



**BOARD OF TRUSTEES
Village of Watkins Glen
OFFICIAL NOTICE OF REGULAR MEETING
AUGUST 17, 2021**

A meeting of the Board of Trustees for the Village of Watkins Glen will be held on August 17, 2021 at 6:00 pm in the Board Room of the Municipal Building, 303 North Franklin Street, Watkins Glen, New York

AGENDA

1. PLEDGE OF ALLEGIANCE

2. NEW ADDITIONS TO AGENDA

3. PUBLIC BE HEARD

4. APPROVAL OF MINUTES

- a. Minutes from Regular Board Meeting held on August 3, 2021

5. REPORTS

- a. Parks Report
- b. Streets Report
- c. Codes Report **no attach*
- d. Water Report **no attach*
- e. Electric Report
- f. Sewer Report
- g. Superintendents Report
- h. Police Report **no attach*
- i. Fire Report **no attach*
- j. Treasurer's Report **no attach*

6. VOTING ITEMS

- a. Resolution – SEQR for Wastewater Collection System Study

7. CONFERENCE REQUESTS

- a. NYS Southern Tier Water Works Operators Conference - Martin Pierce & John Rekczi, Hammondsport Fire Department on Sept 15th (7:30 am – 2:00 pm) = \$90.00
- b. NYSFSMA Introduction to the National Flood Insurance Program – Darrin Stocum, Webinar on August 25th (1:00pm – 2:30pm) = \$55.00

8. AUDIT

- a. General Audit dated August 16, 2021 = \$240,493.62
- b. Online Audit - July Fines and Fees = \$6,024.00
- c. JPC Audit = \$172,480.39

The Board of Trustees meets on the first and third Tuesday of the month at 6:00pm in the Board Room of the Municipal Building. All meetings are voting meetings, which opens with a public comment period. Meeting agendas are created from prior public input, Department operating and planning issues and requests made to the Board. The Board reserves the right to limit verbal comments to three minutes if necessary and to request written comments on lengthy or complex issues. This information may then be used to create committee agendas, with the speaker or author invited to attend.



BOARD OF TRUSTEES
Village of Watkins Glen
OFFICIAL NOTICE OF REGULAR MEETING
AUGUST 17, 2021

9. BOARD CONCERNS/NEW BUSINESS

- a. Cargill project update in Clute Park
- b. Continuation of Operations Plan (Board Review)

10. PROJECTS

- a. Water System Improvement Update – Larson Design Group

11. EXECUTIVE SESSION

- a. Personnel – Building Safety Inspector
- b. Possible Litigation – Code Enforcement
- c. Collective Negotiations – Police Department
- d. Pending Litigation – Police Department

12. ADJOURNMENT

The Board of Trustees meets on the first and third Tuesday of the month at 6:00pm in the Board Room of the Municipal Building. All meetings are voting meetings, which opens with a public comment period. Meeting agendas are created from prior public input, Department operating and planning issues and requests made to the Board. The Board reserves the right to limit verbal comments to three minutes if necessary and to request written comments on lengthy or complex issues. This information may then be used to create committee agendas, with the speaker or author invited to attend.



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

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

Parks and Events Board Report

For August 17, 2021

Hiring/Staffing:

- Revised Full Time Laborer – five applications
- Cleaner – started and doing well
- Lifeguards have returned to school
- Bathing Beach Inspection Report – Dept of Health – not enough lifeguards – people asked to stop swimming at permitted section only

Beautification of Clute Park:

- Split rail fencing
- DRI – Clute Park Entry
- Saving the flowers/weeding
- Cargill construction – October through April – *notes attached*
- DRI work – Clute Park entry and traffic flow

Seneca Lake Events Center:

- Officially we have an address as 586 E Fourth Street and phone number 607-210-5900
 - The phone will go active by Sep
- RFP – Vendors for Café being promoted and due back for Sept 7 meeting
 - Two tours to Vendors – April timeline suggested by both
 - Turtle Leaf Café – Adam Bunce
 - American Grill - Roger Hugo
- Punch List Items – Welliver – final items are being completed
- Dry Swales – Still working on this
- Rental Updates – 8/20, 9/24, 10/01, 10/2, 11/5, 2/11

Upcoming Special Events:

- Italian Festival
 - Much more attendance Saturday
 - Traffic and Parking was tough
 - Clean up continuing
 - Schedule and Communication – recommendation to have Parks and Event Manager attend IFC meetings through the process
- Jet Ski Races – Aug 20 - 22

Concerns and Celebrations:

- Container for Ice-Skating Equipment - procurement
- Cargill – will donate the concrete pad for the donated shed

Thanks for reading – Craig - Parks and Event Center Manager

STREET DEPARTMENT
August 2, 2021 – August 15, 2021

August 2nd thru August 8th

- Bags and brush pick up
- Did UFPO's
- Trash pickup
- Managers Meeting
- Mowed out cemetery's
- Cleaned out storm basins
- Swept Decatur Street
- Finished parking lot striping
- Had CPR training
- Set out Barricades for NASCAR weekend traffic
- Met with Jerry from Soil & Water to get Monroe Street washout fixed
- Pushed over at upper Cemetery
- Trimmed up overhanging trees

August 9th thru August 15th

- Bags and Brush pick up
- Did UFPO'S
- Trash Pickup
- Managers Meeting
- Mowed Cemetery's
- Repaired a section of the 30 inch storm drain on Second Street
- Cleaned out ditch on Partition Street
- Cleaned out Storm Basin in front of 108 N. Monroe Street
- Swept Second Street
- Help get stuff ready for Italian Festival
- Set out Barricades out for Parade
- Pushed up brush pile at park
- Swept park parking lot and fixed falling down fence east end of Clute Park
- Painted crosswalks around Schools

BOARD MINUTES FOR ELECTRIC DEPARTMENT

August 13th 2021

Week of August 2nd 2021

- Substation checks.
- * UFPOs, safety review.
- * Confirming pole numbers on street inventory.
- Home town hero banners maintenance.
- Trucks materials and storeroom. Deliveries.
- Meter reading, transfers.
- Service complaints/requests.
- Scheduling and meeting with contractors, ongoing jobs.
- Safety review and scheduling.
- Repairs to security lights.
- Safety meeting in Bath, pole top rescue.
- Clute Park, service repairs.
- Substation grounds maintenance.

Week of August 9th 2021

- Meter reading.
- Substation
- UFPOs
- Banner removal/install.
- Clean and maintenance of shop.
- Vehicle maintenance and cleaning.
- Pole line records and field work.
- Clute Park, Italian festival support, security lights, temp power, electric pedestal upgrades.
- Tree trim complaint 15th street.
- American/Italian flags 4th street.
- New service upgrade 204 N Decatur Street.

WASTEWATER DEPARTMENT
WORK REPORT

Aug 3rd, 2021 – Aug 17th, 2021

- Operation and maintenance of WW facility
- Daily and weekly samples
- Daily lab testing
- Training of OIT (ongoing)
- UFPOs
- Vouchers done
- Sludge removal
- Chemical orders and deliveries
- Get jetter head unstuck from sewer line under 4th St.
- Reset pump 2 vfd at Montour Falls lift station
- Contact contractors and quotes for pump replacement at Clute Park lift station.
- Quote for camera, flushing and investigation on all of Porter St.
- Third and Fourth round of sampling for industrial pretreatment program
- Clean wet well and replace pump at Clute Park lift station
- Emptying and cleaning of SAM3 and SBR 3 for race weekend
- Surge protection installed on BDP panel
- Dismantle and reassemble pulled pump from Clute Park lift station
- Numerous high-level alarms from WGPS, in talks with SCADA tech over issues (ongoing)
- Meet with LG techs over air conditioning in plant
- Meeting with Godwin pump supplier
- Contractors i/p for UV system and front gate
- Tour plant with new cleaner
- Order filters for Admin building HVAC unit
- Unload new pumps for Suit Kote lift station
-

Regards
Terry A Wilcox

SUPERINTENDENTS REPORT

Aug 3rd 2021 – Aug 17th, 2021

- Attend bi-weekly board meetings
- Attend monthly JPC meetings
- Weekly Managers meetings
- Vouchers signed all departments
- Meet with LDG water upgrade and collection study
- Discussions with DOT Re sewer line under state road
- 8/10 respond to calls from sheriff dept re Clute Park alarm and pedestal fire
- Conference call with Cargill over work being done this fall in Clute Park
- Nascar Weekend 8/6 to 8/8 no issues
- Storm sewer repair on 2nd st (ongoing)
- Quotes for inspection of Porter St line
- Quotes for Clute Park pump replacement
- Quotes for Decatur St pump rebuild and retrofit of old pumps from old plant
- Calls from LDG, Water system, boring samples etc
- Numerous emails, calls over collection SCADA (ongoing)
- Discus with Mayor Summit Ave
- Conference call with Cargill work being done in fall
- Receive quote for Fire Academy Station Montour falls

Regards
Terry A Wilcox

**RESOLUTION
BOARD OF TRUSTEES
of the
VILLAGE OF WATKINS GLEN**

At a regular meeting of the Board of Trustees of the Village of Watkins Glen, New York, held on August 17, 2021, the following resolution was adopted:

**RESOLUTION ADDRESSING STATE ENVIRONMENTAL QUALITY REVIEW (SEQR) STATUS FOR
PROPOSED WASTEWATER COLLECTION SYSTEM STUDY FOR THE VILLAGE OF WATKINS GLEN**

WHEREAS, Title 6 of the New York Code of Rules and Regulations (6 NYCRR) Section 617.5 under the State Environmental Quality Review Act (SEQR) provides that certain actions identified in subdivision (c) of that section are not subject to environmental review under the Environmental Conservation Law;

NOW, THEREFORE, BE IT RESOLVED that the Village of Watkins Glen hereby determines that the proposed Wastewater Collection System Study is a Type II action in accordance with 6 NYCRR Section 617.5(c)(24) which constitutes an engineering study that does “not commit the agency to undertake, fund or approve any Type I or Unlisted action” and is therefore not subject to review under 6 NYCRR Part 617.

Passed by the following vote of all Village Board Members voting in favor thereof:

	AYE	NAY
Luke Leszyk, Mayor	_____	_____
Louis Perazzini, Deputy Mayor	_____	_____
Laurie DeNardo, Board Member	_____	_____
Nan Woodworth, Board Member	_____	_____
Bob Carson, Board Member	_____	_____

I, Lonnie M. Childs, hereby certify that the foregoing is a true and exact copy of the resolution adopted by the Board of Trustees of the Village of Watkins Glen at its August 17, 2021 meeting.

Ms. Lonnie M. Childs
Village Clerk

Dated: August 17, 2021
Resolution No.:

**SOUTHERN TIER NEW YORK WATER WORKS
OPERATORS CONFERENCE**

DATE: Wednesday, September 15, 2021

LOCATION: HAMMONDSPORT FIRE DEPT.
 ST. RT. 54
 HAMMONDSPORT, NY

AGENDA: Annual Outing

TIME: 7:30-8:00am. -Registration
 8:00 am-9:30am Jack Troutman(American Flow Control)
 Hydrant and Valves
 9:30-11:00 Steve Smuda (RafaSystems)
 11am.-2:00 p.m. -Venders Display
 12:30 pm Lunch

Water Credits and Waste Water Credits Pending.

Pre-registration/Members is \$40.00.(payment must be received by Sept 04, 2021)

Pre-registration/non-members \$45.00

Registration on day of Outing is \$45.00

**Please mail reservation to: NYS Southern Tier Water Works
 C/O Dawn Hawley-Secretary
 Po Box 229, Bath NY 14810
 Phone 607-368-8611 please leave message
 Email waterworksny@yahoo.com**

Village/Town/Company Name VILLAGE OF WATKINS GLEN

Names of Attendees MARTIN BIERCE JOHN REK CZIS
(Please put names on this line not business name)

Check Amount 90,00

nyfloods.org



Sign up for these opportunities to learn and earn continuing education credits!

Register now for NYSFSMA online training! We've partnered with Syracuse University Environmental Finance Center to offer VIRTUAL CLASSES in 2021 that provide Code Official, Certified Floodplain Manager, and Professional Engineer credit.

Thank you to our training partners!
New York State Department of Environmental Conservation
Southern Tier Central Regional Planning & Development Board
Nechamen Consulting, LLC
Bergmann

Note: the registration process has two steps. First, you must pre-register and pay the appropriate fee at nyfloods.org. After your pre-registration has been processed, you will receive a confirmation email with a link to complete the second step of the process, registering with GoToWebinar. **Watch for that confirmation email! You will not be able to attend the class unless you complete the second registration step.**

Direct your questions about NYSFSMA membership or the training classes to Bill Nechamen, NYSFSMA Membership Coordinator, billnechamen@gmail.com

Now open for registration:

Introduction to the National Flood Insurance Program (T02-07-2934)

August 25, 2021, 1:00-2:30

This class builds on the 1-hour class offered in February. It goes over how to read a map, the basic requirements of the NFIP, the roles of the various governments (federal, state, local). This class heavily emphasizes the role of the local floodplain administrator and their duties in administering the program.

- Instructor: Dave Sherman, New York State Department of Environmental Conservation
- CECs/PDHs
 - Certified Floodplain Manager, ASFPM: 1 credit
 - Code Credit, New York State Department of State: 1 credit hour
 - Professional Engineer, Practicing Institute of Engineering: in review
- Registration fees:

✱

- NYSFSMA Members: \$15. Free for NYSFSMA members who are New York State Code officials with a student training ID.
- All Non-Members of NYSFSMA: \$55
- You can become an individual member of NYSFSMA for only \$30 at nyfloods.org

The NFIP and Building Codes: Development Standards for Floodplains (T02-07-2903)

October 20, 1:00-4:00

The class covers types of floods and floodplains, and how floods damage structures. It goes over and compares FEMA's floodplain regulations and the Uniform Building Code of New York State, including the relationship between FEMA regulations and building codes.

