

REGULAR MEETING
DOLGEVILLE VILLAGE BOARD OF TRUSTEES
NOVEMBER 20, 2023

PRESENT:

MAYOR: Mary E. Puznowski
TRUSTEES: Craig A. Eggleston
Amanda Jaquay-absent
Amber Kraszewski
Laura Madore

ATTORNEY: Karl Manne

RECORDING SECRETARY:

Tammy L. Chmielewski

ATTENDED: Philip Green, Amy Mowers, Chet Szymanski, Matthew Wright.

Mayor Mary E. Puznowski at Village Hall called this Regular Meeting of the Dolgeville Village Board of Trustees to order at 6:00 p.m. The Pledge of Allegiance recited.

Appointment
Part Time Treasurer
Resolution # 143-2023

The following resolution offered by Trustee Kraszewski sec. Trustee Eggleston. Ayes all.

Motion to appoint Kathleen Prestopnik – Part Time Treasurer @ \$ 28.00/Hr. effective 11/20/23. Sec. Trustee Eggleston. Ayes all.

AYES: Trustees Eggleston, Kraszewski, Madore

NAYS: None

ABSENT – Trustee Jaquay

ADOPTED – November 20, 2023

Appointment
Full Time Patrolman
Resolution # 143A-2023

The following resolution offered by Trustee Kraszewski sec. Trustee Madore. Ayes all.

Motion to appoint Savka Browneski – Full Time Patrolman @ \$ 23.55/Hr. effective 11/21/23. Sec. Trustee Eggleston. Ayes all.

AYES: Trustees Eggleston, Kraszewski, Madore

NAYS: None

ABSENT – Trustee Jaquay

ADOPTED – November 20, 2023

Appointment
Full Time Patrolman

Resolution # 143B-2023

The following resolution offered by Trustee Madore sec. Trustee Kraszewski. Ayes all.

Motion to appoint Stephen Dygert – Full Time Patrolman @ \$ 23.55/Hr. upon completion of field training. Sec. Trustee Kraszewski. Ayes all.

AYES: Trustees Eggleston, Kraszewski, Madore

NAYS: None

ABSENT – Trustee Jaquay

ADOPTED – November 20, 2023

**Appointment
Part Time Patrolman
Resolution # 144-2023**

The following resolution offered by Trustee Kraszewski sec. Trustee Eggleston. Ayes all.

Motion to appoint Nicholas Beaver – Part Time Patrolman @ \$ 20.00. pending background check. Sec. Trustee Eggleston. Ayes all.

AYES: Trustees Eggleston, Kraszewski, Madore

NAYS: None

ABSENT – Trustee Jaquay

ADOPTED – November 20, 2023

**Resignation
Full Time Police Officer
Resolution # 145-2023**

The following resolution offered by Trustee Kraszewski sec. Trustee Madore. Ayes all.

Motion to accept the resignation of Police Officer Brandi Bevers effective November 20, 2023. Sec. Trustee Madore. Ayes all.

AYES: Trustees Eggleston, Jaquay, Kraszewski, Madore

NAYS: None

ADOPTED – November 20, 2023

**Approval of
Meeting Minutes**

By Trustee Kraszewski

Motion to approve and place on file the meeting minutes of October 16, 2023 with corrections and November 15, 2023. Sec. Trustee Eggleston. Ayes all.

**Abstract of
Audited Vouchers
Resolution # 146-2023**

The following resolution offered by Trustee Madore sec. Trustee Kraszewski. Ayes all.

RESOLVED, that the Clerk be and hereby authorized to sign the Abstract of Audited Vouchers from the following funds for the amount specified:

GENERAL	\$ 29,771.24
SEWER FUND	\$ 8,114.26
WATER FUND	\$139,862.69
TRUST & AGENCY FUND	\$ 1,568.32
CAPITAL FUND	\$ 39,861.80

AYES: Trustees Eggleston, Kraszewski, Madore

NAYS: None

ABSENT: Trustee Jaquay

ADOPTED – November 20, 2023

Audited Vouchers
Resolution # 147-2023

The following resolution offered by Trustee Madore sec. Trustee Eggleston. Ayes all.

