

Minutes

Board of Trustees

Village of Monticello

December 9<sup>th</sup>, 2014

5:30pm

**Call Meeting to Order**

The meeting was called to order at 5:31pm by Mayor Jenkins.

**Pledge to the Flag**

**Roll Call**

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

Also Present: Michael Davidoff-Village Attorney  
David Sager-Village Manager

**Motion to Accept the Agenda**

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

1. Resolution going back out to bid for the Annual Sludge Cake for the Sewer Department. Bid opening date Monday, December 22<sup>nd</sup>, 2014 at 2:00pm
2. Resolution enforcing Section 256.7of the Village Code, "Intent to Terminate" and authorizing the Water Department to send a 10-day "Demand for Payment" letter out to all delinquent water accounts after 2 delinquent billing cycles

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

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

**Approval of Minutes from the November 19<sup>th</sup>, 2014 meeting**

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

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

## VOM Board Meeting-12/9/14

### **Mayor's Comments**

Mayor Jenkins welcomed the new Village Manager, David Sager, and stated that he is looking forward to working with him.

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

Good Evening Honorable Mayor, Trustees & Members of the Public:

I would first like to thank the Village of Monticello Board of Trustees for their unanimous support in hiring me to be your Village Manager. While I am a mere seven days into my tenure, I am optimistic that we will have a long and stable working relationship. I am committed to serving all of you as board members and the community with respect, diligence and fairness. I see many bright things on the horizon for the Village of Monticello and I am committed, with your oversight, to make sure Monticello prospers.

It has been a busy first week of employment, but I certainly jumped in with both feet. I met with the Village Planning and Zoning Board Attorney to address basic concepts and issues. It was discussed that the Village Code Review Committee has been hard at work reviewing and making recommendations so that our code can be updated and made to be a document that is not only cogent, but also user and business friendly. The Code Review Committee is far along in the process and I hope that they will put their recommendations forward for Board review in the coming weeks. They should be commended for their time and commitment to this endeavor. It should be noted that I intend to fully participate in any and all meetings of the Village Planning and Zoning Boards (& any respective subcommittees thereof) moving forward and will keep you abreast of any developments. In that regard, a Village Planning Board is scheduled for tomorrow evening, December 10<sup>th</sup>, however, weather may force this meeting to be rescheduled. I believe that the Village Clerk has sent you meeting agendas of such in advance. You will be made aware of any changes or rescheduling.

I met with the Village Attorney and representatives from the bargaining units of the Water/Sewer and Public Works employee unions to iron out minor changes to the language of the Memorandums of Agreement (MOA). The MOA's have been reviewed by the Village Attorney and signed by me and members of the bargaining units, as per your authorization. The Village Attorney and I also participated in PERB mediation with the White Collar collective bargaining unit. I am proud to say that impasse has been avoided and we reached a tentative agreement with this bargaining unit that is fair and responsible to all parties involved. The tentative MOA was reviewed by the Village Attorney and me, and is presented for your review. Once you have fully reviewed the document, I seek authorization to sign this MOA so that all collective bargaining contracts with the Village of Monticello will be settled.

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I have met on several occasions with the Village Highway Superintendent and Highway Department employees to discuss policy and review fleet. I am pleased to see how well the trucks and equipment are cared for, as well as, the relative age of our fleet (with only minor exception). In the coming months, we will review our financial state and make determinations, with Board approval, for any necessary updates or purchases. I am also pleased to announce that, after discussion and review of the final applicants with Mr. Steinberg, I authorized him to hire a new employee in the Sanitation Department. This employee is scheduled to begin work on December 18<sup>th</sup>. Finally, with regard to the Highway Department, we settled an outstanding grievance with the union over a perceived mishandling of a hiring practice without issue.

Unfortunately, due to the inclement weather, the proposed ground breaking on our much anticipated USDA Sewer Grant, as well as, meetings for both the Sewer and Jefferson Street Projects have been rescheduled. The meeting for the Jefferson Street Project has already been rescheduled for Wednesday, 12/17/14 at 9:00 AM in my office. I will make you aware of the reschedule date for both the Sewer Project meeting and USDA Sewer Grant Ground breaking in the coming days.

