

**REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
VILLAGE OF WATKINS GLEN HELD MONDAY, MARCH 18, 2019**

PLEDGE OF ALLEGIANCE

The public session of the meeting was called to order at 6:00pm by Mayor Samuel Schimizzi who led the assembled in the pledge of allegiance. Present were Mayor Samuel Schimizzi, Trustee Gary Schmidt, Trustee Anthony Fraboni, Trustee Laurie DeNardo, Trustee Nan Woodworth, Sergeant in Charge Steven Decker, Village Clerk Lonnie Childs and Treasurer Rhonda Slater. Also present were Interim Superintendent of Public Works Terry Wilcox, Park Manager Michelle Hyde and Code Enforcement Officer Greg Larnard. There were nine other persons in attendance.

PUBLIC BE HEARD

Several people in attendance voiced their thanks to Mayor Samuel Schimizzi and Trustee Gary Schmidt for their four years of service to the Village of Watkins Glen. This will be their last regular meeting of their tenure.

Bonnie Specchio – Sidewalk Law and Side Hill Staircase

Bonnie Specchio was present to ask about the status of the sidewalk law and to request that the stairway leading upwards from Gifford Park be repaired. Trustee Nan Woodworth stated that she would work on compiling a list of sidewalks in need of repair to provide to the Code Enforcement Officer.

APPROVAL OF MINUTES

Minutes for Regular Meeting March 4, 2019

Trustee Laurie DeNardo made the motion to approve the minutes for the regular Board of Trustees meeting held on March 4, 2019. Trustee Gary Schmidt seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

REPORTS

Parks Report, Streets Report, Codes Report, Water Report, Electric Report, Superintendent Report, Police Report, Treasurer's Report

Trustee Anthony Fraboni made the motion to approve the Department Heads' reports as presented. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

VOTING ITEMS

Award RFP – Street Lighting Project

Trustee Laurie DeNardo made the motion to award the RFP for the Franklin Street Lighting Project to ID Booth for a cost of \$1,140,630.00 based on the scoring matrix listed in the RFP and overall pricing. Trustee Gary Schmidt seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Resolution – Amend the 2018-2019 Budgets

Trustee Anthony Fraboni made the motion to approve the following budget amendments. Trustee Gary Schmidt seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

WHEREAS, it will be necessary to transfer funds within the General, Water and Sewer accounts in order to balance the budgets in the respective funds;

BE IT RESOLVED, that the Village of Watkins Glen Treasurer be authorized make the following account transfers in order to balance out the 2018-19 budgets:

Account From	Amount	Account To	Amount
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AA1220.200	2,000.00	AA1010.400	2,000.00
AA1362.400	40.00	AA1330.400	40.00
AA1410.420	2,000.00	AA1450.400	2,000.00
AA3120.440	5,000.00	AA1420.400	5,000.00
AA1620.100	6,000.00	AA1620.420	6,000.00
AA7140.100	8,700.00	AA7180.120	8,700.00
AA8020.100	3,000.00	AA8010.400	2,000.00
		AA8020.400	1,000.00
FF8310.420	4,000.00	FF8310.400	4,000.00
FF8320.420	2,000.00	FF8320.430	2,000.00
GG8130.200	4,500.00	GG8110.400	4,500.00

Resolution – Receivable Write-Offs

Trustee Anthony Fraboni made the motion to approve the following electric receivable write-offs. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

WHEREAS, the following accounts are over 18 months old or went through bankruptcy and therefore, deemed to be uncollectible; and

WHEREAS, proper accounting procedures require that any uncollectible accounts be written off occasionally so that they do not impact the current receivables of the Village;

NOW, THEREFORE, BE IT RESOLVED, that the following accounts be written off as uncollectible balances:

<u>Account</u>	<u>Name</u>	<u>Location</u>	<u>Balance</u>
A0130-08	Singer, William	211 N Franklin St apt 3	\$126.71
A0190-14	Ellison, Christina	213 N Franklin St apt A	\$162.52
B0090-04	Ingrahm ,Regina	218 S Franklin St	\$114.98
B1020-10	Brown, Craig	223 S Franklin St	\$40.75
D1820-02	Nemeth, Gabrielle	306 N Glen Ave	\$40.38
E0640-02	Walter, Delmar	309 Ninth St	\$79.23
E0670-05	Inscho, Lauren	900 N Porter St apt 3	\$35.51
E1080-01	Wright, Philip	108 Ninth St apt 2	\$138.64
F0065-08	Whiteman ,Michael	107 N Monroe St apt B	\$21.35
F0150-09	Barber ,Errick	308 N Monroe St apt 1	\$46.74
F0180-05	Rexford, Haley	308 N Monroe St apt 2	\$40.60
F0260-04	Morgan, Shannon	210 N Monroe St apt B	\$37.64
F0660-14	Barnard, Jacobe	313 S Madison Ave	\$25.02
F0740-08	Lovell, Erica	319 1/2 S Madison Ave	\$33.74
F1240-13	Stastyshyn, Mark	108 N Madison Ave apt 3	\$59.45
G0070-07	Wynkoop, Eben F	124 E Fourth St apt 2	\$36.30
G0400-03	Fenner, Kyra	136 E Second St apt 1	\$181.23
G1603-10	Platon ,Ignazio	404 N Porter St apt 3	\$30.43
G1690-10	Campbell, Mary K	123 Fifth St apt 1	\$30.66
H1300-09	Brown, Amanda	602 N Porter St apt 1	\$52.68
H1750-05	Travis, Jeffrey	707 N Decatur St apt 1	\$76.20
H1790-08	North-D'alleva, Heather	707 N Decatur St apt 4	\$17.51
H2070-17	Vandereems, Justin	107 E Sixth St apt 1	\$45.67
I1107-03	Mason, Lynne F	906 N Decatur St apt 107	\$29.40
B0610-00	TOPS PT, LLC (Bankruptcy)	504 S Franklin St	\$11,307.00
			\$12,810.34

