

**Village Board Meeting  
October 1<sup>st</sup>, 2018, 7:00pm  
Village Municipal Center**

Attendance: Village Board: Mayor Brian LaRose, Deputy Mayor Gordon Smith, Trustees Paul Labas, Dean Hyatt and Stephanie Munger

Village Key Staff: DPW Sup't George Johnson, Dep. Sup't Scott Mackey, Local Ordinance Officer Curtis Pedone, Police Chief Ernie Bassett, Sgt. Ryan Pedone, Village Attorney Michael Martin, Deputy Clerk-Treasurer Denise Davies, and Clerk-Treasurer Rick Roberts

Press: Krystle Morey, *The Granville Sentinel*

Others: Mr. Dwayne Daigle, Mr. Mike Zinn, Mr. Brian Roche (accompanied by exchange student), and Mr. Matthew Rollwagon

Mayor LaRose called the Meeting to Order at 7:00pm.

Ratify Meeting Minutes: Trustee Labas moved the ratification of the Minutes of the Meetings of August 6<sup>th</sup> and September 10<sup>th</sup> as circulated. Trustee Hyatt seconded the motion and it carried unanimously.

Monthly Reports: The Mayor reviewed the following monthly reports with the Village Board: Police Dept., Fire Dept., Local Ordinance Officer, Water Dept. (6 samples, all satisfactory), and Village Court. Deputy Mayor Smith moved acceptance of the reports as submitted. Trustee Hyatt seconded the motion and it carried unanimously.

Appropriations: The following claims were submitted to the Board for review and in consideration of payment:

General Fund: \$25,303.26  
Water Fund: \$8,528.13  
Sewer Fund: \$16,805.70  
Senior Shuttle: \$1,202.58  
Unaudited Vouchers: \$5,663.87

Total Claims: \$57,503.54

The Board audited the claims and Trustee Labas moved their approval for payment as presented. Deputy Mayor Smith seconded the motion and it carried unanimously.

Consider Upgrades to Street Surface—Slate Valley Drive: Mayor LaRose advised that the matter of considering improvements to Slate Valley Drive had been tabled at last month's meeting pending the attendance of Deputy Mayor Smith and Trustee Labas, and additional data pertaining to costs to be received from the DPW Superintendent. Mayor LaRose asked Superintendent Johnson if had any additional information that he wished to present to the Board. Sup't Johnson advised that he had a large amount of gravel at the WWTP left over from Hurricane Irene, and had he had rented a screener which would provide the gravel to be used for this project and fill when the DPW works on a water or sewer line, storm drain, etc. He has also received a verbal commitment from the Town to utilize certain

equipment which will further drive down the costs associated with this project. Cost estimates range from \$5,824 (applying a binder coat only) to just under \$9,000 for binder/top to be applied on the 225-250' of road surface that would loop the road surface back to North St. This would provide for additional CHIPS funding through the Village upon adding the road to the Village's Street Inventory per the Superintendent. The Board then commenced a period of discussion with Superintendent Johnson and Mr. Daigle concerning a variety of matters including cost, timing, road specifications, possible increases in assessment, and the amount of paving that the Village would be responsible for. Following the discussion period, Trustee Hyatt moved that the road be upgraded as requested (binder coat only) at a cost not to exceed \$5,824, with the Village Engineer to certify that the street meets Village specifications prior to acceptance into inventory. Deputy Mayor Smith seconded the motion and it carried 4-0 with one abstention (Labas).

Resolution—Fund Balance Policy: The Mayor briefly reviewed the proposed Resolution tabled at last month's Board Meeting concerning the goals associated with a Fund Balance Policy for the General, Water & Sewer Funds. This Resolution was crafted to mirror the Mayor's previous correspondence following an audit by the Office of the State Comptroller in 2017. The Resolution states a goal for reserves in each fund—a range of 10-20% of total appropriations in the General Fund, and > 25% of total appropriations in the Water and Sewer Funds. Trustee Labas sponsored adoption of the Resolution as presented. Deputy Mayor Smith seconded the motion and it carried unanimously via roll call vote.

