



**BOARD OF TRUSTEES**  
**Village of Watkins Glen**  
**OFFICIAL NOTICE OF BOARD MEETING**  
**JUNE 7, 2022**

A meeting of the Board of Trustees for the Village of Watkins Glen will be held on June 7, 2022 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**

- a. Ann Barford, President of the Seneca Lake Scenic Byway to discuss adding the Village to the Scenic Byway – moving the start of the byway to Watkins Glen State Park.

**4. MAYORAL APPOINTMENTS**

- a. Village Clerk – Fred Warrick

**5. APPROVAL OF MINUTES**

- a. Minutes from Regular Board Meeting held on May 17, 2022
- b. Minutes from Special Meeting held on May 27, 2022.

**6. REPORTS**

- a. Parks Report  Attached
- b. Streets Report  Attached
- c. Codes Report  Attached
- d. Water Report  Attached
- e. Electric Report  Attached
- f. Sewer Report  Attached
- g. Superintendents Report  Attached
- h. Police Report  Attached
- i. Fire Report  Attached
- j. Treasurer's Report  Attached

**7. VOTING ITEMS**

- a. Proposal for Professional Services in the total amount of \$13,340 for Water Treatment Plant Roof Improvements.
- b. Hotel cost in the amount of \$100 for the Court Clerk to attend the 2022 Continuing Judicial Education Training Program.
- c. Rejection of the DRI bids for the East 4<sup>th</sup> Street project.
- d. Increase - Terri Bierline – Parks – \$16/hr starting June 13<sup>th</sup>
- e. Building & Codes Training Software – (3-5 hrs @ \$150/hr)
- f. Hires:
  - Naomi Kingsley – Office - PT Temporary Laborer - \$21.79/hr
  - Zachary Little – FT Water Treatment Plant Operator Trainee - \$18/hr
  - Nikhil Manakkal – Parks – Lifeguard - \$16/hr starting June 13<sup>th</sup>

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. *\*This institution is an equal opportunity provider and employer\**



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**8. AUDIT**

- a. General Audit dated June 6, 2022 = \$121,334.54

**9. BOARD CONCERNS/NEW BUSINESS**

- a. PowerPoint presentation on K9 fundraiser approval: Officer Mosher & Bush
- b. Facebook Live for Board Meetings
- c. Proposal for Flow Meter Work - \$13,550 – Vacri Construction Corporation
- d. Quote for installation of Mag Meters, new gate valves and flange adapters - \$12,500 – Jones Specialty Services Group
- e. Procurement Policy Dollar Amount Level

**10. EXECUTIVE SESSION**

- a. Code Enforcement Personnel
- b. Streets Personnel
- c. Parks and Recreation Personnel
- d. Management Salaries

**11. ADJOURNMENT**

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## REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF WATKINS GLEN HELD TUESDAY, MAY 17, 2022

### 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 Nan Woodworth, Trustee Laurie DeNardo, Trustee Bob Carson, Superintendent Terry Wilcox, Interim Village Clerk Fred Warrick and Village Treasurer Rhonda Slater. Also present were Parks and Event Center Manager Craig Bond and Water Treatment Plant Supervisor Megan Fox. Absent was Sergeant-In-Charge Ethan Mosher, Building Safety Inspector Scott Cole and Village Clerk Lonnie Childs. There were approximately two other persons in attendance.

### PUBLIC HEARING

#### 2022 – 2023 BUDGET

Trustee Nan Woodworth made the motion to open the public hearing at 6:00pm on the 2022-2023 Budget. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried. There were no questions from the public. The public hearing was left open.

### PUBLIC BE HEARD

Carrie Watt requested that 2<sup>nd</sup> Street be converted into a one-way street running East to West. She also voiced concerns that disabled parking was not available alongside the Village streets, she would like to see signage for commuters not blocking the crosswalks and asked that we replace or repair the flag outside the Village Office.

### APPROVAL OF MINUTES

#### Minutes for Regular Meeting May 03, 2022

Deputy Mayor Louie Perazzini made the motion to approve the minutes for the Regular Board of Trustees meeting held on May 03, 2022. Trustee Bob DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

### DEPARTMENT REPORTS

Trustee Laurie DeNardo made the motion to approve the department heads reports. Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Parks and Event Center Manager Craig Bond asked the Board if there were any restrictions for vendors, such as selling fireworks. The Board directed him to speak to Sergeant Mosher. He also advised the Board that the swim area at Clute Park may be reduced slightly to comply with the number of lifeguards available.

### VOTING ITEMS

#### New Hires

Trustee Bob Carson made the motion to approve New Hires Diana Bastion - Cleaner – Fri, Sat & Sun - \$14/hr starting May 20, Lauryn Schultz - Temporary Seasonal - \$14/hr – starting May 27 (Parking), Owen Bingham – Lead Lifeguard - \$20/hr,-starting May 27, Isabella La Face - Lifeguard-\$18/hr starting May 27, Anthony Agosto – Part Time Police Officer - \$21.93/HR – May 25. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

#### 2022 Consolidated Funding Application

Trustee Nan Woodworth made the motion to approve Parks and Event Center Manager Craig Bond's request to apply for 2022 Consolidated Funding Application – Local Waterfront Revitalization Program due July 30th – 25% Match required includes in-kind. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

### New York State 2022 Community Block Grant

Deputy Mayor Louie Perazzini made the motion to approve Parks & Event Center Manager Craig Bond's request to apply for New York State 2022 Community Block Grant – 2022 Public Infrastructure, Public Facilities & Community Planning - \$1,000,000/\$300,000/\$50,000 in potential funds – due July 29 – 25% match required includes in-kind. Trustee Bob Carson seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

### Phone Stipends

Trustee Laurie DeNardo made the motion for phone stipends for Sewer employees Nicholas Leeber, Brad Gallow, and Streets employee Scott Taylor - \$30/month each. Trustee Nan Woodworth seconded the motion. Discussion followed regarding concerns that this would set a precedence and that other Village employees would be submitting requests to receive the stipend. The Board then voted on the motion. All were in favor except for Trustee Laurie DeNardo who opposed. Motion Carried.

### Village Treasurer Position

Trustee Nan Woodworth made the motion to approve to post the Village Treasurer position. Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

### Sewer Credit Request

Deputy Mayor Louie Perazzini made the motion to approve Sewer Credit Request for Jackie Leszyk at 506 N. Porter in the amount of \$30 for a broken pipe. Trustee Nan Woodworth seconded the motion. Mayor Luke Leszyk abstained. The Board then voted on the motion and all were in favor. Motion Carried.

### Resolution – Banking

Trustee Laurie DeNardo made the motion to amend the banking resolution with Community Bank removing Treasurer Rhonda Slater and adding Deputy Clerk/Treasurer Barbara Peterson. Trustee Bob Carson seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

### Curbing

Trustee Laurie DeNardo made the motion to approve curbing on the Eastside of Summit Avenue for \$16,245. Trustee Bob Carson seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

## AUDIT

### General Audit

Trustee Nan Woodworth made the motion to approve the general audit dated May 16, 2022 in the following amounts:

General	\$53,767.95	Sewer	\$113,483.22
Electric	\$147,974.09	Water	\$16,536.57
Joint Activity (CVWRF)	\$134,564.34	Water Improvements	\$29,166.61
SCADA System Upgrades	\$12,535.00	Capital Projects	\$4,911.00

Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

### Online Audit

Deputy Mayor Louie Perazzini made the motion to approve the online audit in the amount of \$5,475.19 for the April sales tax. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

## **BOARD CONCERNS**

### **Resignation Village Treasurer**

Mayor Luke Leszyk announced the resignation of Rhonda Slater as the Village Treasurer effective May 27, 2022.

### **Campground Expansion**

Park and Event Center Manager Craig Bond updated the Board on the expansion plans for the campground.

### **Events Tent 40x60**

Park and Event Center Manager Craig Bond proposed to the Board the idea of purchasing an event tent for about \$16,000 that could recoup that money within two years and provide more availability to outdoor, revenue-generating events.

### **Hobart Stone**

Park and Event Center Manager Craig Bond shared with the Board that Bridgett Hobart donated stone from the devastation at the Pentagon during the 9/11 attacks and proposed using the materials to create some form of memorial or other creative use for one of the Village parks. He added that there was no cost to the Village for receiving this as Hobart generously paid for the transportation of the stone out of her own pocket.

### **Renewal for Water Improvement Project BAN \$995,000**

Village Treasurer Rhonda Slater advised the Board on the increase in the interest rate from .77% to 3.16%.

### **Final Board Meeting**

The Board agreed to hold a special meeting to approve payables on May 27, 2022 at 9:00 a.m.

### **Close 500 Block of N. Porter Street**

Mayor Luke Leszyk discussed with the Board a request to close the 500 block of North Porter for a memorial service for Jimmy Minichello on June 4, 2022 from 12 p.m. to 4 p.m. The Board recommended the use of LaFayette Park.

### **Village Marina Opening and Street Clean-up**

Trustee Laurie DeNardo offered thanks for everyone's involvement in the opening of the Village Marina and the Street Clean-up event.

### **Plugged Street Drains**

Trustee Bob Carson discussed concerns of sewer drains being congested with debris and preventing proper drainage near the Steuben Street hill and Route 14. Deputy Mayor Louie Perazzini offered to inform the appropriate municipality.

### **Code Enforcement Officer**

Trustee Laurie DeNardo inquired on the status of the Code Enforcement Officer position. The Board agreed to begin interviews in the following week.

## **CLOSE PUBLIC HEARING**

Trustee Laurie DeNardo made the motion to close the Public Hearing at 6:54 p.m. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

## **BUDGET APPROVAL**

Trustee Nan Woodworth made the motion to approve the Village budget. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

## EXECUTIVE SESSION

Trustee Laurie DeNardo made the motion to exit public session and enter into executive session at 6:55 p.m for a personnel matter involving the Parks and Recreation Department. 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 7:07 p.m. Trustee Bob Carson seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Meeting Adjourned.

Respectively Submitted,

Fred Warrick  
Interim Village Clerk



**SPECIAL MEETING OF THE BOARD OF TRUSTEES OF THE  
VILLAGE OF WATKINS GLEN HELD FRIDAY, MAY 27, 2022**

**PLEDGE OF ALLEGIANCE**

The public session of the meeting was called to order at 9:04 am by Mayor Luke Leszyk. Present were Mayor Luke Leszyk, Deputy Mayor Louie Perazzini, Trustee Robert Carson, and Trustee Laurie DeNardo. Also present were Village Treasurer Rhonda Slater and Interim Village Clerk Fred Warrick. Absent was Trustee Nan Woodworth and Village Clerk Lonnie Childs.

**VOTING ITEMS**

Trustee Laurie DeNardo made the motion to approve the year-end payables. 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, Deputy Mayor Louie Perazzini made the motion to adjourn at 9:10 am. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Meeting Adjourned.