RESOLVED, that the Clerk be and hereby authorized to sign the Abstract of Audited Vouchers from the following funds for the amount specified:

GENERAL	\$145,186.76
SEWER FUND	\$ 22,871.33
WATER FUND	\$ 6,813.58
TRUST & AGENCY FUND	\$ 529.56
CAPITAL FUND	\$ 26,857.10

AYES: Trustees Eggleston, Kraszewski, Madore

NAYS: None

ABSENT: Trustee Jaquay

ADOPTED – November 20, 2023

Village Engineer

Village Engineer Chet Szymanski came before the Board on the following:

Active Projects

DEC Mohawk River Watershed Grants – Round 5

- Bi-weekly meetings have continued with the Village Consultant (Bergmann).
- Bergmann is working on the hydraulics / hydrology calculations required for work within the floodplain.
- A six-month extension request for the grant deadline was delivered to NYSDEC.

NYS DOT Main Street Projects

- Next meeting with NYSDOT is scheduled for December 7, 2023 at 10 AM, Village Hall.

Main Street Sewer Replacement Project

- **RFQs received on November 14, 2023 for professional services should be discussed and an award made at this Board Meeting.**
- Continuing to work on SAM.gov login for the STAG grant award.
- Awaiting grant awards in December and anticipating bidding of the project in late Winter / early Spring 2024.

Halloween Flood Event (404 Mitigation Program) DR4472

- Created and submitted the NYSHPO application for this project. A clearance, or “no impact” letter, from NYSHPO was subsequently received.
- Closing documents for real estate transactions are being prepared with one closing scheduled for November 17, 2023.
- Working on a schedule for remediation and demolition to meet the deadlines, below, but ideally most of the work would be completed this winter.
- Tentative schedule for hazardous material remediation:
 - November 10th: Bids Due to Village
 - November 15th: Award at Special Board Meeting
 - November 17th: Conference w/ Contractor; DHSES Vendor Questionnaire
 - ****DHSES Review****
 - ****Closings****
 - November 27th: Abatement Start
 - December 22nd: All Abatement Complete (Substantial Completion)
- Additional key dates for the project:
 - the project must be completed by June 17, 2024.
 - a property must be demolished, removed, and the site restored within 90 days of the acquisition of the property by the Village.

Halloween Flood Event (FEMA)

- No change in project status since last month.

NYS Parks Grant

- Basketball court paving has been completed; no striping until spring.
- Drafted an extension request letter for NYS Parks and sent to Village on November 14, 2023.

Logging in Watershed

- Neal and I reviewed the condition of the watershed upstream of the reservoir on October 19, 2023. Some additional stormwater controls were installed by the logger. Generally, silt laden water was only present within the most upstream water impoundment – an improvement over our previous visits.

Timmerman Street Water and Sewer Extension

- NYSDEC approval for the project was received on November 14, 2023.
- Working with Department Heads to gather materials and plan field work for the installation of the sewer main extension and single water service prior to winter.
- A discussion is needed regarding user fees, etc., for the new service area.

NYSDEC Drinking Water Source Protection Program (DWSP2) Program Application

- Provided limited assistance to Amy and Neal as they prepared an application to this program which will help the Village in developing better plans for management and protection of our watershed.

