

Special Meeting Minutes

Board of Trustees

Village of Monticello

September 23<sup>rd</sup>, 2014

5:00pm

**Call Meeting to Order**

The meeting was called to order at 5:00pm by Trustee Solomon.

**Pledge to the Flag**

**Roll Call**

Mayor Jenkins-Absent      Carmen Rue-Present      Jill Weyer-Present  
Larissa Bennett-Present      Douglas Solomon-Present

Also Present: Michael Davidoff-Village Attorney  
Walter Fedun-Interim Village Manager

**Motion to Accept the Agenda**

A motion was made by Trustee Rue with a second by Trustee Bennett to accept the agenda with the following add-ons:

1. Public Hearing-Proposed Local Law to amend Local Law#2 of 2007-regarding parking spots in the Village of Monticello to Allow an Additional Handicapped Parking Space on Prince Street.
2. Resolution authorizing payment to Hall Signs in the amount of \$2,284.52 for various signs, cones and barricades used throughout the Village for the Highway Department from app#5110.224. Current account balance \$73,507.12
3. Resolution to accept and share proceeds of sale of real property, SBL#106.-1-4.1 & 3.4) with County of Sullivan in full satisfaction of all outstanding tax liens, through and including lien levied August 1, 2013
4. The omission of the minutes from September 2<sup>nd</sup>, 2014

Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-yea  
Trustee Weyer-yea

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### **Continuation of Public Hearing- Local Law #3 of 2014-The Amendment of Chapter A290 of the Village Code entitled, "Fee Schedule"**

The Interim Village Manager, Walter Fedun stated that he gave the Board some suggestions on a new format for the Ted Stroeble Center applications. The current applications are bare and all of the necessary information. I suggest that that Board take some time to look at what is before you and then maybe at the next meeting we can have a discussion on if we want to move forward with what has been presented or something different.

There was a brief discussion of the Board in regards to what is done in other municipalities and how they hand the use and rental of their municipal buildings. It was stated that maybe we can either give out the key or have the Trustee's open and close the building on the weekends.

Trustee Rue commented on the importance of their being insurance and the responsibility of the Village to always have someone there to monitor and oversee the building because of liability issues.

A motion was made by Trustee Rue with a second by Trustee Bennett to Table this Public Hearing until the next meeting giving the Board time to review the information given to them by the Interim Village Manager. Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-yea  
Trustee Weyer-yea

### **Approval of Minutes from the September 2<sup>nd</sup> & September 9<sup>th</sup>, 2014 meetings**

A motion was made by Trustee Rue with a second by Trustee Weyer to approve the minutes of September 9<sup>th</sup>, 2014. Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-yea  
Trustee Weyer-yea

### **Interim Village Manager's Report**

Mr. Fedun stated that the rain on Saturday, September 13<sup>th</sup> did not stop or deter the Fireman's Parade. All of the activities continued rain or shine and was a success.

Today at this meeting I tried to introduce a new method to update the Board members on what needs to be addressed and discussed. There are several different things that need to be discussed at Executive Session such as inspection fees, the Village computer system, back-up

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generator, the pre-employment drug & alcohol substance testing, these will probably go into Executive Session for you people to read and discuss so that we can move on. It is just a better way of trying to inform you of what's going on and what we are trying to deal with and get more information on until we sit down at a Board meeting and move on these items.

Mr. Davidoff interjected and corrected Mr. Fedun that that only matters that can be discussed in Executive Session is personnel. I don't want to leave the impression that there will be other matters discussed in Executive Session because that is not true, because there are a couple of things you discussed about Personnel and that can be discussed in Executive Session, but all of the other issues that have been raised have to be discussed in a Public Meeting.

Mr. Fedun continued that EPIC(Every Person Influences Children) is having a free barbeque on Saturday, September 27<sup>th</sup>, from 1 to 3pm at De Hoyas Park, everyone is invited.

Lastly, I am going to start putting events together for Halloween and Christmas, meetings will be on Thursday's at 5:00pm at Village Hall, anyone that would like to participate is welcomed.

### **Helen Budrock & Glenn Gidaly-Grants Discussion**

Helen Budrock & Glenn Gidaly was present. They stated that they wanted to set up a meeting with the Village Board to discuss what direction the Board wanted to go into in regards to the upcoming grant season. Applications will need to be submitted in the Spring and the Village will need to be prepared and ready to apply. They asked the Board to come up with a list of ideas and/or projects that they would like to move on and they would like to set a Special meeting to discuss these ideas and come up with a concrete plan.