- Instructor: Bill Nechamen, Nechamen Consulting, LLC
- CECs/PDHs
 - Certified Floodplain Manager, ASFPM: 3 credits
 - Code Credit, New York State Department of State: 3 hours
 - PE credit: in review
- Registration fees:
 - NYSFSMA Members: \$40. Free for NYSFSMA members who are New York State Code officials with a student training ID.
 - All Non-Members of NYSFSMA: \$100
 - You can become an individual member of NYSFSMA for only \$30 at nyfloods.org

Post Disaster Floodplain Administrator Response and Flood Insurance Implications (T02-07-3005)

November 17, 2021, 1:00-2:30

This course goes over the minimum requirements of a floodplain administrator, post disaster. Some of the topics covered are permitting, floodplain determinations, and Substantial Improvement / Substantial Damage. Lastly, it goes over the insurance implications to property owners if they do not comply with building requirements.

- Instructor: Brad Wenskoski, New York State Department of Environmental Conservation
- CECs/PDHs
 - Certified Floodplain Manager, ASFPM: 1 credit
 - Code Credit, New York State Department of State: 1 credit hour
 - Professional Engineer, Practicing Institute of Engineering: in review
- Registration fees:
 - NYSFSMA Members: \$15. Free for NYSFSMA members who are New York State Code officials with a student training ID.
 - All Non-Members of NYSFSMA: \$55
 - You can become an individual member of NYSFSMA for only \$30 at nyfloods.org

Voucher Abstract

VOUCHER TRANS DATE	DESCRIPTION BATCH NO	VENDOR NUMBER / NAME POST MOYR BANK ID CHECK NO	CHECK DATE	AMOUNT	EFT	DP
--------------------	----------------------	--	------------	--------	-----	----

VC 00026456	Gas Can	00LAKESGAS				
08/12/2021	18,546	8 2021		15.08		
<u>LINE</u>	<u>DETAIL DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT NO</u>	<u>ACCOUNT DESCRIPTION</u>		
001	gas can	15.08	AA.3410.400	FIRE - CONTRACTUAL		

TOTAL VOUCHERS FOR VENDOR: 00LAKESGAS # OF VOUCHERS: 1 TOTAL AMOUNT: 15.08

VC 00026442	Grease, Washers, Bolts, Rags	000APPLIED	Applied Industrial Technologies, Inc.			
08/12/2021	18,546	8 2021		359.28		
<u>LINE</u>	<u>DETAIL DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT NO</u>	<u>ACCOUNT DESCRIPTION</u>		
001	Grease, Washers, Bolts, Rags	359.28	EE.0787.000	REPAIRS TO GENERAL PROPERTY		

TOTAL VOUCHERS FOR VENDOR: 000APPLIED # OF VOUCHERS: 2 TOTAL AMOUNT: 907.78

VC 00026490	anti-sieze, drill bit set, cleaner, wipes, gauze	000APPLIED	Applied Industrial Technologies, Inc.			
08/16/2021	18,546	8 2021		548.50		
<u>LINE</u>	<u>DETAIL DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT NO</u>	<u>ACCOUNT DESCRIPTION</u>		
001	anti-sieze, drill bit set, hand cleaner, wipes, gauze pads	548.50	EE.0787.000	REPAIRS TO GENERAL PROPERTY		

VC 00026484	recycling for July 2021	00ARRROWHEA	Arrowhead Disposal LLC			
08/16/2021	18,546	8 2021		2,115.00		
<u>LINE</u>	<u>DETAIL DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT NO</u>	<u>ACCOUNT DESCRIPTION</u>		
001	WWTP Monthly Service	250.00	JT.8130.410	SEWAGE TREAT DISP - UTILITIES EXP -		
002	WWTP Fuel Fee	5.00	JT.8130.410	GARBAGE REMOVA		
003	Clute Park Trash	880.00	AA.7180.400	GARBAGE TREAT DISP - UTILITIES EXP -		
004	Clute Park Recycling	25.00	AA.7180.400	GARBAGE REMOVA		
005	Clute Park Fuel Fee	5.00	AA.7180.400	CAMPGROUND - CONTRACTUAL		
006	Streets trash removal	880.00	AA.8160.400	CAMPGROUND - CONTRACTUAL		
007	Village Hall Recycling	25.00	AA.8160.400	REFUSE & GARBAGE - CONTRACTUAL		
008	Fire Dept Trash	40.00	AA.3410.410	FIRE - CONTR. UTILITIES EXP		

Date: 08/16/2021
Time: 2:26:16PM

User: BARB
Page: 2

Voucher Abstract

Village of Watkins Glen

5.00 AA.3410.410

FIRE - CONTR. UTILITIES EXP

009 Fire Dept Fuel Fee

OF VOUCHERS: 1

TOTAL AMOUNT:

2,115.00

VC 00026440 Zoning Update Services thru 7/24/21

08/12/2021 18,546

000BARTON Barton & Loguidice, PC

8 2021

3,000.00

LINE DETAIL DESCRIPTION

001 Zoning Update Services thru 7/24/21

AMOUNT ACCOUNT NO
3,000.00 H0.8010.400

ACCOUNT DESCRIPTION
DRI Project - Zoning Update

TOTAL VOUCHERS FOR VENDOR: 000BARTON

OF VOUCHERS: 1

TOTAL AMOUNT:

3,000.00

VC 00026390 KE-33 Windshiled Wipers

08/05/2021 18,546

00CARQUEST Carquest Auto Parts

8 2021

9.00

LINE DETAIL DESCRIPTION

001 Windshield Wipers

AMOUNT ACCOUNT NO
9.00 AA.3410.400

ACCOUNT DESCRIPTION
FIRE - CONTRACTUAL

VC 00026410 shop towels & grease fittings

08/10/2021 18,546

00CARQUEST Carquest Auto Parts

8 2021

20.32

LINE DETAIL DESCRIPTION

001 shop towels & grease fittings

AMOUNT ACCOUNT NO
20.32 AA.5110.420

ACCOUNT DESCRIPTION
STREET MAINT - CONTR. - MATERIALS & MAINTENANCE

VC 00026449 mini bulb

08/12/2021 18,546

00CARQUEST Carquest Auto Parts

8 2021

1.27

LINE DETAIL DESCRIPTION

001 mini bulb

AMOUNT ACCOUNT NO
1.27 EE.0804.000

ACCOUNT DESCRIPTION
TRANSPORTATION CLEARING

VC 00026450 jig saw blades, pry bar, tie downs

08/12/2021 18,546

00CARQUEST Carquest Auto Parts

8 2021

55.68

LINE DETAIL DESCRIPTION

001 jig saw blades

AMOUNT ACCOUNT NO
4.00 AA.5110.420

ACCOUNT DESCRIPTION
STREET MAINT - CONTR. - MATERIALS & MAINTENANCE
STREET MAINT - CONTR. - MATERIALS & MAINTENANCE

002 pry bar

29.69 AA.5110.420

Voucher Abstract

Village of Watkins Glen

003 tie downs

21.99 AA.5110.420

STREET MAINT - CONTR. - MATERIALS & MAINTENANCE

VC 00026461 bulk bags of zip ties

08/13/2021 18,546

00CARQUEST Carquest Auto Parts

8 2021

34.15

STREET MAINT - CONTR. - MATERIALS & MAINTENANCE

AMOUNT ACCOUNT NO
34.15 AA.5110.420

VC 00026489 towels, detailer, air freshner

08/16/2021 18,546

00CARQUEST Carquest Auto Parts

8 2021

28.08

REPAIRS TO GENERAL PROPERTY

AMOUNT ACCOUNT NO
28.08 EE.0787.000

TOTAL VOUCHERS FOR VENDOR: 00CARQUEST

OF VOUCHERS: 6

TOTAL AMOUNT:

148.50

VC 00026412 Camera and gate upgrades- PO #1335

08/10/2021 18,546

CONVERGINT Converging Technologies LLC

8 2021

10,380.14

SEWAGE TREAT DISP - EQUIPMENT

AMOUNT ACCOUNT NO
10,380.14 JT.8130.200

TOTAL VOUCHERS FOR VENDOR: CONVERGINT

OF VOUCHERS: 1

TOTAL AMOUNT:

10,380.14

VC 00026444 Reimbursement-Split Rail Fencing - Midlakes Sales

08/12/2021 18,546

00CRAIGBOND Craig Bond

8 2021

902.00

COMM CENTER - CONTR EXPENSE

AMOUNT ACCOUNT NO
902.00 AA.7140.400

TOTAL VOUCHERS FOR VENDOR: 00CRAIGBOND

OF VOUCHERS: 1

TOTAL AMOUNT:

902.00

Voucher Abstract
Village of Watkins Glen

VC 00026494 1/3 down of \$14,870 for foam section of roof
08/16/2021 18,546 CROWNCOMME Crown Commercial Roofing
8 2021 4,956.67
LINE DETAIL DESCRIPTION AMOUNT ACCOUNT NO ACCOUNT DESCRIPTION
001 1/3 down of \$14,870 for foam section of roof that is leaking 4,956.67 AA.1620.200 MUN BLDGS - EQUIPMENT
TOTAL VOUCHERS FOR VENDOR: CROWNCOMME # OF VOUCHERS: 1 TOTAL AMOUNT: 4,956.67

VC 00026403 Bottled Water and Equipment Rental
08/05/2021 18,546 00CULLIGAN Culligan Water
8 2021 204.20
LINE DETAIL DESCRIPTION AMOUNT ACCOUNT NO ACCOUNT DESCRIPTION
001 Bottled Water Service 41.40 JT.8110.400 SEWER ADMINISTRATION - CONTRACTUAL
002 Bottled Water Service 52.80 AA.7110.400 PARKS - CONTRACTUAL
003 Bottled Water Service 55.00 EE.0781.500 OFFICE SUPPLIES & EXPENSE
004 Bottled Water Service 55.00 AA.5110.400 STREET MAINT - CONTR EXP
TOTAL VOUCHERS FOR VENDOR: 00CULLIGAN # OF VOUCHERS: 1 TOTAL AMOUNT: 204.20

VC 00026393 Repairs to 2007 Spartan Fire Truck
08/05/2021 18,546 000CUMMINS CUMMINS NORTHEAST LLC
8 2021 698.10
LINE DETAIL DESCRIPTION AMOUNT ACCOUNT NO ACCOUNT DESCRIPTION
001 Repairs to 2007 Spartan Fire Truck 698.10 AA.3410.400 FIRE - CONTRACTUAL
TOTAL VOUCHERS FOR VENDOR: 000CUMMINS # OF VOUCHERS: 1 TOTAL AMOUNT: 698.10

VC 00026406 2063 NY Type 3 Binder
08/05/2021 18,546 00DALRYMPL Dalrymple Gravel and Contracting Co Inc
8 2021 1,131.21
LINE DETAIL DESCRIPTION AMOUNT ACCOUNT NO ACCOUNT DESCRIPTION
001 2063 NY Type 3 Binder 1,131.21 AA.7180.420 CAMPGROUND - CONTR. - MATERIALS & MAINTENANCE

Voucher Abstract

Village of Watkins Glen

VC 00026419 Blacktop
08/10/2021 18,546

00DALRYMPL Dalrymple Gravel and Contracting Co Inc

8 2021

278.36

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	Blacktop	278.36	AA.5110.420	STREET MAINT - CONTR. - MATERIALS & MAINTENANCE

VC 00026469 Blacktop
08/16/2021 18,546

00DALRYMPL Dalrymple Gravel and Contracting Co Inc

8 2021

347.50

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	Blacktop	347.50	AA.5110.420	STREET MAINT - CONTR. - MATERIALS & MAINTENANCE

TOTAL VOUCHERS FOR VENDOR: 00DALRYMPL

OF VOUCHERS: 3

TOTAL AMOUNT:

1,757.07

VC 00026462 70.85 tons sludge, container fee, & mileage
08/13/2021 18,546

000DICKSON Dicksons Environmental Service

8 2021

5,453.20

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	70.85 tons sludge, container fee, & mileage	5,453.20	JT.8130.426	SEWAGE TREAT DISP - SOLIDS DISPOSAL EXP

TOTAL VOUCHERS FOR VENDOR: 000DICKSON

OF VOUCHERS: 1

TOTAL AMOUNT:

5,453.20

VC 00026400 Camping Refund 8/19-24/2021
08/05/2021 18,546

0DKWATKINS Don or Kathy Watkins

8 2021

40.00

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	Camping Refund 8/19-24/2021	40.00	AA.2002.000	CAMPGROUND RECEIPTS

TOTAL VOUCHERS FOR VENDOR: 0DKWATKINS

OF VOUCHERS: 1

TOTAL AMOUNT:

40.00

VC 00026417 website SAAS for July 2021
08/12/2021 18,546

0000DSDWEB DSD Web Works, Inc

8 2021

365.00

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
	website SAAS for July 2021	365.00		

Voucher Abstract

Village of Watkins Glen

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	Website Hosting/Maintenance Fees	215.00	AA.1620.400	MUN BLDGS - CONTRACTUAL
002	Website Hosting/Maintenance Fees	50.00	FF.8310.400	ADMIN - CONTRACTUAL
003	Website Hosting/Maintenance Fees	50.00	GG.8110.400	SEWER ADMINISTRATION - CONTRACTUAL
004	Website Hosting/Maintenance Fees	50.00	EE.0781.500	OFFICE SUPPLIES & EXPENSE