General

- EPA Lead and Copper Rule Changes (deadline of October 16, 2024)
- Brownfields Opportunity Area Project w/ IDA

DPW Project List

- Repair / replacement of 4 major creek culverts throughout Village
- Vehicle acquisition / replacement planning
- Co-funding sources for Main Street Paving / ADA Compliance Project (NY Forward?)
- DPW Garage Construction Grants (CHIPS?)
- Greenway Extension Grants (Main Street to Gehring Tricot)
- 2nd Street Drainage Improvements (*on hold*)
- Van Buren Street Erosion / Streambank Protection
- Water Transmission Main Clearing

WTP / Water Distribution System Project List

- Siding Repairs at Rear of WTP
- Water Transmission Main Mapping (after water service data collection, before access road clearing)
- Preliminary Engineering Report for System {needed for future grant applications}
- Village Water Tower and Industrial Park Utilities

WWTP / Collection System Project List

- Phosphorous Removal Limits Changing, 1.0 (EPG)
- Incorporate Video/Condition Assessment Into GIS / HOCCPP System
- WWTP Study / Proposed Upgrades for IDA Project

ARPA Project List

- Primary Tank Concrete Repairs (completed)
- WTP Instrumentation (completed)
- MH Inspections (completed)
- WTP Disinfection Byproducts (*on hold*)
- WTP Spillway (completed)
- **WTP and WWTP Preliminary Engineering Reports (WWTP to be completed by IDA)**
- Miscellaneous Collection System Repairs

Creeks and Flood Prevention

- East Canada Creek Sediment / Hydraulics; Dam Removal
- Van Buren Street Ice Jam / Flooding; ACOE Design and Permitting
- Beaver Brook Floodplain Study / LOMR – New County Flood Maps?
- ACOE East Canada Creek – Erosion and WWTP Protection (*on hold, waiting for NYSDEC*)

***Plot Mapping and
Boundary Surveys
As Needed
Resolution # 147A-2023***

The following resolution offered by Trustee Kraszewski sec. Trustee Madore. Ayes all.

Motion to hire Susan Anaker as needed to complete plot mapping and boundary surveys (North Main Street - demo's) at an estimate of \$ 25,000.00 - \$ 30,000.00. A special meeting will be required for a final decision on the cost. Sec. Trustee Madore. Ayes all.

AYES: Trustees Eggleston, Kraszewski, Madore

NAYS: None

ABSENT: Trustee Jaquay

ADOPTED – November 20, 2023

***RFQ Professional Engineering
Services Planning, Designing,
and Construction of the
Infrastructure Improvements
On Main Street Award to
Barton & Loguidice
Resolution # 148-2023***

The following resolution offered by Trustee Kraszewski sec. Trustee Madore. Ayes all.

Motion to award the Contract for Professional Engineering Services Planning, Designing, and Construction of the Infrastructure Improvements on Main Street to Barton & Loguidice. Sec. Trustee Madore. Ayes all.

AYES: Trustees Eggleston, Kraszewski, Madore

NAYS: None

ABSENT: Trustee Jaquay

ADOPTED – November 20, 2023

Note: Putting the RFQ out was a requirement for the Federal STAG money the village received. A large portion of the cost for B & L will be covered by the STAG money.

***Caulfield Development
Timmerman St. Water
And Sewer Update***

Village Engineer submitted a project summary and cost recovery strategy for the Caulfield Development.

***DR4472-153162 – FEMA
Management Costs
Extension Request
NYS Div. of HSES
Resolution # 149-2023***

The following resolution offered by Trustee Kraszewski sec. Trustee Madore. Ayes all.

Motion to submit a letter of formal extension request for Projects # 153162, # 130884, # 130885 and # 130886 for

Management costs. The time extension request is for Project 153162 to June 30, 2026.

AYES: Trustees Eggleston, Kraszewski, Madore

NAYS: None

ABSENT: Trustee Jaquay

ADOPTED – November 20, 2023

***Gas Flair Maintenance
Fall Protection System
Engineering Proposal
Award – B & L \$ 5,300.00
Resolution # 150-2023***

The following resolution offered by Trustee Madore sec. Trustee Kraszewski. Ayes all.