Respectively Submitted,

Fred Warrick  
Interim Village Clerk

**Parks and Recreation Department Report  
Village of Watkins Glen - Board of Trustees**

June 7, 2022

**Hiring/Staffing:**

- Terri Beirline – increased rate to \$16/hour starting June 13<sup>th</sup>
- Nikhil Manakkal – Lifeguard hire at \$16/hour starting June 13

**Beautification of Parks and Recreation:**

- Trailways for Clute Park
  - NYS Canal – Infrastructure and Events Grant Awarded - \$20,000 for trailways
  - Cargill Community Cares Grant - \$5,000 awarded for trailways
- Parks Maintenance – Derick, Mason, and Nick
  - Scrub Trees removed along pathway to Kayak launch
- Grounds Keeping and Landscaping Staff – Michael and Don
  - Planting and landscaping fabric added
  - Weeding of all Splash Pad area completed
  - Plantings along pathway have begun
- Gifford Park – New Bushes
- LaFayette Park – DRI work - timeline

**Clute Park Campground:**

- Cargill
  - Final Dumpsters Removed week of June 1<sup>st</sup>
  - 10 Trees Paid for
  - Reseeding of grass complete near wells

**Recreation Programs:**

- Summer Concerts – lining up both parks for bands
- Volleyball Courts are moving to Bocce Ball area
- Adding Corn Hole
- Marketing – Facebook/social media
  - Website created – SenecaLakeEvents.org

**Programming/Special Events:**

- Flip Flops and Fireworks – July 3<sup>rd</sup> with Rokus the Band
- Corvette – Car Show/Festival – discussion with Watkins Glen Chamber

**Board Concerns:**

- Procurement Policy Dollar Amount Level

**Executive Session:**

- Parks and Recreation Staffing

Thanks for reading – Craig - Parks and Recreation Manager



## STREET DEPARTMENT

- Bags and brush pick up
- Did UFPO's
- Trash pickup
- Managers Meeting
- Mowed cemetery's
- Weed wacked ditches
- Cleaned off storm basins
- Tree removal's and trimming with electric dept.
- Did blacktop work and pothole repairs
- Did Stump Grinding
- Called the Tub Grinder guy he's still a couple of weeks out
- Took plow truck to the elementary school for their career learning day
- Mowed for Town of Reading
- Took down trees at Clute Park
- Mowed water towers

## May 2022 Codes Department Report

### Complaints/ Violation: 8

Rubbish & property maintenance – 8

### Permits Issued – 12

Roofing, fence, driveway, New home foundation, deck, remodel

### No May Zoning Board Meeting:

### May 25<sup>th</sup> Planning Board Meeting:

1. Concept/Preliminary Approval Request:
  - a. Kookalaroc's Parking Plan 106 11<sup>th</sup> St  
**Perliminary Approval, with three years to become compliant, due to material shortages**
2. Special Use Permit Public Hearing
  - a. Daniel Bower, (139 Lakeshore Dr) Build a single-family home. **Approved**
  - b. Theresa Woodland, (600 Division St) Bed & Breakfast Permit. **Approved**
  - c. Robert & Donna Lee ( 206 S Decatur St) Short-Term Rental **Approved**
  - d. William Bowers (200 N Decatur St) Short-Term Rental **Approved**

**Enforced Junk Vehicle law** – Several residences have complied, others are still working.

**In-service Training** – 4 hours completed

**Building Safety Inspections -Completed** – 17

**WATER DEPARTMENT  
2022 WORK REPORT**

**Summary of Work Completed:**

**General**

- Performed daily operations
- Sent in C License application, waiting on follow up
- Met with Larson design to go over Pump station upgrades, and took an Iron and manganese sample, will give results to them once they come back
- Had Low tank levels due to high water draws, looking into where the draw is coming from
  - Raised tank levels to accommodate draw
  - Looking into the track's meters

**Water Treatment Plant**

- Changed empty chlorine tanks
- Filled chemical day tanks.
- Obtained samples for monthly bacteria test, lead and copper
- Working on monthly Department of Health reports for Watkins Glen, Reading and Dix
- Got new mower, cleaned up around plant and painted parking lot posts.
- Getting quotes on new front sign
- Replaced chlorine lines, chlorine gas valves and mounted scales
- Adjusting chemicals to obtain better NTU's

**Distribution System**

- Investigating meter/billing complaints
- UFPO's
- WGI, flushing hydrants
- Parks are beginning to clean and fill their pool

Respectfully Submitted,  
Meghan R. Fox

## BOARD MINUTES FOR ELECTRIC DEPARTMENT

June 3, 2022

Weeks of May 23rd and 30th

- Daily substation, street light and line inspection
- UFPO's
- Continued scheduled tree trimming and cutting
- Meter work orders
- Street light repair
- Service complaints / requests
- CDL training for apprentices
- Vehicle maintenance and cleaning
- Shop maintenance and cleaning
- Electric crews assisted Street Dept. in blacktop
- Meter reading
- Finalized hanging Home Town Hero's Banners
- Line school (2nd year)
- Cut dead maple tree on 6<sup>th</sup>
- Assist Street Dept. in preparing and placing blacktop
- Discuss new services with customers / contractors
- Street light repair – 1<sup>st</sup> St
- Get Substation ready for summer, turn on fans, remove insulation
- Cut dead tree on 6<sup>th</sup> St
- Work on quotes for NYSERDA grant
- Cut trees for park / St Rt 414 / Walking Path
- Pole replacement / relocation N. Glen
- UFPO / Layout for Park – Tent/ Bandstand

WASTEWATER DEPARTMENT  
WORK REPORT

May 17th, 2022 – June 7th, 2022

- Operation and maintenance of WW facility
- Monthly JPC meetings
- Daily and weekly samples
- Weekly samples taken to UPS for University of Syracuse
- DMR and OPS reports completed and submitted to DEC and EPA for month of April
- Vouchers and Time sheets
- UFPOs
- Assist streets department with placing of barricades at old WW site
- South EQ tank drained and cleaned
- Order filters for plant blowers
- Replace belts on air handling unit in sludge room, align shivs
- Email LDG on status of Industrial Pretreatment program and new sewer use law
- Tour of plant given with B and L and 4 Villages
- Sam 3 and sbr 3 emptied and cleaned, emptying of ISAM3 (ongoing)
- Attend Rural Water conference in Verona 5/23-5/26
- Koester in plant to address overheating on EQ blower
- Discuss grease issue with codes over Jerlondos and Captin Bills restaurants
- Discuss timeframe with JSSC on completing outstanding issues in plant, rail stops, piping changes etc.
- Continue covid sampling of raw sewage for Syracuse University, weekly report attached to board packet.
- PO given to JSSG for install of sample port in force-main
- Discuss with Hunt Engineers insulation of force-main from Watkins Brewery SPS that froze last winter, they are addressing before we take over station
- Numerous alarms and call ins for high level at Watkins Brewery SPS due to grease on the floats
- Unload 120 new filters for complete filter replacement
- Plugged sewer 41 Salt Point Rd, line flushed.

Regards  
Terry A Wilcox

# WASTEWATER SURVEILLANCE UPDATE

DASHBOARD | WEBSITE

**DATE:** 5/26/2022

**TO:** Schuyler County Health Department, Wastewater Treatment plants, & Stakeholders

**FROM:** New York State Wastewater Surveillance Network Support Team

**RE:** Schuyler County Weekly Wastewater Surveillance Data Report

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Wastewater samples collected on 5/26/2022 had quantifiable levels of SARS-CoV-2 RNA in the following wastewater treatment plant catchment indicating community-level transmission:

- Watkins/Montour WWTP

The trend over the past two weeks is stable/increasing in the following catchment(s):

- Watkins/Montour WWTP

Compared to levels found across New York State's average, the most recent levels of SARS-CoV-2 are higher for the following catchments:

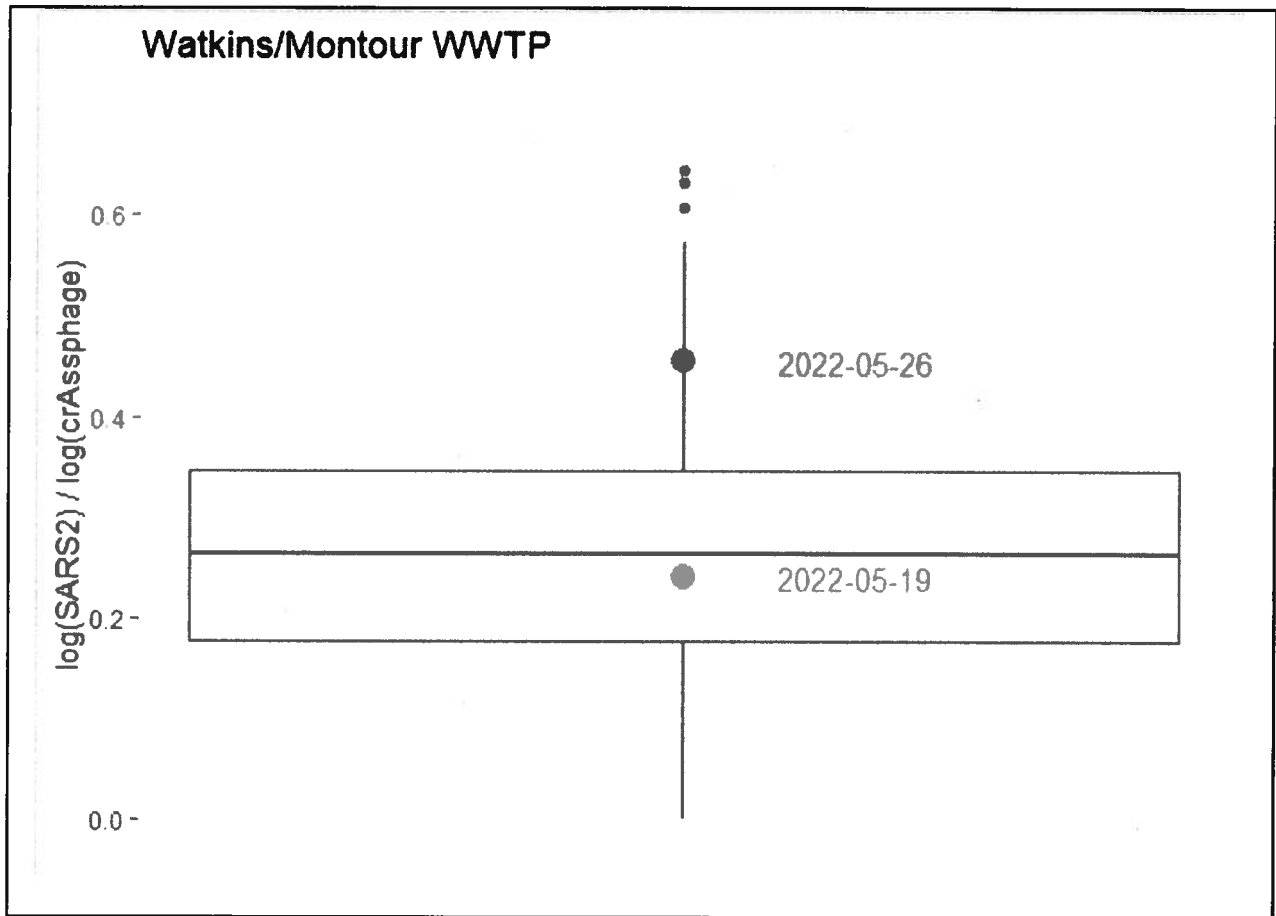
- Watkins/Montour WWTP

Attached with this memo are several figures that you may find useful.

Questions? Contact:

[joemoran@cdcfoundation.org](mailto:joemoran@cdcfoundation.org)

845-866-7543

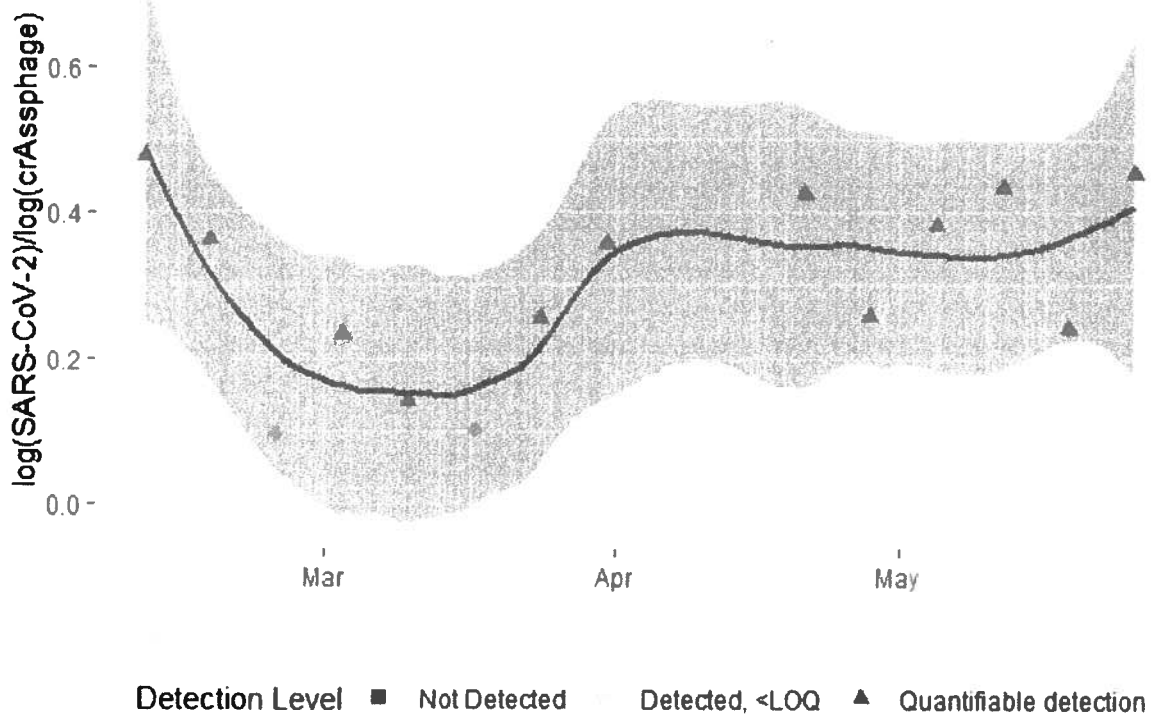


**Figure 1:**

**Observed levels of SARS-CoV-2 intensity in Schuyler County compared to NYS values.**

Orange points represent the SARS-CoV-2 intensity of samples taken at the influent over the last two weeks. The box plot represents all SARS-CoV-2 values from the previous two weeks as observed from wastewater treatment facilities across New York. The box plot shows the median (solid line), first and third quartiles (box edges), minimum (lower whiskers), maximum (upper whisker) for all NY WWTP's. The concentration of SARS-CoV-2 is normalized by population,  $\log(\text{SARS-CoV-2})/\log(\text{crAssphage})$ , to give overall intensity. The most recent sample at Watkins/Montour WWTP shows higher intensity, as opposed to the rest of the state.