I have been reviewing the Employee Handbook, the Village Board Meeting Rules of Procedure, and the Emergency Management Plan and will present suggestions for updates and changes to those documents for Board review in the coming weeks. In addition, I would like to embark on a comprehensive review of all village policies and procedures so that we have a document that is accurate, functional, consistent, and easily understood. Along with that I would like to work on the creation and formalization of employee code of conduct or ethics guide that will serve as a working document for all village employees, appointees and elected officials. The intent of this document will help create a reasonable code of conduct that we can all follow and is in line with state and federal statute. As with all other documents it will be presented for your review and authorization prior to any implementation.

In an effort to provide the Village of Monticello an improved system of checks and balances, I have put forth a resolution pending approval requesting that all checks issued from the Village Treasury be signed and authorized by both the Village Treasurer and Village Manager. In order to safeguard the people's money, it is good public policy to require multiple signatures on all checks. In addition, I have been made aware that the Village does maintain certain credit cards for local purchases. It is my strong belief that the Village Treasurer and the Village Manager should be the only people to have possession of a Village owned credit card, and that they should distribute those cards as necessary to the appropriate employee following appropriate standards of documentation. Again, this is solely good public policy to protect against the potential for fraud, waste or abuse in the future, and in no way an indictment of any employee.

## VOM Board Meeting-12/9/14

I would like to make the Board and public aware of the upcoming Village of Monticello & Boys & Girls Club Tree Lighting Ceremony & Holiday Celebration this Sunday, December 14<sup>th</sup>. The celebration will be held from 2:30 to 4:30 PM at the Ted Stroebele Community Center. Following the celebration, we will proceed to the County Courthouse on Broadway, where the Santa Express will arrive at 5:00 PM.

There is also a free Community Holiday Dinner scheduled to begin at 6:00 PM on Sunday, December 14<sup>th</sup>, at the Ted Stroebele Community Center. This inaugural dinner was the brainchild of Carlos Torres and has received tremendous support from the community. I look forward to seeing you all there and hope that it continues to show all of Sullivan County the heart and character of Monticello.

Since this is the only meeting of the Village Board scheduled for this month I would also like to make the Board and community aware of the annual Chanukah Menorah Lighting Ceremony scheduled at 4:00 PM on Sunday December 21<sup>st</sup> in front of the County Courthouse on Broadway. The celebration will be overseen by Rabbi Benzion Chanowitz of the Landfield Avenue Synagogue.

Finally, regardless of ethnic or religious beliefs I wish you all much peace and happiness this holiday season.

### **Jim Steinberg-Sanitation Trucks**

Jim Steinberg, the Highway Superintendent was present to discuss the issue concerning the Sanitation trucks. He stated that the Village can go out to bid for a used cab & chassis to replace the 1994 International and surplus the 2008 International 20 yd packer and two (2) 2010 International recycling trucks and auction off to the highest bidder through RTI Auctioneer and then the Village can purchase a new garbage truck with these monies.

After a discussion with the Board, it was determined that the Village Manager and Attorney would review all of the information and the bid process and report back to the Board for the next meeting.

### **Approval of bill's in the amount of \$300,788.34**

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

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

VOM Board Meeting-12/9/14

**Resolution authorizing payment to Walter Fedun for all unused and accrued benefit time and the health insurance buyout in the total amount of \$4,259.72**

A motion was made by Trustee Rue with a second by Trustee Weyer.

Mayor Jenkins stated that for the record, he would like to make sure that this is legal, because when Mr. Snowden comes and requests the same thing, he shouldn't have a problem with getting his payout, because he is coming and he's going to make him aware of this.

The Village Manager, Mr. Sager, stated that he sat down with the payroll person and did everything according to the Village Employee Handbook. Everything has been prorated and paid accordingly to the time that Mr. Fedun served in his capacity as Interim Village Manager. Everything was done legally in accordance with the Employee Handbook that was passed by the Village Board.