Motion to award contract for Structural Engineering Services to Barton & Loguidice in the amount of \$ 5,300.00 for the installation of a fall protection tie-off system and a hand railing system to be installed adjacent to the gas flair system on the roof of the main building at the WWTP per submitted proposal 11/17/23. Sec. Trustee Kraszewski. Ayes all.

AYES: Trustees Eggleston, Kraszewski, Madore

NAYS: None

ABSENT: Trustee Jaquay

ADOPTED – November 20, 2023

Note: PESH has a program to re-coup up to 80% of the cost of the violation. The projected cost of the project is less than \$ 35,000.00. The Village will apply to the 80% reimbursement program.

The Village will apply for an extension (PESH) regarding the outstanding violation notice.

***Village Engineer
Monthly Report***

By Trustee Kraszewski

Motion to approve and place on file the October 2023 Village Engineer report as submitted. Sec. Trustee Madore. Ayes all.

***GPO – Parking Lot
Update***

No updates.

Public Comment

***Dolgeville Forward
Military Banner Program
And C.A.T Project***

Updates

Donna DeLucco – Volunteer submitted an update on the Dolgeville Rotary Club Banner Program – 123 applications received and at least 100 banners are in place.

The Dolgeville Forward's C.A.T. Project has now assisted over 650 cats with spay/neuter, rabies vaccination and placement. The Chinese Auction and other funding raising efforts this past fall were assisted by matching funds and prizes from The Staffworks Fund and Mohawk Valley Gives. We earned \$ 4,000 at the Chinese Auction which is included in the total of \$ 31,000. That may sound like a lot of money but our expenses can sometimes approach \$ 1,000 a week.

If you have any questions, please contact Donna DeLucco.

Department Heads

Code Enforcement

Code Enforcement Officer Philip Green came before the Board on the following:

Code Enforcement Monthly Report

By Trustee Madore

Motion to approve and place on file the October 16, 2023 – November 19, 2023 Code Enforcement report as submitted. Sec. Trustee Kraszewski. Ayes all.

Police Department

Chief of Police Matthew Wright came before the Board on the following:

COPS Grant – Denied

COPS Grant denied due to lack of funding for all agencies due to the high amount of applications.

Car 609 – Auction

D.P.W. is removing equipment from 609 and getting it ready for auction.

STOP – DWI Checkpoint

The Village of Dolgeville will participate in the STOP – DWI checkpoint program Thanksgiving Eve.

Police Monthly Report

By Trustee Madore

Motion to approve and place on file the November 2023 Police report as submitted. Sec. Trustee Kraszewski. Ayes all.

WWTF

WWTF Chief Operator Amy Mowers came before the Board on the following:

Operator Training

Operator Trainee Gregory Reid passed the Basic Operations course. This is the first of 3 courses he must successfully pass prior to applying to take his NYSDEC Grade 2A certification exam.

<i>M.V.E.D.D. Services</i>	Mayor Puznowski will reach out to M.V.E.D.D. for assistance with the lead and copper regulations required by D.O.H.
<i>WWTF Monthly Report</i>	By Trustee Kraszewski Motion to approve and place on file the October 12, 2023 – November 15, 2023 WWTF report as submitted. Sec. Trustee Madore. Ayes all.
<u>D.P.W.</u>	D.P.W. Superintendent David Jaquay came before the Board on the following:
<i>Water Operators License</i>	D.P.W. Superintendent David Jaquay is now Culligan Distribution Certified – should receive his license in a couple of weeks.
<i>Thank You</i>	D.P.W. received a Thank You card from the family of former D.P.W. Superintendent Robert Sheppard. The Village participated in the funeral procession.
<i>Sweeper</i>	The Village will be scrapping the current sweeper and renting a sweeper in the future to cut costs. The monthly rental is \$ 87.50.
<i>Army Truck</i>	The Village will work with the E.C.C.F.D. to retro fit the old army truck the district owns and use for future village use and the village will plow the fire department. The Mayor will contact Ruth Jaikin on this matter.
<i>D.P.W. Monthly Report</i>	By Trustee Kraszewski Motion to approve and place on file the November 2023 D.P.W. report as submitted. Sec. Trustee Madore. Ayes all.
<u>Water Plant</u>	
<i>Water Monthly Report</i>	By Trustee Madore Motion to approve and place on file the October 2023 water report as submitted. Sec. Trustee Kraszewski. Ayes all.
<u>Planning Board</u>	N/A
<u>Treasurer</u>	N/A
<i>Wire Transfers</i>	The Village will work with Community Bank to set up wire transfer capability.
<i>Expenditures, Encumbrances, and Appropriations</i>	N/A
<i>Balance Sheet</i>	N/A
<u>New Business</u>	.

