen Advisory Board:** October 19<sup>th</sup>, 2022 @ 0930. Report Given. No issues.

**Community Events:** 09/29/22 Schoharie Schools Home Coming Parade. Had to adjust to last minute changes made not communicated by Booster. Two message boards provided by DOT. DPW provided barricades. Assisted by Sheriff's Office. No problems traffic control.

**Safety Training:** Employee Workplace Safety Review- Sexual Harassment, Bloodborne Pathogens, Right To Know, OSHA/PESH, and Workplace Violence. 10/19/22 following Employee Work Session.

Lamont Engineers, P.C.  
Village of Schoharie  
Water System Improvements Project

Meeting Report – October 19, 2022

I. Project Update

- A. DN Tanks still owes us some minor product submittals to make (electrical components, etc.). All significant submittals have been reviewed and approved.
- B. Tweedie Construction is expected to mobilize and start “roughing-out” the tank sitework on or about November 1.
- C. DN Tank’s Pay Application #1 was submitted and disbursed with drawdown request #7 to EFC.
- D. The final design of the Holding Pond aeration system is 95% done.

II. Next Steps

- A. Lamont will continue to review the remaining submittals from DN Tanks as they arrive.
- B. I will update Ken, the Board, and CSP once Tweedie’s mobilization and sitework schedule is confirmed.
- C. DN Tanks and Tweedie will coordinate with CSP at mobilization to finalize any site specific Safety measures needed relative to the CSP access requirements.
- D. The design of the Holding Pond aeration system will be submitted to DOH for approval next week. Ideally, we’ll be able to get this out to bid before the snow flies so the bidders can get a good look at the site.

III. Other Projects

- A. Bridge/Main St. Sidewalk Curb Ramps – When would the Village like to bid this work? Spring 2023? We can assist if needed.
- B. South End Drainage/Trail – Jodie and Ken met with Mr. Mc Fee on September 29. I understand that he was more concerned with low water conditions than with high water. His biggest concerns were with the foot traffic from the proposed trail and the impacts to his “adopted” lawn at the pond site, which is owned by the Village.
- C. WWTP SPDES Compliance – Another 9-month update report is due to DEC on November 1; I will work with Ken next week to get DEC an update.

Village of Schoharie  
Schoharie Fire Department  
Situational Report  
10/19/2022

1.) Calls

- 11 EMS                    3 Fire

2.) Drills & Training

- We have run several drills on various best practice topics.

3.) Education

- Currently have 1 student that graduated FF1, 2 students attending FF Survival, 2 students in EMT, 3 students in ALS.

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4.) Major Incidents

- Nothing to report

5.) Near Miss Incidents

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6.) Equipment Repair

- 1423 will remain in the shop for the next 40+ days. Damage is cosmetic. Some parts are on back order through Dodge.

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7.) Upcoming Fundraiser

- Covered Bridge Dinner was a great success. Planning next one currently. Planning underway for Christmas in Schoharie

8.) 2021/2022 Person Protected Gear Purchasing

- Purchasing one set of gear for IFO Graduate whose gear is no longer serviceable.

Approved

Village of Schoharie

Code Enforcement

Situational Report

10/19/2022

September 21 2022 – October 19 2022

Transition

- Attended demo of Cloudprint Codes Software program with Sal Medak, Peter Johnson, Lloyd Stannard and Cloudprint reps. Appears to be a very comprehensive program that is affordable as well. My recommendation is to purchase and begin implementation as soon as possible. Thank you, Sal, and Peter, for your time and interest.
- Attended two days of NYS DOS Codes training.

Permit Status

- 287 Main St. has completed alterations, have had final inspection, and were issued new CO. Beautiful work done!!
- New permit being opened for 164 Grand St. renovations. Need to meet with Ken Bernhardt on potential new curb-cut for driveway.

Complaints

- Update on 326 Main Street- Rewriting citation at the request of the court. New court date to be set.

Building Safety Inspections

- Setting appointments for Fall/2022 inspections.
- Plans to send 3-4 firefighters for Building Safety Inspector certification for future plans of a robust Fire and Building Safety program for the village. Also working with FD on regular Fire Safety and Prevention plan, in partnership with Codes Enforcement, for public outreach programs.

Approved