Resolution – Amendment to EFC Emergency Financial Assistance

Trustee Nan Woodworth made the motion to approve following resolution amending the emergency purchase of

SCADA system components for the Village water system to increase assistance request from \$575,000 to \$590,109. Trustee Anthony Fraboni seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

WHEREAS, the Village of Watkins Glen ("Village") is defined as a municipal corporation and a political subdivision of the State of New York, which is managed by the Board of Trustees ("Board") of the Village; and,

WHEREAS, the Village received an administrative order from the New York State Department of Health ("NYSDOH") requiring significant mandatory improvements to be completed in an expedient manner (i.e. entry point sampling and tank effluent metering by May 1, 2019, monitoring and recording of all chlorine and turbidity within the plant by May 1, 2019, and control improvements to the plant to allow for unattended operation according to the by August 1, 2019); and,

WHEREAS, General Municipal Law §103(1) generally requires that all contracts for public work involving an expenditure of more than thirty-five thousand dollars be awarded to the lowest responsible bidder after advertisement for sealed bids; and,

WHEREAS, General Municipal Law §103(4) provides an exception to the requirement for competitive bidding in the event of a true public emergency, arising out of an unforeseen occurrence or condition, causing circumstances affecting public facilities and jeopardizing the life, health, and safety of the citizens of the Village of Watkins Glen. And, given the sudden and complete failure of certain components in the Village water system and the requirements of the NYSDOH Administrative Order now requires the rapid or immediate purchase and installation of replacement components and equipment for the Village of Watkins Glen water treatment plant which cannot await the competitive bidding process; and,

WHEREAS, the failure to address control, monitoring or sampling systems may result in non-potable water being discharged from the water treatment plant and poses a life safety hazard to all consumers of the Village of Watkins Glen water supply, necessitating immediate replacement of the components and equipment; and,

WHEREAS, the Village of Watkins Glen has sought estimates to complete the proposed improvements required to comply with the April, May and August deadlines set forth in the NYSDOH Administrative Order and the Village's engineer has utilized these estimates to develop a project cost estimate of \$575,000 for the tank discharge meter installation, water treatment plant controls and the entry point sampling improvements.

WHEREAS, upon further investigation the Village's engineer, Hunt Engineering, has determined the total cost of the above described emergency project budget has increased to an estimated \$590,109 to successfully complete necessary emergency repairs.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF WATKINS GLEN, SCHUYLER COUNTY, STATE OF NEW YORK, AS FOLLOWS:

SECTION 1. The Village of Watkins Glen hereby declares a temporary public emergency with respect to the operations at the Village's water treatment plant control and water quality monitoring systems, critical components of which have failed or are under order by the NYSDOH to be immediately addressed.

SECTION 2. The Village of Watkins Glen shall submit for Emergency Financial Assistance through the New York State Environmental Facilities Corporation for an amount up to \$590,109.

SECTION 3. The Clerk Treasurer is directed to publish Notice in the official newspaper for the Village containing an abstract of this resolution stating the purpose and effect thereof, and indicating that this resolution is subject to a permissive referendum

[Sewer Credit Requests – 204 N Madison Ave, 326 S Madison Ave, 309 E Eighth St, 350 N Glen Ave](#)

Trustee Anthony Fraboni made the motion to approve the following sewer credit requests. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

204 N Madison Ave, Charlotte Cloud – broken water pipe – 104 units for a total credit of \$863.20

326 S Madison Ave, Marlene Lum – burst water pipe – 226 units for a total credit of \$1,875.80

309 E Eighth St – Melissa Daddona – broken water pipe – 44 units for a total credit of \$365.20

350 N Glen Ave – Nancy Culligan – leaking pipe leading up to toilet – 21 units for a total credit of \$174.30

[WI-FI for Clute Park Campground – upgrade to Empire Access](#)

Trustee Gary Schmidt made the motion to approve the Parks Department to upgrade the campground internet from Time Warner Cable to Empire Access with an installation cost of \$5,159.82 and an approximate monthly cost of \$362.67 or \$442.67 depending on if the current APS can be utilized. This upgrade would provide a higher speed, more stable internet connection for our campers. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

[Phone System for Village Facilities – upgrade to Empire Access](#)

The voting item was tabled until more information is made available. The Village Clerk was instructed to obtain a more accurate quote from the Company.