**Check Reconciliation
Resolution # 151-2023**

By Trustee Kraszewski

Motion to place on file the check reconciliations as presented. Sec. Trustee Madore. Ayes all.

Unemployment Acct. 3100 Balance -	*953	No report/update
Sewer Savings 3092	*792	No report/update
Helterline Park 3084	*784	No report/update
Sewer Waste Hauling 3076	*405	No report/update
General Savings 3035 Balance - \$ 1,633,326.96	*482	4/3/23-10/01/23
Water Fund 3050 Balance - \$ 102,888.78	*490	5/01/23-10/01/23
Spohn's Disposal 3043	*187	No report/update
Trust & Agency 8225 Balance - \$ 7,700.69	*807	6/01/23-10/01/23
D.P.W. Motorized Equip. 3068	*788	No report/update
General Fund – M & T Balance - \$ 4,075.97	*315	09/01/23-10/31/23
General Fund – 8233 Balance - \$ 37,750.19		7/03/23-10/01/23
Water & Sewer 8349 Balance - \$ 348,910.53	*320	10/03/23-5/31/23
E.D.R.L.F. 8330 Balance - \$149,185.67	*448	9/1/23-10/01/23
Police Vehicle 3118	*500	No report/update
NYS Affordable Housing 8322 Balance - \$ 47,780.02	*598	7/03/23-8/31/23
Water Capital Reserve 3027	*844	No report/update
Money Mkt. Public Fund NE 3842 Balance - \$ 40,823.97		8/1/23-8/31/23

AYES: Trustees Eggleston, Kraszewski, Madore

NAYS: None
ABSENT: Trustee Jaquay
ADOPTED – November 20, 2023

***Payroll Certification
Resolution # 152-2023***

The following resolution offered by Trustee Kraszewski
sec. Trustee Madore. Ayes all.

WHEREAS, Michele Weakley hereby submits for
certification the following payroll period of 9/30/23 - 10/13/23 in
the amount of \$ 44,970.98 be approved for payment from the
appropriation authorized by the Village of Dolgeville Board of
Trustees.

AYES: Trustees Eggleston, Kraszewski, Madore
NAYS: None
ABSENT: Trustee Jaquay
ADOPTED – November 20, 2023

***Payroll Certification
Resolution # 153-2023***

The following resolution offered by Trustee Kraszewski
sec. Trustee Madore. Ayes all.

WHEREAS, Michele Weakley hereby submits for
certification the following payroll period of 10/14/23 – 10/27/23 in
the amount of \$ 34,625.66 be approved for payment from the
appropriation authorized by the Village of Dolgeville Board of
Trustees.

AYES: Trustees Eggleston, Kraszewski, Madore
NAYS: None
ABSENT: Trustee Jaquay
ADOPTED – November 20, 2023

***Payroll Certification
Resolution # 154-2023***

The following resolution offered by Trustee Kraszewski
sec. Trustee Madore. Ayes all.

WHEREAS, Kathleen Prestopnik hereby submits for
certification the following payroll period of 10/28/23-11/10/23 in
the amount of \$ 40,782.06 be approved for payment from the
appropriation authorized by the Village of Dolgeville Board of
Trustees.