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

Mayor Jenkins-abstain

Trustee Bennett-yea

Trustee Rue-yea

Trustee Solomon-absent

Trustee Weyer-yea

**Resolution authorizing the signature of the Village Manager and Village Treasurer for all checks issued by the Village Treasury Department for processing**

A motion was made by Trustee Bennett with a second and comment by Trustee Rue with a comment.

Trustee Rue stated that she feels that this is a good thing. David is here all the time and he will have a better handle on what is going on and should be the one signing along with the Treasurer.

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

Mayor Jenkins-abstain

Trustee Bennett-yea

Trustee Rue-yea

Trustee Solomon-absent

Trustee Weyer-yea

**Resolution authorizing the Village Treasurer or designee to prepare and submit a Disbursement Request to NYSEFC in order to obtain funds to pay project expenditures as shown on the Form E in the amount of \$581,682.81**

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

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

**Resolution authorizing payment to Computer Doctors for the installation of the new computers in the amount of \$2,328.00 from various appropriations as noted**

A motion was made by Trustee Rue with a second and comment by Trustee Weyer.

Trustee Weyer stated that she feels that these fee's that the Village is being charged are very high. She stated that she is sure that we can get a better rate being that we are a municipality and there should be a contract in place.

Mayor Jenkins also stated that he feels that these fees are through the roof and this should be looked into. Maybe the Village would be better off hiring someone at \$30,000.00 or \$35,000.00 a year to be here on site at all times. I am sure that there is someone out there and is willing to do the work for much less than what we are currently putting out.

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

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

**Resolution authorizing payment to the EFC Help Loan (FEMA) in the amount of \$8,000.00 from app#H.9730.800**

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-abstain  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-absent  
Trustee Weyer-yea

**Resolution authorizing payment to IMPACT (Sole Source Provider) for a software upgrade for the Police Department Vehicles in the amount of \$3,737.60 from app#A.3120.206. Current account balance is \$12,801.05**

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

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

**Resolution authorizing the Village Manager, David Sager, to sign the MOA for the White Collar CBA**

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-abstain  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-absent  
Trustee Weyer-yea

**Resolution allowing an additional payroll for retro checks on December 19, 2014**

A motion was made by Trustee Rue with a comment and second by Trustee Bennett.

Trustee Rue commented that this is only for the union contract's that are signed. We are still working on the contract for the dispatcher's.

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

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

**Resolution going back out to bid for the Annual Sludge Cake for the Sewer Department. Bid opening date Monday, December 22<sup>nd</sup>, 2014 at 2:00pm**

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-abstain  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-absent  
Trustee Weyer-yea

VOM Board Meeting-12/9/14

**Resolution enforcing Section 256.7 of the Village Code, “Intent to Terminate” and authorizing the Water Department to send a 10-day “Demand for Payment” letter out to all delinquent water accounts after 2 delinquent billing cycles**

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-abstain  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-absent  
Trustee Weyer-yea

**Village Board Meeting Time Change back to 7:00pm every 1<sup>st</sup> & 3<sup>rd</sup> Tuesday of each month**

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

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

**Resolution waiving the fee’s for Center for Workforce worker Shaeshia Foy’s event at the TSC**

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-abstain  
Trustee Bennett-yea  
Trustee Rue-yea  
Trustee Solomon-absent  
Trustee Weyer-yea

**Executive Session**

A motion was made by Trustee Rue with a second by Trustee Weyer to go into Executive Session at 6:30pm to discuss the following issues:

*Possible Litigation*

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

Mayor Jenkins-abstain  
Trustee Bennett-yea  
Trustee Rue-yea

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Trustee Solomon-absent  
Trustee Weyer-yea

A motion was made by Trustee Weyer and second by Trustee Rue to come out of Executive Session at 6:45pm. . Upon the call of the roll, the vote went as follows:

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

### **Adjournment**

A motion was made by Trustee Weyer with a second by Trustee Bennett to close the meeting at 6:47pm. Upon the call of the roll, the vote went as follows:

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

Submitted by:



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Janine Gandy, Village Clerk