TOTAL VOUCHERS FOR VENDOR: 0000SDSWEB # OF VOUCHERS: 1 TOTAL AMOUNT: 365.00

VC 00026459	Internet 8/1/21 - 8/31/21	EMPIREACCE	Empire Access	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
08/12/2021	18,546	8	2021	1,411.14		
001	Internet - Community Center- 8/1/21 - 8/31/21	100.00	AA.7140.410	COMM CENTER - CONTR EXP - UTILITIES		
002	Internet - campground- 8/1/21 - 8/31/21	416.67	AA.7180.400	CAMPGROUND - CONTRACTUAL		
003	Internet - Water Plant- 8/1/21 - 8/31/21	70.00	FF.8320.410	SOURCE OF SUPPLY - UTILITIES EXP		
004	Internet - Municipal Bldg- 8/1/21 - 8/31/21	110.00	AA.1620.410	MUN BLDGS - CONTR EXP - UTILITIES		
005	Internet/cable/tele/fax - fire dept- 8/1/21 - 8/31/21	144.47	AA.3410.410	FIRE - CONTR. UTILITIES EXP		
006	Internet - pump station- 8/1/21 - 8/31/21	280.00	JT.8130.412	TREATMENT - INTERNET		
007	SCADA - raw water intake- 8/1/21 - 8/31/21	60.00	FF.8320.410	SOURCE OF SUPPLY - UTILITIES EXP		
008	Padua Tank- 8/1/21 - 8/31/21	60.00	FF.8320.410	SOURCE OF SUPPLY - UTILITIES EXP		
009	Seneca Lake Event Center- 8/1/21 - 8/31/21	170.00	AA.7140.410	COMM CENTER - CONTR EXP - UTILITIES		

TOTAL VOUCHERS FOR VENDOR: EMPIREACCE # OF VOUCHERS: 1 TOTAL AMOUNT: 1,411.14

VC 00026453	jeans and sweatshirts- Scott Taylor	000FAMOUSB	Famous Brands Outlet	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
08/12/2021	18,546	8	2021	226.98		
001	hooded sweatshirt	37.99	AA.5110.423	Street Maint - Clothing and Safety Supplies		
002	hooded sweatshirt	37.99	AA.5110.423	Street Maint - Clothing and Safety Supplies		
003	relaxed jeans	37.04	AA.5110.423	Street Maint - Clothing and Safety Supplies		
004	holter jean	28.49	AA.5110.423	Street Maint - Clothing and Safety Supplies		
005	holter jean	28.49	AA.5110.423	Street Maint - Clothing and Safety Supplies		
006	stretch jean	28.49	AA.5110.423	Street Maint - Clothing and Safety Supplies		
007	stretch jean	28.49	AA.5110.423	Street Maint - Clothing and Safety Supplies		

Voucher Abstract

Village of Watkins Glen

TOTAL VOUCHERS FOR VENDOR: 000FAMOUSB # OF VOUCHERS: 1 TOTAL AMOUNT: 226.98

VC 00026391 Brakes and Rotors for 2013 Tahoe 0000FLAUTO Finger Lakes Automotive
08/05/2021 18,546 8 2021 1,191.33

LINE DETAIL DESCRIPTION AMOUNT ACCOUNT NO ACCOUNT DESCRIPTION
001 Brakes and Rotors for 2013 Tahoe 1,191.33 AA.3410.400 FIRE - CONTRACTUAL

TOTAL VOUCHERS FOR VENDOR: 0000FLAUTO # OF VOUCHERS: 1 TOTAL AMOUNT: 1,191.33

VC 00026389 Hannay Reels for TNT Tools 00FIRSTOUT First Out Rescue Equipment
08/05/2021 18,546 8 2021 2,850.00

LINE DETAIL DESCRIPTION AMOUNT ACCOUNT NO ACCOUNT DESCRIPTION
001 Hannay Reels for TNT Tools 2,850.00 AA.3410.400 FIRE - CONTRACTUAL

TOTAL VOUCHERS FOR VENDOR: 00FIRSTOUT # OF VOUCHERS: 1 TOTAL AMOUNT: 2,850.00

VC 00026392 Gear Bags 2 ea 00FIRSTOUT First Out Rescue Equipment
08/05/2021 18,546 8 2021 95.61

LINE DETAIL DESCRIPTION AMOUNT ACCOUNT NO ACCOUNT DESCRIPTION
001 Gear Bags 2 ea 95.61 AA.3410.400 FIRE - CONTRACTUAL

TOTAL VOUCHERS FOR VENDOR: 00FIRSTOUT # OF VOUCHERS: 2 TOTAL AMOUNT: 2,945.61

VC 00026472 8 point dress hats- Mosher, Jumper, Coleman 00000GALLS Gall's
08/16/2021 18,546 8 2021 163.96

LINE DETAIL DESCRIPTION AMOUNT ACCOUNT NO ACCOUNT DESCRIPTION
001 8 point dress hat- E. Mosher 52.99 AA.3120.401 Police - Contractual Community Outreach
002 8 point dress hat- A. Jumper 52.99 AA.3120.401 Police - Contractual Community Outreach
003 8 point dress hat- J. Coleman 52.99 AA.3120.401 Police - Contractual Community Outreach
004 shipping 4.99 AA.3120.401 Police - Contractual Community Outreach

Voucher Abstract

Village of Watkins Glen

TOTAL VOUCHERS FOR VENDOR: 00000GALLS # OF VOUCHERS: 1 TOTAL AMOUNT: 163.96

VC 00026463 foil requests Buzzetti, pba negotiation 0000GIRVIN Girvin & Ferlazzo, PC
 08/13/2021 18,546 8 2021 1,794.50

LINE DETAIL DESCRIPTION AMOUNT ACCOUNT NO ACCOUNT DESCRIPTION
 001 foil requests Buzzetti, pba negotiation 1,794.50 AA.1420.400 LAW - CONTRACTUAL

TOTAL VOUCHERS FOR VENDOR: 0000GIRVIN # OF VOUCHERS: 1 TOTAL AMOUNT: 1,794.50

VC 00026435 Magnetic Drive Pump 00GRAINGER Grainger, Inc
 08/12/2021 18,546 8 2021 157.33

LINE DETAIL DESCRIPTION AMOUNT ACCOUNT NO ACCOUNT DESCRIPTION
 001 Magnetic Drive Pump 157.33 FF.8320.430 SOURCE OF SUPPLY - MATERIALS & SUPPLIES

TOTAL VOUCHERS FOR VENDOR: 00GRAINGER # OF VOUCHERS: 1 TOTAL AMOUNT: 157.33

VC 00026422 copier contract fees HIGHERINFO Higher Information Group LLC
 08/12/2021 18,546 8 2021 61.33

LINE DETAIL DESCRIPTION AMOUNT ACCOUNT NO ACCOUNT DESCRIPTION
 001 contract overages sn MAE499526 6.24 AA.1110.420 MUNICIPAL COURT - MATERIALS & MAINTENANCE
 002 contract base rate charges sn KBM629956-M 20.48 AA.3120.420 POLICE - CONTR. MATERIALS & MAINTENANCE
 003 contract overages sn KBM629956-M 15.84 AA.3120.420 POLICE - CONTR. MATERIALS & MAINTENANCE
 004 contract base rate charges sn 4HX541531 9.00 AA.3410.400 FIRE - CONTRACTUAL
 005 contract overages sn 4HX541531 9.77 AA.3410.400 FIRE - CONTRACTUAL

Voucher Abstract

Village of Watkins Glen

TOTAL VOUCHERS FOR VENDOR: HIGHERINFO # OF VOUCHERS: 1 TOTAL AMOUNT: 61.33

VC 00026423 ice 00HILLSIDE Hillside Ice 723.90
 08/12/2021 18,546 8 2021

LINE	DETAIL DESCRIPTION	AMOUNT	ACACCOUNT NO	ACCOUNT DESCRIPTION
001	480 bags	456.00	AA.7180.420	CAMPGROUND - CONTR. - MATERIALS & MAINTENANCE
002	77 bags	73.15	AA.7180.420	CAMPGROUND - CONTR. - MATERIALS & MAINTENANCE
003	67 bags	63.65	AA.7180.420	CAMPGROUND - CONTR. - MATERIALS & MAINTENANCE
004	21 bags	19.95	AA.7180.420	CAMPGROUND - CONTR. - MATERIALS & MAINTENANCE
005	60 bags	57.00	AA.7180.420	CAMPGROUND - CONTR. - MATERIALS & MAINTENANCE
006	57 bags	54.15	AA.7180.420	CAMPGROUND - CONTR. - MATERIALS & MAINTENANCE

TOTAL VOUCHERS FOR VENDOR: 00HILLSIDE # OF VOUCHERS: 1 TOTAL AMOUNT: 723.90

VC 00026451 shovels & work boots for Ken Barber 0000HIMROD Himrod Farm Supply Hardware 165.95
 08/12/2021 18,546 8 2021

LINE	DETAIL DESCRIPTION	AMOUNT	ACACCOUNT NO	ACCOUNT DESCRIPTION
001	Work boots - Ken Barber	91.99	AA.5110.423	Street Maint - Clothing and Safety Supplies
002	4 shovels for water dept	73.96	FF.8320.432	Source of Supply - tools

TOTAL VOUCHERS FOR VENDOR: 0000HIMROD # OF VOUCHERS: 1 TOTAL AMOUNT: 165.95

VC 00026421 Batteries for substation control voltage 00INTERBAT Interstate Battery System of the TwinTiers 644.75
 08/10/2021 18,546 8 2021

LINE	DETAIL DESCRIPTION	AMOUNT	ACACCOUNT NO	ACCOUNT DESCRIPTION
001	Batteries for substation control voltage	644.75	EE.0742.130	REPAIRS TO DISTRIB SUBSTATION

Voucher Abstract

Village of Watkins Glen

TOTAL VOUCHERS FOR VENDOR: 00INTERBAT

OF VOUCHERS: 1

TOTAL AMOUNT:

644.75

VC 00026464 2 cases dog waste bags
08/13/2021 18,546

LINE DETAIL DESCRIPTION
001 2 cases dog waste bags

00JAMESTOW Jamestown Advanced Products
8 2021
AMOUNT ACCOUNT NO
272.00 AA.7110.430

ACCOUNT DESCRIPTION
PARKS - MATER & SUPPL EXP

TOTAL VOUCHERS FOR VENDOR: 00JAMESTOW

OF VOUCHERS: 1

TOTAL AMOUNT:

272.00

VC 00026424 port-a-jons
08/12/2021 18,546

LINE DETAIL DESCRIPTION
001 standard - boat launch
002 standard w/ sanitizer - kayak launch
003 standard w/ sink - LaFayette Park

JEFFSPORTA Jeff's Portable Toilets
8 2021
AMOUNT ACCOUNT NO
85.00 AA.7180.400
85.00 AA.7110.430
105.00 AA.7110.430

ACCOUNT DESCRIPTION
CAMPGROUND - CONTRACTUAL
PARKS - MATER & SUPPL EXP
PARKS - MATER & SUPPL EXP

VC 00026481 pumping service on 7/12/21 & 8/9/21
08/16/2021 18,546

LINE DETAIL DESCRIPTION
001 pumping service 8/9/21
002 pumping service 7/12/21

JEFFSPORTA Jeff's Portable Toilets
8 2021
AMOUNT ACCOUNT NO
1,075.00 GG.8120.420
1,300.00 JT.8130.420

ACCOUNT DESCRIPTION
SANITARY SEWERS - COLLECTION SYSTEM
SEWAGE TREAT DISP - MAINT & REPAIRS EXP

TOTAL VOUCHERS FOR VENDOR: JEFFSPORTA

OF VOUCHERS: 2

TOTAL AMOUNT:

2,650.00

VC 00026420 60 Back flow preventers @ \$7.30
08/10/2021 18,546

LINE DETAIL DESCRIPTION
001 60 Back flow preventers @ \$7.30

00UOHNNYS Johnny's Wholesale Inc
8 2021
AMOUNT ACCOUNT NO
438.00 AA.7180.420

ACCOUNT DESCRIPTION
CAMPGROUND - CONTR. - MATERIALS & MAINTENANCE

438.00

Date: 08/16/2021
Time: 2:26:16PM

Voucher Abstract

Village of Watkins Glen

User: BARB
Page: 11

TOTAL VOUCHERS FOR VENDOR: 000JOHNNYS # OF VOUCHERS: 1 TOTAL AMOUNT: 438.00

VC 00026468
08/16/2021 18,546 000KIMBALL Kimball Midwest 8 2021 231.49

001 fitting and terminals 231.49 AA.5110.200 STREET MAINT - EQUIPMENT EXP

TOTAL VOUCHERS FOR VENDOR: 000KIMBALL # OF VOUCHERS: 1 TOTAL AMOUNT: 231.49

VC 00026441
08/12/2021 18,546 000LABELLA Labella Associates 8 2021 18,451.39

001 Engineering Services - Grant C1001302 18,451.39 H0.7110.401 DRI projects - LaFayette, Wayfinding, E 4th St

TOTAL VOUCHERS FOR VENDOR: 000LABELLA # OF VOUCHERS: 1 TOTAL AMOUNT: 18,451.39

VC 00026446
08/12/2021 18,546 00LAFRANCE LaFrance Equipment Corp 8 2021 998.68

001 Hoses 1x50 4 ea and Nozzle 998.68 JT.8130.420 SEWAGE TREAT DISP - MAINT & REPAIRS EXP

TOTAL VOUCHERS FOR VENDOR: 00LAFRANCE # OF VOUCHERS: 1 TOTAL AMOUNT: 998.68

VC 00026398
08/05/2021 18,546 00000LAKES Lakes Gas 8 2021 200.80

001 Fuel 18,546 ACCOUNT DESCRIPTION

Date: 08/16/2021
Time: 2:26:16PM

Voucher Abstract

Village of Watkins Glen

User: BARB
Page: 12

001 Fuel
002 Fuel

136.58 AA.7110.435
64.22 AA.5110.435

PARKS CONT - FUEL-VEHICLES
STREET MAINT CONT (FUEL-VEHICLES)

