



REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF WATKINS GLEN HELD THURSDAY, NOVEMBER 3, 2022

PLEDGE OF ALLEGIANCE

The public session of the meeting was called to order at 6:00 pm by Trustee Laurie DeNardo. Present were Trustee Laurie DeNardo, Trustee Nan Woodworth, Trustee Bob Carson, Village Clerk Fred Warrick and Village Treasurer Angela Ventra. Also present were Code Enforcement Officer Scot Cole and Campground Coordinator Chantal Fitzgerald appearing for Superintendent of Parks and Recreation Craig Bond. Absent was Deputy Mayor Louis Perazzini, Sergeant-In-Charge Ethan Mosher and Superintendent of Public Works Terry Wilcox. There were approximately 4 other persons in attendance.

PUBLIC BE HEARD

No members of the public came forward to be heard.

SPECIAL NOTE

Trustee Laurie DeNardo gave notice that in the absence of Deputy Mayor Louis Perazzini, in addition to running the Board meeting, she would also be voting on all items on the agenda to meet the requirement of a quorum.

APPROVAL OF MINUTES

Minutes for the Regular Meeting held on October 18, 2022

Trustee Bob Carson made the motion to approve the minutes for the Regular Board of Trustees meeting held on October 18, 2022. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

DEPARTMENT REPORTS

Trustee Nan Woodworth made the motion to approve all Department Head reports. Trustee Bob Carson seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

VOTING ITEMS

Training

Trustee Nan Woodworth made the motion to approve online training for Pump and Motor Maintenance with New York Rural Water Association at \$225 per employee for Terry, Nick, Brad and Calvin of the Wastewater Department – Total \$900. Trustee Bob Carson seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Office Equipment

Trustee Bob Carson made the motion to approve the purchase of a folder inserter for the Village Office in the amount of \$11,837.50 to be paid with money from the COVID relief fund, plus a \$95 per month service agreement that includes parts, labor and unlimited service calls to be paid through the General Fund. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Sewer Credit

Trustee Nan Woodworth made the motion to approve the sewer credit request for 305 9th Street in the amount of \$72.50. Trustee Bob Carson seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Vehicles

Trustee Bob Carson made the motion to approve the Enterprise Fleet Management Lease Agreement for one (1) F-250 with plow & strobe lights for the Water Dept., two (2) F-350 Chassis with dump body, plow and strobe lights for the Streets Dept., one (1) F-550 with dump body, plow and strobe lights for the Streets Dept. Total down payment of \$38,844 with monthly payments of \$751.30 for Water and \$3,128.72 for Streets. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

RESOLUTIONS

Funds Transfer

Trustee Nan Woodworth made the motion to the approve the resolution to transfer funds from the Water Fund to the General Fund. Bob Carson seconded the motion.

RESOLUTION TO TRANSFER FUNDS FROM THE WATER FUND TO THE GENERAL FUND

WHEREAS, the General Fund loaned the Water Fund \$820,865 for the purchase of property in 2018, and;

WHEREAS, an annual 30-year repayment schedule was created for payments from Water to General beginning 2019 and completing 2048, and;

WHEREAS, the Village of Watkins Glen entered into a leasing agreement with Enterprise Fleet Management for necessary vehicles in the best interest of the Village to maintain safe and effective operations, and;

WHEREAS, the Water Fund has a prior obligation for repayments to the General Fund will therefore will release an additional one-time payment in November of 2022 to cover the initial costs of the required down payment to Enterprise from the General Fund in the amount of \$38,844.

BE IT RESOLVED, the Village Board of Trustees authorizes its Treasurer to transfer monies from the Water Fund Unreserved Balance GL Account FF.0915.000 to the General Fund Interfund Transfer GL Account 5031.000 in the amount of \$38,844.00.

The Board then voted on the motion and all were in favor. Motion Carried.

Water Systems Improvemnet Project

Trustee Nan Woodworth made the motion to the approve the resolution authorizing the advertisement for the receipt of bids for the proposed Village of Watkins Glen Phase 1 Water System Improvements Project. Bob Carson seconded the motion.

RESOLUTION AUTHORIZING THE ADVERTISEMENT FOR RECEIPT OF BIDS

FOR THE PROPOSED VILLAGE OF WATKINS GLEN

PHASE 1 WATER SYSTEM IMPROVEMENTS PROJECT

WHEREAS, the Village's retained Engineer, Larson Design Group, has completed Construction Documents including, plans, specifications, and estimates of cost for the Phase 1 Water System Improvements Project; and

WHEREAS, the project will be funded through various grant funding and Environmental Facilities Center (EFC) Long Term Financing.

NOW, THEREFORE, BE IT RESOLVED, that the Village Board of Watkins Glen does hereby authorize advertisement for the receipt of bids for the Phase 1 Water System Improvements Project.

The Board then voted on the motion and all were in favor. Motion Carried.

AUDIT

General Audit

Trustee Bob Carson made the motion to approve the general audits dated November 2, 2022 in the following amounts:

General	\$132,145.39	Sewer	\$1,414.48
Electric	\$162,333.50	Water	\$10,045.45
Joint Activity (CVWRF)	\$43,597.27	H4 Water Improvements	\$64,656.68
		DRI Projects	\$256.60

Trustee Nan Woodworth seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

BOARD CONCERNS

Update on Water Upgrade

Trustee Laurie DeNardo informed the public that the Village is working on the aging water system and that we are currently in Phase I. The Department of Health has accepted the Village's application. This is a three-phase project that will take place over the next several years funded through various grants.

LED Light Bulbs

Trustee Laurie DeNardo in conjunction with Trustee Nan Woodworth secured a grant that was used to purchase 5,000 LED "Clean Energy" Light Bulbs that will be distributed beginning November 17th and can be picked up at the Park Office or Municipal Building. Proof of residency required, four bulbs per resident.

Water System Surveying

Village Clerk Fred Warrick made the public aware that Larson Design Group has surveyors in the area mapping the water system throughout the month of November. These surveyors should be clearly identifiable wearing uniforms and driving vehicles that display the Larson Design Group logo.

Summer Recreation

Trustee Nan Woodworth updated the Board and public on the support of multiple surrounding municipalities and their continued efforts to look for funding.

Lot Paving

Trustee Laurie DeNardo gave compliment on behalf of resident feedback on the paving done so far.

Leaf Pick-up

Trustee Laurie DeNardo updated the community that leaf pick-up is still in process. Resident Stacy Gray requested that the Village communicate in some way when the hillside streets were being picked up so that residents had prior notice to move their vehicles.

EXECUTIVE SESSION

Trustee Nan Woodworth motioned to end the public session and move to executive for a potential litigation discussion at 7:29 p.m. Trustee Bob Carson seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

ADJOURN

With no further business to come before the Board, Trustee Nan Woodworth made the motion to adjourn at 7:40 p.m. Trustee Bob Carson seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Meeting Adjourned.

Respectively Submitted,

Fred Warrick
Village Clerk