

Board Meeting
Monday, November 25, 2013

The meeting was called to order with the Pledge of Allegiance by Mayor Kaplan at 7:00 p.m.

ROLL CALL

Mayor Jeffrey Kaplan	Present
Deputy Mayor Raymond Younger	Present
Trustee Efrain Lopez	Present
Trustee Francisco Oliveras	Absent w/notice
Trustee Patricia Steinhoff	Present

ALSO PRESENT

Mary Sheeley, Village Manager
Linda Polkoski, Village Treasurer
Peter Berger, Village Attorney
Philip Mattracion, Chief of Police
Noreen Dechon, Village Clerk

EXECUTIVE SESSION

Mayor Kaplan requested an Executive Session to discuss personnel and litigation matters.

Motion by Trustee Steinhoff, seconded by Trustee Lopez to enter into Executive Session at 7:05 p.m. to discuss contractual personnel and litigation matters.

All in favor - Aye - motion carried

PUBLIC SESSION

Motion by Trustee Steinhoff, seconded by Deputy Mayor Younger to enter reconvene into Public Session at 7:20 p.m.

All in favor - Aye - motion carried

Mayor Kaplan and the Board of Trustees presented Manager Sheeley a gift as a token of their appreciation for all her hard work she has done while serving as Village Manager.

**APPROVAL OF
MINUTES
#112513-1**

Motion by Trustee Lopez, seconded by Trustee Steinhoff to accept the minutes of November 13, 2013 as presented.
All in favor - Aye - motion carried

**PETITIONERS &
CORRESPONDENCE**

Time Warner Cable – correspondence received in reference to channel additions and/or deletions.

DISCUSSION

Renaming of Liberty Square – Mayor Kaplan and the Board of Trustees at a previous meeting discussed the possibility of renaming of Liberty Square to the Dennis Warner’s Liberty Square. Manager Sheeley sent a letter to Marion Dumond asking her to research the origin of the name of Liberty Square. Mrs. Dumond responded to our request and there does not appear to have any specific purpose of the naming of Liberty Square but she would be opposed to any name change. It was the consensus of the board to hold a public hearing to hear the people’s input.

**MOTION TO SCHEDULE
PUBLIC HEARING
RE: DENNIS WARNER
#112513-3**

Motion by Trustee Steinhoff, seconded by Deputy Mayor Younger to schedule a Public Hearing on January 13, 2013 at 7:15 a.m. to consider a naming an area of the Village in honor of Dennis Warner.
All in favor - Aye - motion carried

**MOTION TO CANCEL
DECEMBER 23, 2013
BOARD MEETING
#112513-4**

Motion by Deputy Mayor Younger, seconded by Trustee Lopez to cancel the Village Board meeting scheduled for December 23, 2013.
All in favor - Aye - motion carried

Government Center Building Maintenance – There was discussion among board members and Building Inspector Schug in reference to the maintenance of the Government Center. Since the building is fully rented there is a need for someone to perform maintenance tasks. It was

requested that Building Inspector Schug give a list to board members of the tasks that need to be performed so a job description can be created.

Use of Building – Parole –There is a concern with Parole using the building now since the building is occupied (tenants) and the havoc it brings.

**MOTION TO TERMINATE
PAROLE’S USE OF GOVERNMENT
CENTER
#112513-5**

Motion by Trustee Steinhoff, seconded by Deputy Mayor Younger to research if there is a lease with Parole and terminating Parole’s use of the Government Center.

All in favor - Aye - motion carried

It was requested that Attorney Berger draft a letter in reference to this matter after the research has been completed.

POLICE REPORT

Chief Mattracion reported on the recent Laser Training that took place for his staff and the donation of fifteen turkeys made by the Police Benevolent Association to needy families.

MANAGER’S REPORT

Manager Sheeley had Sewer Foreman Michael Ryman explained the need for the Auma Electric Motor Valve Actuator to board members.

**MOTION AUTHORIZING
EXPENDITURE FOR MOTOR
VALVE ACTUATOR
#112513-6**

Motion by Trustee Steinhoff, seconded by Deputy Mayor Younger authorizing the expenditure of \$3,450.00 for the purchase of an Auma Electric Motor Valve Actuator upon recommendation of the Sewer Department Foreman.

All in favor - Aye - motion carried

Written Trenching/Excavation & Confined Space Programs – The Mayor and Board of Trustee acknowledged the update written policies in reference to the above.

**MOTION AUTHORIZING
EXPENDITURE FOR SEMINARS
#112513-7**

Motion by Trustee Steinhoff, seconded by Trustee Lopez authorizing the expenditure of \$2,000 for Workplace Violence and Sexual Harassment Training for all employees on December 11 and 18.
All in favor - Aye - motion carried

Storage Shed – Government Center – Manager Sheeley reported the information she had received in reference to erecting 12' x 16' storage shed at the Government Center. Board members requested additional proposals.