## Watkins/Montour WWTP



**Figure 2:**  
**SARS-CoV-2 intensity trend in Schuyler County.**

A smoothed trend line (blue), and wastewater samples (dots) are shown. Wastewater sample points are color coded to specify the level of SARS-CoV-2 detected. The concentration of SARS-CoV-2 is normalized by population,  $\log(\text{SARS-CoV-2})/\log(\text{crAssphage})$ , to give overall intensity. The trend in Schuyler County is stable/increasing.

The level of SARS-CoV-2 RNA can tell us roughly how many cases can be expected in a population.

- Not detected: <10 cases per 100,000
- Detected, <LOQ: 10-50 cases per 100,000
- Quantifiable detection: >50 cases per 100,000

Over the past two weeks, the populations served by the WWTP in Schuyler County are experiencing a stable/increasing trend. This would mean that the population could expect comparable or higher daily COVID-19 cases in the coming weeks, if this trend continues. The most recent sample had a quantifiable detections, suggesting daily case incidence of > than 50 cases per 100,000.

Questions? Contact:

[joemoran@cdcfoundation.org](mailto:joemoran@cdcfoundation.org)

845-866-7543



## SUPERINTENDENTS REPORT

May 17th, 2021 – June 7th, 2022

- Attend bi-weekly board meetings
- Attend JPC meetings
- Weekly Managers meetings
- Timesheets done for Streets department and Cemetery crews
- Tri Weekly water project meetings
- Vouchers signed all departments
- Board reports
- Interview possible candidates for open OIT position water
- Meet with County at Village Marina (water meter issue)
- Onsite for water dig
- Call from resident over hydrant flushing
- Call from sheriff tree down at 229 N. Glen, onsite with Electric Dept
- Received quote from Vacri for water meter installs at stations (Water)
- 3 month evaluation done for Water Manager
- Call from office stop sign down from high winds on 8<sup>th</sup> and Perry, Streets notified
- Req done for new Backhoe cylinder
- Hunt contacted for quote on RFP for water plant roof, attached to board packet
- Water design meeting with Meghan staff and LDG 5/19
- Attend Rural Water conference 5/23-5/26
- Discuss with Streets Manager time frame for tub grinder hope to be onsite in 2 weeks
- Complaints received from Board members over damage in Cemetery being performed by resident, not Village property issue between landowners
- Req done for post hole attachment for bobcat

Regards  
Terry A Wilcox

**POLICE DEPARTMENT - VILLAGE OF WATKINS GLEN**

**MONTHLY BOARD REPORT  
MAY 2022**

**CALLS FOR SERVICE- 237 (year to date calls for service; 1090)**

**TRAFFIC TICKETS- 55 (year to date traffic tickets; 256)**

**ARRESTS- 22 (year to date Arrests; 99)**

**NOTABLE COMPLAINTS**

Alarms- 6  
Animal Complaints- 6  
Parking Complaints- 6  
Vehicle and Traffic Complaints- 15  
Warrants (arrested or added) - 6  
Suspicious condition- 6  
Records- 4  
Theft- 9  
Noise Complaint- 2  
Assist Citizen- 34  
Check Well Being- 6  
Domestic/Disorderly- 6  
Harassment Complaints- 5  
Mental Health Incidents- 1  
Motor vehicle accidents- 8  
Property Checks- 25  
DWI- 3  
Death Investigation- 1  
911 Unknown- 15

Respectfully Submitted,

*Ethan T. Mosher*

Sergeant-in-Charge

Watkins-Glen

*Fire*

Incident Type Report (Summary)

Alarm Date Between {05/01/2022} And {05/31/2022}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
<b>1 Fire</b>				
131 Passenger vehicle fire	1	4.34%	\$0	0.00%
<i>3 EMS - ESO Entered</i>	1	4.34%	\$0	0.00%
	$\frac{12}{12}$			
<b>4 Hazardous Condition (No Fire)</b>				
400 Hazardous condition, Other	2	8.69%	\$0	0.00%
420 Toxic condition, Other	1	4.34%	\$0	0.00%
444 Power line down	1	4.34%	\$0	0.00%
460 Accident, potential accident, Other	1	4.34%	\$0	0.00%
463 Vehicle accident, general cleanup	1	4.34%	\$0	0.00%
	6	26.08%	\$0	0.00%
<b>5 Service Call</b>				
551 Assist police or other governmental agency	5	21.73%	\$0	0.00%
	5	21.73%	\$0	0.00%
<b>6 Good Intent Call</b>				
600 Good intent call, Other	1	4.34%	\$0	0.00%
611 Dispatched & cancelled en route	2	8.69%	\$0	0.00%
	3	13.04%	\$0	0.00%
<b>7 False Alarm &amp; False Call</b>				
700 False alarm or false call, Other	2	8.69%	\$0	0.00%
740 Unintentional transmission of alarm, Other	3	13.04%	\$0	0.00%
	5	21.73%	\$0	0.00%
<b>8 Severe Weather &amp; Natural Disaster</b>				
800 Severe weather or natural disaster, Other	2	8.69%	\$0	0.00%
	2	8.69%	\$0	0.00%
<b>9 Special Incident Type</b>				
9002 Set up LZ for helicopter	1	4.34%	\$0	0.00%
	1	4.34%	\$0	0.00%

Total Incident Count:

~~23~~ 35

Total Est Loss:

\$0

May 24, 2022  
Revised May 29, 2022

Mr. Terry Wilcox, Superintendent of Public Works  
Village of Watkins Glen  
303 N. Franklin Street  
Watkins Glen, New York 14891

**Re: Water Treatment Plant Roof Improvements  
Proposal for Professional Services**

Dear Mr. Myers:

Please find enclosed the scope of services, fees and one page agreement necessary to provide the professional services for the above project. The services proposed herein involve providing Contract Documents and specifications to obtain bids for roofing improvements on the Village's Water Treatment Plant. These roofing improvements will replace existing particle board/plywood sheathing and shingles while seeking to maintain rigid insulation.

Hunt Engineers, Architects, Land Surveyors & Landscape Architect, DPC (HUNT) proposes the following scope of services:

**I. Scope of Services**

1. Meet with the CLIENT to establish communication lines and obtain any roofing information including input on prior repairs or core information. HUNT shall complete up to 4 roof cores
2. Prepare draft bid documents including details and specifications,
3. After reviewing the draft documents with the CLIENT, prepare final details, technical specifications and bid documents,
4. Receive calls and Requests for Information (RFI's) from bidders, issue addenda if needed, and attend the bid opening,
5. Review the bids received, and make a recommendation to the Village of Watkins Glen for award, pending review by the Village's attorney,
6. Review received bids provided from the Village and provide recommendation for award. Prepare the Contract Documents for the awarded Contractor.
7. Answer questions from the contractor during construction/review change order requests. One site visit is anticipated during construction.
8. Issue substantial completion documentation and obtain closeout documentation from contractor.

9. HUNT can provide construction inspection by an inspector having strong roofing experience and knowledge. It is anticipated that the roof replacement will be 40 hours.

## II. Exclusions & Items of Understanding

1. Financial advisory functions,
2. Environmental Testing/Services.

## III. Compensation

HUNT proposes to perform the work as outlined in the Scope of Services for the following hourly not-to exceed fees:

Design & Construction Administration \$8,700

Construction Inspection (40 hours) \$4,140

Project-related disbursements are not included in the fees above and will be billed as they are incurred. Disbursements including such items as plotting, photocopies, prints, mileage will be invoiced according to HUNT's current schedule of fees. Other disbursements including photography, postage, etc. will be invoiced at cost plus 10 percent. The Village should estimate \$500 for possible expenses.

If the proposal appears adequate, please sign and return the attached agreement to HUNT. If you would like to discuss this proposal in any greater detail, please do not hesitate to contact me at 607-769-1024.

Sincerely,

HUNT ENGINEERS, ARCHITECTS, LAND SURVEYORS & LANDSCAPE ARCHITECT, DPC



Timothy K. Steed, PE  
Principal

enc.

## AGREEMENT FOR PROFESSIONAL SERVICES

The Terms and Conditions set out herein and in the referenced cover letter constitute an offer by Hunt Engineers, Architects, Land Surveyors & Landscape Architect, DPC (hereinafter called HUNT), to perform for the Village of Watkins Glen (hereinafter called CLIENT) the services described. HUNT's offer constitutes a Contract on these same Terms and Conditions when receipted or acknowledged by the CLIENT. This Contract supersedes all previous understandings, if any, and constitutes the entire Agreement between HUNT and the CLIENT relating to the services described.

### TERMS AND CONDITIONS

**CLIENT OBLIGATIONS:** At such time as HUNT may request, the CLIENT at his expense, shall provide full, complete and correct information, including a written program of objectives, constraints and criteria, with respect to which the services are performed.

**HUNT OBLIGATIONS:** Professional Services, basic to the Scope of Work, shall be performed, findings obtained, and recommendations prepared in accordance with generally accepted engineering, architectural, and land surveying practices. This Warranty is in lieu of all other Warranties expressed or implied. HUNT assures no responsibility for interpretations made by others based upon the work or recommendations made by HUNT. Project cost estimates are to the best of HUNT's knowledge and are not guarantees of actual construction costs.

**ADDITIONAL SERVICES:** Additional services or changes requested in writing by the CLIENT, beyond the original Scope of Work agreed upon as described per the referenced cover letter, shall be performed by HUNT in the same methods and manner as herein stated. Payment to HUNT for additional services shall be the same as outlined under PAYMENT of these Terms and Conditions, unless superseded by Separate Terms and Conditions as may be proposed and agreed to in writing by both parties.

**PAYMENT:** Payment for services rendered shall be monthly as billed. No percentage of bills shall be withheld or retained. In the event that any payment is not made within thirty (30) days from the date of billing, interest will be charged at a rate of one and one-half percent (1-1/2%) per month, or the legal rate of interest, whichever is less.

**LIMIT OF LIABILITY:** The HUNT's liability for claims arising from this agreement related to the negligent acts of the HUNT shall be limited to the design fee.

**WAIVER:** The CLIENT and HUNT mutually agree to waive all claims of consequential damages arising from disputes, claims, or other matters relating to this agreement.


If this Agreement is not signed and accepted within sixty (60) days, HUNT reserves the right to review, revise and/or withdraw the Agreement.

This Agreement may be terminated by either party upon thirty (30) days written notice to the other. In the event of termination, HUNT shall be compensated for services performed up to the date of termination, plus reasonable termination costs. Upon receipt of final payment to HUNT, all finished or unfinished documents prepared to the date of termination shall become the property of the CLIENT and shall be surrendered to the CLIENT by HUNT.

ACCEPTANCE:

I have read and understand the Scope of Work as described in the attached letter from Timothy K. Steed, PE revised May 29, 2022 to Mr. Terry Wilcox, Village of Watkins Glen and the above Terms and Conditions, and accept the terms and costs as stated. I hereby retain Hunt Engineers, Architects, Land Surveyors & Landscape Architect, DPC to provide services as necessary to accomplish the Scope of Work.