[CONFERENCE REQUESTS](#)

[Schuyler County Emergency Management – Terry Wilcox](#)

Trustee Anthony Fraboni made the motion for Supervisor Terry Wilcox to attend the Schuyler County Emergency Management Certification and Training Tier 3 Conference on April 23, 2019 at the Schuyler County Shared Services Building at no cost. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

[MEUA 2019 Semi-Annual Meeting – Minard LaFever](#)

Trustee Laurie DeNardo made the motion for Minard LaFever to attend the MEUA 2019 Semi-Annual meeting to be held at the Embassy Suites by Hilton Destiny USA in Syracuse, NY on April 24-25, 2019 at a cost of \$110.00/person and a \$129/night hotel stay. A resolution designating Minard LaFever as the Village Delegate will be submitted at the next Board meeting. Trustee Gary Schmidt seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

[AUDIT](#)

[General Audit](#)

Trustee Anthony Fraboni made the motion to approve the regular audit in the following amounts. Trustee Laurie DeNardo seconded the motion.

General	\$23,071.55	Sewer	\$13,375.19
Electric	\$19,355.03	Water	\$3,108.39
Rte 14/Madison Ave Project	\$214.50		

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

[BOARD CONCERNS](#)

[Dumpster Day and Recycling](#)

The Board approved for Swarthout Recycling to provide dumpsters for Dumpster Day scheduled for May 11, 2019 from 8am to noon. Village Treasurer informed the Board that only one company was willing to provide quotes for

recycling and the quote should be available for review at the April 1, 2019 meeting.

[Sergeant Steven Decker - Resignation](#)

Trustee Laurie made the motion to accept the resignation of Sergeant Steven Decker effective March 29, 2019. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

The Board briefly discussed the process for replacing Sergeant Steven Decker. The plan is to move Brittany Miller into a full time slot once she is done working at the school. Then an officer(s) will need to take the Sergeants exam that is being offered in June, pass the exam and then be appointed by the Village Board, or the Village could opt to appoint someone now on the conditional basis of passing the exam.

[Schuyler ARC Tree Removal Request](#)

The Board discussed a tree removal request from the Schuyler ARC to remove trees in front of their building located at 203 Twelfth Street. According to Village policy, since the trees are still viable and are in the Village right-of-way between the sidewalk and the curb the Village will not remove them. Trustee Laurie DeNardo commented that the Schuyler ARC was going to be doing changes to the façade and maybe this could be incorporated into a site plan review. Code Enforcement Officer Greg Larnard stated he would talk to them further regarding the matter.

[Clute Park Petitions](#)

Mayor Samuel Schimizzi informed the public that he has received twenty-two signed petitions stating that they only want the original improvements that the Watkins Glen Village Board requested to the DRI committee: upgrade the public restrooms/showers and modernize the public pavilion to maintain public access to Clute Park. The petition was ran in the Daily News on March 6, 2019 and paid for by the Mason Jar Society.

[EXECUTIVE SESSION](#)

Trustee Laurie DeNardo made the motion to exit public session and enter executive session at 6:59pm for four personnel matters. Trustee Nan Woodworth seconded the motion and all were in favor. Motion Carried.

[RE-ENTER PUBLIC SESSION](#)

Trustee Laurie DeNardo made the motion to exit executive session and re-enter public session at 7:27pm. Trustee Nan Woodworth seconded the motion and all were in favor. Motion Carried.

Trustee Anthony Fraboni made the motion to hire Jacob J Cardinale as a Part-time Patrolman for the Police Department at a rate of \$17.00/hr. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Trustee Laurie DeNardo made the motion to hire David Patterson as a Part-time Building Inspector III for the Zoning Department at a rate of \$20.00/hr. starting April 1, 2019. Trustee Anthony Fraboni seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Trustee Anthony Fraboni made the motion to approve the settlement agreement involving the employee discussed in executive session. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Trustee Nan Woodworth made the motion to change the appointment of Terry Wilcox from Interim Superintendent to permanent Superintendent with the same rate of pay, effective immediately. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion. The vote was as follows:

Ayes: Trustee Laurie DeNardo, Trustee Anthony Fraboni, Trustee Nan Woodworth

Nays: Trustee Gary Schmidt Motion Carried.

ADJOURNMENT

With no further business to come before the Board, Trustee Anthony Fraboni made the motion to adjourn the meeting at 7:30pm. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Meeting Adjourned.
Respectively Submitted,

Rhonda E Slater