A motion was made by Trustee Rue with a second by Trustee Bennett to set a Special Meeting date for a Work Shop to discuss Grant Planning on Tuesday, October 7, 2014 at 5:30pm. Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-yea  
Trustee Weyer-yea

### **Tax Installment Transfer of Funds Discussion**

A motion was made by Trustee Rue with a second by Trustee Weyer to discuss this matter. Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent

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Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-yea  
Trustee Weyer-yea

Trustee Rue stated that she wanted it clarified that this is not extra money and that this money is currently in our budget and that it already belongs to the Village.

The Village Attorney, Michael Davidoff, stated that there was an email to the Board from the Village auditor Andrew Arias confirming that information and that it is already the Villages money. So this is okay to do.

A motion was made by Trustee Rue with a second by Trustee Weyer to authorize the Transfer of tax installment payments to the General Fund in the amount of \$884,489.86. Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-yea  
Trustee Weyer-yea

### **Approval of bill's in the amount of \$1,475,887.67**

A motion was made by Trustee Rue with a second by Trustee Bennett to pay the bills. Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-yea  
Trustee Weyer-yea

### **Resolution authorizing the posting of the vacant Wastewater Treatment Plant Operator Trainee position for the Sewer Department**

A motion was made by Trustee Rue with a second by Trustee Bennett. Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-yea  
Trustee Weyer-yea

### **Resolution authorizing going out to bid for the Sludge Cake for the Sewer Department, bid opening date to be set for Thursday, October 24<sup>th</sup>, 2014 at 2:00pm**

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A motion was made by Trustee Rue with a second by Trustee Bennett. Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-yea  
Trustee Weyer-yea

**Resolution amending the May 20<sup>th</sup>, 2014 Vantage Equipment Resolution to pay the balance owed of \$1,149.52 from app#A.5110.224. Current account balance is \$73,507.12**

A motion was made by Trustee Rue with a second by Trustee Bennett. Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-yea  
Trustee Weyer-yea

**Resolution authorizing payment to Admit Computer Services, Inc. in the amount of \$21,226.00 for the annual computer software maintenance & support for the Police Department from app#A.3120.206. Current account balance is \$34,800.00**

A motion was made by Trustee Rue with a second by Trustee Bennett. Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-yea  
Trustee Weyer-yea

**Resolution authorizing the amendment of the current Village Employment Applications and current Village Employee Hand Book to include a consent for Background Checks to completed on all employment candidates for the continuity of past practice in the Village for all new hires**

A motion was made by Trustee Rue with a second by Trustee Bennett to discuss this matter. Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-yea  
Trustee Weyer-yea

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Trustee Solomon stated that he feels that this issue should be tabled right now until the Interim Manager and Village Clerk could get together and find out exactly what a background check should entail and who should be doing them. He also stated that there should be guidelines included for the background check done for the Police Department as well.

The rest of the Board agreed.

A motion was made by Trustee Rue with a second by Trustee Bennett to Table this matter.

Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent

Trustee Bennett-yea

Trustee Rue-yea

Trustee Solomon-yea

Trustee Weyer-yea

**Resolution authorizing the purchase of a Spectrometer from Real Tech Inc. for the Water Department in the amount of \$1,770.00 from app#F.8320.459. Current account balance is \$26,979.62**

A motion was made by Trustee Weyer with a second by Trustee Rue. Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent

Trustee Bennett-yea

Trustee Rue-yea

Trustee Solomon-yea

Trustee Weyer-yea

**Resolution authorizing payment to Baum Law Offices, LLP in the amount of \$1,000.00 for legal services for the month of August 2014 from app#A.1420.404, current account balance is \$72,000.00**

A motion was made by Trustee Rue with a second by Trustee Weyer. Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent

Trustee Bennett-yea

Trustee Rue-yea

Trustee Solomon-yea

Trustee Weyer-yea

**Resolution authorizing the purchase of Biosystem Grease Controls from Maryland Biochemical Co. for the Sewer Department in the amount of \$3,009.00 from app#G.8130.458. Current account balance after purchase is \$26,979.62**

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A motion was made by Trustee Rue with a second by Trustee Weyer. Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-yea  
Trustee Weyer-yea

**Resolution authorizing the purchase of Automatic Hydrant Flusher from Schmidt's Wholesale Inc. for the Water Department in the amount of \$1,675.97 from app#F.8340.234. Current account balance after purchase is \$16,917.63**

A motion was made by Trustee Rue with a second by Trustee Bennett. Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-yea  
Trustee Weyer-yea

