

ANNUAL AND REGULAR MEETING, APRIL 3, 2019 at the Village office at 7:00 PM.

Present: Mayor Scholl, Trustees Bennett, Jarvis, and Wing, Attorney Douthat

Guests: Kelli Rose, Deputy Clerk, Shawn Ryan, PW Supervisor, Kathy Kiroy, Tina LeDuc

Mayor Scholl appointed **Tina LeDuc** in his **Trustee** position for a term to end 3/31/20. The Clerk swore her in.

ANNUAL MEETING:

Tr. Jarvis made the motion, seconded by Tr. LeDuc to accept Byron E. Wing's resignation from the **Planning Board** all were in favor, motion carried.

Mayor Scholl made the following **Annual appointments:** Clerk-Treasurer(4 years) Donna D. Taylor, Deputy Clerk-Treasurer-Kelli Rose, Deputy Mayor-Eric Jarvis, Official Depositories-Glens Falls National Bank and Bank of Castille ,Official Newspaper -Press Republican, Codes Enforcement Officer/Zoning Enforcement Officer- Byron W. Wing, Trustee for Water-Eric Jarvis, Trustee for Sanitary Sewer-Tina LeDuc, Fire Dept.-Michael Bennett, Trustee for Public Works/Streets-Byron Wing, Liaison to Youth Commission-Tina LeDuc, American Disabilities-Byron Wing, Liaison to Community Development/Beautification-Tina LeDuc, Public Safety-Eric Jarvis, Liaison Nursery School-Tina LeDuc, Liaison to Planning & Zoning -Byron Wing, Discrimination/Harassment Committee-Tina LeDuc/Michael Bennett, EMS-Michael Bennett, Eric Jarvis, Ethics Committee-Byron Wing, Eric Jarvis, Village Historians-Pete Light/Larry Seney, Acting Village Justice -Karen Munson-Waldron, Registrar of Vital Statistics-Donna D. Taylor, Deputy Registrar of Vital Statistics-Kelli Rose, Village Attorney-Matthew Douthat, Medical Director-Stephen Skinner, Zoning Board of Appeals (7 years)- Susan Parrotte & James Proulx, Planning Board (7 years)-William Way, Bonnie Pelerin, James Petrashune, Planning Board (2 years)- Steven Sweeney. Tr. Jarvis made the motion, seconded by Tr. Bennett to accept the appointments all were in favor, motion carried.

Tr. Jarvis offered **Resolution No. 19-04-03-01** to accept the attached **Procurement Policy**, Tr. Bennett seconded upon roll call vote: Jarvis-yes, Bennett-yes, LeDuc-yes, Wing-yes, Mayor Scholl -yes. Resolution Carried.

Tr. Jarvis offered **Resolution No. 19-04-03-02** to accept the attached **Investment Policy**, Tr. LeDuc seconded upon roll call vote: Jarvis-yes, Bennett-yes, LeDuc-yes, Wing-yes, Mayor Scholl -yes. Resolution Carried.

Tr. Jarvis offered **Resolution No. 19-04-03-03** to accept the attached **meeting dates**, Tr. Wing seconded upon roll call vote: Jarvis-yes, Bennett-yes, LeDuc-yes, Wing-yes, Mayor Scholl -yes. Resolution Carried.

Tr. Jarvis offered **Resolution No. 19-04-03-04** to accept the attached **prepayment of claims** resolution, Tr. LeDuc seconded upon roll call vote: Jarvis-yes, Bennett-yes, LeDuc-yes, Wing-yes, Mayor Scholl -yes. Resolution Carried.

Tr. Jarvis made the motion, seconded by Tr. Bennett to close the annual meeting and open the regular meeting at 7:20 PM all were in favor, motion carried.

REGULAR MEETING

Tr. Jarvis made the motion to accept the **minutes** of the previous meetings, Tr. LeDuc seconded all were in favor, motion carried.

