



REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF WATKINS GLEN HELD TUESDAY, AUGUST 3, 2021

PLEDGE OF ALLEGIANCE

The public session of the meeting was called to order at 6:00 pm by Mayor Luke Leszyk. Present were Mayor Luke Leszyk, Deputy Mayor Louie Perazzini, Trustee Laurie DeNardo, Trustee Nan Woodworth, Trustee Bob Carson and Village Clerk Lonnie Childs. Also, present were Superintendent Terry Wilcox, Parks and Event Center Manager Craig Bond, Streets Supervisor Kenny Barber, Water Supervisor Martin Pierce, Code Enforcement Officer Darrin Stocum and Sergeant-in-Charge Ethan Mosher. Absent was Treasurer Rhonda Slater. There were four other persons in attendance.

PUBLIC BE HEARD

Elly Connor, was present to express her concerns with the Water & Sewer Capital Recovery charges that were added to the Utility Bills in the amount of \$22.00/month. She advised that the Board should have given more notice so that the residence could have planned for the increase.

Judy Richards and Sharon Young, homeowners on Howard Avenue were there to bring the issue with rainwater runoff from the side hill to the Boards attention. They asked the Board to look into grants to help elevate the issues, but in the meantime, they suggested installing curbs to divert the water so it doesn't destroy their driveways.

APPROVAL OF MINUTES

Minutes for Regular Meeting July 20, 2021

Trustee Nan Woodworth made the motion to approve the minutes for the Regular Board of Trustees meeting held on July 20, 2021. Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion and the vote was as follows:

Yeas: Mayor Luke Leszyk, Deputy Mayor Louie Perazzini, Trustee Bob Carson, Trustee Nan Woodworth

Nays: None

Abstain: Trustee Laurie DeNardo Motion Carried.

DEPARTMENT REPORTS

Trustee Laurie DeNardo made the motion to approve the department heads reports. Trustee Bob Carson seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

VOTING ITEMS

Clute Park Seasonal Parking Passes

Trustee Laurie DeNardo made the motion to offer free parking at Clute Park to all Village of Watkins Glen employees and Village of Watkins Glen Volunteer Firefighters. Deputy Mayor Louie Perazzini second the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Water Treatment Plant Supervisor Job Posting

Trustee Laurie DeNardo made the motion to remove the residency restrictions for the Water Treatment Plant Supervisor Position. Extending it outside of Schuyler or contiguous Counties (Chemung, Seneca, Steuben, Tompkins and Yates) will hopefully gain more interest. Trustee Bob Carson second the motion. The Board then voted on the motion and all were in favor. Motion Carried.

New Hire - Cleaner Position

Trustee Nan Woodworth made the motion to hire Karla Wall as a full-time, year-round cleaner for all Village

facilities at \$14.36/hr. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

[New Hire – Police Department](#)

Deputy Mayor Louie Perazzini made the motion to hire Thomas Kane as a Part-time Police Officer for the Watkins Glen Police Department at a rate of \$18/hr. Trustee Bob Carson seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

[Title Change – Police Department](#)

Deputy Mayor Louie Perazzini made the motion to change one Full-Time Temporary Police Officer position to an On-Call Temporary Police Officer position per the recommendation from Civil Service. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

[Position Change – Police Department](#)

Trustee Nan Woodworth made the motion to change the title for Michael Blascovich from Part-Time Police Officer to On-Call Temporary Police Officer per the recommendation from Civil Service, effective August 4, 2021 for a period of no longer than three months at his current pay rate of \$18.00/hr. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

[Position Change – Police Department](#)

Trustee Laurie DeNardo made the motion to change the title for Alyssah Newell from Part-Time Police Officer to Full-Time Temporary Police Officer per the recommendation from Civil Service, effective August 4, 2021 for a period of no longer than three months at the full-time new hire rate of \$19.70/hr. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

[Special Event Application – Italian-American Festival](#)

Trustee Bob Carson made the motion to approve the Italian-American Festival at Lakeside Park on August 13 & 14, 2021. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and the vote was as follows:

Yeas: Mayor Luke Leszyk, Trustee Laurie DeNardo, Trustee Bob Carson, Trustee Nan Woodworth

Nays: None

Abstain: Deputy Mayor Louie Perazzini Motion Carried.

