

VILLAGE OF SCHOHARIE
Employees Meeting/Workshop – April 17, 2024

PRESENT: Mayor Henry Trustees: Johnson, Palmer, DeGroff and Medak. Clerk/Treasurer Leslie Price and Deputy Clerk/Treasurer Debby Byrne. DPW Superintendent Ken Bernhardt, Doug Stinson, Fire Chief and Code Enforcement, and Tom Hitter, Planning Board.

Excused: Jason Temple, Mike Harrington

- 1) OIC Jason Temple
 - a) See attached Report.

- 2) Code Enforcer, Doug Stinson
 - a) See Attached Report.
 - b) Board will come up with a Fee Schedule for PERMITS and Renewals
 - c) Doug would like to discuss the manpower and hours required for Code Enforcement.
 - d) Doug will be bringing in Lloyd to go over Floodplain management/audit.

- 3) Fire Department, Doug Stinson
 - a) See Attached Report.
 - b) The Board needs to decide as to whether money should be spent repairing the Command Vehicle which will run between \$6000-\$7000 or purchase a new vehicle which would run approximately \$70,000. The Board discussed finances and budgeting and has agreed to meet with the Fire Department and go over the budgets before deciding. Doug and Peter will set up a meeting at the Fire Department for next week. Peter will contact the Town Supervisor, Ben Oevering and ask that he attend the meeting.
 - c) Mayor Henry wanted to give a shout out to Search and Rescue Team members Mike Griffin Jr., Thomas Bielawski, Jackson Goodman, Kathryn Brisley and Debrann Mazaras for their accomplishments.

- 4) DPW Superintendent Ken Bernhardt
 - a) See Attached Report.
 - b) Ken submitted Water/Sewer Rent Charges from the Village of Middleburgh and the Village of Cobleskill in regard to their charges. Ken proposed that the Village of Schoharie charges as follows:
 - i) New Water Connection tap the Water Main, Curb Stop, meter, etc.
 - (1) ¾ Inch - \$750.00
 - (2) 1 Inch - \$800.00
 - (3) 1 ½ & 2 Inch - \$1000.00
 - (4) Replace a frozen meter - \$50.00.
 - (5) Plus parts @ Village Cost
 - ii) New Sewer Lateral Hook-up \$1000.00 plus materials.

Motion made by Trustee Johnson second by Trustee Medak unanimously carried to approve acceptance of the new water/sewer charges as submitted by Superintendent Ken Bernhardt.

- c) Trustee Medak will let Ken know what is budgeted for sidewalks.

- d) The Board approved a resident letter for Ken to distribute to residents on Orchard Street for the Orchard/Depot Project.
- e) The Board has agreed to terms for new hire Doug Stinson III to a full-time position with DPW. An employee packet will go out next week.
- f) The Board agreed that salary adjustments for Mike Kennedy and Paul Liddle will go out with the next Budget Hearing.

- 5) Mike Harrington with Lamont Engineers
 - a) See Attached Report.

6) Other:

Motion made by Trustee Johnson second by Trustee Palmer unanimously carried to approve the Combined Board and Employee Meeting Minutes from March 20, 2024, as written.

Motion made by Mayor Henry second by Trustee DeGroff unanimously carried to approve appointing Melissa Cooper to the Schoharie Village Zoning Board.

Motion made by Mayor Henry second by Trustee Palmer unanimously carried to approve combining the monthly Board Meeting with the monthly Employee Meeting beginning June 2024. This meeting will be held the second Tuesday of each month. As per NYCOM rules, there will be no privilege of floor during the employee portion of the meeting only at the Board meeting.

Motion made by Trustee Palmer second by Trustee DeGroff unanimously carried to adjourn meeting at 7:55 PM.

