



## REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF WATKINS GLEN HELD TUESDAY, DECEMBER 15, 2020

### 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 Bob Carson, Superintendent Terry Wilcox, Village Clerk Lonnie Childs, and Treasurer Rhonda Slater. Also present were Sergeant Ethan Mosher, Electric Supervisor Minard LaFever, Park Manager Michelle Hyde and Water Supervisor Martin Pierce. Absent was Trustee Nan Woodworth. The meeting was held via ZOOM online video conferencing in compliance with COVID Executive Order 202.1. There were approximately three other persons in attendance.

### PUBLIC BE HEARD

There were no comments from the public.

### APPROVAL OF MINUTES

#### Minutes for Regular Meeting December 1, 2020

Trustee Bob Carson made the motion to approve the minutes for the Regular Board of Trustees meeting held on December 1, 2020. 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

Nays: None

Abstain: Trustee Laurie DeNardo 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.

### VOTING ITEMS

#### Pay Increase for Keyboard Specialist Jennifer Schoffner

Trustee Bob Carson made the motion to approve a \$0.25/hr. pay increase for the successful completion of her three-month probationary period. Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

#### Award DRI Grant Administration RFP

Trustee Laurie DeNardo made the motion to award the DRI Grant Administration request for proposals to Thoma Development Consultants based on the outcomes of the scoring matrix and reference checks. Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

#### Schuyler Soccer Club Use of Community Center Request

Deputy Mayor Louie Perazzini made the motion to approve the use of the Community Center by the Schuyler Soccer Club, a travel soccer club, during the winter 2021 indoor season at a reduced fee of \$20 per use from 11:30pm – 1:00pm every other Saturday of the month from January 9<sup>th</sup> thru March 20, 2021. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

### [Police Department Lateral Transfer Policy](#)

Trustee Bob Carson made the motion to approve the following lateral transfer policy for the Watkins Police Department. Deputy Mayor Louie Perazzini seconded the motion. Discussion followed as to whether it should be a stand-alone policy or incorporated into the Police union contract that is currently under negotiations. It was determined that the policy could be adopted now and built into the contract moving forward. The Board then voted on the motion and all were in favor. Motion Carried.

Purpose: The reason for this policy is to try and get more qualified applicants, with more experience, who show an interest in making a career with our agency. Our agency struggles to find staffing to fill shifts, part time and full time. Our community pays for our service and they deserve the best service, officers and dedication possible.

Terms:

- a) If someone applies to our agency as a lateral transfer from another agency for the position of full-time police officer and they have prior working experience, that officer shall be eligible to have a starting wage equivalent to their years of services. This would mean if they have two years of service, they would transfer in at step 2; if they have three years of service, they would transfer in at step 3; and so forth.
- b) In addition to the service transfer, any lateral who applies to the Watkins Glen Police Department and has vacation time and/or sick time with their existing agency, shall be allowed to carry that over up to one week of each to our agency. With that being said, the rule of not being eligible to use that vacation time until after six months of employment shall still apply.

### [Appointment of Aaron Jumper as Full-Time Permanent Police Officer](#)

Deputy Mayor Louie Perazzini made the motion to appoint Aaron Jumper as full-time permanent Police Officer effective January 6, 2021 as a STEP 3 lateral transfer at a rate of \$22.13/hr., per the current contract. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

### [Appointment of Dalton Kenny to 2<sup>nd</sup> 90-Day Term Full-Time Temporary Police Officer](#)

Deputy Mayor Louie Perazzini made the motion to appoint Dalton Kenny to a 2<sup>nd</sup> 90-Day Term Full-Time Temporary Police Officer effective January 5, 2021 thru April 5, 2021 at a rate of \$19.70/hr. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

### [NYSLRS Standard Work Day and Reporting Resolution](#)

Deputy Mayor Louie Perazzini made the motion to approve the standard work day and reporting resolution for elected and appointed officials based on the record of activities for Trustee Laurie DeNardo at 7.54 days a month and Village Justice William Kennedy at 1.23 days a month. Trustee Bob Carson 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

Nays: None

Abstain: Trustee Laurie DeNardo Motion Carried.