[Madison Avenue Municipal Parking Lot](#)

The Village received three quotes for the paving of the Municipal parking lot behind the Municipal Building off of Madison Avenue. Seneca Stone Corp. provided a quote of \$23,393.00, Runrite Construction LLC. provided a quote of \$61,050.00 and Spencer Paving Company provided a quote of \$70,915.00. Trustee Nan Woodworth made the motion for the Village to award the project to the lowest bidder, Seneca Stone Corp. Trustee Laurie DeNardo seconded the motion. Discussion ensued regarding the actual cost to the Village; Trustee Nan Woodworth amended her motion stating that the Village would award the project to Seneca Stone Corp. in an amount up to \$23,393 with the understanding that the Village's share will be less when taking into consideration the contributions from interested neighbors. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

[Clute Park Campground Refund Request](#)

Trustee Laurie DeNardo made the motion to approve the refund request from Deyo in the amount of \$1,000 for the inconvenience caused by the work being done by Cargill near their campsite. Trustee Nan Woodworth seconded the motion. The Board discussed the request expressing concerns that the inconvenience was caused by Cargill not the Village and it would be setting a precedence if they honored this request. The Board then voted on the motion and all were opposed. Motion Failed.

[Resolution to Amend the 2020-2021 Budget](#)

Deputy Mayor Louie Perazzini made the motion to approve the following resolution. Trustee Bob Carson seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

WHEREAS, it is necessary to transfer funds within the General, Water, Sewer and Electric accounts in order to balance the budgets in the respective funds at year end;

BE IT RESOLVED, that the Village of Watkins Glen Treasurer be authorized make the following account transfers in order to balance out the 2020-21 budgets:

General Fund:		From	To
AA.1010.400	Board Of Trustees-Contractual	1261.59	
AA.1110.100	Municipal Court - Personal Services	180.96	
AA.1110.400	Municipal Court - Contractual	560.00	
AA.1110.410	Municipal Court - Contr. Utilities Exp	689.45	
AA.1110.420	Municipal Court - Materials & Maintenance		3081.02
AA.1210.400	Mayor - Contractual	389.02	
AA.1220.400	Supt - Contractual Expense	3942.19	
AA.1325.100	Treasurer - Personal Services	356.49	
AA.1410.100	Clerk - Personal Services		5190.74
AA.1410.110	Clerk - Pers Ser (Clerks)	10693.75	
AA.1410.400	Clerk - Contractual		24245.73
AA.1410.410	Clerk - Contractual Utilities Exp		49.12
AA.1410.420	Clerk - Materials & Maintenance	2992.84	
AA.1420.400	Law - Contractual		81285.89
AA.1620.400	Mun Bldgs. - Contractual		4779.59
AA.1620.410	Mun Bldgs. – Contr. Exp - Utilities	3187.05	
AA.1620.420	Mun Bldgs. – Contr. Exp - Materials & Maintenance		9144.51
AA.3120.140	Police - Per Serv - SRO	9065.16	
AA.3120.200	Police - Equipment		5122.59
AA.3120.410	Police - Contr. Utilities Exp		169.66
AA.3120.420	Police - Contr. Materials & Maintenance		3772.91
AA.3410.400	Fire - Contractual		4685.86
AA.3410.410	Fire - Contr. Utilities Exp	3260.05	
AA.3410.435	Fire - Contr. M&S (Fuel Gasoline)	1884.29	
AA.3410.440	Fire - Contr. Insurance Exp		458.48
AA.5110.100	Street Maintenance - Pers Services	10249.72	
AA.5110.140	Street Maintenance - Per Serv (Supt)		1682.97
AA.5110.400	Street Maintenance – Contr. Exp		654.79
AA.5110.410	Street Maintenance - Contr. Exp -Utilities	5900.64	
AA.5112.400	Chips Project – Contr. Exp		5245.85
AA.5132.450	Garage - Rent		270.15
AA.5142.115	Snow Removal - Personal Services Overtime	950.26	
AA.5142.420	Snow Removal - Contr. - Materials & Maintenance		2620.44
AA.5142.430	Snow Removal – Mater & Supplies Exp	1940.33	
AA.7110.110	Parks - Pers. Serv. Full Time Staff		2991.66
AA.7110.115	Parks - Personal Services Overtime		50.15
AA.7110.120	Parks - Pers. Serv. (Laborers)	4140.45	
AA.7110.130	Parks - Pers. Serv. (Pk Manager)		1098.64
AA.7110.400	Parks - Contractual		37263.04
AA.7110.420	Parks - Contr. - Materials & Maintenance		6112.39
AA.7110.423	Parks Maintenance - Clothing & Safety Supplies	103.18	
AA.7110.430	Parks - Mater & Suppl Exp	4041.84	
AA.7110.435	Parks Cont. - Fuel-Vehicles	1967.37	