\_\_\_\_\_  
Mr. Terry Wilcox, Superintendent of Public Works

  
\_\_\_\_\_  
Timothy K. Steed, PE, Principal

VILLAGE OF WATKINS GLEN

HUNT ENGINEERS, ARCHITECTS,  
LAND SURVEYORS & LANDSCAPE ARCHITECT, DPC

Date: \_\_\_\_\_

Date: May 29, 2022

## SCOPE OF SERVICES

### SCHEDULE

1. Meet with the CLIENT to develop the proposed scope of work 1 Weeks
2. Publish the draft technical specifications and details 2 Weeks
3. Publish the final bid documents, tech. specifications and details after CLIENT review 2 Weeks
4. Total project completed 5 weeks after receipt of the signed agreement including CLIENT review.



Court Clerk  
Catrina Decker

Hotel Cost  
\$ 100  
4

## MEMORANDUM

**DATE:** May 25, 2022

**FROM:** Jennifer DiLallo, Deputy Chief of Staff  
Deputy Chief Administrative Judge's Office, Courts Outside New York City

**RE:** Onondaga Community College Continuing Education Programs – Justices & Court Clerks

---

The Summer 2022 Continuing Judicial Education (CJE) Program for Town and Village Justices and a Continuing Court Clerk Education (CCE) Training Program for Town & Village Justice Court Clerks will be held at Onondaga Community College, 4585 W Seneca Turnpike, Syracuse, NY, on August 2 and August 3, 2022.

Please be advised that Onondaga Community College does not currently have any mask or social distancing requirements. We will notify attendees if there are any changes to this policy as we are made aware.

**A. REGISTRATION:**

Due to classroom capacity, online registration is required for attendance at this training. Online registration is on a first come first served basis and registration will close on July 1, 2022, or when we have reached the maximums listed below, whichever occurs first:

- **Judges Core A and B:** Maximum registration is 100 participants per day
- **Newly Hired Court Clerks:** Maximum registration for the “Supporting the Bench” training for newly hired (those hired on or after 10/1/21) Court Clerks is 40 per day
- **Court Clerk Electives and Core 2022:** Maximum registration is 100 participants per day

**Please note: We will not be able to accommodate walk-ins due to the room capacity and because lunch will be provided.**

**B. ONLINE REGISTRATION INSTRUCTIONS**

To register for the Onondaga Community College training programs, judges log into [mycje.learnupon.com](http://mycje.learnupon.com) and court clerks log into [mycce.learnupon.com](http://mycce.learnupon.com). Once you have logged in:

**Judges** click on “Registration – Core A & B, Live In-Person Training – Onondaga Community College (August 2<sup>nd</sup> and/or 3<sup>rd</sup>, 2022)”

**Newly Hired Court Clerks** click on “Registration – 2022 Clerk Supporting the Bench Training at the Onondaga Community College (Tuesday August 2<sup>nd</sup> and Wednesday, August 3<sup>rd</sup>)”

**Court Clerks Electives and Core 2022** click on “Registration – 2022 Clerk Electives and/or 2022 Clerk Core Training at the Onondaga Community College (Tuesday August 2<sup>nd</sup> and/or Wednesday, August 3<sup>rd</sup>)”

Once you have registered online, you will immediately receive a confirmation email at your

nycourts.gov email address from: MyCJE or MyCCE Online Education. This email may end up in your junk mail or other inbox, so please check your junk mail or “Other” (non-focused) inbox, if it is not in your inbox shortly after submitting your registration, please contact OJCS. Please feel free to share this email with those judges that you think would be interested in attending this training. **If you cannot access MyCJE or MyCCE, please email [OJCS-Edtrain@nycourts.gov](mailto:OJCS-Edtrain@nycourts.gov) as soon as possible to receive your login information.**

**C. COURSE OFFERINGS**

**JUSTICE TRAINING**

The Core A and Core B Assessments will be offered at this training and will be administered in open book format.

<b>Core A – Tuesday 8/2/22 9:00 am – 5:00 pm</b>	<b>Core B – Wednesday 8/3/22 9:00 am – 5:00 pm</b>
Civil Judgments and Restitution	Summary Proceedings – 2022 Update
Ethics II: Updates	Ethics I: Potential Conflicts and Disqualifications
Review of Search Warrants Part II	Guardian Ad Litem Appointments in Housing Court
Public Access to the Courts	Probation Transfers
Pre-Trial Hearings IV: Molineux, Ventimiglia and Sandoval	Domestic Violence Law Review and Updates
Case Law and Legislative Updates	Unblurring the Lines: What’s My Role

**COURT CLERK TRAINING**

OJCS, in collaboration with the New York State Association of Magistrates Court Clerks (NYSAMCC), will present our Supporting the Bench 12-hour basic training, OJCS Clerk Core 6-hour advanced training, and NYSAMCC elective courses.

**“Clerk Core” Topics (9:00 AM– 5:00 PM)**

<b><u>Day 1 Elective Topics – Tuesday 8/2/22</u></b>	<b><u>Day 2 Core Programs– Wednesday 8/3/22</u></b>
Transportation Law, Commercial Driver’s License and Commercial Vehicle Issues	Public Access to the Courts
Effectively Handling Commercial Driver’s License Holders in New York Courts	Updates 2022
Jury Trial Procedure From a Court Clerk’s Perspective	CourtRoom Program
Sovereign Citizen	Fiscal Recordkeeping and Reporting
Digital Recorder Overview	Probation Transfers
Teams Overview	Unblurring the Lines: What’s My Role

**“Supporting the Bench” Topics (9:00 AM– 5:00 PM)**

<b><u>Day 1 – Tuesday 8/2/22</u></b>	<b><u>Day 2 – Wednesday 8/3/22</u></b>
Introduction to Court Clerk Duties	Ethics For Court Clerks
Introduction to Civil Matters	Introduction to the CourtRoom Program
Introduction to Criminal Matters	Basics of Fiscal Recordkeeping and Reporting
Common Forms	WebDVS
Vehicle and Traffic Matters	Criminal Disposition Reporting (CDR)
Basic DWI for Court Clerks	Traffic Safety Law Enforcement & Disposition

**D. PROGRAM COST:** There is no tuition for Town and Village Justices or Court Clerks. Actual and necessary expenses incurred by a Justice in meeting his/her training requirements shall be a charge against the municipality. (See UJCA §105).

**E. MEALS:** Lunch will be provided at no cost to the judges and court clerks on both days.

**F. OFF-SITE ACCOMMODATIONS**

Tru By Hilton Syracuse-Camillus  
116 Township Blvd  
Camillus, NY 13031  
315-314-8676

Marriot Syracuse Downtown  
100 East Onondaga Street  
Syracuse, NY 13202  
315-474-2424

Courtyard Syracuse Downtown at Armory  
Square  
300 West Fayette Street  
Syracuse, NY 13202  
315-422-4854

Residence Inn Syracuse Downtown at Armory  
Square  
300 West Fayette Street  
Syracuse, NY 13202  
315-422-4864

Sheraton Syracuse University  
801 University Ave  
Syracuse, NY 13210  
315-475-3000

Aloft Syracuse Inner Harbor  
310 West Kirkpatrick Street  
Syracuse, NY 13204  
315-422-1700

**OFFICE OF JUSTICE COURT SUPPORT PROGRAM 2022**  
**CAMPUS DETAILS**

**SESSIONS**

When arriving to the Onondaga Community College campus for the Town and Village Judicial/Court Clerk Educational Training Program, you should enter the campus via main entrance off West Seneca Turnpike. Parking for both the Judicial and Clerk training sessions will be in lots 2, 3 and 4.

Judicial Training will be conducted in Academic II/Performing Arts Center (P on the campus map) and Court Clerks Training will be conducted in Mawhinney Hall (M on the campus map)

Below is a link to a map to assist you in getting to the campus and to see the entrance points parking lots 2, 3 and 4 as well as Academic II/Performing Arts Center and Mawhinney Hall.

<https://www.sunyocc.edu/map-directions>

**ACCESSIBLE PARKING**

There is accessible parking in lots 2 and 4.

## WATKINS GLEN DRI POST BID MEETING #3 MINUTES

Location: TEAMS virtual meeting

Date: May 23, 2022

Time: 9:00 AM

Attendees: Attendees by video conference call: Luke Leszyk, Fred Warrick, and Laurie DiNardo (Village); Kristin VanHorn (Schuyler County); Julie Sweet (NYSDOS); LaBella representatives - Lorenzo Rotoli, Rick Bennett, and Wade Daley

## AGENDA AND DISCUSSION ITEMS

The Watkins Glen DRI Consulting Team and Village representatives held a post bid meeting #3 for the project. Topics of discussion were as follows:

### 1. Post Bid Summary & Options Memo

- Memo (attached) was distributed in advance of the meeting. Memo provided a summary of:
  - Programmed project construction budgets
  - E. 4<sup>th</sup> Street bid results
  - Potential E. 4<sup>th</sup> Street item removals and/or reductions
  - Next steps

### 2. Detailed discussion of potential item removals and reductions and bidding options

- Existing fence at Cargill is an eye-sore. Keep fence replacement in the project, but use 6' aluminum fence instead of 8' steel fence.
- \$13,500 Cargill funding is from their local obligations not from Corporate.
- Bike lanes are a not high priority to the Village; suggested removing from contract. LaBella will confirm with NYSDOT that it can be removed from their road facility; recommendation would be to remove green pavement marking but keep bike lane signing and striping.
- Remove raised median east of Clute Park entrance and install a striped/marked median.
- Reduce sidewalk to a 5 foot width in lieu of 6 foot.
- Village identified the risk of not having bids on the Park and Gateway projects - could be having the same overrun discussion once we get bids on those projects. This is a concern.
- Suggestion made to only bid the Park and Gateway which are priority projects and then ask the DOS for a budget amendment to shift funding from 4<sup>th</sup> Street into the other projects.
- Discussion about bidding in the winter for a 2023 construction with a longer 4-week period for contractors to submit bids. This will allow more time for contractor coordination with subcontractors and vendors. Village is okay with 2023 work.
- General consensus was to reduce scope of work with E. 4<sup>th</sup> street, rebid all three projects, and then look at shifting money between projects if necessary. The E. 4<sup>th</sup> Street reduced scope would remove all fencing from base bid with an add/alt #1 for the middle section of Cargill fence (Sta 21+93 to Sta 25+90) and an add/alt #2 for the west fence (Sta 18+51 o Sta 21+93) near Cargill offices.



### 3. Next Steps/Recommendations

- LaBella will update E. 4<sup>th</sup> Street plans and proposal books to show:
  - Fencing changed to a 6' aluminum specification and shown as add/alts
    - Add/alt #1 - middle section of Cargill fence (Sta 21+93 to Sta 25+90)
    - Add/alt #2 - west section of Cargill fence (Sta 18+51 o Sta 21+93)
  - Removal of colored pavement in bike lane.
  - Removal of curbed median east of Clute Park and replace with striped median.
  - Narrowing sidewalk width from 6' to 5'.
- Rebid all three projects in December 2022 / January 2023.
- Register and advertise on the Contractor Report in addition to BidNet and local newspapers.
- Reach out to identified local contractor list.
- Contact NYSDOT to notify of project status and proposed next steps to rebid.
- Notify OH Striping of bid rejection by June 13 (within 45 days of bid opening).
- LaBella to coordinate with Village to establish advertisement dates, length of advertisement, and date/time of bid opening.

If there are any errors or significant omissions, please contact me at (585) 402-7041 or [Lrotoli@labellapc.com](mailto:Lrotoli@labellapc.com). Please reply with comments within one week at which point these minutes will be considered final.

Respectfully Submitted by:

LaBella Associates, D.P.C.