### [NYS Homes and Community Renewal Grant Endorsement](#)

The Board discussed the request to donate \$5,000 towards administrative fees and approve the following resolution. Village Clerk Lonnie Childs stated that the Village cannot donate funds, but could support their grant application. Deputy Mayor Louie Perazzini made the motion to approve the following resolution endorsing the application of Community Progress, Inc to NYS Homes and Community Renewal for NYS Main Street Grant funds. Trustee Bob Carson seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

WHEREAS, Community Progress, Inc. desires to apply for up to \$250,000 in financial assistance

through the 2020 Consolidated Funding Application (CFA) under the New York State Main Street Program; and

WHEREAS, the application proposes funding to assist property owners to complete building renovations to downtown “main street” buildings on East 4th Street, between Franklin St. and North Decatur; and

WHEREAS, the proposed funding will contribute and compliment to ongoing community revitalization efforts that are being delivered through current Downtown Revitalization Initiative; and

WHEREAS, the grant application requires that the applicant obtain the approval and endorsement of the governing body of the municipality in which the project will be located.

NOW, THEREFORE, BE IT RESOLVED, that the Village Board of the Village of Watkins Glen approves and endorses the 2020 New York State Main Street Application for assistance prepared and to be submitted by Community Progress, Inc.

**Budget Amendment Resolution**

Trustee Laurie DeNardo made the motion to approve the following budget amendment resolution. Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

WHEREAS, it will be necessary to transfer funds within the General, Water and Sewer accounts in order to balance the budgets in the respective funds;

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:

<b>Account From</b>	<b>Amount</b>	<b>Account To</b>	<b>Amount</b>
FF8310.400	\$919.00	FF8310.440	\$919.00
FF8320.430	\$500.00	FF8320.427	\$500.00
GG8110.110	\$5000.00	GG8120.410	\$3,000.00
		GG8110.400	\$2,000.00
GG8120.100	\$12,104.00	GG9050.800	\$12,104.00
AA1410.400	\$1,029.91	AA1450.400	\$1,029.91
AA3120.420	\$4,261.00	AA3120.440	\$4,261.00
AA5110.420	\$13,072.00	AA5110.440	\$11,419.00
		AA8170.400	\$1,653.00
AA7110.120	\$6,059.00	AA7180.120	\$6,059.00
AA9015.800	\$5,000.00	AA9050.800	\$5,000.00
AA7110.400	\$5,743.20		
AA7140.430	\$6,000.00	AA7110.440	\$11,743.20

## AUDIT

### General Audit

Deputy Mayor Louie Perazzini made the motion to approve the regular audit dated December 14, 2020 in the following amounts:

General	\$68,955.06	Sewer	\$229,903.44
Electric	\$52,611.95	Water	\$6,637.42
Joint Activity (CVWRF)	\$6,315.01	LWRP #1	\$99,704.12
DRI Project	\$30,212.71	LWRP #2	\$178,541.90
SCADA System Upgrades	\$3,007.00	Pada Tank Upgrades	\$4,385.00
OPRHP Parks	\$140,778.00	Project Seneca	-\$1,673.69

Trustee Bob Carson seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

### Online Audit

Trustee Laurie DeNardo made the motion to approve the online audit for the municipal building refunding bond interest payment in the amount of \$3,342.19. Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

### JPC Audit

Deputy Mayor Louie Perazzini made the motion to approve the JPC audit in the amount of \$346,365.06. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

## BOARD CONCERNS

### Water Main Issues on 9<sup>th</sup> Street

Water Supervisor Martin Pierce informed the Board about an ongoing water main issues on 9<sup>th</sup> Street. He has been watching another wet spot on the block between Decatur and Perry. He said there is about 900ft. of water main that may need to be replaced sooner than later. Mayor Leszyk commented that he would have liked to have had this taken care of prior to paving that block.

### Zoning Advisory Committee Update

Trustee Laurie DeNardo requested a zoning advisory committee update. She was informed that the public input survey deadline was extended to December 20, 2020. Deputy Mayor Louie Perazzini also stated that there will be additional surveys to follow as the committee would like to obtain as much input as possible.

### Municipal Building Updates

Superintendent Terry Wilcox updated the Board with issues at the municipal building. The building is in desperate need of a new lower roof that extends over the back portion of the building. He has obtained quotes for this work and the price is coming in at around \$30,000. He has also received quotes on the cost to replace the stairs and hatch. This work can be completed for around \$7,500. He will complete a material requisition for this and move forward. He then gave an update on the garage demolition. He has obtained two quotes for removal and is awaiting a third quote.

### Truck for Collection System Worker

Superintendent Terry Wilcox informed the Board that the Village needs to budget for a vehicle for the Municipal Worker to utilize that will be able to pull the Jetter. In the meantime, he will utilize the truck from the CVWRF.

## EXECUTIVE SESSION

There were no items for executive session.

## ADJOURN

With no further business to come before the Board, Deputy Mayor Louie Perazzini made the motion to adjourn at 6:45 pm. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Meeting Adjourned.

Respectively Submitted,

Rhonda E Slater