AA.7140.200	Comm Center - Equipment Exp	37263.04	
AA.7140.400	Comm Center – Contr. Expense		2908.19
AA.7140.410	Comm Center – Contr. Exp - Utilities	2908.19	
AA.7180.120	Campground - Per Serv. (Camp Labor)		2809.42
AA.7180.400	Campground - Contractual		1562.03
AA.7180.411	Campground - Utilities Water/Sewer/ Electric	4371.45	
AA.8010.100	Zoning - Personal Services	5364.54	
AA.8010.400	Zoning - Contractual		5364.54
AA.8140.400	Storm Sewers - Contractual	7290.52	
AA.8170.400	Street Cleaning - Contractual		7290.52
AA.8810.120	Cemetery - Pers Serv (Laborers)		8566.75
AA.8810.400	Cemetery - Contractual	247.76	
AA.8810.420	Cemetery – Contr. - Materials & Maintenance		247.76
AA.9010.800	State Retirement	3483.00	
AA.9025.800	Local Pension Fund, Employee Benefits		2511.94
AA.9030.800	Social Security	9515.38	
AA.9040.800	Worker's Compensation	8764.83	
AA.9050.800	Unemployment Insurance	20000.00	
AA.9060.800	Hospital & Medical Ins.	43550.59	
AA.9089.800	Compensated Absences	18147.20	
AA.9710.760	Bond Interest - Mun Building 2011	1246.70	
AA.9710.770	Bond Interest - Fire Truck - 2011	1327.50	

Water Fund:		From	To
FF.8310.110	Admin - Per Serv Clerks		1488.67
FF.8310.400	Admin - Contractual		9389
FF.8310.401	Admin – Contr. Attorney		2396.79
FF.8320.100	Source Of Supply - Personal Services	10.27	
FF.8320.180	Source Of Supply - Pers Serv Electric Emp		10.27
FF.8320.200	Source Of Supply - Equipment	13274.46	
FF.8320.400	Source Of Supply - Contractual	1128.71	
FF.8320.425	Source Of Supply - Lab Analysis		1128.71
FF.8330.400	Water Purification - Chlorine		52.36
FF.8330.401	Water Purification - Alum	52.36	
FF.9010.800	State Retirement	2734.78	
FF.9030.800	Social Security		2734.78
FF.9055.800	Disability Insurance		31.67
FF.9060.800	Hospital & Medical Insurance		4609.08
FF.9089.000	Compensated Absences	4640.75	
FF.9795.000	Interfund Loan Interest		22383.75
FF.9901.900	Transfers To Other Funds	22383.75	

Sewer Fund:		From	To
GG.8110.100	Sewer Administration - Personal Services		116.90
GG.8110.110	Sewer Administration - Pers Serv. (Clerks)	116.90	
GG.8110.400	Sewer Administration - Contractual		5603.90
GG.8110.401	Sewer Administration - Contractual - Attorney		320.13
GG.8120.200	Sanitary Sewers - Equipment	5924.03	
GG.8120.420	Sanitary Sewers - Collection System		1004.44
GG.8120.430	Sanitary Sewers - Sewage Pump Stations	1004.44	
GG.9030.800	Social Security		344.91
GG.9040.800	Worker's Compensation	344.91	

Joint Activity Fund:		From	To
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JT.8110.400	Sewer Administration - Contractual	907.61	
JT.8110.421	Sewer Admin - Janitorial Supplies		907.61
JT.8130.400	Sewage Treat Disp. - Contractual		1975.27
JT.8130.401	Contractual - Engineers		4553.75
JT.8130.410	Sewage Treat Disp. - Utilities Exp - Garbage Removal		187.94
JT.8130.414	Treatment - Electric	19326.53	
JT.8130.421	Sewage Treat Disp. - Lab Equipment		1291.74
JT.8130.422	Sewage Treat Disp. - Lab Supplies		5835.74
JT.8130.425	Sewage Treat Disp. - Lab Analyses Exp		5482.09
JT.9050.800	Unemployment Insurance	22.06	
JT.9055.800	Disability Insurance		22.06

Resolution – EPG Grant, Designation Authorized Representative and Commitment of Matching Funds

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

WHEREAS, the Village of Watkins Glen wishes to enter into a funding agreement with the New York State Environmental Facilities Corporation for a Wastewater Infrastructure Engineering Planning Grant through the New York Clean Water State Revolving Fund in the amount of \$30,000; and

WHEREAS, the New York State Environmental Facilities Corporation (NYS EFC) requires a Board resolution designating an authorized representative and commitment of matching funds;

NOW THEREFORE BE IT RESOLVED THAT:

1. The Village of Watkins Glen hereby designates Mayor Luke Leszyk as the Authorized Representative to execute the Grant Agreement and any associated documents or instruments with NYS EFC to bring about the project and to fulfill the Village of Watkins Glen’s obligations under the Grant Agreement; and
2. The Village of Watkins Glen authorizes and appropriates a minimum 20% local match as required by the Engineering Planning Grant Program for the collection system study. Under the EPG program, this local match must be at least 20% of the EPG grant award of \$30,000. The source of the local match and any amount in excess of the required match shall be provided for out of the sewer fund budget, with the maximum local match not to exceed \$6,000 based upon a total estimated maximum project cost of \$36,000. Mayor Luke Leszyk may increase this local match through the use of in-kind services without further approval from the Village of Watkins Glen.