Lorenzo Rotoli  
Senior Project Manager

J:\Watkins Glen, Village of\2211806 - Watkins Glen DRI\Meetings\2022.05.23\_Post Bid Mtg 3\2022.05.23\_WG DRI\_Post Bid Mtg 3 Minutes.docx

NEW ACTION ITEMS	TASK OWNER(S)	DEADLINE	STATUS
1. Notify NYSDOT of E 4 <sup>th</sup> St status and changes	LaBella	5/26/22	Initiate
2. Notify OH Striping and Economy Paving of bid rejection	Village	6/2/22	Initiate
3. Update plans and proposal book for rebid	LaBella	6/27/22	Initiate
4. Register for a Contract Reporter account	Village	6/27/22	Initiate
5. Advertise projects & contact local contractors	LaBella/Village	12/1/22	Pending

## WATKINS GLEN DRI POST BID SUMMARY & OPTIONS

May 19, 2022

### 1. PROGRAMMED PROJECT CONSTRUCTION BUDGETS

	E. 4 <sup>th</sup> Street	Gateways	LaFayette Park
Budget	\$839,000	\$524,000	\$188,000
Cargill donation	\$13,500	N/A	N/A
Total	\$852,500	\$524,000	\$188,000

- \$140,000 for separate Construction Inspection contract

### 2. E. 4<sup>TH</sup> STREET BID RESULTS

	O.H. Striping	Economy Paving	Engineer's Estimate
<b>Base Bid (includes Cargill fence Sta 21+93 to Sta 25+90)</b>	\$845,494.42	\$1,397,592.00	\$747,066.43
<b>Add Alternate #1</b> • Cargill fence west (Sta 18+51 to Sta 21+93) • Cargill fence east (Sta 25+90 to Sta 29+51)	\$230,649.50	\$286,550.00	\$147,347.50
<b>Add Alternate #2</b> • Cargill fence east (Sta 25+90 to Sta 29+51)	\$132,637.60	\$155,480.00	\$86,032.00
<b>Base Bid and Add Alternate #1</b>	\$1,076,143.92	\$1,684,142.00	\$894,413.93
<b>Base Bid and Add Alternate #2</b>	\$978,132.02	\$1,553,072.00	\$833,098.43



### 3. POTENTIAL ITEM REMOVALS/REDUCTIONS

- Fence downgrade (base bid) from 8' steel to 6' aluminum - \$16,000
- Eliminate new fence (base bid) from contract - \$114,000. Due to major item in contract most likely will need to re-bid project.
- Eliminate bike lanes (colored pavement marking, striping, and signs) - \$42,000. This will need NYSDOT approval.
- Painted median east of Clute Park entrance instead of raised median (pavers, curb, bollards, restoration) - \$43,000. This will need NYSDOT approval.
- Narrow sidewalk width from 6' to 5' - \$15,000.

### 4. NEXT STEPS

#### a) Potential Award Options

- Award E. 4<sup>th</sup> Street (base bid only).
- Re-bid Gateways & LaFayette Park in 2022 with separate projects with targeted push to contractors.
- Re-bid all 3 projects (Recommended).
- Want to keep projects in the same construction season to avoid needing a second construction inspection contract (\$125,000 per season).

#### b) Re-Bid Advertisement

- Village to set up a Contractor Reporter account for advertising projects.
- Reach out directly to regional contractors to make aware of projects.

#### c) Other/Misc

- Change orders of \$50,000 or greater is considered a major change. Item can't be removed entirely only reduced; can't be used for base bid fencing at Cargill.
- Deadline to notify OH Striping of award/rejection decision is June 13 (45 days from bid opening).
- LaBella to coordinate with Village to establish advertisement dates, length of advertisement, and date/time of bid opening.



**WILLIAMSON**  
Established 1870

790 Canning Parkway Victor, New York 14564  
TEL: (585) 924-3400 FAX: (585) 924-4153

**Software Proposal**

Village of Watkins Glen  
Scott Cole, Code Enforcement Officer  
303 North Franklin Street  
Watkins Glen, NY 14891  
County: Schuyler (Pop. 1,838)

Date: April 18, 2022  
Cell Phone: (607) 738-9932  
Email: bsl@watkinsglen.us  
Representative: Kathy Sayadoff

Description of Product of Service:	Price:
Additional Training Required:	
<input type="checkbox"/> New Employee Training Building & Codes Enforcement Series of online/phone tutorials (3 - 5 Hours @ \$150/hr)	\$150 per hour

- **Proposal prices are valid for 90 days.**
- This proposal is for the current version of the above listed program(s).
- Software support includes internet and telephone technical support, online program backups and updates or enhancements as they become available.
- The price of software support may change in future years.
- **To accept this proposal, please check appropriate box(s), sign and return to Williamson Law Book Company**

WILLIAMSON LAW BOOK COMPANY proposes to furnish to the VILLAGE OF WATKINS GLEN the above software for the above stated price. Williamson Law Book Company representatives will be responsible for training as noted above. Any changes in the above proposal shall be agreed upon by both parties. Your signature below constitutes an order by you.

---

Name Title Village Date



Date: 06/06/2022  
Time: 10:53:11AM

Voucher Abstract  
Village of Watkins Glen

User: BARB  
Page: 1

VOUCHER TRANS DATE      DESCRIPTION BATCH NO      FILTERS, RETAINER NOTCH, RETAINER TAB, BOLT      19,694      000AQUAAER      Aqua-Aerobic Systems, Inc      06/02/2022      6      2022      39,747.00      AMOUNT      39,747.00      DP

001      DETAIL DESCRIPTION      FILTERS, RETAINER NOTCH, RETAINER TAB, BOLT      19,694      000AQUAAER      Aqua-Aerobic Systems, Inc      06/02/2022      6      2022      39,747.00      AMOUNT      39,747.00      ACCOUNT DESCRIPTION      SEWAGE TREAT DISP - MAINT & REPAIRS EXP

TOTAL VOUCHERS FOR VENDOR: 000AQUAAER      # OF VOUCHERS: 1      TOTAL AMOUNT: 39,747.00

VC 00028366      BATTERY & TERMINAL      19,694      0AUTOPARTS      Auto Parts of Watkins Glen, LLC      06/06/2022      6      2022      137.09      AMOUNT      137.09      ACCOUNT DESCRIPTION      CAMPGROUND - CONTR. - MATERIALS & MAINTENANCE

TOTAL VOUCHERS FOR VENDOR: 0AUTOPARTS      # OF VOUCHERS: 1      TOTAL AMOUNT: 137.09

VC 00028329      TRI RYE PERENNIAL GRASS SEED      19,694      00BANFIELD      Banfield-Baker Corp      06/01/2022      6      2022      340.00      AMOUNT      340.00      ACCOUNT DESCRIPTION      CAMPGROUND - CONTRACTUAL

TOTAL VOUCHERS FOR VENDOR: 00BANFIELD      # OF VOUCHERS: 1      TOTAL AMOUNT: 340.00

VC 00028364      DRONE BATTERY CHARGER, PROJECTOR, VNUWARE WORK      19,694      000000CCTC      Chemung Canal Trust Company      06/06/2022      6      2022      3,802.08      AMOUNT      3,802.08      ACCOUNT DESCRIPTION      CLERK - MATERIALS & MAINTENANCE  
001      DETAIL DESCRIPTION      Drone      19,694      AA.1410.420      4.05      AA.1210.400      AMOUNT      4.05      ACCOUNT DESCRIPTION      MAYOR - CONTRACTUAL  
002      Microsoft Office licenses

# Voucher Abstract

## Village of Watkins Glen

003	Microsoft Office licenses	16.05	AA.1010.400	BOARD OF TRUSTEES-CONTRACTUAL
004	Microsoft Office licenses	20.05	AA.1410.400	CLERK - CONTRACTUAL
005	Microsoft Office licenses	12.05	AA.3120.420	POLICE - CONTR. MATERIALS & MAINTENANCE
006	Microsoft Office licenses	8.05	AA.5110.400	STREET MAINT - CONTR EXP
007	Microsoft Office licenses	8.05	EE.0781.500	OFFICE SUPPLIES & EXPENSE
008	Microsoft Office licenses	4.05	AA.1220.400	SUPT - CONTRACTUAL EXPENSE
009	Microsoft Office licenses	8.05	AA.8010.400	ZONING - CONTRACTUAL
010	Microsoft Office licenses	7.40	FF.8310.400	ADMIN - CONTRACTUAL
011	Microsoft Office licenses	12.05	AA.7110.400	PARKS - CONTRACTUAL
012	Microsoft Office licenses	4.05	JT.8110.425	SEWER ADMINISTRATION - OFFICE SUPPLIES
013	Microsoft Office licenses	4.05	AA.1110.400	MUNICIPAL COURT - CONTRACTUAL
014	Microsoft Office licenses	4.05	AA.3410.400	FIRE - CONTRACTUAL
015	SERVRIGHT	628.45	AA.1410.400	CLERK - CONTRACTUAL
016	AMAZON- AVENGER BOOTS	136.93	AA.5110.423	Street Maint - Clothing and Safety Supplies
017	AMAZON- HORNET TWO PACK	231.98	AA.8810.420	CEMETERY - CONTR - MATERIALS & MAINTENANCE
018	COUNTRY SODE NURSERY	121.98	AA.7140.200	COMM CENTER - EQUIPMENT EXP
019	PO# 1430 DRONE BATTERY CHARGING STATION	1,555.00	AA.3410.400	FIRE - CONTRACTUAL
020	AMAZON- STAR TECH.COM 1 PORT	59.28	AA.7110.420	PARKS - CONTR. - MATERIALS & MAINTENANCE
021	LOWES- HENRY 170 FELTBK	25.96	AA.7140.200	COMM CENTER - EQUIPMENT EXP
022	AMAZON- PROJECTOR	108.98	AA.7140.200	COMM CENTER - EQUIPMENT EXP
023	AMAZON- TABLE MOUNT FOR TRUCKS	115.98	EE.0802.000	STORES CLEARING
024	AMAZON- OFFICE CHAIR	169.99	EE.0781.500	OFFICE SUPPLIES & EXPENSE
025	VNWARE WORKSTATION	520.56	JT.8110.422	SCADA

TOTAL VOUCHERS FOR VENDOR: 000000CCTC # OF VOUCHERS: 1

TOTAL AMOUNT: 3,802.08

VC 00028326	WALMART- PARK SUPPLIES	0CRAIGBOND	Craig Bond
06/01/2022	19,694	6	2022
LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO
001	WALMART- PARK SUPPLIES	149.34	AA.7110.430

149.34

ACCOUNT DESCRIPTION  
PARKS - MATER & SUPPL EXP

TOTAL VOUCHERS FOR VENDOR: 0CRAIGBOND # OF VOUCHERS: 1

TOTAL AMOUNT: 149.34

# Voucher Abstract

Village of Watkins Glen

VC 00028332 EMPLOYEE BENEFIT FUND  
06/01/2022 19,694

0000000039 CSEA EMPLOYEE BENEFIT FUND  
6 2022

2,829.26

LINE DETAIL DESCRIPTION

<u>LINE</u>	<u>DETAIL DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT NO</u>
001	health insurance	1,015.32	AA.9060.800
002	health insurance	225.67	FF.9060.800
003	health insurance	138.85	GG.9060.800
004	health insurance	781.04	EE.0785.100
005	health insurance	86.82	JT.9060.800
006	health insurance	429.63	AA.9089.800
007	health insurance	108.52	FF.9089.000
008	health insurance	21.70	GG.9089.000
009	health insurance	21.71	EE.0233.000

ACCOUNT DESCRIPTION

HOSPITAL & MEDICAL INS  
HOSPITAL & MEDICAL INSURANCE  
HOSPITAL & MEDICAL INS  
EMPLOYEES WELFARE EXPENSES  
HOSPITAL & MEDICAL INS  
COMPENSATED ABSENCES  
COMPENSATED ABSENCES  
COMPENSATED ABSENCES  
COMPENSATED ABSENCES

TOTAL VOUCHERS FOR VENDOR: 0000000039

# OF VOUCHERS: 1

TOTAL AMOUNT: 2,829.26

VC 00028362 BOTTLED WATER AND EQUIPMENT FEES  
06/06/2022 19,694

00CULLIGAN Culligan Water  
6 2022

251.10

LINE DETAIL DESCRIPTION

<u>LINE</u>	<u>DETAIL DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT NO</u>
001	Bottled Water Service	28.95	AA.7110.400
002	Bottled Water Service	78.15	JT.8110.400
003	Bottled Water Service	144.00	AA.5110.400

ACCOUNT DESCRIPTION

PARKS - CONTRACTUAL  
SEWER ADMINISTRATION - CONTRACTUAL  
STREET MAINT - CONTR EXP

VC 00028369 WATER DELIVERY  
06/06/2022 19,694

00CULLIGAN Culligan Water  
6 2022

28.95

LINE DETAIL DESCRIPTION

<u>LINE</u>	<u>DETAIL DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT NO</u>
001	Bottled Water Service	28.95	AA.7110.400