VC 00026457 gas
08/12/2021 18,546

0000LAKES Lakes Gas
8 2021

60.60
ACCOUNT DESCRIPTION
STREET MAINT CONT (FUEL-VEHICLES)

VC 00026478 gas
08/16/2021 18,546

0000LAKES Lakes Gas
8 2021

145.93
ACCOUNT DESCRIPTION
PARKS CONT - FUEL-VEHICLES

TOTAL VOUCHERS FOR VENDOR: 0000LAKES

OF VOUCHERS: 3

TOTAL AMOUNT:

407.33

VC 00026401 2021 Water System Improvements
08/05/2021 18,546

0000LARSON LDG Engineers & Architects, PC
8 2021

54,806.13
ACCOUNT DESCRIPTION
equipment and capital outlay

TOTAL VOUCHERS FOR VENDOR: 0000LARSON

OF VOUCHERS: 1

TOTAL AMOUNT:

54,806.13

VC 00026407 Security Deposit Refund-Community Center 7/30/21
08/05/2021 18,546

00LIFELINE LIFE LINE SCREENING ATTN: ACCOUNTING
8 2021

250.00
ACCOUNT DESCRIPTION
CUSTOMER DEPOSITS

TOTAL VOUCHERS FOR VENDOR: 00LIFELINE

OF VOUCHERS: 1

TOTAL AMOUNT:

250.00

Voucher Abstract

Village of Watkins Glen

VC 00026394	COBRA Monthly Billing-July 2021	00LIFETIME	Lifetime Benefit Solutions		
08/05/2021	18,546	8	2021	55.00	
<u>LINE</u>	<u>DETAIL DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT NO</u>	<u>ACCOUNT DESCRIPTION</u>	
001	COBRA-July 2021	11.00	AA.9060.800	HOSPITAL & MEDICAL INS	
002	COBRA-July 2021	11.00	FF.9060.800	HOSPITAL & MEDICAL INSURANCE	
003	COBRA-July 2021	11.00	JT.9060.800	HOSPITAL & MEDICAL INS	
004	COBRA-July 2021	11.00	EE.0785.100	EMPLOYEES WELFARE EXPENSES	
005	COBRA-July 2021	11.00	GG.9060.800	HOSPITAL & MEDICAL INS	

TOTAL VOUCHERS FOR VENDOR: 00LIFETIME # OF VOUCHERS: 1 TOTAL AMOUNT: 55.00

VC 00026483	1 hour consult with Craig Bond	000000HYDE	Michelle Hyde		
08/16/2021	18,546	8	2021	35.00	
<u>LINE</u>	<u>DETAIL DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT NO</u>	<u>ACCOUNT DESCRIPTION</u>	
001	1 hour consult with Craig Bond	35.00	AA.7140.120	CC - PER SER (LABORERS)	

TOTAL VOUCHERS FOR VENDOR: 000000HYDE # OF VOUCHERS: 1 TOTAL AMOUNT: 35.00

VC 00026438	Lab Testing	00MICROBAC	Microbac Laboratories, Inc		
08/12/2021	18,546	8	2021	600.00	
<u>LINE</u>	<u>DETAIL DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT NO</u>	<u>ACCOUNT DESCRIPTION</u>	
001	tests	600.00	FF.8320.400	SOURCE OF SUPPLY - CONTRACTUAL	

TOTAL VOUCHERS FOR VENDOR: 00MICROBAC # OF VOUCHERS: 1 TOTAL AMOUNT: 600.00

VC 00026465	coliform tests, e-coli, P-A- Lakeside Park	00MICROBAC	Microbac Laboratories, Inc		
08/13/2021	18,546	8	2021	21.53	
<u>LINE</u>	<u>DETAIL DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT NO</u>	<u>ACCOUNT DESCRIPTION</u>	
001	coliform tests, e-coli, P-A- Lakeside Park	21.53	AA.7110.411	PARKS - Utilities Water/Sewer/Elect	

TOTAL VOUCHERS FOR VENDOR: 00MICROBAC # OF VOUCHERS: 2 TOTAL AMOUNT: 621.53

Voucher Abstract

Village of Watkins Glen

VC 00026397 Lab Testing
08/05/2021 18,546
LINE DETAIL DESCRIPTION
 001 lab work
 00MICROB-G Microbac Laboratories, Inc.
 8 2021 340.81
AMOUNT ACCOUNT NO
 340.81 JT.8130.425
ACCOUNT DESCRIPTION
 SEWAGE TREAT DISP - LAB ANALYSES EXP

VC 00026479 mercury testing
08/16/2021 18,546
LINE DETAIL DESCRIPTION
 001 lab work
 00MICROB-G Microbac Laboratories, Inc.
 8 2021 287.00
AMOUNT ACCOUNT NO
 287.00 JT.8130.425
ACCOUNT DESCRIPTION
 SEWAGE TREAT DISP - LAB ANALYSES EXP

TOTAL VOUCHERS FOR VENDOR: 00MICROB-G # OF VOUCHERS: 2 TOTAL AMOUNT: 627.81

VC 00026418 96 July 2021 Book your sites @ \$5.00 each
08/10/2021 18,546
LINE DETAIL DESCRIPTION
 001 96 July 2021 Book your sites @ \$5.00 each
 00MISSION Mission Management Information Systems, Inc
 8 2021 480.00
AMOUNT ACCOUNT NO
 480.00 AA.2002.000
ACCOUNT DESCRIPTION
 CAMPGROUND RECEIPTS

TOTAL VOUCHERS FOR VENDOR: 00MISSION # OF VOUCHERS: 1 TOTAL AMOUNT: 480.00

VC 00026473 Demand 9100 & regular 4983840 kwh
08/16/2021 18,546
LINE DETAIL DESCRIPTION
 001 electricity purchased
 000000NYPA New York Power Authority
 8 2021 40,995.18
AMOUNT ACCOUNT NO
 40,995.18 EE.0721.000
ACCOUNT DESCRIPTION
 ELECTRICITY PURCHASED

TOTAL VOUCHERS FOR VENDOR: 000000NYPA # OF VOUCHERS: 1 TOTAL AMOUNT: 40,995.18

VC 00026482 449 Clute Road- CVWRF
08/16/2021 18,546
LINE DETAIL DESCRIPTION
 000000NYSEG New York State Electric & Gas
 8 2021 40.53
AMOUNT ACCOUNT NO
ACCOUNT DESCRIPTION

Voucher Abstract

Village of Watkins Glen

40.53 JT.8130.415

Utility Expense Natural Gas

VC 00026485 406 Steuben Street
 08/16/2021 18,546
LINE DETAIL DESCRIPTION
 001 WTP generator 1001-5625-428
 00000NYSEG New York State Electric & Gas
 8 2021
AMOUNT ACCOUNT NO
 38.88 FF.8320.410
ACCOUNT DESCRIPTION
 SOURCE OF SUPPLY - UTILITIES EXP

VC 00026486 303 N Franklin
 08/16/2021 18,546
LINE DETAIL DESCRIPTION
 001 MUNICIPAL 1001-5627-861
 00000NYSEG New York State Electric & Gas
 8 2021
AMOUNT ACCOUNT NO
 89.23 AA.1620.410
ACCOUNT DESCRIPTION
 MUN BLDGS - CONTR EXP - UTILITIES

VC 00026487 65 Salt Point Rd
 08/16/2021 18,546
LINE DETAIL DESCRIPTION
 001 RAW PUMP GENERATOR 1001-5569-220
 00000NYSEG New York State Electric & Gas
 8 2021
AMOUNT ACCOUNT NO
 35.58 FF.8320.410
ACCOUNT DESCRIPTION
 SOURCE OF SUPPLY - UTILITIES EXP

VC 00026488 201 N Perry
 08/16/2021 18,546
LINE DETAIL DESCRIPTION
 001 FIRE DEPT 1001-5685-760
 00000NYSEG New York State Electric & Gas
 8 2021
AMOUNT ACCOUNT NO
 75.76 AA.3410.410
ACCOUNT DESCRIPTION
 FIRE - CONTR. UTILITIES EXP

TOTAL VOUCHERS FOR VENDOR: 00000NYSEG # OF VOUCHERS: 5 TOTAL AMOUNT: 279.98

VC 00026431 Replacement Submersible Grinder Pumps
 08/12/2021 18,546
LINE DETAIL DESCRIPTION
 001 Replacement Submersible Grinder Pumps
 PIONEERPUM Pioneer Pump Systems, Inc
 8 2021
AMOUNT ACCOUNT NO
 5,280.00 GG.8120.200
ACCOUNT DESCRIPTION
 SANITARY SEWERS - EQUIPMENT

TOTAL VOUCHERS FOR VENDOR: PIONEERPUM # OF VOUCHERS: 1 TOTAL AMOUNT: 5,280.00

VC 00026399 PD1 Towing Charge
 08/05/2021 18,546
 POLMANTEER Polmanteer Auto Service Center LLC
 8 2021
 450.70

Voucher Abstract

Village of Watkins Glen

<u>LINE</u>	<u>DETAIL DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT NO</u>	<u>ACCOUNT DESCRIPTION</u>
001	PD1 Towing Charges	450.70	AA.3120.420	POLICE - CONTR. MATERIALS & MAINTENANCE

TOTAL VOUCHERS FOR VENDOR: POLMANTEER # OF VOUCHERS: 1 TOTAL AMOUNT: 450.70

<u>LINE</u>	<u>DETAIL DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT NO</u>	<u>ACCOUNT DESCRIPTION</u>
VC 00026408	Kleenex/Toilet Paper/Pledge/Post-Its/Binder Clips/	00000QUILL	Quill	
08/05/2021	18,546	8	2021	862.79
001	Kleenex	59.99	AA.1620.420	MUN BLDGS - CONTR EXP - MATERIALS & MAINTENANCE
002	Pledge Wipes	7.99	AA.1620.420	MUN BLDGS - CONTR EXP - MATERIALS & MAINTENANCE
003	Tri-Fold Towels	69.98	AA.1620.420	MUN BLDGS - CONTR EXP - MATERIALS & MAINTENANCE
004	Toilet Tissue	59.99	AA.1620.420	MUN BLDGS - CONTR EXP - MATERIALS & MAINTENANCE
005	Post-Its 1.5 x 2	15.29	AA.1410.420	MUN BLDGS - CONTR EXP - MATERIALS & MAINTENANCE
006	Post-Its 3 x 3	32.99	AA.1410.420	MUN BLDGS - CONTR EXP - MATERIALS & MAINTENANCE
007	Binder Clips Small	3.78	AA.1410.420	MUN BLDGS - CONTR EXP - MATERIALS & MAINTENANCE
008	AA Batteries	26.99	AA.1620.420	MUN BLDGS - CONTR EXP - MATERIALS & MAINTENANCE
009	Bic Pens Blue Med	5.99	AA.1410.420	MUN BLDGS - CONTR EXP - MATERIALS & MAINTENANCE
010	Copy Paper	115.96	AA.1410.420	MUN BLDGS - CONTR EXP - MATERIALS & MAINTENANCE
011	Copy Paper	115.96	FF.8310.420	ADMIN - MAINT & REPAIRS EXP
012	Copy Paper	115.96	GG.8110.425	SEWER ADMINISTRATION - OFFICE SUPPLIES
013	Copy Paper	115.96	JT.8110.425	SEWER ADMINISTRATION - OFFICE SUPPLIES
014	Copy Paper	115.96	EE.0781.500	OFFICE SUPPLIES & EXPENSE
VC 00026413	removable Dbl sided tape & Perf Paper	00000QUILL	Quill	
08/10/2021	18,546	8	2021	300.95
001	Removable Dbl sided tape	8.99	AA.1410.420	CLERK - MATERIALS & MAINTENANCE
002	Perf paper	97.32	EE.0781.500	OFFICE SUPPLIES & EXPENSE
003	Perf paper	97.32	FF.8310.420	ADMIN - MAINT & REPAIRS EXP
004	Perf paper	97.32	GG.8110.425	SEWER ADMINISTRATION - OFFICE SUPPLIES

TOTAL VOUCHERS FOR VENDOR: 00000QUILL # OF VOUCHERS: 2 TOTAL AMOUNT: 1,163.74

VC 00026471 ball cap, flag pin, patch, gloves, OC spray
 08/16/2021 18,546

0000RANGER Ranger Outfitters
 8 2021

123.19

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	police ball cap (2)	25.98	AA.3120.430	POLICE - CONTR. MATER&SUPPL EXP
002	flag pin	10.50	AA.3120.430	POLICE - CONTR. MATER&SUPPL EXP
003	police patch (Newell)	13.75	AA.3120.430	POLICE - CONTR. MATER&SUPPL EXP
004	patrol gloves	27.99	AA.3120.430	POLICE - CONTR. MATER&SUPPL EXP
005	OC Spray (3)	44.97	AA.3120.430	POLICE - CONTR. MATER&SUPPL EXP

TOTAL VOUCHERS FOR VENDOR: 0000RANGER # OF VOUCHERS: 1 TOTAL AMOUNT: 123.19

VC 00026448 foam sealant
 08/12/2021 18,546

000WLUMBER RCA3 Inc dba Watkins Lumber, Inc
 8 2021

54.89

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	foam sealant	29.94	AA.8140.400	STORM SEWERS - CONTRACTUAL
002	foam sealant	24.95	AA.8140.400	STORM SEWERS - CONTRACTUAL