Larson Design Group Agreements - Wastewater Collection System Study

Trustee Bob Carson made the motion to enter into two separate agreements with Larson Design Group. One for them to provide a field evaluation to gain a thorough understanding of the existing wastewater collection system and to assist the Village with the administrative requirements of the EPG program at a cost of \$18,000. And another to prepare a preliminary engineering report to summarize the work performed in evaluating the Villages wastewater collection system at a cost of \$12,000. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Laborer Positions for Parks Department

Trustee Laurie DeNardo made the motion to create an additional full-time year-round Laborer position and then post and fill two full-time year-round Laborer positions for the Parks department. Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

CONFERENCE REQUESTS

NYCOM Fall Training School for City and Village Officials

Trustee Laurie DeNardo made the motion to approve two office employees to attend the NCYOM Fall Training School at a total cost of \$1,079. This will be held in Saratoga Springs from September 20, 2021 through September 24, 2021. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

AUDIT

General Audit

Deputy Mayor Louie Perazzini made the motion to approve the general audit dated August 2, 2021 in the following amounts:

General	\$90,478.88	Sewer	\$114,923.80
Electric	\$23,418.40	Water	\$10,380.93
Joint Activity (CVWRF)	\$13,684.01		

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

Online Audit

Trustee Nan Woodworth made the motion to approve the online audit to pay the July Sales Tax payment in the amount of \$5,546.25 and the Rural Development Loan payment in the amount of \$42,293.75. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

BOARD CONCERNS

Italian-American Festival Parade

Village Clerk Lonnie Childs reminded the Board that the Italian-American Festival Parade is being held on Saturday, August 14, 2021 and participants need to be at the line-up staging area by 11:30 am.

Driver Road Test Parking Spaces and Signage

Streets Supervisor Ken Barber was contacted by the driver road test instructor requesting four parking spaces and signage on the North side of 5th Street. The spaces would be designated for driver road testing Monday – Friday between the hours of 8am – 4pm. Discussion followed and it was advised that this be included in the revised traffic law so it could be enforced.

Storm Water Drainage

Superintendent of Public Works Terry Wilcox advised the Board of engineering needs to examine the storm water and drainage issues that result in significant flooding. He will begin the process of originating a request for proposal for engineering services to examine ways to mitigate repeats of the recent flooding. Streets Supervisor Ken Barber explained that he has been in contact with Schuyler County Soil and Water regarding the division ditch on the side hill that is in need of repair as well.

Seneca Lake Event Center Café

Parks and Event Center Manager Craig Bond sadly advised the Board that he didn't receive any proposals for vendors interested in leasing the Café inside the Seneca Lake Event Center. A couple of vendors inquired about

the facility however nothing formal was received. The request for proposal will be advertised again with hopes of more interest.

[Poster Signs in LaFayette and Clute Park](#)

Parks and Event Center Manager Craig Bond presented a “Welcome Race Fans” poster sign to the Board. The Watkins Glen Chamber of Commerce was distributing the signs throughout the area and asked to display them in the parks. The Board was in favor as long as they are removed within five days after the event per Village of Watkins Glen Zoning Law section 9.7.2 (j).

[Split Rail Fence and Dry Swales at Clute Park](#)

Parks and Event Center Manager Craig Bond updated the Board on the progress with the split rail fence and the ongoing issues with the dry swales at Clute Park. The fence will help improve safety for children acting as a barrier to parking areas as well as enhance the already existing split rail fence. Craig is working with Welliver and Stantec to determine next steps and to verify infiltration qualities of the dry swales “permeable top soil base”.

[Italian-American Festival Parking Fees](#)

As follow up to the discussion had by the Board on July 20, 2021 regarding the collection of parking fees during the Italian-American Festival, Deputy Mayor Louie Perazzini advised that the event committee was willing to donate all parking proceeds to the Parks department since the Village typically provides ticket collectors and retains the proceed for all events. Parks and Event Center Manager Craig Bond thanked him for the Festival Committee’s offer, but stated it is too close to the event to adequately staff. Discussion followed and it was agreed that the Festival Committee would operate the parking on lakeside and the Parks Department would operate parking on the campground side.

[EXECUTIVE SESSION](#)

Trustee Laurie DeNardo made the motion to exit public session and enter into executive session at 7:12 pm for one Personnel Matter regarding the Planning Board and Watkins Glen Housing Authority. Deputy Mayor Louie Perazzini 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 Laurie DeNardo made the motion to adjourn at 7:34 pm. Trustee Bob Carson seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Meeting Adjourned.

Respectively Submitted,

Lonnie M. Childs
Village Clerk