ACCOUNT DESCRIPTION

PARKS - CONTRACTUAL

TOTAL VOUCHERS FOR VENDOR: 00CULLIGAN

# OF VOUCHERS: 2

TOTAL AMOUNT: 280.05

VC 00028375 13.03 ton Asphalt  
06/06/2022 19,694

00DALRYMPL Dalrymple Gravel and Contracting Co Inc  
6 2022

1,132.57

LINE DETAIL DESCRIPTION

<u>LINE</u>	<u>DETAIL DESCRIPTION</u>
001	Asphalt 13.03 ton

ACCOUNT DESCRIPTION

STREET MAINT - CONTR. - MATERIALS &  
MAINTENANCE

# Voucher Abstract

Village of Watkins Glen

TOTAL VOUCHERS FOR VENDOR: 00DALRYMPL

# OF VOUCHERS: 1

TOTAL AMOUNT: 1,132.57

VC 00028322 TRAINING REIMBURSEMENT  
06/01/2022 19,694

00000DAYNE Dayne Hughey  
6 2022

LINE DETAIL DESCRIPTION  
001 TRAINING REIMBURSEMENT

52.13  
AMOUNT ACCOUNT NO  
52.13 EE.0785.100  
ACCOUNT DESCRIPTION  
EMPLOYEES WELFARE EXPENSES

TOTAL VOUCHERS FOR VENDOR: 00000DAYNE

# OF VOUCHERS: 1

TOTAL AMOUNT: 52.13

VC 00028352 FLAG AND POLE  
06/02/2022 19,694

00EASTCOAS East Coast Flag & Banner Inc  
6 2022

LINE DETAIL DESCRIPTION  
001 FLAG AND POLE

221.86  
AMOUNT ACCOUNT NO  
221.86 JT.8130.420  
ACCOUNT DESCRIPTION  
SEWAGE TREAT DISP - MAINT & REPAIRS EXP

TOTAL VOUCHERS FOR VENDOR: 00EASTCOAS

# OF VOUCHERS: 1

TOTAL AMOUNT: 221.86

VC 00028370 EMS SUPPLIES  
06/06/2022 19,694

0000000EMP Emergency Medical Products Inc  
6 2022

LINE DETAIL DESCRIPTION  
001 EMS SUPPLIES

13.07  
AMOUNT ACCOUNT NO  
13.07 AA.3410.400  
ACCOUNT DESCRIPTION  
FIRE - CONTRACTUAL

TOTAL VOUCHERS FOR VENDOR: 0000000EMP

# OF VOUCHERS: 1

TOTAL AMOUNT: 13.07

VC 00028333 EMPLOYEES TRUST  
06/01/2022 19,694

00EMPLOYEE Employees Trust Fund  
6 2022

11,291.89

# Voucher Abstract

Village of Watkins Glen

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	health insurance	2,138.73	AA.9060.800	HOSPITAL & MEDICAL INS
002	health insurance	1,272.38	FF.9060.800	HOSPITAL & MEDICAL INSURANCE
003	health insurance	649.10	GG.9060.800	HOSPITAL & MEDICAL INS
004	health insurance	1,172.95	JT.9060.800	HOSPITAL & MEDICAL INS
005	health insurance	2,568.38	EE.0785.100	EMPLOYEES WELFARE EXPENSES
006	health insurance	2,399.61	AA.9089.800	COMPENSATED ABSENCES
007	health insurance	779.10	FF.9089.000	COMPENSATED ABSENCES
008	health insurance	155.82	GG.9089.000	COMPENSATED ABSENCES
009	health insurance	155.82	EE.0233.000	COMPENSATED ABSENCES

TOTAL VOUCHERS FOR VENDOR: 00EMPLOYEE # OF VOUCHERS: 1 TOTAL AMOUNT: 11,291.89

VC 00028336	SUPPORT TO SENECA WATERSHED INTERMUNICIPAL ORG	FLINSTITUT	Finger Lakes Institute
06/01/2022	19,694	6	2022

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	SUPPORT TO SENECA WATERSHED INTERMUNICIPAL ORG	2,831.08	FF.8310.400	ADMIN - CONTRACTUAL

TOTAL VOUCHERS FOR VENDOR: FLINSTITUT # OF VOUCHERS: 1 TOTAL AMOUNT: 2,831.08

VC 00028339	PUBLIC & AFFIDAVIT
06/02/2022	19,694

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	PUBLIC & AFFIDAVIT	36.92	FF.8320.400	SOURCE OF SUPPLY - CONTRACTUAL

VC 00028348	PUBLIC & AFFIDAVIT
06/02/2022	19,694

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	PUBLIC & AFFIDAVIT	140.12	AA.1010.400	BOARD OF TRUSTEES-CONTRACTUAL



Voucher Abstract  
Village of Watkins Glen

TOTAL VOUCHERS FOR VENDOR: 000FLMEDIA # OF VOUCHERS: 2 TOTAL AMOUNT: 177.04

VC 00028371 RADIO EQUIPMENT FREEMAN Communications 264.00  
06/06/2022 19.694 6 2022  
LINE DETAIL DESCRIPTION AMOUNT ACCOUNT NO ACCOUNT DESCRIPTION  
001 RADIO EQUIPMENT 264.00 AA.3410.400 FIRE - CONTRACTUAL  
TOTAL VOUCHERS FOR VENDOR: 000FREEMAN # OF VOUCHERS: 1 TOTAL AMOUNT: 264.00

VC 00028328 SPRAYER HOSE Grainger, Inc 4.74  
06/01/2022 19.694 6 2022  
LINE DETAIL DESCRIPTION AMOUNT ACCOUNT NO ACCOUNT DESCRIPTION  
001 SPRAYER HOSE 4.74 AA.7110.430 PARKS - MATER & SUPPL EXP  
TOTAL VOUCHERS FOR VENDOR: 00GRAINGER # OF VOUCHERS: 1 TOTAL AMOUNT: 4.74

VC 00028358 Copier Charges Higher Information Group LLC 95.99  
06/03/2022 19.694 6 2022  
LINE DETAIL DESCRIPTION AMOUNT ACCOUNT NO ACCOUNT DESCRIPTION  
001 contract overages sn MAE499526 57.81 AA.1110.420 MUNICIPAL COURT - MATERIALS & MAINTENANCE  
002 contract overages sn KBM629956-M 38.18 AA.3120.420 POLICE - CONTR. MATERIALS & MAINTENANCE

VC 00028367 BASE RATE Higher Information Group LLC 123.55  
06/06/2022 19.694 6 2022  
LINE DETAIL DESCRIPTION AMOUNT ACCOUNT NO ACCOUNT DESCRIPTION  
001 BASE RATE 123.55 AA.7110.400 PARKS - CONTRACTUAL

**Voucher Abstract**

Village of Watkins Glen

TOTAL VOUCHERS FOR VENDOR: HIGHERINFO

# OF VOUCHERS: 2

TOTAL AMOUNT:

219.54

VC 00028325 ICE 19.694

00HILLSIDE Hillside Ice 78.75

LINE DETAIL DESCRIPTION  
 001 ICE

AMOUNT ACCOUNT NO  
 78.75 AA.7180.400

ACCOUNT DESCRIPTION  
 CAMPGROUND - CONTRACTUAL

TOTAL VOUCHERS FOR VENDOR: 00HILLSIDE

# OF VOUCHERS: 1

TOTAL AMOUNT:

78.75

VC 00028357 Telephones 19.694

000IPITOMY IPitomy Communications, LLC 691.78

LINE DETAIL DESCRIPTION  
 001 Municipal Bldg  
 002 Mayor  
 003 Code  
 004 Police  
 005 Court  
 006 Parks  
 007 Event Center  
 008 CVWR  
 009 Conference/Board Room  
 010 Elevator  
 011 Police Forwarding  
 012 Cloud PBX DID & E11

AMOUNT ACCOUNT NO  
 102.94 AA.1410.410  
 24.56 AA.1410.410  
 51.47 AA.8010.410  
 51.47 AA.3120.410  
 51.47 AA.1110.410  
 127.50 AA.7180.410  
 176.63 AA.7140.410  
 51.47 JT.8130.411  
 10.53 AA.1410.410  
 8.18 AA.1410.410  
 8.18 AA.3120.410  
 27.38 JT.8130.411

ACCOUNT DESCRIPTION  
 CLERK - CONTRACTUAL UTILITIES EXP  
 CLERK - CONTRACTUAL UTILITIES EXP  
 ZONING - UTILITIES EXP  
 POLICE - CONTR. UTILITIES EXP  
 MUNICIPAL COURT - CONTR.UTILITIES EXP  
 CAMPGROUND - UTILITIES EXP  
 COMM CENTER - CONTR EXP - UTILITIES  
 TREATMENT - PHONE  
 CLERK - CONTRACTUAL UTILITIES EXP  
 CLERK - CONTRACTUAL UTILITIES EXP  
 POLICE - CONTR. UTILITIES EXP  
 TREATMENT - PHONE

TOTAL VOUCHERS FOR VENDOR: 000IPITOMY

# OF VOUCHERS: 1

TOTAL AMOUNT:

691.78

VC 00028346 12 BLOWER FILTERS 19.694

000KOESTER Koester Associates, Inc 900.00

LINE DETAIL DESCRIPTION  
 001 12 BLOWER FILTERS

AMOUNT ACCOUNT NO  
 900.00 JT.8130.420

ACCOUNT DESCRIPTION  
 SEWAGE TREAT DISP - MAINT & REPAIRS EXP

# Voucher Abstract

Village of Watkins Glen

TOTAL VOUCHERS FOR VENDOR: 000KOESTER

# OF VOUCHERS: 1

TOTAL AMOUNT: 900.00

VC 00028373 MEMBERSHIP DUES FOR 2022- 2ND INSTALLMENT MEUA of NYS 4,715.00

06/06/2022 19,694 6 2022

LINE DETAIL DESCRIPTION AMOUNT ACCOUNT NO ACCOUNT DESCRIPTION

001 MEMBERSHIP DUES FOR 2022- 2ND INSTALLMENT 4,715.00 EE.0785.200 MISCELLANEOUS GENERAL EXPENSES

TOTAL VOUCHERS FOR VENDOR: 000000MEUA

# OF VOUCHERS: 1

TOTAL AMOUNT: 4,715.00

VC 00028324 TTHM AND HAA5

06/01/2022 19,694

LINE DETAIL DESCRIPTION

001 tests

00MICROBAC Microbac Laboratories, Inc

6 2022

AMOUNT ACCOUNT NO

913.35 FF.8320.425

913.35

ACCOUNT DESCRIPTION  
Source of Supply - lab analysis

VC 00028374 CHLORIDE AND ECOLI

06/06/2022 19,694

LINE DETAIL DESCRIPTION

001 tests

00MICROBAC Microbac Laboratories, Inc

6 2022

AMOUNT ACCOUNT NO

256.75 FF.8320.425

256.75

ACCOUNT DESCRIPTION  
Source of Supply - lab analysis

TOTAL VOUCHERS FOR VENDOR: 00MICROBAC

# OF VOUCHERS: 2

TOTAL AMOUNT: 1,170.10

VC 00028342 LAB WORK

06/02/2022 19,694

LINE DETAIL DESCRIPTION

001 lab work

00MICROB-G Microbac Laboratories, Inc.