TOTAL VOUCHERS FOR VENDOR: 000WLUMBER # OF VOUCHERS: 1 TOTAL AMOUNT: 54.89

VC 00026426 cleaning supplies
 08/12/2021 18,546

0000SANICO Sanico, Inc
 8 2021

665.25

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	mr clean toilet bowl cleaner	74.80	AA.7110.430	PARKS - MATER & SUPPL EXP
002	rhino can liners	134.52	AA.7110.430	PARKS - MATER & SUPPL EXP
003	toilet seat covers	83.18	AA.7140.430	COMM CENTER - MATER&SUPPL EXP
004	hand soap	74.05	AA.7110.430	PARKS - MATER & SUPPL EXP
005	foam dispensers	68.64	AA.7140.430	COMM CENTER - MATER&SUPPL EXP
006	toilet tissue	155.26	AA.7110.430	PARKS - MATER & SUPPL EXP
007	toilet bowl cleaner	74.80	AA.7140.430	COMM CENTER - MATER&SUPPL EXP

Date: 08/16/2021
 Time: 2:26:16PM

Voucher Abstract

Village of Watkins Glen

User: **BARB**
 Page: 18

TOTAL VOUCHERS FOR VENDOR: 0000SANICO # OF VOUCHERS: 1 TOTAL AMOUNT: 665.25

VC 00026402 HEAP Refund: Tyler Rice #F0170 000SCHYDSS Schuyler County DSS
 08/05/2021 18,546 8 2021 320.81

LINE DETAIL DESCRIPTION AMOUNT ACCOUNT NO ACCOUNT DESCRIPTION
 001 HEAP Refund: Tyler Rice #F0170 320.81 EE.0251.000 ADVANCE BILLING AND PAYMENT

VC 00026416 Heap refund- Malori Elliott- C0030.04 000SCHYDSS Schuyler County DSS
 08/10/2021 18,546 8 2021 381.00

LINE DETAIL DESCRIPTION AMOUNT ACCOUNT NO ACCOUNT DESCRIPTION
 001 Heap refund- Malori Elliott- C0030.04 381.00 AA.0690.000 OVERPAYMENT/S/CLEARING

TOTAL VOUCHERS FOR VENDOR: 000SCHYDSS # OF VOUCHERS: 2 TOTAL AMOUNT: 701.81

VC 00026409 Fuel 000SCHYFUEL Schuyler County Shared Fuel
 08/05/2021 18,546 8 2021 4,324.29

LINE DETAIL DESCRIPTION AMOUNT ACCOUNT NO ACCOUNT DESCRIPTION
 001 POLICE 832.21 AA.3120.435 POLICE CONTRACTUAL - GASOLINE
 002 SEWER 211.29 GG.8120.420 SANITARY SEWERS - COLLECTION SYSTEM
 003 SEWER (DIESEL) 74.91 JT.8130.435 SEWAGE TREAT DISP - FUEL, VEHICLES
 004 STREET 682.81 AA.5110.435 STREET MAINT CONT (FUEL,VEHICLES)
 005 STREET (DIESEL) 695.75 AA.5110.435 STREET MAINT CONT (FUEL,VEHICLES)
 006 PARKS 385.81 AA.7110.435 PARKS CONT - FUEL,VEHICLES
 007 PARKS (DIESEL) 54.79 AA.7180.435 CAMPGROUND CONT - FUEL - VEHICLES
 008 WATER 408.85 FF.8340.435 TRANSMISSION MAT & SUPP - FUEL, VEHICLES
 009 ELECTRIC 195.49 EE.0804.000 TRANSPORTATION CLEARING
 010 ELECTRIC (DIESEL) 134.79 EE.0804.000 TRANSPORTATION CLEARING
 011 Superintendent 52.05 AA.1220.400 SUPT - CONTRACTUAL EXPENSE
 012 FIRE DEPT 595.54 AA.3410.435 FIRE - CONTR. M&S (FUEL GASOLINE)

Voucher Abstract

Village of Watkins Glen

TOTAL VOUCHERS FOR VENDOR: 00SCHYFUEL # OF VOUCHERS: 1 TOTAL AMOUNT: 4,324.29

VC 00026427 utilities 2nd qtr 00SCHYTREA Schuyler County Treasurer
08/12/2021 18,546 8 2021 2,682.49

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	phones	268.25	AA.8010.410	ZONING - UTILITIES EXP
002	phones	1,207.12	AA.5110.410	STREET MAINT- CONTR EXP -UTILITIES
003	phones	1,207.12	EE.0741.220	DISTRIB SUPERVISION SUPPLIES

TOTAL VOUCHERS FOR VENDOR: 00SCHYTREA # OF VOUCHERS: 1 TOTAL AMOUNT: 2,682.49

VC 00026425 remote server support 0000000SCT SCT Computers
08/12/2021 18,546 8 2021 45.00

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	remote server support for July 2021	45.00	AA.1620.420	MUN BLDGS - CONTR EXP - MATERIALS & MAINTENANCE

TOTAL VOUCHERS FOR VENDOR: 0000000SCT # OF VOUCHERS: 1 TOTAL AMOUNT: 45.00

VC 00026432 White Marking Paint 00000SHARE Share Corporation
08/12/2021 18,546 8 2021 113.94

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	White Marking Paint	113.94	FF.8320.430	SOURCE OF SUPPLY - MATERIALS & SUPPLIES

TOTAL VOUCHERS FOR VENDOR: 00000SHARE # OF VOUCHERS: 1 TOTAL AMOUNT: 113.94

Voucher Abstract

Village of Watkins Glen

VC 00026404	Chainsaw File	SOUTHERNFL	Southern Fingerlakes Equipment LLC	8	2021	4.30
08/05/2021	18,546	AMOUNT	ACCOUNT NO	AA.5110.430		ACCOUNT DESCRIPTION
001	Chainsaw File	4.30				STREET MAINT - MATER & SUPPL EXP

VC 00026439	Mower Blades	SOUTHERNFL	Southern Fingerlakes Equipment LLC	8	2021	57.00
08/12/2021	18,546	AMOUNT	ACCOUNT NO	AA.8810.420		ACCOUNT DESCRIPTION
001	Mower Blades	57.00				CEMETERY - CONTR - MATERIALS & MAINTENANCE

VC 00026466	lawn mower blade set 61" deck, auger	SOUTHERNFL	Southern Fingerlakes Equipment LLC	8	2021	275.34
08/13/2021	18,546	AMOUNT	ACCOUNT NO	AA.7110.430		ACCOUNT DESCRIPTION
001	Lawn mower blade set 61" deck	121.98				PARKS - MATER & SUPPL EXP
002	auger	153.36				PARKS - MATER & SUPPL EXP

VC 00026470	blade set 61" & 44" decks- Cemetery Mowers	SOUTHERNFL	Southern Fingerlakes Equipment LLC	8	2021	164.97
08/16/2021	18,546	AMOUNT	ACCOUNT NO	AA.8810.420		ACCOUNT DESCRIPTION
001	blade set 61" deck - cemetery mowers	60.99				CEMETERY - CONTR - MATERIALS & MAINTENANCE
002	blade set 44" deck (2 sets) - cemetery mowers	103.98				CEMETERY - CONTR - MATERIALS & MAINTENANCE

TOTAL VOUCHERS FOR VENDOR: SOUTHERNFL # OF VOUCHERS: 4 TOTAL AMOUNT: 501.61

VC 00026414	S.Tier NY Water Works Conf- M. Pierce & J. Rekczis	00STNYWWOC	Southern Tier New York Water Works	8	2021	90.00
08/10/2021	18,546	AMOUNT	ACCOUNT NO	FF.8320.421		ACCOUNT DESCRIPTION
001	S.Tier NY Water Works Conf- M. Pierce & J. Rekczis- 9/15/21	90.00				Training, memberships, conferences

TOTAL VOUCHERS FOR VENDOR: 00STNYWWOC # OF VOUCHERS: 1 TOTAL AMOUNT: 90.00

Voucher Abstract

Village of Watkins Glen

VC 00026428	Clute park cable	00SPECTRUM	Spectrum	1,195.23
08/12/2021	18,546	8	2021	
	<u>DETAIL DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT NO</u>	<u>ACCOUNT DESCRIPTION</u>
001	cable tv for campground, month of August	1,195.23	AA.7180.400	CAMPGROUND - CONTRACTUAL

TOTAL VOUCHERS FOR VENDOR: 00SPECTRUM # OF VOUCHERS: 1 TOTAL AMOUNT: 1,195.23

VC 00026396	Surfloc 574 (Polymer)	SURPASSSCHE	Surpass Chemical Co., Inc.	3,900.49
08/05/2021	18,546	8	2021	
	<u>DETAIL DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT NO</u>	<u>ACCOUNT DESCRIPTION</u>
001	Surfloc 574 (Polymer)	3,900.49	JT.8130.443	TREATMENT - POLYMER

TOTAL VOUCHERS FOR VENDOR: SURPASSSCHE # OF VOUCHERS: 1 TOTAL AMOUNT: 3,900.49

VC 00026458	recovery of funds- claim # T2106087	TRAVELRECO	Travelers	21,672.88
08/12/2021	18,546	8	2021	
	<u>DETAIL DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT NO</u>	<u>ACCOUNT DESCRIPTION</u>
001	recovery of funds- claim # T2106087	21,672.88	AA.0690.000	OVERPAYMENTS/CLEARING

TOTAL VOUCHERS FOR VENDOR: TRAVELRECO # OF VOUCHERS: 1 TOTAL AMOUNT: 21,672.88

VC 00026430	Legal STR Monroe Ave	000TREVETT	Trevett Cristo Attorneys	275.00
08/12/2021	18,546	8	2021	
	<u>DETAIL DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT NO</u>	<u>ACCOUNT DESCRIPTION</u>
001	Legal STR Monroe Ave	275.00	AA.1420.400	LAW - CONTRACTUAL

Voucher Abstract

Village of Watkins Glen

TOTAL VOUCHERS FOR VENDOR: 000TREVETT # OF VOUCHERS: 1 TOTAL AMOUNT: 275.00

VC 00026452 FR Clothing- M. LaFever & T. Ballard 000TYNDALE Tyndale Company, Inc
 08/12/2021 18,546 8 2021 442.90

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	work shirt- Minard LaFever	324.95	EE.0781.500	OFFICE SUPPLIES & EXPENSE
002	long sleeve shirt- Tommy Ballard	117.95	EE.0781.500	OFFICE SUPPLIES & EXPENSE

VC 00026454 FR Clothing 000TYNDALE Tyndale Company, Inc
 08/12/2021 18,546 8 2021 2,607.65

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	FR clothing- D. Heichel & T. Ballard	664.90	EE.0781.500	OFFICE SUPPLIES & EXPENSE
002	FR clothing- T. Ballard	200.95	EE.0781.500	OFFICE SUPPLIES & EXPENSE
003	FR clothing- D. Heichel, M.LaFever, Y. Prodrromou	1,637.85	EE.0781.500	OFFICE SUPPLIES & EXPENSE
004	FR clothing- T. Ballard	103.95	EE.0781.500	OFFICE SUPPLIES & EXPENSE

TOTAL VOUCHERS FOR VENDOR: 000TYNDALE # OF VOUCHERS: 2 TOTAL AMOUNT: 3,050.55

VC 00026415 Annual Service of Commercial Kitchen 0000UNITED United Fire Equipment of the Southern Tier
 08/10/2021 18,546 8 2021 75.00

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	Annual Service of Commercial Kitchen	75.00	AA.7140.400	COMM CENTER - CONTR EXPENSE

TOTAL VOUCHERS FOR VENDOR: 0000UNITED # OF VOUCHERS: 1 TOTAL AMOUNT: 75.00

VC 00026405 Bobcat Hydraulic Motor 000UPSTATE UPSTATE EQUIPMENT
 08/05/2021 18,546 8 2021 3,029.24

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	Bobcat Hydraulic Motor	3,029.24	AA.5110.430	STREET MAINT - MATER & SUPPL EXP

Voucher Abstract

Village of Watkins Glen

TOTAL VOUCHERS FOR VENDOR: 000UPSTATE # OF VOUCHERS: 1 TOTAL AMOUNT: 3,029.24

VC 00026437 Dry Siphon Hand Pump 3 ea 000USABLU USABluBook 115.36

LINE	DETAIL DESCRIPTION	AMOUNT	ACCT NO	ACCOUNT DESCRIPTION
001	Dry Siphon Hand Pumps 3 ea	115.36	FF.8320.430	SOURCE OF SUPPLY - MATERIALS & SUPPLIES

TOTAL VOUCHERS FOR VENDOR: 000USABLU # OF VOUCHERS: 1 TOTAL AMOUNT: 115.36

VC 00026443 Progress Billing - Data Conversion thru 7/27/21 UTILITYSOF Utility Software Acquisitions, LLC 1,500.00

LINE	DETAIL DESCRIPTION	AMOUNT	ACCT NO	ACCOUNT DESCRIPTION
001	Progress Billing - Data Conversion thru 7/27/21	1,500.00	EE.0782.000	MANAGEMENT SERVICES