Resolution—Arts Initiative Grant Application (LARAC): For many years, the Board has authorized the Village Clerk's Office to draft a grant application for the Summer Concert Series for the Mayor's review and subsequent submission to LARAC. The Mayor inquired if the Board wished to continue this practice. Following a brief period of discussion, Deputy Mayor Smith sponsored a Resolution that authorizes the Mayor to execute any documentation necessary on behalf of the Village in association with a grant application for the 2019 Summer Concert Series in the amount of \$2,500.00. Trustee Munger seconded the motion and it carried unanimously via roll call vote.

Authorize DPW Superintendent to Execute County Road Maintenance Agreement: In the Fall of each year, the Washington County DPW transmits a Road Maintenance Agreement for signature by the Village. This agreement specifies who is authorized to operate snow and ice removal equipment, their rate of pay, and the equipment to be utilized to keep roads/walkways clear. This agreement generally represents the means by which the Village is reimbursed for maintenance of State roadways and snow removal. Trustee Hyatt moved that Superintendent Johnson be authorized to execute this documentation on behalf of the Village as per past practice. Trustee Labas seconded the motion and it carried unanimously.

Mayor's Reports: The Mayor briefed the Board in the following matters:

- A. Auction Results: The Mayor reviewed the auction results for surplus equipment advertised for bids through Auctions International:

- \*Senior Shuttle:           \$4,400.00 High bid
  - \*Skatepark Ramps:       \$10.00 High Bid

Trustee Munger moved acceptance of the high bid for the Senior Shuttle and a counter-offer of \$1,000.00 to the high bidder for the Skatepark ramps concurrent with the recommendations of

the DPW Superintendent and Clerk-Treasurer. Trustee Labas seconded the motion and it carried unanimously.

- B. Review Engineering Report—CDBG Grant: Mayor LaRose reviewed correspondence received from Lamont Engineers concerning the funding associated with the CDBG Grant. As a result of favorable bidding seen for the project, a surplus of grant funds totaling approximately \$175K remains. Project Engineer Jason Preisner reviewed the results of a conference call with CDBG Officials where additional work had been reviewed and approved—replacement of pumps and other antiquated equipment, exterior doors, fencing, covers for the final clarifiers, etc. It is anticipated that upon completion of this work, a balance of \$91-92K will still exist pertaining to the grant funds. Other alternatives including paving, sidewalk replacement, the purchase of a new vehicle, etc. were reviewed by CDBG Officials and denied. As a result, it is anticipated that the Village will seek to de-obligate approximately \$91-92K in funding for this project. However, the supplemental work to be completed should result in another stage of upgrades for the Plant which is viewed to be another positive step. All work will be bid out in compliance with the Village's procurement policy, and all equipment installed/operable by December 7<sup>th</sup>. All requests for reimbursement must be submitted no later than 1/7/19. The Board commenced a period of discussion concerning this correspondence. While there was a general frustration that all of the grant funding will not be able to be expended, there was also a sense that the upgrades put in place—new trickling filter, emergency generator, cloth filters, pumps, and other facility work—represent a substantial improvement to the WWTP and will serve the Village well for a substantial period of time.

Mayor LaRose opened the meeting to Public comment at 7:40pm.

Mr. Brian Roche expressed concerns concerning North Maple St.—loud music, domestic/arguments, etc. The Mayor and Police Chief encouraged Mr. Roche to contact the Police Dept. directly at the time these circumstances occur so that Officers can observe and manage the concerns directly as necessary.

There was no further public comment. Deputy Mayor Smith then moved that the Board convene an Executive Session at 7:50pm regarding a matter of current, pending or proposed litigation concerning the Pember Library. Trustee Labas seconded the motion and it carried unanimously. *The Village Attorney and Police Chief accompanied the Board into portions of the Executive Session.*

At 8:30pm, Deputy Mayor Smith moved that the Board return to regular session. Trustee Labas seconded the motion and it carried unanimously.

Trustee Labas made a motion to hire Thomas Schilling to the position of Police Officer part-time in the role of School Resource Officer at a rate of \$25.00/Hr. retroactive to August 27<sup>th</sup>. Trustee Munger seconded the motion and it carried unanimously.

There being no other business, Trustee Labas moved that the meeting be adjourned at 8:30pm. Deputy Mayor Smith seconded the motion and it carried without objection.

Respectfully Submitted,

Richard H. Roberts  
Village Clerk-Treasurer