Respectfully Submitted,

Leslie Price
Village Clerk/Treasurer

Approved

**April 17th, 2024
Employees Work Session**

January 1st, 2024 – April 17th, 2024 Stats

**44 Traffic Tickets
85 Calls for Service
3 Arrests
0 Auto Accidents
0 Domestic Incident Reports**

No Major Incidents

Incident Reports:

- Petty Larceny Arrest regarding last month's Stewart's gas drive off investigation.
- Assisted DPW with removal of vehicles after March 23rd snowstorm. (1) Vehicle towed. (2) Parking tickets for overnight parking, over 2hr limit parking and hindering snow removal. (1) traffic ticket for parking on the pavement.
- Bridge Street parking complaints. Parking tickets and Warning tickets issued.
- Unattended death investigation at Parsonage Pines.
- (4) Medical assists.

Training:

04/19/2024- Department CPR/AED Training with Schoharie Fire.

Citizen Advisory Board:

Next meeting scheduled for May 8th, 2024 @ 0930 Christ the Shepard Lutheran Church. Posted on Village Website.

Lexipol/Police One:

04/01/24- (3) Critical and State mandated updates to Policy and Procedure Manual.

DCJS Law Enforcement Technology (LETech) Funding:

Awaiting funding approval.

FY25 Appropriations Bills Community Projects:

Awaiting funding approval.

Patrol Units:

952 went to Metro Ford for 100,000-mile service and tune up including new spark plugs and sway bar replacement. Invoice #FTCS981510 in the amount of \$969.05.

Transition/Cloudpermit:

- Continuing to work with Cloudpermit on features and customization

Complaints and Enforcement:

- Severe bed bug and hoarding case at 114 Birches Ln. Working with management and tenants, Pest Control Plan in place---referral from DOH

Permits:

Schoharie Dental 229 Main St.: Permit issued for the waiting room addition.

117 Shannon Ave: Owner is working towards bringing property into compliance.

161 Prospect Street: Still have not received any contact with the property owner.

Misc.

- New ice cream parlor coming to 434 Main St.
- Restaurant coming to 445 Main St.
- Spoke with Parrot House Owner reference fire alarm and suppression program, permit renewal
- Contacted by NYS, Department of State on inquiry about the old Public Safety Facility.
- Annual report submitted
- Meeting with NYSDEC on the 25th to go over floodplain management/audit and Multi-Use Trail Project.



Village of Schoharie
Schoharie Fire Department
Situational Report March 24- April 24

1.) Calls

- 15 EMS
- 6 Fire

2.) Drills & Training

- Held 4 NFPA best practice drills.

3.) Education

- 2 Firefighters enrolled in EMT program through SUNY Cobleskill. Three additional firefighters plan on enrolling later in the season.

4.) Fundraisers/Events

- Coin drop on Saturday, 04-13-24
- Our Annual Fish Fry was held on Monday 04-15-24

5.) Near Misses/Major Incidents-

- No near misses
- Arson Investigation conducted for an attempted brush fire—suspect arrested, awaiting court.

6.) Apparatus/Equipment

- The Fire Department truck committee will be rescheduling its meeting for May.
- Command Vehicle has to go in for repairs or be taken out of service. Approximately \$6000.00-\$7000.00 for all work.

7.) Building and Grounds

- AC repairs have been completed
- Have an estimate put together for the flooding in the basement from the electrical conduit and for other electrical work.
- Boiler pump leak repaired

8.) Grants

- We are applying for a grant for our large diameter water supply hose.
- Currently working on the FEMA grant application for infrastructure.

9.) Misc.

Annual election and appointment of officers was held on 04-10-24
Line of succession forwarded to Village Clerk
See annual summary of operations attached

Village of Schoharie
Department of Public Works
April 17, 2024

- Suggestions for new water sewer connections. Similar to the Village of Middleburgh

New water Connection -Tape the water main, curb stop, meter etc.

3/4" - \$750.00

1" - \$800.00

1-1/2" & 2" - \$1000.00

Replace a Frozen Meter \$ 50.00

Plus Parts \$ Village cost

Sewer- New sewer Lateral Hook-up \$1000.00 plus Materials

- Sidewalks, need to know how much is budgeted this year?
- Ongoing projects see Mike Harrington's report.
- Water Project- Draft notice for contract 4
 - Need approval
- Water meters: new shipment ETA May 25, 2024
- New water customer-outside route- off 443
- VacTruck excavation of curb stops scheduled 4/22-23