The board reviewed the **To Do List** with PW Supervisor Shawn Ryan. He stated that the mechanical screen job at the WWTP would change the grade of the plant and we would need to recertify the operators. After discussion with Chief Operator Elaine Thompson they have decided to leave things as is. When asked about the cones that were put up on the corner of Cook and Manley Streets Mr. Ryan stated when the contractor put in the sewer line on Cook Street there is an underground spring running and they plan to install two four inch drain lines down Manley Street. He stated that there is a culvert that need to be installed on Orchard street and Clinton County Soil and water are going to help pay for this along with the sidewalks on Smith Street from Thayer Avenue to the playground. The first aid kit received from Workers Comp will be installed at the garage. Also added to the list was to remove the old weight equipment from the Employees Weight Room and finish the LED bulbs at the firehouse.

Tr. Jarvis offered the attached **Resolution No. 19-04-03-05 Bond Resolution** authorizing the issuance of serial bonds to finance the Cook Street Sewer project in the amount of \$200,000.00, Tr. LeDuc seconded upon roll call vote: Jarvis-yes, Bennett-yes, LeDuc-yes, Wing-yes, Mayor Scholl -yes. Resolution Carried.

Tr. Wing offered **Resolution No. 19-04-03-06** to approve the unexpired life cost to NYSEG is \$2385.04 for 107 cobra head lights to continue the **Street LED conversion program**, Tr. LeDuc seconded upon roll call vote: Jarvis-yes, Bennett-yes, LeDuc-yes, Wing-yes, Mayor Scholl -yes. Resolution Carried.

Tr. Jarvis offered **Resolution No. 19-04-03-07** to approve the agreement and authorize Mayor Scholl to sign with Dr. Stephen Skinner for **Medical Director** for \$500 per year, Tr. Bennett seconded upon roll call vote: Jarvis-yes, Bennett-yes, LeDuc-yes, Wing-yes, Mayor Scholl -yes. Resolution Carried.

Discussion on the **Tobacco Free Policy** was held. They will give us the signs and media coverage if we adopt. This was tabled until we get a sample copy from the Town of Plattsburgh.

Tr. Jarvis Offered **Resolution No. 19-04-03-08** to authorize Mayor Scholl to sign the **lease with JCEO** from 5/15/19 to 5/15/20 for \$1200 per year, Tr. LeDuc seconded upon roll call vote: Jarvis-yes, Bennett-yes, LeDuc-yes, Wing-yes, Mayor Scholl -yes. Resolution Carried.

Tr. LeDuc made the motion, seconded by Tr. Jarvis to set the **Village wide garage sale dates** for July 13 to July 14, 2019 all were in favor, motion carried.

Tr. LeDuc offered **Resolution No. 19-04-03-09** to authorize Mayor Scholl to sign the **Emergency Shared Service Agreement** with NYS DOT for two years, Tr. Jarvis seconded upon roll call vote: Jarvis-yes, Bennett-yes, LeDuc-yes, Wing-yes, Mayor Scholl -yes. Resolution Carried.

The board received two estimates from **Ricks Locks and Key LLC** for the community building. One was for Electronic Keypad with changeable codes that will still work with our current key cards for \$1216.00 and the second is to rekey the locks for exterior entry for \$697.25 for a total of \$1913.26. This will be paid for with the balance of the money that wasn't needed for the cameras and the balance will come from the adult recreation funds that has not been spent. Tr. Jarvis offered **Resolution No. 19-04-03-10** to approve the changes, Tr. Bennett seconded upon roll call vote: Jarvis-yes, Bennett-yes, LeDuc-yes, Wing-yes, Mayor Scholl -yes. Resolution Carried.