6 2022

AMOUNT ACCOUNT NO

359.00 JT.8130.425

359.00

ACCOUNT DESCRIPTION  
SEWAGE TREAT DISP - LAB ANALYSES EXP



Voucher Abstract  
Village of Watkins Glen

TOTAL VOUCHERS FOR VENDOR: 00MICROB-G

# OF VOUCHERS: 1

TOTAL AMOUNT: 359.00

VC 00028334 SAAS MONTHLY FEE

000MISSION Mission Management Information Systems, Inc

19.694

241.29

001 DETAIL DESCRIPTION  
SAAS MONTHLY FEE

000MISSION  
241.29 AA.7180.400

000MISSION  
241.29  
ACCOUNT DESCRIPTION  
CAMPGROUND - CONTRACTUAL

TOTAL VOUCHERS FOR VENDOR: 000MISSION

# OF VOUCHERS: 1

TOTAL AMOUNT: 241.29

VC 00028320 CYLINDER

MONROETRAC Monroe Tractor

19.694

3,388.19

001 DETAIL DESCRIPTION  
CYLINDER

000MISSION  
3,388.19 AA.5110.420

000MISSION  
3,388.19  
ACCOUNT DESCRIPTION  
STREET MAINT - CONTR. - MATERIALS &  
MAINTENANCE

TOTAL VOUCHERS FOR VENDOR: MONROETRAC

# OF VOUCHERS: 1

TOTAL AMOUNT: 3,388.19

VC 00028355 GAS SERVICES ONLY

00000NYSEG New York State Electric & Gas

19.694

83.13

001 DETAIL DESCRIPTION  
PRV Station, Near 3600 St Rte 329 1001-2585-468

00000NYSEG  
83.13 FF.8320.410

00000NYSEG  
83.13  
ACCOUNT DESCRIPTION  
SOURCE OF SUPPLY - UTILITIES EXP

TOTAL VOUCHERS FOR VENDOR: 00000NYSEG

# OF VOUCHERS: 1

TOTAL AMOUNT: 83.13

VC 00028345 3 PHASE PAD MOUNT TRANSFORMER

000NETRANS Northeast Transformer Services

19.694

18,000.00

000NETRANS  
6 2022

# Voucher Abstract

Village of Watkins Glen

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO
001	3 PHASE PAD MOUNT TRANSFORMER	18,000.00	EE.0365.900

ACCOUNT DESCRIPTION	AMOUNT
LINE TRANSFORMERS IN STOCK	18,000.00

TOTAL VOUCHERS FOR VENDOR: 000NETRANS # OF VOUCHERS: 1

TOTAL AMOUNT: 18,000.00

VC 00028337	ANNUAL MEMBERSHIP DUES	00000NYCOM	NYCOM
06/01/2022	19,694	6	2022

1,164.00

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO
001	ANNUAL MEMBERSHIP DUES	1,164.00	AA.1410.400

ACCOUNT DESCRIPTION	AMOUNT
CLERK - CONTRACTUAL	1,164.00

TOTAL VOUCHERS FOR VENDOR: 00000NYCOM # OF VOUCHERS: 1

TOTAL AMOUNT: 1,164.00

VC 00028335	CODE RED EXTENSION 6/1/22-05/31/23	0000NSOLVE	ONSOLVE, LLC
06/01/2022	19,694	6	2022

4,270.65

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO
001	CODE RED EXTENSION 6/1/22-05/31/23	533.84	AA.5110.400
002	CODE RED EXTENSION 6/1/22-05/31/23	533.83	AA.3410.400
003	CODE RED EXTENSION 6/1/22-05/31/23	533.83	AA.3120.400
004	CODE RED EXTENSION 6/1/22-05/31/23	533.83	AA.7110.400
005	CODE RED EXTENSION 6/1/22-05/31/23	533.83	AA.1010.400
006	CODE RED EXTENSION 6/1/22-05/31/23	533.83	FF.8310.400
007	CODE RED EXTENSION 6/1/22-05/31/23	533.83	GG.8110.400
008	CODE RED EXTENSION 6/1/22-05/31/23	533.83	EE.0781.500

ACCOUNT DESCRIPTION	AMOUNT
STREET MAINT - CONTR EXP	533.84
FIRE - CONTRACTUAL	533.83
POLICE - CONTRACTUAL	533.83
PARKS - CONTRACTUAL	533.83
BOARD OF TRUSTEES-CONTRACTUAL	533.83
ADMIN - CONTRACTUAL	533.83
SEWER ADMINISTRATION - CONTRACTUAL	533.83
OFFICE SUPPLIES & EXPENSE	533.83

TOTAL VOUCHERS FOR VENDOR: 0000NSOLVE # OF VOUCHERS: 1

TOTAL AMOUNT: 4,270.65

VC 00028318	TRI-FOLD TOWELS, SHARP CALCULATOR- BARB	00000QUILL	Quill
06/01/2022	19,694	6	2022

187.97

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO
001	TRI FOLD TOWELS	77.98	JT.8110.421
002	SHARP CALCULATOR- BARB	109.99	AA.1410.430

ACCOUNT DESCRIPTION	AMOUNT
Sewer Admin - janitorial supplies	77.98
CLERK - CONTR. MATER&SUPPL. EXP	109.99

TOTAL VOUCHERS FOR VENDOR: 0000QUILL # OF VOUCHERS: 1

TOTAL AMOUNT: 187.97

# Voucher Abstract

Village of Watkins Glen

TOTAL VOUCHERS FOR VENDOR: 00000QUILL

# OF VOUCHERS: 1

TOTAL AMOUNT: 187.97

VC 00028376 Cement Barriers 12 ea  
06/06/2022 19,694

LINE DETAIL DESCRIPTION  
001 Cement Barriers 12 ea

0RAYFORKER Ray Forker  
6 2022

AMOUNT ACCOUNT NO  
950.00 JT.8130.420

950.00

ACCOUNT DESCRIPTION  
SEWAGE TREAT DISP - MAINT & REPAIRS EXP

TOTAL VOUCHERS FOR VENDOR: 0RAYFORKER

# OF VOUCHERS: 1

TOTAL AMOUNT: 950.00

VC 00028351 LUMBER  
06/02/2022 39.96

LINE DETAIL DESCRIPTION  
001 LUMBER

000WLUMBER RCA3 Inc dba Watkins Lumber, Inc  
6 2022

AMOUNT ACCOUNT NO  
39.96 AA.7110.430

39.96

ACCOUNT DESCRIPTION  
PARKS - MATER & SUPPL EXP

TOTAL VOUCHERS FOR VENDOR: 000WLUMBER

# OF VOUCHERS: 1

TOTAL AMOUNT: 39.96

VC 00028360 TOILET TISSUE AND LINERS  
06/06/2022 318.70

LINE DETAIL DESCRIPTION  
001 TOILET TISSUE AND LINERS

0000SANICO Sanico, Inc  
6 2022

AMOUNT ACCOUNT NO  
318.70 AA.7110.430

318.70

ACCOUNT DESCRIPTION  
PARKS - MATER & SUPPL EXP

TOTAL VOUCHERS FOR VENDOR: 0000SANICO

# OF VOUCHERS: 1

TOTAL AMOUNT: 318.70

VC 00028343 PHONE CHARGES  
06/02/2022 51.00

ACCOUNT DESCRIPTION

SCHYINFOTE Schuyler County Building and Grounds  
6 2022

51.00

# Voucher Abstract



Village of Watkins Glen

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO
001	STREETS	25.50	AA.5110.410
002	ELECTRIC	25.50	EE.0741.220

ACCOUNT DESCRIPTION	AMOUNT
STREET MAINT- CONTR EXP -UTILITIES	25.50
DISTRIB SUPERVISION SUPPLIES	25.50

TOTAL VOUCHERS FOR VENDOR: SCHYINFOTE

# OF VOUCHERS: 1

TOTAL AMOUNT: 51.00

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO
001	CRUSHER RUN	58.50	FF.8320.430

ACCOUNT DESCRIPTION	AMOUNT
SOURCE OF SUPPLY - MATERIALS & SUPPLIES	58.50

TOTAL VOUCHERS FOR VENDOR: 00SCHYHIGH

# OF VOUCHERS: 1

TOTAL AMOUNT: 58.50

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO
001	REMOTE SERVER SUPPORT FOR MAY 2022	45.00	AA.1620.400

ACCOUNT DESCRIPTION	AMOUNT
MUN BLDGS - CONTRACTUAL	45.00

TOTAL VOUCHERS FOR VENDOR: 000000SCT

# OF VOUCHERS: 1

TOTAL AMOUNT: 45.00

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO
001	MONITOR, VIDEO CARD, ON SITE LABOR	407.50	AA.1410.420

ACCOUNT DESCRIPTION	AMOUNT
CLERK - MATERIALS & MAINTENANCE	407.50

TOTAL VOUCHERS FOR VENDOR: 000000SCT

# OF VOUCHERS: 1

TOTAL AMOUNT: 407.50

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO
001	ON SITE LABOR- TOMMY EMAIL CHANGE	32.50	EE.0781.500

ACCOUNT DESCRIPTION	AMOUNT
OFFICE SUPPLIES & EXPENSE	32.50

TOTAL VOUCHERS FOR VENDOR: 000000SCT

# OF VOUCHERS: 1

TOTAL AMOUNT: 32.50

TOTAL VOUCHERS FOR VENDOR: 000000SCT

# OF VOUCHERS: 3

TOTAL AMOUNT: 485.00

Voucher Abstract



Village of Watkins Glen

VC 00028321	BOLT		SOUTHERNFL	Southern Fingerlakes Equipment LLC	
06/01/2022	19,694		6	2022	6.10
<u>LINE</u>	<u>DETAIL DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT_NO</u>	<u>ACCOUNT DESCRIPTION</u>	
001	BOLT	6.10	AA.8810.420	CEMETERY - CONTR - MATERIALS & MAINTENANCE	
VC 00028379	Spindle Assembly for Mower		SOUTHERNFL	Southern Fingerlakes Equipment LLC	
06/06/2022	19,694		6	2022	177.49
<u>LINE</u>	<u>DETAIL DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT_NO</u>	<u>ACCOUNT DESCRIPTION</u>	
001	Spindle Assembly	177.49	AA.8810.420	CEMETERY - CONTR - MATERIALS & MAINTENANCE	
TOTAL VOUCHERS FOR VENDOR: SOUTHERNFL					# OF VOUCHERS: 2
					TOTAL AMOUNT: 183.59

VC 00028356	CLUTE PARK CAMPGROUND CABLE		00SPECTRUM	Spectrum	
06/02/2022	19,694		6	2022	1,342.27
<u>LINE</u>	<u>DETAIL DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT_NO</u>	<u>ACCOUNT DESCRIPTION</u>	
001	cable tv for campground, month of MAY 2022	1,342.27	AA.7180.400	CAMPGROUND - CONTRACTUAL	
TOTAL VOUCHERS FOR VENDOR: 00SPECTRUM					# OF VOUCHERS: 1
					TOTAL AMOUNT: 1,342.27

VC 00028340	HELP WANTED ADS		00000DAILY	The Daily News	
06/02/2022	19,694		6	2022	268.00
<u>LINE</u>	<u>DETAIL DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT_NO</u>	<u>ACCOUNT DESCRIPTION</u>	
001	TEMP SEASONAL	50.40	AA.7110.400	PARKS - CONTRACTUAL	
002	PARK AND REC COORDINATOR	53.60	AA.7110.400	PARKS - CONTRACTUAL	
003	DUMPSTER DAY	60.00	AA.8160.400	REFUSE & GARBAGE - CONTRACTUAL	
004	TREASURER WANTED	104.00	AA.1410.400	CLERK - CONTRACTUAL	
TOTAL VOUCHERS FOR VENDOR: 00000DAILY					# OF VOUCHERS: 6
					TOTAL AMOUNT: 268.00

VC 00028365	CONCERTS IN THE PARK FLYERS		00000DAILY	The Daily News	
06/06/2022	19,694		6	2022	135.00
<u>LINE</u>	<u>DETAIL DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT_NO</u>	<u>ACCOUNT DESCRIPTION</u>	
001	CONCERTS IN THE PARK FLYERS	135.00	AA.7140.430	COMM CENTER - MATER&SUPPL EXP	

# Voucher Abstract

Village of Watkins Glen

TOTAL VOUCHERS FOR VENDOR: 0000DAILY

# OF VOUCHERS: 2

TOTAL AMOUNT: 403.00

VC 00028354 ICE CREAM RESALE IN CAFE  
06/02/2022 19.694

0THE GREAT The Great Escape & Everything Ice Cream, Inc.  
6 2022 252.50

LINE DETAIL DESCRIPTION  
001 ICE CREAM RESALE IN CAFE

AMOUNT ACCOUNT NO  
252.50 AA.7110.430

ACCOUNT DESCRIPTION  
PARKS - MATER & SUPPL EXP

TOTAL VOUCHERS FOR VENDOR: 0THE GREAT

# OF VOUCHERS: 1

TOTAL AMOUNT: 252.50

VC 00028341 HELP WANTED ADS  
06/02/2022 19.694

000HILITES The Hi-Lites  
6 2022 145.35

LINE DETAIL DESCRIPTION  
001 HELP WANTED- PARKS  
002 HELP WANTED- SEASONAL  
003 DUMPSTER DAY  
004 HELP WANTED- TREASURER  
005 HELP WANTED- LIFEGUARD  
006 TREASURER

AMOUNT ACCOUNT NO  
17.40 AA.7110.400  
16.60 AA.7110.400  
57.75 AA.8160.400  
18.00 AA.1410.400  
17.60 AA.7110.400  
18.00 AA.1410.400