AYES: Trustees Eggleston, Kraszewski, Madore
NAYS: None
ABSENT: Trustee Jaquay
ADOPTED – November 20, 2023

***Village Election
Resolution # 155-2023***

The following resolution offered by Trustee Kraszewski
sec. Trustee Madore. Ayes all.

WHEREAS, the next Village Election of Offices
will be March 19, 2024, and

WHEREAS, the Board of Trustees must designate
by resolution and publish the offices which are to be filled
in such election and the terms thereof:

NOW THEREFORE BE IT RESOLVED;

Section 1. That the Board of Trustees designates the
following offices as being vacant at the end
of the current official year to be filled at the
Village Election to be on March 19, 2024
for the following terms:

Trustees (2) - Two (4) Year

Section 2. The Village Clerk is hereby directed to
publish this resolution in the Times-
Telegram newspaper.

Section 3. This shall take effect immediately.

AYES: Trustees Eggleston, Kraszewski, Madore

NAYS: None

ABSENT: Trustee Jaquay

ADOPTED – November 20, 2023

***Fulton County 2023-2024
Unpaid Taxes
Resolution # 156-2023***

The following resolution offered by Trustee Kraszewski
and sec. by Trustee Madore. Ayes all.

WHEREAS, members of the Village Board of Trustees of
the Village of Dolgeville, New York, have compared the forgoing
statement of unpaid taxes for the year 2023-2024, and find the
same to be true and correct.

WHEREAS, the amount of \$ 23,968.11 be re-levied to
Fulton County as submitted, and

THEREFORE, further be it resolved that the report of
Tammy L. Chmielewski, Collector for the Village of Dolgeville,
New York, for the year 2023-2024, be approved and the unpaid list
be turned over to the County Treasurer for collection

AYES: Trustees Eggleston, Kraszewski, Madore
NAYS: None
ABSENT: Trustee Jaquay
ADOPTED – November 20, 2023

***Herkimer County 2023-2024
Resolution # 157-2023***

The following resolution offered by Trustee Kraszewski and sec. by Trustee Madore. Ayes all.

WHEREAS, members of the Village Board of Trustees of the Village of Dolgeville, New York, have compared the forgoing statement of unpaid taxes for the year 2023-2024, and find the same to be true and correct.

WHEREAS, the amount of \$ 60,730.20 be re-levied to Herkimer County as submitted, and

THEREFORE, further be it resolved that the report of Tammy L. Chmielewski, Collector for the Village of Dolgeville, New York, for the year 2023-2024, be approved and the unpaid list be turned over to the County Treasurer for collection

AYES: Trustees Eggleston, Kraszewski, Madore
NAYS: None
ABSENT: Trustee Jaquay
ADOPTED – November 20, 2023

School Crossing Guard

Place application of file.

Water-Off Requests

110 North Helmer Avenue – water off until spring.

Request from 1 North Main Street – owner turned the water off inside and requested the village remove the charge. Per the Codes Department regarding the fire suppression system we cannot turn the water off. The village will request a letter from the owner's insurance company regarding this request.

***The Authority 2024
Proposed Budget***

Place on file.

Attorney

Village Attorney Karl Manne came before the Board on the following:

Cell Tower Update

No updates.

***Handicap Local Law
1-2003***

The current law fine is \$ 25.00, most of the other municipalities charge is \$ 50.00. The Village will change the local law in the future.

Mennonite Tractors

Is there a law regarding metal wheels ruining village streets. There is no village law at this time.

Land Bank

156 South Main Street

Check village records regarding payment/agreement with the Land Bank.

Future Meetings

Regular Meeting December 12, 2023 @ 6:00 p.m. – Village Hall.

Adjournment

By Trustee Madore

Motion to adjourn regular meeting at 8:17 p.m. Sec. Trustee Kraszewski. Ayes all.

_____ Mayor

_____ Village Clerk