TOTAL VOUCHERS FOR VENDOR: UTILITYSOF # OF VOUCHERS: 1 TOTAL AMOUNT: 1,500.00

VC 00026429 phones 00VERIZON1 Verizon 748.11

LINE	DETAIL DESCRIPTION	AMOUNT	ACCT NO	ACCOUNT DESCRIPTION
001	535-2736	296.27	AA.1410.410	CLERK - CONTRACTUAL UTILITIES EXP
002	535-2736	197.52	AA.3120.410	POLICE - CONTR. UTILITIES EXP
003	535-4438	31.95	AA.7140.100	CC - PERS SERV (SKATING)
004	535-4441	51.58	AA.7180.410	CAMPGROUND - UTILITIES EXP
005	535-6914	31.95	AA.7110.410	PARKS - UTILITIES EXP -Phones
006	535-7181	33.03	FF.8320.410	SOURCE OF SUPPLY - UTILITIES EXP
007	535-7944	72.31	AA.3120.410	POLICE - CONTR. UTILITIES EXP
008	535-9717	33.50	AA.1110.410	MUNICIPAL COURT - CONTR.UTILITIES EXP

Voucher Abstract

Village of Watkins Glen

TOTAL VOUCHERS FOR VENDOR: 00VERIZON1

OF VOUCHERS: 1

TOTAL AMOUNT:

748.11

VC 00026395 2022 Membership Dues
08/05/2021 18,546

00SCHYCHAM Watkins Glen Area Chamber of Commerce

8 2021

500.00

001 2022 Membership Dues

AMOUNT ACCOUNT NO

500.00 AA.6410.400

ACCOUNT DESCRIPTION
PUBLICITY - CONTRACTUAL

TOTAL VOUCHERS FOR VENDOR: 00SCHYCHAM

OF VOUCHERS: 1

TOTAL AMOUNT:

500.00

VC 00026411 Road paint
08/10/2021 18,546

00WGSUPPLY Watkins Glen Supply Inc

8 2021

35.94

001 Road paint

AMOUNT ACCOUNT NO

35.94 AA.5110.420

ACCOUNT DESCRIPTION
STREET MAINT - CONTR. - MATERIALS & MAINTENANCE

VC 00026433 utility shovels
08/12/2021 18,546

00WGSUPPLY Watkins Glen Supply Inc

8 2021

32.38

001 utility shovels
002 torch tip
003 return torch tip

AMOUNT ACCOUNT NO

32.38 GG.8120.420
26.99 GG.8120.420
-26.99 GG.8120.420

ACCOUNT DESCRIPTION
SANITARY SEWERS - COLLECTION SYSTEM
SANITARY SEWERS - COLLECTION SYSTEM
SANITARY SEWERS - COLLECTION SYSTEM

VC 00026434 paint, stain, nozzle, signs
08/12/2021 18,546

00WGSUPPLY Watkins Glen Supply Inc

8 2021

334.69

001 paint
002 stain
003 low profile organizer, nozzle, braille signs

AMOUNT ACCOUNT NO

139.96 AA.7110.430
89.98 AA.7110.430
104.75 AA.7140.430

ACCOUNT DESCRIPTION
PARKS - MATER & SUPPL EXP
PARKS - MATER & SUPPL EXP
COMM CENTER - MATER&SUPPL EXP

VC 00026447 Road Paint
08/12/2021 18,546

00WGSUPPLY Watkins Glen Supply Inc

8 2021

61.44

001 Road Paint

AMOUNT ACCOUNT NO

61.44 AA.5110.420

ACCOUNT DESCRIPTION
STREET MAINT - CONTR. - MATERIALS & MAINTENANCE

Voucher Abstract
 Village of Watkins Glen

VC 00026455 plug, thimble, conduit connectors, rv outlet, lags
 08/12/2021 18,546

00WGSUPPLY Watkins Glen Supply Inc
 8 2021

310.83
ACCOUNT DESCRIPTION

- 001 plug & thimble
- 002 misc conduit connectors, rv outlet
- 003 lags

AMOUNT ACCOUNT NO
 48.40 EE.0787.000
 243.54 EE.0787.000
 18.89 EE.0787.000

REPAIRS TO GENERAL PROPERTY
 REPAIRS TO GENERAL PROPERTY
 REPAIRS TO GENERAL PROPERTY

VC 00026467 8 garbage cans w/lids (32 gallon)
 08/13/2021 18,546

00WGSUPPLY Watkins Glen Supply Inc
 8 2021

179.93
ACCOUNT DESCRIPTION

- 001 8 garbage cans w/lids (32 gallon)

AMOUNT ACCOUNT NO
 179.93 AA.7110.430

PARKS - MATER & SUPPL EXP

VC 00026480 batteries
 08/16/2021 18,546

00WGSUPPLY Watkins Glen Supply Inc
 8 2021

43.77
ACCOUNT DESCRIPTION

- 001 batteries

AMOUNT ACCOUNT NO
 43.77 FF.8320.430

SOURCE OF SUPPLY - MATERIALS & SUPPLIES

VC 00026491 light, twine, batteries, rv panel, ext cord
 08/16/2021 18,546

00WGSUPPLY Watkins Glen Supply Inc
 8 2021

439.56
ACCOUNT DESCRIPTION

- 001 security light, bits, mounting arm, twine- Italian festival support
- 002 batteries- Italian festival support
- 003 RV panel, connectors- Italian festival support
- 004 connector, breakers, locknut- Italian festival support
- 005 extension cord- Italian festival support

AMOUNT ACCOUNT NO
 248.64 EE.0787.000
 23.98 EE.0787.000
 91.03 EE.0787.000
 14.72 EE.0787.000
 61.19 EE.0787.000

REPAIRS TO GENERAL PROPERTY
 REPAIRS TO GENERAL PROPERTY
 REPAIRS TO GENERAL PROPERTY
 REPAIRS TO GENERAL PROPERTY
 REPAIRS TO GENERAL PROPERTY

VC 00026492 tubing, filters, fittings
 08/16/2021 18,546

00WGSUPPLY Watkins Glen Supply Inc
 8 2021

295.36
ACCOUNT DESCRIPTION

- 001 tubing, filters, fittings

AMOUNT ACCOUNT NO
 295.36 JT.8130.420

SEWAGE TREAT DISP - MAINT & REPAIRS EXP

VC 00026493 stretch cords- Mayor
 08/16/2021 18,546

00WGSUPPLY Watkins Glen Supply Inc
 8 2021

28.69
ACCOUNT DESCRIPTION

- 001 stretch cords- Mayor

AMOUNT ACCOUNT NO
 28.69 AA.1210.400

MAYOR - CONTRACTUAL

Voucher Abstract

Village of Watkins Glen

TOTAL VOUCHERS FOR VENDOR: 00WGSUPPLY # OF VOUCHERS: 10 TOTAL AMOUNT: 1,762.59

VC 00026436 legal - event center cafe proposals 000WREVIEW Watkins Review and Express
08/12/2021 18,546 8 2021 48.81

LINE DETAIL DESCRIPTION AMOUNT ACCOUNT NO ACCOUNT DESCRIPTION
001 legal - event center cafe proposals 48.81 AA.7140.400 COMM CENTER - CONTR EXPENSE

TOTAL VOUCHERS FOR VENDOR: 000WREVIEW # OF VOUCHERS: 1 TOTAL AMOUNT: 48.81

VC 00026445 Clute Park Redevelopment LWRP #1 00WELLIVER Welliver McGuire Inc
08/12/2021 18,546 8 2021 24,187.95

LINE DETAIL DESCRIPTION AMOUNT ACCOUNT NO ACCOUNT DESCRIPTION
001 Clute Park Redevelopment LWRP #1 24,187.95 H8.7110.400 PARKS CONTRACUTAL

TOTAL VOUCHERS FOR VENDOR: 00WELLIVER # OF VOUCHERS: 1 TOTAL AMOUNT: 24,187.95

VC 00026460 Meter Usage Charges 6/21/21 - 7/23/21 00000XEROX Xerox Corporation
08/13/2021 18,546 8 2021 206.46

LINE DETAIL DESCRIPTION AMOUNT ACCOUNT NO ACCOUNT DESCRIPTION
001 copier fees- C8055H 14.24 AA.1410.400 CLERK - CONTRACTUAL
002 copier fees- C8055H 14.24 EE.0781.500 OFFICE SUPPLIES & EXPENSE
003 copier fees- C8055H 14.24 FF.8310.400 ADMIN - CONTRACTUAL
004 copier fees- C8055H 14.24 GG.8110.400 SEWER ADMINISTRATION - CONTRACTUAL
005 copier fees- C8055H 14.24 JT.8110.400 SEWER ADMINISTRATION - CONTRACTUAL
006 periodic payment on equipment equity plan 24.63 AA.1410.400 CLERK - CONTRACTUAL
007 periodic payment on equipment equity plan 24.62 FF.8310.400 ADMIN - CONTRACTUAL
008 periodic payment on equipment equity plan 24.63 JT.8110.400 SEWER ADMINISTRATION - CONTRACTUAL
009 periodic payment on equipment equity plan 24.62 EE.0781.500 OFFICE SUPPLIES & EXPENSE
010 periodic payment on equipment equity plan 24.62 GG.8110.400 SEWER ADMINISTRATION - CONTRACTUAL
011 copier fees - W7535P 12.14 JT.8110.400 SEWER ADMINISTRATION - CONTRACTUAL

Date: 08/16/2021

Time: 2:26:16PM

Voucher Abstract

Village of Watkins Glen

User: BARB

Page: 27

TOTAL VOUCHERS FOR VENDOR: 00000XEROX

OF VOUCHERS: 1

TOTAL AMOUNT:

206.46

TOTAL # OF VOUCHERS: 102

TOTAL AMOUNT:

240,493.62

Voucher Abstract

Village of Watkins Glen

Summary

		Total
AA-GENERAL FUND	AA.0200.000	56,992.66
	Total	56,992.66
EE-ELECTRIC ENTERPRISE FUND	EE.0121.000	50,104.35
	Total	50,104.35
FF-WATER FUND	FF.0200.000	2,213.84
	Total	2,213.84
GG-SEWER FUND	GG.0200.000	6,911.81
	Total	6,911.81
H0-DRI Projects	H0.0200.000	21,451.39
	Total	21,451.39
H4-Madison Ave/Rte 14 project	H4.0200.000	54,806.13
	Total	54,806.13
H8-LWRRP #1	H8.0200.000	24,187.95
	Total	24,187.95
JT-Catherine Valley Water Reclamation Facility	JT.0200.000	23,825.49
	Total	23,825.49
Total		240,493.62

Date: 08/16/2021

Time: 2:26:16PM

Voucher Abstract

Village of Watkins Glen

User: BARB

Page: 29

To the Supervisor:
I hereby certify that the vouchers on this abstract dated August 16, 2021 and consisting of these previous pages were audited and allowed in the amounts shown.

Authorized Official _____

08/16/2021 _____

* CARGILL PROJECTS *

Good morning everyone and thank you for the time yesterday!

Call notes from yesterday:

- Cargill to mobilize in on 10/15 for drilling operations. Drilling work will be 24/7 from 10/15-12/22. January Cargill will wrap up piping and a building around the 2 wells. Work to be completed in Feb. Spring Cargill will address ground for any restoration needs.
- Removed and Restored: utility pedestals on F lines, Score board, outfield fence. Both will talk to the Baseball Field organizers
- To not move campers more access points are needed from ballfield and near tent line
- Trees: Only the pine tree will need to be removed. The rest will remain and be matted around.
- Campers do not need to be moved. In the event that they would some of the south C or D line may need to be. CC line will remain untouched.
- Crews can place quarters on site with preference to the tennis courts of south of
- Pad entrance through ball field is preferred vs the road along the D&F lines. Cargill to matt that area to minimize traffic. Cargill reviewed entrance to the east of E line and along T line. Not accessible for the rig mobilization but will be used for smaller trucks and daily traffic.
- 10x12' pad to be poured at end of road on the right field side of the ballfield for the shed donated by Cargill. If village wants to wait, could be poured in Jan along with Cargill's building pour. Craig B and Jonelle to review again. Craig accepted this donation
- Cargill will be working under the bridge in late October (3 wks.) to remove piping. NYDOT permit obtained, need to contact marinas to inform of height restrictions under bridge during this work (9').

Follow Up Items:

- Diane to provide Jonelle with a list of Marina contacts.
- Jonelle to get typical foot print of crew quarters

Bigger picture

- Village would like to create more campsites. Jonelle to pass message along within Cargill and provide Craig Bond appropriate contact to work with. Can to go next to the kayak launch?
- Village also considering moving maintenance area and tennis courts.
- These 2 wells are the last to be drilled in the campground area.
- Wells have a 15-to-20-year life span

Any questions, please reach out any time! Thank you,

Jonelle Vredenburg

NYS Public Employer Continuation of Operations Plan

for the

Village of Watkins Glen



date of approved plan

This plan has been developed in accordance with NYS legislation S8617B/A10832

Promulgation

This plan has been developed in accordance with the amended New York State Labor Law section 27-c and New York State Education Law paragraphs k and l of subdivision 2 of section 2801-a (as amended by section 1 of part B of chapter 56 of the laws of 2016), as applicable.

This plan has been developed with the input of Teamsters Local Union 118, International Brotherhood of Electrical Workers Local Union 10, and the Police Benevolent Association of Watkins Glen, Inc. as required by the amended New York State Labor Law.

No content of this plan is intended to impede, infringe, diminish, or impair the rights of us or our valued employees under any law, rule, regulation, or collectively negotiated agreement, or the rights and benefits which accrue to employees through collective bargaining agreements, or otherwise diminish the integrity of the existing collective bargaining relationship.

This plan has been approved in accordance with requirements applicable to the agency, jurisdiction, authority, or district, as represented by the signature of the authorized individual below.