**Resolution authorizing the purchase of Replacement of Doors for Truck#2 from Stahl for the Water Department in the amount of \$2,976.00 from app#F.8320.233. Current account balance after purchase is \$26,979.62**

A motion was made by Trustee Rue with a second by Trustee Weyer. Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-yea  
Trustee Weyer-yea

**Resolution authorizing payment to Village Engineer, Glenn Smith, for his work done on the Justice Court Project in the amount of \$1,562.50 from app#A.5110-Street Maintenance**

A motion was made by Trustee Rue with a second by Trustee Bennett. Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-yea  
Trustee Weyer-yea

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**Resolution authorizing payment to Harbridge Consulting Group for the GASB 45 year ending 2013 and 2014 in the amount of \$4,493.75 from app#A.1325.402. Current account balance \$10,008.70**

A motion was made by Trustee Bennett with a second by Trustee Rue. Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-yea  
Trustee Weyer-yea

**Resolution authorizing payment to KS State Bank for the Sanitation Truck Lease final payment in the amount of \$41,425.36 due October 15<sup>th</sup>, 2014 from app #'s CL.9785.600, CL.9785.700 & CL.9040.800**

A motion was made by Trustee Rue with a second by Trustee Bennett. Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-yea  
Trustee Weyer-yea

**Resolution authorizing payment to M & T Bank for the Police Departments 2012 Chevy Impala in the amount of \$10,888.46 due November 1, 2014 from app #'s A.9785.600 & A.9785.700**

A motion was made by Trustee Bennett with a second by Trustee Rue. Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-yea  
Trustee Weyer-yea

**Resolution authorizing the Mayor to sign the Architectural/Engineering Consultant Agreement with Barton & Loguidice for the Jefferson Street Gateway Project**

A motion was made by Trustee Rue with a second by Trustee Bennett. Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-yea  
Trustee Weyer-yea

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**Resolution authorizing the Interim Village Manager to sign the CBA for August 1, 2013 through July 31, 2016 with the PBA**

A motion was made by Trustee Rue with a second by Trustee Bennett. Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-yea  
Trustee Weyer-yea

**Public Hearing-Proposed Local Law to amend Local Law#2 of 2007-regarding parking spots in the Village of Monticello to Allow an Additional Handicapped Parking Space on Prince Street**

A motion was made by Trustee Rue with a second by Trustee Bennett to reschedule and re-publicize this Public Hearing for the Tuesday, October 7<sup>th</sup>, 2014 Board meeting at 7:00pm. Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-yea  
Trustee Weyer-yea

**Resolution authorizing payment to Hall Signs in the amount of \$2,284.52 for various signs, cones and barricades used throughout the Village for the Highway Department from app#5110.224. Current account balance \$73,507.12**

A motion was made by Trustee Weyer with a second by Trustee Rue. Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-yea  
Trustee Weyer-yea

**Resolution to accept and share proceeds of sale of real property, SBL#106.-1-4.1 & 3.4) with County of Sullivan in full satisfaction of all outstanding tax liens, through and including lien levied August 1, 2013**

A motion was made by Trustee Rue with a second by Trustee Bennett. Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent  
Trustee Bennett-yea  
Trustee Rue-yea

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Trustee Solomon-yea  
Trustee Weyer-yea

**Executive Session**

A motion was made by Trustee Rue with a second by Trustee Bennett to go into Executive Session at 6:12pm to discuss the following:

*Personnel*

Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-yea  
Trustee Weyer-yea

A motion was made by Trustee Rue with a second by Trustee Bennett to come out of Executive Session at 6:35pm. Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-yea  
Trustee Weyer-yea

**Resolution authorizing the benefit time for the Temporary Code Enforcement Officer TJ Brawley at 3 Sick days and 1 Personal day for the duration of his time at the Village**

A motion was made by Trustee Rue with a second by Trustee Bennett. Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-yea  
Trustee Weyer-yea

**Resolution authorizing the purchase of a back-up generator from Power Generator Service, LLC for the Village Police Department and Highway Departments. Total cost is to be shared 50/50 between the two departments**

A motion was made by Trustee Rue with a second by Trustee Bennett. Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent  
Trustee Bennett-yea  
Trustee Rue-yea

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Trustee Solomon-yea  
Trustee Weyer-yea

**Adjournment**

A motion was made by Trustee Rue with a second by Trustee Bennett to close the meeting at 6:37pm. Upon the call of the roll, the vote went as follows:

Mayor Jenkins-absent  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-yea  
Trustee Weyer-yea

Submitted by:



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Janine Gandy, Village Clerk