ACCOUNT DESCRIPTION  
PARKS - CONTRACTUAL  
PARKS - CONTRACTUAL  
REFUSE & GARBAGE - CONTRACTUAL  
CLERK - CONTRACTUAL  
PARKS - CONTRACTUAL  
CLERK - CONTRACTUAL

TOTAL VOUCHERS FOR VENDOR: 000HILITES

# OF VOUCHERS: 1

TOTAL AMOUNT: 145.35

VC 00028327 CANCEL BOAT PARKING PRORATED  
06/01/2022 19.694

TIM & KATH Tim & Kathy Barney  
6 2022 152.00

LINE DETAIL DESCRIPTION  
001 CANCEL BOAT PARKING PRORATED

AMOUNT ACCOUNT NO  
152.00 AA.2001.000

ACCOUNT DESCRIPTION  
CLUTE PARK PARKING FEES

Voucher Abstract

TOTAL VOUCHERS FOR VENDOR: TIM & KATH

# OF VOUCHERS: 1

TOTAL AMOUNT: 152.00

VC 00028344 FR SHIRT- JEFF HEICHEL  
06/02/2022 19.694

000TYNDALE Tyndale Company, Inc  
6 2022

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	FR SHIRT- JEFF HEICHEL	78.95	EE.0785.100	EMPLOYEES WELFARE EXPENSES

78.95

TOTAL VOUCHERS FOR VENDOR: 000TYNDALE

# OF VOUCHERS: 1

TOTAL AMOUNT: 78.95

VC 00028349 CELLULAR SERVICE  
06/02/2022 19.694

00VERIZONW Verizon Wireless  
6 2022

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	cell phones	31.22	AA.8010.410	ZONING - UTILITIES EXP
002	cell phones	31.22	EE.0781.500	OFFICE SUPPLIES & EXPENSE
003	cell phones	31.22	JT.8130.411	TREATMENT - PHONE
004	cell phones	59.30	FF.8320.410	SOURCE OF SUPPLY - UTILITIES EXP

152.96

TOTAL VOUCHERS FOR VENDOR: 00VERIZONW

# OF VOUCHERS: 1

TOTAL AMOUNT: 152.96

VC 00028330 SENECA LAKE EVENTS CENTER WEBSITE  
06/01/2022 19.694

VICTORIA B Victoria D Bond  
6 2022

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	SENECA LAKE EVENTS CENTER WEBSITE	500.00	AA.7140.400	COMM CENTER - CONTR EXPENSE

500.00

TOTAL VOUCHERS FOR VENDOR: VICTORIA B

# OF VOUCHERS: 1

TOTAL AMOUNT: 500.00

# Voucher Abstract



## Village of Watkins Glen

000VILLAGE Village of Watkins Glen

6 2022

16,693.16

VC 00028331 E/W/S

06/01/2022 19,694

LINE DETAIL DESCRIPTION

<u>LINE</u>	<u>DETAIL DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT NO</u>	<u>ACCOUNT DESCRIPTION</u>
001	e/w/s municipal bldg	429.68	AA.1620.410	MUN BLDGS - CONTR EXP - UTILITIES
002	w/s library	140.00	AA.7410.400	LIBRARY - CONTRACTUAL
003	e/w/s fire house	313.26	AA.3410.410	FIRE - CONTR. UTILITIES EXP
004	electric - streetlights	3,184.18	AA.5182.400	STREET LIGHTING - CONTRACTUAL
005	electric - school lights	13.51	AA.3989.400	MISC PUBLIC SAFETY - CONTRACTUAL
006	e/w/s - parks	3,436.31	AA.7110.411	PARKS - Utilities Water/Sewer/Elect
007	e/w/s - community center	797.04	AA.7140.410	COMM CENTER - CONTR EXP - UTILITIES
008	e/w/s - campground	1,064.60	AA.7180.411	Campground - utilities water/sewer/ electric
009	e/w/s - Glenwood cemetery	16.03	AA.8810.400	CEMETERY - CONTRACTUAL
010	e/s - water dept	2,935.12	FF.8320.410	SOURCE OF SUPPLY - UTILITIES EXP
011	e/s - water	46.02	FF.8340.420	TRANSMISSION - MAINTENANCE & REPAIRS
012	sewer lift stations	88.47	GG.8120.410	SANITARY SEWERS - UTILITIES EXP
013	sewer plant water	112.50	JT.8130.413	TREATMENT - WATER
014	sewer plant electric	4,116.44	JT.8130.414	TREATMENT - ELECTRIC

TOTAL VOUCHERS FOR VENDOR: 000VILLAGE # OF VOUCHERS: 1

TOTAL AMOUNT: 16,693.16

VC 00028319 RAIN COAT

06/01/2022 19,694

LINE DETAIL DESCRIPTION

<u>LINE</u>	<u>DETAIL DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT NO</u>	<u>ACCOUNT DESCRIPTION</u>
001	RAIN COAT	17.09	AA.5110.423	Street Maint - Clothing and Safety Supplies

VC 00028323 SHOVEL, HERBICIDE, BATTERIES, SCISSORS, PLUGS

06/01/2022 19,694

LINE DETAIL DESCRIPTION

<u>LINE</u>	<u>DETAIL DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT NO</u>	<u>ACCOUNT DESCRIPTION</u>
001	POLY SHOVEL	38.69	EE.0787.000	REPAIRS TO GENERAL PROPERTY
002	HERBICIDE, BATTERIES AND SCISSORS	112.26	EE.0787.000	REPAIRS TO GENERAL PROPERTY
003	CAMPER PLUGS AND BREAKERS FOR PARK	51.16	EE.0787.000	REPAIRS TO GENERAL PROPERTY

VC 00028350 blade, bulb, tie down, safety glasses and hooks

06/02/2022 19,694

LINE DETAIL DESCRIPTION

<u>LINE</u>	<u>DETAIL DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT NO</u>	<u>ACCOUNT DESCRIPTION</u>
001	blade and bulb	40.47	AA.7110.430	PARKS - MATER & SUPPL EXP
002	tie down, safety glasses and hooks	87.65	AA.7110.430	PARKS - MATER & SUPPL EXP



# Voucher Abstract

Village of Watkins Glen

VC 00028363 PAINT 19,694  
 06/06/2022 19,694  
LINE DETAIL DESCRIPTION  
 001 PAINT

00WGSUPPLY Watkins Glen Supply Inc  
 6 2022  
AMOUNT ACCOUNT NO  
 249.95 AA.7110.430

249.95  
ACCOUNT DESCRIPTION  
 PARKS - MATER & SUPPL EXP

VC 00028368 KEYS, STEEL ROLL, SCREWS, TIRE, CHAIN 19,694  
 06/06/2022 19,694

LINE DETAIL DESCRIPTION  
 001 KEYS  
 002 STEEL ROLL, SCREWS, TIRE AND CHAIN

00WGSUPPLY Watkins Glen Supply Inc  
 6 2022  
AMOUNT ACCOUNT NO  
 12.00 AA.7110.430  
 44.95 AA.7110.430

56.95  
ACCOUNT DESCRIPTION  
 PARKS - MATER & SUPPL EXP  
 PARKS - MATER & SUPPL EXP

VC 00028377 Anchor & Screw Pin/Pipe Connector.FC 19,694  
 06/06/2022 19,694

LINE DETAIL DESCRIPTION  
 001 Anchor & Screw Pins  
 002 3/4" Pipe Connector  
 003 Finance Charge

00WGSUPPLY Watkins Glen Supply Inc  
 6 2022  
AMOUNT ACCOUNT NO  
 13.66 AA.5110.430  
 7.82 AA.8810.420  
 3.40 AA.5110.430

24.88  
ACCOUNT DESCRIPTION  
 STREET MAINT - MATER & SUPPL EXP  
 CEMETERY - CONTR - MATERIALS &  
 MAINTENANCE  
 STREET MAINT - MATER & SUPPL EXP

TOTAL VOUCHERS FOR VENDOR: 00WGSUPPLY # OF VOUCHERS: 6

TOTAL AMOUNT: 679.10

VC 00028338 METER USAGE CAHRGE 19,694  
 06/02/2022 19,694

LINE DETAIL DESCRIPTION  
 001 copier fees  
 002 copier fees  
 003 copier fees  
 004 copier fees  
 005 COPIER FEES  
 006 copier fees

00000XEROX Xerox Corporation  
 6 2022  
AMOUNT ACCOUNT NO  
 15.25 AA.1410.400  
 15.25 EE.0781.500  
 15.25 FF.8310.400  
 15.25 GG.8110.400  
 29.64 JT.8110.400  
 15.26 JT.8110.400

105.90  
ACCOUNT DESCRIPTION  
 CLERK - CONTRACTUAL  
 OFFICE SUPPLIES & EXPENSE  
 ADMIN - CONTRACTUAL  
 SEWER ADMINISTRATION - CONTRACTUAL  
 SEWER ADMINISTRATION - CONTRACTUAL  
 SEWER ADMINISTRATION - CONTRACTUAL

TOTAL VOUCHERS FOR VENDOR: 00000XEROX # OF VOUCHERS: 1

TOTAL AMOUNT: 105.90

Voucher Abstract

Village of Watkins Glen

TOTAL # OF VOUCHERS: 61

TOTAL AMOUNT:

121,334.54

Voucher Abstract  
Village of Watkins Glen

Summary

		Total
AA-GENERAL FUND	AA.0200.000	33,559.46
	Total	33,559.46
EE-ELECTRIC ENTERPRISE FUND	EE.0121.000	27,507.46
	Total	27,507.46
FF-WATER FUND	FF.0200.000	10,162.32
	Total	10,162.32
GG-SEWER FUND	GG.0200.000	1,603.02
	Total	1,603.02
JT-Catherine Valley Water Reclamation Facility	JT.0200.000	48,502.28
	Total	48,502.28
Total		121,334.54

Date: 06/06/2022

Time: 10:53:11AM

User: BARB

Page: 20

**Voucher Abstract**

Village of Watkins Glen

To the Supervisor:  
I hereby certify that the vouchers on this abstract dated June 6, 2022 and consisting of these previous pages were audited and allowed in the amounts shown.

\_\_\_\_\_  
Authorized Official

\_\_\_\_\_  
06/06/2022



# VACRI CONSTRUCTION CORPORATION

GENERAL CONTRACTORS

ONE BRICK AVENUE  
BINGHAMTON, NY 13901

TEL 607.723.4319  
FAX 607.723.9539

E-MAIL  
VacriConstruction@OneBrickAvenue.com

May 16, 2022

Mr. Terry Wilcox, Superintendent of Public Works  
Village of Watkins Glen  
303 N. Franklin Street  
Watkins Glen, NY 14891

*Re: Cost Proposal for Flow Meter Work  
Village of Watkins Glen, NY*

Mr. Wilcox:

Vacri Construction Corporation proposes to replace (5) water meters at various locations in the Village of Watkins Glen for the lump sum price of **\$13,550.00**.

The proposed work will be performed at the following locations, Franklin Street Pump House, Business Park Pump House, WGI Pump Station, South Pump Station, and Seneca Lodge Reducer Station. Our proposal includes an allowance of \$1,500.00 for two pipe spools and flange packs as necessary to complete the work. All other materials shall be furnished to Vacri by the Village of Watkins Glen at no cost. Painting of completed pipe work is not included. Please note that our price is based on performing all work over consecutive days.

Thank you for the opportunity to quote this work. Please advise at your earliest opportunity of your intent to award this work to Vacri. If you should have any questions and or need additional information, please do not hesitate to contact the undersigned.

Very truly yours,  
Vacri Construction Corporation

By: Vernon Ziegler, Project Manager

VRZ

# JONES SPECIALTY SERVICES GROUP

4000 State Route 26  
Whitney Point NY 13862

# Quote

Date	Quote #
5/19/2022	676

Name / Address
VILLAGE OF WATKINS GLEN 303 N FRANKLIN ST WATKINS GLEN, NY 14891

Project

Description	Qty	U/M	Cost	Total
Installation of 5 Mag Meters supplied by the Village. Supply and install new gate valves and flange adapters at each.	1	ea	12,500.00	12,500.00
Sales Tax			8.00%	0.00

<b>Total</b>	<b>\$12,500.00</b>
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Phone #	Fax #
607-238-6565	607-323-6000