As the authorized official of Village of Watkins Glen, I hereby attest that this plan has been developed, approved, and placed in full effect in accordance with S8617B/A10832 which amends New York State Labor Law section 27-c and New York State Education Law paragraphs k and l of subdivision 2 of section 2801-a (as amended by section 1 of part B of chapter 56 of the laws of 2016), as applicable, to address public health emergency planning requirements.

Signed on this day: date

By: Luke Leszyk

Signature: _____

Title: Mayor

Record of Changes

Date of Change	Description of Change	Implemented by

Table of Contents

Promulgation	1
Record of Changes	2
Purpose, Scope, Situation Overview, and Assumptions	4
Purpose	4
Scope	4
Situation Overview	4
Planning Assumptions	4
Concept of Operations.....	5
Mission Essential Functions.....	5
Essential Positions	7
Reducing Risk Through Remote Work and Staggered Shifts	9
Remote Work Protocols	9
Staggered Shifts	10
Personal Protective Equipment.....	11
Staff Exposures, Cleaning, and Disinfection	11
Staff Exposures	11
Cleaning and Disinfecting	13
Employee and Contractor Leave	13
Documentation of Work Hours and Locations	14
Housing for Essential Employees.....	14

Purpose, Scope, Situation Overview, and Assumptions

Purpose

This plan has been developed in accordance with the amended New York State Labor Law section 27-c and New York State Education Law paragraphs k and l of subdivision 2 of section 2801-a (as amended by section 1 of part B of chapter 56 of the laws of 2016), as applicable. These laws were amended by the passing of legislation S8617B/A10832 signed by the Governor of New York State on September 7, 2020, requires public employers to adopt a plan for operations in the event of a declared public health emergency involving a communicable disease. The plan includes the identification of essential positions, facilitation of remote work for non-essential positions, provision of personal protective equipment, and protocols for supporting contact tracing.

Scope

This plan was developed exclusively for and is applicable to the Village of Watkins Glen. This plan is pertinent to a declared public health emergency in the State of New York which may impact our operations; and it is in the interest of the safety of our employees and contractors, and the continuity of our operations that we have promulgated this plan.

Situation Overview

On March 11, 2020 the World Health Organization declared a pandemic for the novel coronavirus which causes the COVID-19 severe acute respiratory syndrome. This plan has been developed in accordance with amended laws to support continued resilience for a continuation of the spread of this disease or for other infectious diseases which may emerge and cause a declaration of a public health emergency.

The health and safety of our employees and contractors is crucial to maintaining our mission essential operations. We encourage all employees and contractors to use [CDC Guidance for Keeping Workplaces, Schools, Homes, and Commercial Establishments Safe](#). The fundamentals of reducing the spread of infection include:

- Using hand sanitizer and washing hands with soap and water frequently, including:
 - After using the restroom
 - After returning from a public outing
 - After touching/disposing of garbage
 - After using public computers, touching public tables, and countertops, etc.
- Practice social distancing when possible
- If you are feeling ill or have a fever, notify your supervisor immediately and go home
- If you start to experience coughing or sneezing, step away from people and food, cough or sneeze into the crook of your arm or a tissue, the latter of which should be disposed of immediately
- Clean and disinfect workstations at the beginning, middle, and end of each shift
- Other guidance which may be published by the CDC, the State Department of Health, or County health officials.

Planning Assumptions

This plan was developed based on information, best practices, and guidance available as of the date of publication. The plan was developed to largely reflect the circumstances of the current Coronavirus pandemic but may also be applicable to other infectious disease outbreaks.

The following assumptions have been made in the development of this plan:

- The health and safety of our employees and contractors, and their families, is of utmost importance
- The circumstances of a public health emergency may directly impact our own operations
- Impacts of a public health emergency will take time for us to respond to, with appropriate safety measures put into place and adjustments made to operations to maximize safety
- The public and our constituency expects us to maintain a level of mission essential operations
- Resource support from other jurisdictions may be limited based upon the level of impact the public health emergency has upon them
- Supply chains, particularly those for personal protective equipment (PPE) and cleaning supplies, may be heavily impacted, resulting in considerable delays in procurement
- The operations of other entities, including the private sector (vendors, contractors, etc.), non-profit organizations, and other governmental agencies and services may also be impacted due to the public health emergency, causing delays or other disruptions in their services
- Emergency measures and operational changes may need to be adjusted based upon the specific circumstances and impacts of the public health emergency, as well as guidance and direction from public health officials and the governor
- Per S8617B/A10832, 'essential employee' is defined as a public employee or contractor that is required to be physically present at a work site to perform their job
- Per S8617B/A10832, 'non-essential employee' is defined as a public employee or contractor that is not required to be physically present at a work site to perform their job

Concept of Operations

The Mayor of the Village of Watkins Glen, their designee, or their successor holds the authority to execute and direct the implementation of this plan. Implementation, monitoring of operations, and adjustments to plan implementation may be supported by additional personnel, at the discretion of the Village Clerk and/or Superintendent of Public Works.

Upon the determination of implementing this plan, all employees and contractors of the Village of Watkins Glen shall be notified by electronic communication, with details provided as soon as possible and necessary, with additional information and updates provided on a regular basis. The public will be notified of pertinent operational changes by way of established public notification methods, including but not limited to e-mail, publication in the paper of record, and/or social media. Other interested parties, such as vendors, will be notified by phone and/or email as necessary. The Village Clerk will maintain communications with the public and constituents as needed throughout the implementation of this plan.

The Mayor of the Village of Watkins Glen, their designee, or their successor will maintain awareness of information, direction, and guidance from public health officials and the Governor's office, directing the implementation of changes as necessary.

Upon resolution of the public health emergency, the Mayor of the Village of Watkins Glen, their designee, or their successor will direct the resumption of normal operations or operations with modifications as necessary.

Mission Essential Functions

When confronting events that disrupt normal operations, the Village of Watkins Glen is committed to ensuring that essential functions will be continued even under the most challenging circumstances.

Mission essential functions are those functions that enable an organization to:

1. Maintain the safety of employees, contractors, and our constituency
2. Provide vital services
3. Provide services required by law
4. Sustain quality operations
5. Uphold the core values of the Village of Watkins Glen

The Village of Watkins Glen has identified as critical only those priority functions that are required or are necessary to provide vital services. During activation of this plan, all other activities may be suspended to enable the organization to concentrate on providing the critical functions and building the internal capabilities necessary to increase and eventually restore operations. Appropriate communications with employees, contractors, our constituents, and other stakeholders will be an ongoing priority.

Essential functions are prioritized according to:

- The time criticality of each essential function
- Interdependency of a one function to others
- The recovery sequence of essential functions and their vital processes

Priority 1 identifies the most essential of functions, with priority 4 identifying functions that are essential, but least among them.

The mission essential functions for the Village of Watkins Glen have been identified as:

Essential Function	Description	Priority
Police	Provide law enforcement and emergency services	1
Water	Provide potable water; Maintain water transmission lines	1
Sewer	Provide decontamination of domestic/municipal wastewater and stormwater; Maintain sewer transmission lines	1
Electric	Provide electricity; Maintain power transmission lines	1
Streets	Provide maintenance/improvements for infrastructure including roads, alleys, and storm drains	1
Fire	Provide fire abatement and emergency services	1
Administration	Provide administrative support for various departments, customer services including utilities, and financial services related to municipal operations	1
Maintenance	Provide cleaning/maintenance services to keep buildings clean and equipment in optimal working order.	1
Code Enforcement	Provide enforcement of local zoning laws and state building codes.	1
Court	Provide legal judgements.	2
Parks	Provide assistance for public using parks, water amenities and other recreational services	2

Essential Positions

Each essential function identified above requires certain positions on-site to effectively operate. The table below identifies the positions or titles that are essential to be staffed on-site for the continued operation of each essential function. Note that while some functions and associated personnel may be essential, some of these can be conducted remotely and do not need to be identified in this section.

Essential Function	Essential Positions/Titles	Justification for Each
Code Enforcement	Code Enforcement Officer	Inspections require personnel on site. Maintains all building permit information. Records/computer programs are on site and may not leave the facility.
Court	Court Clerk	Court software is on site for reporting Take payments; Explain Court rules/options
	Judge	Make decisions
	Justice	Provides services in the Judges absence
Electric	Supervisor	Responsible for overall management and operation of Elec Dept. Supervises/directs/manages staff for all aspects of electrical transmission of local public utility. Is a working supervisor position. Needs to be present for aforementioned duties.
	Senior Lineworker	Leads in the maintenance, repair and extension of electric power facilities and the physical safety of employees engaged in this work. Needs to be present for aforementioned duties.
	Lineworker	Erects, installs, repairs and maintains all overhead and underground electric power distribution lines. Needs to be present for aforementioned duties.
	Lineworker Helper	Assists with erection, installation, repair and maintenance of all overhead and underground electric power distribution lines. Needs to be present for aforementioned duties.
Administration	Clerk	Primary administrator for all main office functions. Civil Service liaison; Employee Benefit Coordinator; Records Custodian; Supervises administrative staff. Records/computer programs are on site and may not leave the facility.
	Treasurer	Chief fiscal officer. Maintain custody of all village funds, accounts, receipts and expenditures. Property tax implementation and collection. Maintain electric property records. Payroll administrator. Records/computer programs are on site and may not leave the facility.
	Deputy Clerk Treasurer	Utility Billing clerk. Assists Clerk and Treasurer with any tasks as assigned. Records/computer programs are on site and may not leave the facility.
	Keyboard Specialist	Primary customer service contact. Collects all payments, answers phone, directs visitors to appropriate departments. Records/computer programs are on site and may not leave the facility.
Maintenance	Cleaner	Keeps municipal building and other facilities clean/disinfected. Cannot clean buildings from remote location.

	Maintenance Mechanic	Installs/inspects/maintains and repairs a variety of plumbing/electrical and mechanical systems within and/or connected to municipal buildings. Cannot install/inspect/repair or maintain aforementioned systems from remote location.
Parks	Parks & Event Center Manager	Supervises operation and maintenance of all park employees, facilities, trails, concessions, parking and natural areas. Some administrative work may be done off-site. Records/computer programs are on site and may not leave the facility.
	Parks & Recreation Coordinator	Primary customer service contact. Collects all payments, answers phone, directs visitors to appropriate areas, enforce park rules. Records/computer programs are on site and may not leave the facility.
Police	Sergeant in Charge	Supervises activities, inspecting and scheduling the work of Police Officers. Handles/assists in major law enforcement situations, organize departmental activities and respond to emergency situations. Situations require on site personnel. Records/computer programs are on site and may not leave the facility.
	Police Officer	Enforces laws and ordinances, apprehends violators, conducts routine patrols, performs investigations, maintains order for public gatherings, prepares records and reports, respond to emergency situations. Situations require on site personnel. Records/computer programs are on site and may not leave the facility.
	Student Resource Officer	Ensures safety and security of students, staff and school property. Handles/assists in student altercations, maintains order for school gatherings, prepares records and reports, respond to emergency situations. Situations require on site personnel. Records/computer programs are on site and may not leave the facility.
Sewer	Superintendent of Public Works	Responsible for all municipal buildings, provide technical oversight of daily operations of physical plants and all public utility activities. Prepares records and reports, respond to emergency situations involving local public utility. Situations require on site personnel. Records/computer programs are on site and may not leave the facility.
	Plant Operators	Responsible for operation of the treatment facility, pumping stations, and other mechanical equipment. Collect/analyze samples/data for reporting requirements. Maintain/clean/calibrate variety of sensing equipment. Facility operations require personnel on site.
	Municipal Worker	Performs a variety un/semi-skilled maintenance/repair work as directed by supervising personnel. Personnel required to be on site to perform duties.

Streets	Supervisor	Supervises/participates in construction/maintenance of Village roadways and all associated elements, parks, storm sewer systems, sidewalks, parking lots, playgrounds, and cemeteries. Operations of mechanical equipment require on site personnel. Records are on site and may not leave the facility.
	Motor Equipment Operators	Responsible for the safe operation of various type of motor equipment and associated mechanical attachments including repairs and maintenance. May perform other manual labor as directed. Operations of mechanical equipment require on site personnel.
Water	Supervisor/Plant Operator in Charge	Responsible for overall operation of the water treatment plant, all transmission lines and all associated elements including repairs, maintenance, and creation thereof. Prepares records and reports, respond to emergency situations involving local public utility. Situations require on site personnel. Records/computer programs are on site and may not leave the facility.
	Plant Operators	Responsible for operation of the treatment facility, pumping stations, and other mechanical equipment. Collect/analyze samples/data for reporting requirements. Maintain/clean/calibrate variety of sensing equipment. Facility operations require personnel on site.
	Plant Mechanic	Installs/inspects/maintains and repairs a variety of plumbing/electrical and mechanical systems within and/or connected to treatment plant. Cannot install/inspect/repair or maintain aforementioned systems from remote location.

It is important to note that Village Court is a vital component of Village government, with court functions budgeted and supported by the Village Board. However, we recognize that the New York State Office of Court Administration holds dominion over Village Courts and, as such, may issue orders which suspend or alter the hours of operation or means by which Village Courts operate; which may not fully align with this plan or other measures taken by the Village Board. As such, the Village Board, Village Clerk, and Superintendent of Public Works will coordinate as necessary with Village Court personnel to ensure safe and effective continuity of Village Court.