Tr. Jarvis offered **Resolution No. 19-04-03-11**to approve the following **Interfund Transfers:**
General Fund for overtime

Transfer
to:

A1325.1	Clerk-Treasurer	2900.29
A1610.1	Community Building	173.33
A1640.1	Garage	2715.88
A5110.1	Streets	1511.77
A5142.1	Snow Removal	18141.72
A8140.1	Storm Drains	449.93
	Total	25892.92

Transfer From:

A1990.401	Contingency-overtime	20000.00
A1990.4	Contingency	5000.00
A599	Fund Balance	892.92
	Total	25892.92

Sewer Fund Overtime
transfer

to:

G8120.1	Sewers	3060.79
G8130.1	Disposal Plant	9250.17
	Total	12310.96

Transfer From:

G1990.4	Contingency for overtime	3500.00
G599	Fund Balance	8810.96
	Total	12310.96

General Fund for accounts overspent

A1010.4	Trustees Contractual	47.29
A1410.1	Deputy Clerk Contractual	587.34
A1640.2	Garage Equipment	95.00
A3410.1	Fire Dept. Pers. Services	457.80
A3410.2	Fire Dept. Equipment	21806.24
A4020.1	Registrar	321.00
A8140.1	Storm Drains Pers. Svces	701.68
A9040.8	Workers Compensation	1395.30
	Totals	25411.65

Transfer from to cover:

A1950.4	Taxes and assessments	257.95
A3120.4	Law Enforcement Pers Sv	2000.00
A3120.4	Law Enforcement Contrac	500.00
A6326.4	Grant writer	1000.00
A8510.401	Community Beautification	400.00
A8989.401	Volunteers Contractual	91.21
A599	Fund Balance	21162.49
	Totals	25411.65

Sewer Fund for accounts overspent

G1910.4	Insurance	834.00
G8120.2	Sanitation Equipment	724.29
G9950.9	Transfers to Cap Proj.	336292.06
	Total	337850.35

Transfer from to cover:

G599	Fund Balance	337850.35
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Tr. LeDuc seconded upon roll call vote: Jarvis-yes, Bennett-yes, LeDuc-yes, Wing-yes, Mayor Scholl -yes. Resolution Carried.

The board agreed to set another budget meeting for April 8, 2019 at 4:00 PM.

Mayor Scholl read the parking, diesel, gasoline, fire and overtime reports.

It was agreed a letter would be sent to Keith Davis giving him two weeks to inquire on his intensions with his employment with the village. If he resigns to place an ad in the paper.

Tr. Wing stated that Bill Donahue would like to talk to the village board about writing grants for the village. The board agreed to put him on the May agenda.

Tr. Wing wanted to know what was going to be done with the maintenance etc. with the **ambulance**. Tr. Jarvis stated that last year the fire department told the board that they did not want to spec a new ambulance then they told the village board that they could not run it so the paid staff will take care of things. Tr. Wing asked if paid staff could go to the Saranac Station where they have an EMS room or the community building on Mondays between 6 PM to 10 PM when the fire department has their meetings. The Village board did not have a problem with this. Attorney Douthat is to check into his concern about the number of hours the EMS are working.

Mayor Scholl brought up the request of Morgan Furman to receive 25¢ per hour more instead of personal leave days. Discussion was held on the hours she actually is working. This was tabled to next month.

Tr. Jarvis offered **Resolution No. 19-04-03-12** to pay the **bills** as presented on abstract no. 11 for \$424,964.05, Tr. Wing seconded upon roll call vote: Jarvis-yes, Bennett-yes, LeDuc-yes, Wing-yes, Mayor Scholl -yes. Resolution Carried.

Tr. Wing made the motion, seconded by Tr. LeDuc to adjourn to executive session at 8:07 PM to discuss a particular person all were in favor, motion carried.

Tr. Bennett made the motion, seconded by Tr. LeDuc to adjourn the executive session at 8:11 PM all were in favor, motion carried.

Mayor Scholl stated that no action was taken during executive session. Tr. Jarvis made the motion, seconded by Tr. Bennett to adjourn at 8:12 PM all were in favor, motion carried.

Respectfully submitted,

Bennett

Clerk

Jarvis

Mayor

LeDuc

Wing