**MOTION AUTHORIZING
AGREEMENT WITH PITTSBURG
TANK-INSPECTIONS
#112513-8**

Motion by Trustee Steinhoff, seconded by Trustee Lopez authorizing the signing of an agreement with Pittsburg Tank for water tank inspections. The initial cost for the first tank is \$1,250.00 then \$995 for each additional tank.
All in favor - Aye - motion carried

Safe Route to Schools – Manager Sheeley gave an update of our application and is awaiting final word from Senator Bonacic.

NY Rising – There was a committee meeting held on December 3rd where they spoke about the needs of our community.

Hunt Building – Barton & Loguidice is in the process of finishing the specs for the electrical work that needs to be done at this building.

Manager Sheeley publicly thanked the staff for their work on clearing the fifth floor. Also Ellenville National Bank left some pictures (photographs) on the fifth floor and the board requested that a picture be taken and sent to them.

**MOTION TO APPROVE
PURCHASE OF FIRE
EXTINGUISHERS
#112513-9**

Motion by Trustee Steinhoff, seconded by Deputy Mayor Younger authorizing the expenditure of \$1,315.00 to Madigan for ten various fire extinguishers for the Wastewater Treatment Plant upon recommendation of Sewer Department Foreman and Village Manager. All in favor - Aye - motion carried

TREASURER'S REPORT

Treasurer Polkoski reviewed the motions and reports that she had placed on the agenda. Also discussed was the procedure that is put in place for the foreclosure of properties for delinquent taxes.

ATTORNEY'S REPORT

Mayor Kaplan stated that he had requested Attorney Berger to research if the board was obligated to post the vacancy for Village Manager. Since this position is an appointment by the Board it was not necessary to post.

Attorney Berger updated the board on the agreements for the purchase two portions of 90 Center Street (parking lot).

BUILDING REPORT

Building Inspector Schug reviewed with the board the results of three bid openings in reference to Government Center roof, the Insulation and Overhead Doors at the Street Department.

**MOTION TO ACCEPT
BIDS-GOV'T CENTER
ROOF
#112513-10**

Motion by Deputy Mayor Younger, seconded by Trustee Steinhoff to accept the bids received in reference to the Government Center Roof project. All in favor - Aye - motion carried

**MOTION TO ACCEPT
BIDS-INSULATION-
STREET DEPT.
#112513-11**

Motion by Deputy Mayor Younger, seconded by Trustee Steinhoff to accept the two bids received in reference to the Street Department Insulation project.

All in favor - Aye - motion carried

**MOTION TO AWARD
BID-INSULATION
#112513-12**

Motion by Trustee Steinhoff, seconded by Deputy Mayor Younger to award to Richard Horvath the lowest responsible bidder in the amount of \$36,125.00 for the Insulation in the Street Department building upon recommendation of the Building Inspector.

All in favor - Aye - motion carried

**MOTION TO ACCEPT
BIDS-OVERHEAD DOORS-
STREET DEPT.
#112513-13**

Motion by Deputy Mayor Younger, seconded by Trustee Steinhoff to accept the two bids received in reference to the Street Department Overhead Doors project.

All in favor - Aye - motion carried

**MOTION TO AWARD
BID-OVERHEAD DOORS-
STREET DEPT.
#112513-14**

Motion by Trustee Steinhoff, seconded by Deputy Mayor Younger to award to 770-1304 Construction the lowest responsible bidder in the amount of \$9,800.00 for the installation of Overhead Doors at the Street Department building upon recommendation of the Building Inspector.

All in favor - Aye - motion carried

**MOTION AUTHORIZING
EXPENDITURE TO
SIEWERT EQUIPMENT
#112513-15**

Motion by Trustee Steinhoff, seconded by Deputy Mayor Younger authorizing the expenditure of \$1,798.00 to Siewert Equipment for a one year service contract for the Roslyn Street Pump Station upon recommendation of the Village Manager and Sewer Department Foreman.

All in favor - Aye - motion carried

**MOTION AUTHORIZING
THE EXPENDITURE TO
PINE BUSH EQUIPMENT
#112513-16**

Motion by Trustee Steinhoff, seconded by Deputy Mayor Younger authorizing the expenditure of \$2,865.00 to Pine Bush Equipment for a two year service contract for Kubota Tractor upon recommendation of the Village Manager and Sewer Department Foreman.

All in favor - Aye - motion carried

**MOTION AUTHORIZING
CORRECTIONS OF AUDIT
REPORT
#112513-17**

Motion by Deputy Mayor Younger, seconded by Trustee Lopez authorizing the attached corrections of audit report dated November 13, 2013 upon recommendation of the Village Treasurer.

All in favor - Aye - motion carried

BOARD REPORTS

Trustee Lopez questioned the status of the project on Ida Lane.

ADJOURN

Motion by Trustee Steinhoff, seconded by Trustee Lopez to adjourn at 8:35 p.m.

All in favor - Aye - motion carried

Respectfully submitted,

Noreen Dechon
Village Clerk