Reducing Risk Through Remote Work and Staggered Shifts

Through assigning certain staff to work remotely and by staggering work shifts, we can decrease crowding and density at work sites and on public transportation

Remote Work Protocols

Non-essential employees and contractors able to accomplish their functions remotely will be enabled to do so at the greatest extent possible. Working remotely requires:

1. Identification of staff who will work remotely
2. Approval and assignment of remote work
3. Equipping staff for remote work, which may include:

- a. Internet capable laptop
- b. Necessary peripherals
- c. Access to VPN and/or secure network drives
- d. Access to software and databases necessary to perform their duties
- e. A solution for telephone communications
 - i. Note that phone lines may need to be forwarded to off-site staff

The Superintendent of Public Works and the Village Clerk shall decide which staff members may work remotely and/or staggered shifts. As possible, 'essential' staff may be assigned to work remotely for part of their work week to reduce exposures. Further, business hours and locations of Village government may be altered to best accommodate public health protective actions for employees and the public. Alterations to building access and the means by which the public interacts with Village employees may also take place to support these protections. Protective actions may include, but are not limited to occupancy restrictions, protective barriers, and increased conduct of business by internet, phone, or other means. Protective actions will be taken in accordance with County and State Health Department, and CDC guidelines and requirements.

- Any additional equipment necessary to perform remote approved duties shall be requested and approved via established purchasing policies. Upon redaction of emergency protocols, all remote equipment shall be returned to the Village for storage or use on site.
- The Village shall provide Personal Protective Equipment (PPE) for all personnel working in the field.
- Respective department supervisors shall be responsible for ensuring adequate PPE levels to maintain a minimum of 3 months' supply for employees during the designated public health emergency timeline.
 - Supervisors may order the PPE directly, or notify the Village office for ordering. There will not be designated suppliers. PPE may be purchased from any supplier that has available stock. Established vendors shall be utilized first, and alternate suppliers used as needed.
 - Cleaning supplies for all buildings are included in the aforementioned PPE levels and ordering protocol.

Staggered Shifts

Implementing staggered shifts may be possible for personnel performing duties which are necessary to be performed on-site but perhaps less sensitive to being accomplished only within core business hours. As possible, management will identify opportunities for staff to work outside core business hours as a strategy of limiting exposure. Regardless of changes in start and end times of shifts, the Village of Watkins Glen will ensure that employees are provided with their typical or contracted minimum work hours per week. Staggering shifts requires:

1. Identification of positions for which work hours will be staggered
2. Approval and assignment of changed work hours

Personal Protective Equipment

The use of personal protective equipment (PPE) to reduce the spread of infectious disease is important to supporting the health and safety of our employees and contractors. PPE which may be needed can include:

- Masks
- Face shields
- Gloves
- Disposable gowns and aprons

Note that while cleaning supplies are not PPE, there is a related need for cleaning supplies used to sanitize surfaces, as well as hand soap and hand sanitizer. The Coronavirus pandemic demonstrated that supply chains were not able to keep up with increased demand for these products early in the pandemic. As such, we are including these supplies in this section as they are pertinent to protecting the health and safety of our employees and contractors.

Protocols for providing PPE include the following:

1. Identification of need for PPE based upon job duties and work location
2. Procurement of PPE
 - a. As specified in the amended law, public employers must be able to provide at least two pieces of each required type of PPE to each essential employee and contractor during any given work shift for at least six months
 - b. Public employers must be able to mitigate supply chain disruptions to meet this requirement
3. Storage of, access to, and monitoring of PPE stock
 - a. PPE must be stored in a manner which will prevent degradation
 - b. Employees and contractors must have immediate access to PPE in the event of an emergency
 - c. The supply of PPE must be monitored to ensure integrity and to track usage rates

Staff Exposures, Cleaning, and Disinfection

Staff Exposures

Staff exposures are organized under several categories based upon the type of exposure and presence of symptoms. Following CDC guidelines, we have established the following protocols:

- A. If employees or contractors are exposed to a known case of communicable disease that is the subject of the public health emergency (defined as a 'close contact' with someone who is confirmed infected, which is a prolonged presence within six feet with that person):
 1. Potentially exposed employees or contractors who do not have symptoms should remain at home or in a comparable setting and practice social distancing for the lesser of 14 days or other current CDC/public health guidance for the communicable disease in question.
 - a. As possible, these employees will be permitted to work remotely during this period of time if they are not ill.
 - b. Employees must notify their direct supervisor who shall then notify the Superintendent of Public Works and/or the Village Clerk as necessary to ensure compliance with emergency health guidelines.

- c. See the section titled Documentation of Work Hours and Locations for additional information on contact tracing
 2. CDC guidelines for COVID-19 provide that critical essential employee may be permitted to continue work following potential exposure, provided they remain symptom-free and additional precautions are taken to protect them, other employees and contractors, and our constituency/public.
 - a. Additional precautions will include the requirement of the subject employee or contractor, as well as others working in their proximity, to wear appropriate PPE at all times to limit the potential of transmission.
 - b. In-person interactions with the subject employee or contractor will be limited as much as possible.
 - c. Work areas in which the subject employee or contractor are present will be disinfected according to current CDC/public health protocol at least every hour, as practical. See the section on Cleaning and Disinfection for additional information on that subject.
 - d. If at any time they exhibit symptoms, refer to item B below.
 - e. Department Supervisors shall be responsible for ensuring these protocols are followed. Department Supervisors shall also notify the Superintendent of Public Works and/or the Village Clerk as necessary for any necessary documentation of said protocol implementation.
- B. If an employee or contractor exhibits symptoms of the communicable disease that is the subject of the public health emergency:
 1. Employees and contractors who exhibit symptoms in the workplace should be immediately separated from other employees, customers, and visitors. They should immediately be sent home with a recommendation to contact their physician.
 2. Employees and contractors who exhibit symptoms outside of work should notify their supervisor and stay home, with a recommendation to contact their physician.
 3. Employees should not return to work until they have met the criteria to discontinue home isolation per CDC/public health guidance and have consulted with a healthcare provider.
 4. The Village of Watkins Glen will not require sick employees to provide a negative test result for the disease in question or healthcare provider's note to validate their illness, qualify for sick leave, or return to work; unless there is a recommendation from the CDC/public health officials to do so.
 5. CDC criteria for COVID-19 provides that persons exhibiting symptoms may return to work if at least 24 hours have passed since the last instance of fever without the use of fever-reducing medications. If the disease in question is other than COVID-19, CDC and other public guidance shall be referenced.
 - a. Department Supervisors shall be responsible for ensuring these protocols are followed. Department Supervisors shall also notify the Superintendent of Public Works and/or the Village Clerk as necessary for any necessary documentation of said protocol implementation.
- C. If an employee or contractor has tested positive for the communicable disease that is the subject of the public health emergency:
 1. Apply the steps identified in item B, above, as applicable.

2. Areas occupied for prolonged periods of time by the subject employee or contractor will be closed off.
 - a. CDC guidance for COVID-19 indicates that a period of 24 hours is ideally given before cleaning, disinfecting, and reoccupation of those spaces will take place. If this time period is not possible, a period of as long as possible will be given. CDC/public health guidance for the disease in question will be followed.
 - b. Any common areas entered, surfaces touched, or equipment used shall be cleaned and disinfected immediately.
 - c. See the section on Cleaning and Disinfection for additional information on that subject.
3. Identification of potential employee and contractor exposures will be conducted
 - a. If an employee or contractor is confirmed to have the disease in question, the Superintendent of Public Works and/or the Village Clerk, or their designee should inform all contacts of their possible exposure. Confidentiality shall be maintained as required by law.
 - b. Apply the steps identified in item A, above, as applicable, for all potentially exposed personnel.
 - c. Department Supervisors shall be responsible for ensuring these protocols are followed. Department Supervisors shall also notify the Superintendent of Public Works and/or the Village Clerk as necessary for any necessary documentation of said protocol implementation.

We recognize there may be nuances or complexities associated with potential exposures, close contacts, symptomatic persons, and those testing positive. We will follow CDC/public health recommendations and requirements and coordinate with our local public health office for additional guidance and support as needed.

Cleaning and Disinfecting

CDC/public health guidelines will be followed for cleaning and disinfection of surfaces/areas. Present guidance for routine cleaning during a public health emergency includes:

1. As possible, employees and contractors will clean their own workspaces in the beginning, middle, and end of their shifts, at a minimum.
 - a. High traffic/high touch areas and areas which are accessible to the public/constituents will be disinfected at least hourly.
 - b. The Maintenance Cleaner is responsible for cleaning common areas, as recommended by the public health emergency recommendations.
2. Staff tasked with cleaning and disinfecting areas will be issued and required to wear PPE appropriate to the task.
3. Soiled surfaces will be cleaned with soap and water before being disinfected.
4. Surfaces will be disinfected with products that meet EPA criteria for use against the virus in question and which are appropriate for that surface.
5. Staff will follow instructions of cleaning products to ensure safe and effective use of the products.

Employee and Contractor Leave

Public health emergencies are extenuating and unanticipated circumstances in which the Village of Watkins Glen is committed to reducing the burden on our employees and contractors. The *Families First Coronavirus Response*

Act provided requirements related to the COVID-19 pandemic, which form the policies outlined below. This policy may be altered based upon changes in law or regulation, as applicable.

It is our policy that employees of the Village of Watkins Glen will not be charged with leave time for testing. Employees will be provided with up to two weeks (80 hours) of paid sick leave at the employee's regular rate of pay for a period which the employee is unable to work due to quarantine (in accordance with federal, state, or local orders or advice of a healthcare provider), and/or experiencing symptoms and seeking medical diagnosis.

Additional provisions may be enacted based upon need and the guidance and requirements in place by federal and state employment laws, FMLA, executive orders, and other potential sources.

Contractors, either independent or affiliated with a contracted firm, are not classified as employees of the Village of Watkins Glen, and as such are not provided with paid leave time by the Village of Watkins Glen, unless required by law.

Documentation of Work Hours and Locations

In a public health emergency, it may be necessary to document work hours and locations of each employee and contractor to support contact tracing efforts. Identification of locations shall include on-site work, off-site visits. This information may be used by the Village of Watkins Glen to support contact tracing within the organization and may be shared with local public health officials.

Employees shall submit written leave requests noting public health emergency reason with accredited medical personnel documentation. Submissions shall be given to the Department Supervisor who shall then pass the documentation to the Village Treasurer, or designee, for permanent filing/tracking in payroll records. Information may be used for reporting to another authorized governmental entity.

Housing for Essential Employees

There are circumstances within a public health emergency when it may be prudent to have essential employees lodged in such a manner which will help prevent the spread of the subject communicable disease to protect these employees from potential exposures, thus helping to ensure their health and safety and the continuity of the Village of Watkins Glen's essential operations.

If such a need arises, hotel rooms are expected to be the most viable option. If hotel rooms are for some reason deemed not practical or ideal, or if there are no hotel rooms available, the Village of Watkins Glen will coordinate with the Schuyler County Health Department to help identify and arrange for housing needs. The Village Clerk, or designee, shall be responsible for coordination of arrangements.



Memo

To: Village of Watkins Glen Board of Trustees
From: Michael O'Connell
Date: August 17, 2021
Re: 8459-003 Water Improvement Project – Status Update #5

Water System Improvements Project

Funding

- 2021 CDBG:
 - Applied for a second \$1.25 Mil grant.
 - Application was submitted before the July 30th deadline.
 - Awards in Mid-December.
- Village received a Letter of Conditions from USDA RD for:
 - \$2.75M loan (1.375%, 38 yr) and a \$0.5M grant
 - Village accepted RD package on 8/4/21
- Current grant total \$4.75M
 - \$1.25M – CDBG (2020)
 - \$3M – EFC (and \$14M 0% loan)
 - \$0.5M – RD (and \$2.75 1.375% loan)
- Seeking \$3M to \$5M in additional grant
 - 2021 CDBG (\$1.25M)
 - EDA grant
 - WIIA or ESD grants

Design/Permitting/Approvals

- Mapping and Field Work Complete. Geotechnical soil borings scheduled soon.
- Continuing to prepare the NEPA (National Environmental Policies Act) review that is required by OCR CDBG funding. Awaiting signoff from Tribal/SHPO.
- Detailed project design is well underway. Drawing set is currently 70 pages and counting.
- Meeting with Village staff for a second design review on 8/17. Staff comments/requests/scope revisions will be incorporated into the project.
- As previously stated, the project scope has deviated some from the findings in the original MRB report. The major differences include:
 - Rehab existing intake building instead of demo/build new

- 0.5MG Clearwell tank has been reduced to 0.29MG. Tank will be located below the plant, not above, and will require relocation of the entrance drive.
- Proposed staff offices in plant will not be included. Interior renovations will only involve record storage room and a new break room.
- Pressure filter system will not be located in the expanded existing treatment building but in a new, adjacent building that will also include space for much needed storage/shop areas.
- Scope of security/controls/remote access has been increased.
- Targeting Late August/Early September for initial permit submission/applications. Anticipated permits and approvals from the following:
 - NYS Office of Homes and Community Renewal
 - New York State Department of Health
 - New York State Dept. of Env. Conservation
 - New York State Environmental Facilities Corporation
 - Army Corp of Engineers
 - USDA Rural Development
 - Finger Lakes Railway Corporation
 - Local Code/Building Permit

EPG Sewer Study

- Village was awarded a \$30,000 Engineering Planning Grant from EFC for a study of the existing sanitary sewer collection system. This is an 80% grant and 20% match required from local sources. The local match can be in kind services.
- LDG submitted two engineering proposals/agreements to perform the work. These were approved in the 8/3 Board meeting.
- As part of the work, LDG is assisting the Village with the administrative portion of the grant (due 10/30). This includes SEQR, Board resolutions, Staffing Plans, EEO/MWBE, etc.
- Tonight, the Village needs to pass a resolution declaring the study a Type II Action under SEQR. Draft language provided by LDG.
- Remaining admin items do not require Board action. LDG will work with Clerk/Treasurer to make sure all items are submitted by the due date.
- Evaluations and report to follow. Final report is due late 2022.