

VILLAGE OF SCHOHARIE
Employees Meeting/Workshop – November 18, 2020

Meeting called to order @ 6:32PM 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, Nancy Stolzenburgh and Mike Harrington.

Excused: Trustee Wood, Code Enforcement Officer Lloyd Stannard and Fire Chief Marty Pierce

1) OIC – Brian Rossi

- a) Permission to buy all-season tires for Patrol Car, having work done by Lenny's Tires. Board approved purchase.
- b) Lexi Pol update – policies are all completed and in process of emailing to Police Staff. One printed copy will be left in the Clerk's Office as well as emailed copies to the Clerk and Trustees. Mayor Caza would like Brian to ask Lexi Pol which if any sections are not viewable to the public.
- c) Brian has been taking online training classes. Training Webinar for Executive Order 203 is scheduled for December 2nd at the new jail. Mayor Caza, Trustee Johnson and Trustee Medak will also attend. Mayor asked Brian to send out reminders to the Board.
- d) Halloween went off with no issues.
- e) Village Police have been aggressively patrolling the school speed zone with very noticeable benefits. Traffic has significantly slowed down. Brian has sent emails to DOT about repainting the school zone lines on the road.

2) DPW – Ken Bernhardt

- a) Water/Sewer Plants are running well. A lot of seasonal work is being done.
- b) Winterized fire hydrants ; drained and marked for winter.
- c) Shut water off at Parks and Pool.
- d) Put new lights on poles for Promotional however the lights were not outdoor lights, so they had to be removed. Promotional is looking into replacing them with the proper lights.
- e) The Town Barn had a problem with the sewer lines. Village crew repaired and received Thanks from Dan Weideman and the Town.
- f) The brakes on the Village Plow truck locked up; brake pads feel apart due to salt. There will be an invoice for approximately \$500 for repairs. Mayor Caza explained that routine and emergency expenditures do not fall under the prior approval rule.
- g) Meter readings were read. Ken is reviewing the readings to make sure all are read correctly.
- h) Ken needs his application for the apprenticeship program signed by Mayor and Clerk verifying employment. Mayor Caza asked if Mike will be able to resume classes and update his licenses.

Insert for the Village Tax Bills the Board would like a letter inserted with all the Village Tax bills explaining the option of paying half the bill in January and the remaining half in June with no penalty.

Letter supporting Schoharie Free Library application for a \$1,000.00 Grant from the Board of SALT was signed by Mayor Caza.

Retainer for Toohar & Barone, LLP regarding the Water Tank was signed by Mayor Caza. Mike Harrington from Lamont Engineers will need a copy.

New Contract for William Shroh – Mayor needs to sign new contract once Leslie creates it.

Collector's Return of Unpaid Taxes was signed by the Board.

MOTION by Trustee Palmer second by Trustee Johnson unanimously carried to approval for the Clerk to pay the 2021 Retirement as follows and transfer the appropriate funds as per the conversation between the Clerk/Treasurer and Trustee Medak:

| | |
|----------------|-------------|
| General | \$11,236.00 |
| General Police | \$ 3,523.00 |
| Water | \$11,066.00 |
| Sewer | \$11,993.00 |

3) Mike Harrington Update on WSIP

- a) Mike handed out the Project Update and Next Steps Outline. Mayor Caza would like the Clerk's office to start a binder with all new information from Mike. Mike also handed out a list of property owners, location and SBL numbers for proposed Water Main Easements.
- b) Mike mentioned that Invoices will be coming soon. After the Board approves the invoices, Mike will work with Leslie as before to send to EFC for reimbursement.
- c) Ken and his crew will need to keep a log of all time and materials spent on this project to go towards project cost.

4) Nan Stolzenburgh Update of Schoharie Creek Trail and Public Access

- a) Nan handed out the Instructions for New EPF LWRP Contracts and wanted to note the following changes:
 - i) Subcontract approved by NYS needs prior approval if over \$100,000.00
 - ii) Any publicity regarding the project needs to be sent to the Department of State for approval prior to being used.
 - iii) Termination Clause – NYS can terminate contract any time for any reason
 - iv) Lack of Funds Claus – should NYS decide they do not have the funds to continue with this project, this clause states NYS will honor any expense already paid by the Village however will not pay any other money going forward.

MOTION by Trustee Johnson second by Trustee Medak unanimously carried to adjourn meeting at 8:55PM

Respectfully Submitted,

Leslie J. Price