

A Regular Meeting of the Village of Potsdam Board of Trustees was held on Tuesday, February 18, 2020 at 6:00 P.M., in the Civic Center Board Room, Park Street, Potsdam, New York.

PRESENT: Deputy Mayor Warr
Trustees McKenna & Jacobs-Wilke

ALSO PRESENT: Lori Queor, Village Clerk/Treasurer
Jim Corbett, DPW Superintendent
Fred Hanss, Planning Director
Mimi VanDeusen, Museum Director
Mark Murray, Police Chief
Trey Smutz, Recreation Director

Deputy Mayor Warr opened the meeting at 6:00 P.M., pointed out the exits on the North and East Walls and advised that the board room has the capacity for 109 people.

The Deputy Mayor then stated that all members were present with the exception of Mayor Tischler and Trustee Lee.

The Deputy Mayor then stated that the following sets of minutes had been submitted for Board acceptance:

February 3, 2020	Regular Meeting	6:00 p.m.
February 3, 2020	Executive Session	6:36 p.m.

Motion was made by Trustee Jacobs-Wilke and Seconded by Trustee McKenna to accept the minutes as submitted. All Were in Favor – None Opposed – Motion Carried.

Mayor's comments: Not at meeting.

Trustee's Comments:

Trustee Warr – None

Trustee McKenna – DRI meeting on Thursday at 6:00 p.m. in the Community Room.

Trustee Jacobs-Wilke – Complete Streets initiative – would like to stay involved and perhaps have a task force and engage public comments.

Administrator's Comments: Not at meeting. Administrator Thompson provided a written report to the board. Copy of the report was not given to the Village Clerk.

Fire Chief's Report: Written report was provided to the Board and the Village Clerk and is on file with the Village Clerk.

Planning Director's Report: Written report provided to the board. Village Clerk made a copy of one of the trustees as it was not given to her. The report is on file with the Village Clerk.

Public Comment:

Matt Cooper from Barton & Logudice gave the board an update on the WWTP project.

Rebecca Weld, architect for the Potsdam Library gave the board an update on the library project.

New Business:

Trustee Jacobs-Wilke Moved and Trustee McKenna Seconded a resolution approving the partial expenditures for the month of February 2020 in the amount of \$254,558.98 chargeable to the following funds:

General Fund	\$168,544.64
Water Fund	23,468.43
Sewer Fund	22,307.82
Hydro Fund	161.00
Trust & Agency Fund	510.00
Recreation Fund	22,535.01
Trash Fund	<u>17,032.08</u>
TOTAL	<u>\$254,558.98</u>

Ayes 3	(Deputy Mayor Warr) (Trustee McKenna & Jacobs-Wilke)	Nays 0
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Trustee Jacobs-Wilke Moved and Trustee McKenna Seconded a resolution approving the additional expenditures for the month of January 2020 in the amount of \$476,174.08 chargeable to the following funds:

General Fund	\$ 102,023.83
Water Fund	33,705.48
Sewer Fund	60,725.58
Hydro Fund	1,060.27
Trash Fund	72.67
Trust & Agency Fund	3,925.46
Capital Fund	133,162.69
Recreation Fund	12,052.27
Payroll Fund	<u>129,445.83</u>
TOTAL	<u>\$ 476,174.08</u>

Ayes 3	(Deputy Mayor Warr) (Trustee McKenna & Jacobs-Wilke)	Nays 0
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Trustee Jacobs-Wilke Moved and Trustee McKenna Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: Environmental Design & Research in the amount of \$1,200 for Invoice 36834 for professional services through December 31, 2019 for the Flouridation System Improvements.

Ayes 3	(Deputy Mayor Warr) (Trustee McKenna & Jacobs-Wilke)	Nays 0
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Trustee Jacobs-Wilke Moved and Trustee McKenna Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: Environmental Design & Research in the amount of \$9,000 for Invoice 36830 for professional services through December 31, 2019 for the Drinking Water System Preliminary Engineering Report.

Ayes 3	(Deputy Mayor Warr) (Trustee McKenna & Jacobs-Wilke)	Nays 0
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Trustee Jacobs-Wilke Moved and Trustee McKenna Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: Environmental Design & Research in the amount of \$3,000 for Invoice 36877 for professional services through December 31, 2019 for the Infiltration and Inflow Study.

Ayes 3	(Deputy Mayor Warr) (Trustee McKenna & Jacobs-Wilke)	Nays 0
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Trustee Jacobs-Wilke Moved and Trustee McKenna Seconded a resolution as follows:

Whereas, the Village of Potsdam is desirous of St. Lawrence County Department of Highways providing shared services such as paving, signage, road stripping, blasting and other routine maintenance activities to the village, and

Whereas, both the Village of Potsdam and the County of St. Lawrence are desirous of promoting partnering efforts for the safety of the traveling public in St. Lawrence County, and

Whereas, in this joint cooperative endeavor, the Village of Potsdam and the County of St. Lawrence desires to be reimbursed for their expenditures, and

Whereas, the village is aware that the county may incur liability in the providing of the services and wishes to indemnify the county in this regard,

Now, therefore, be it resolved that to the fullest extent permitted by law, the Village of Potsdam will indemnify and hold harmless the County, their officers, directors, partners, representatives, agents and employees from and against any and all claims, suits, liens, judgments, damages, losses and expenses, including legal fees and all court costs and liability (including statutory liability) arising in whole or in part and in any manner from injury and/or death of person or damage to or loss of any property relating to or arising out of any negligent or intentional acts and/or omissions of the Village of Potsdam or any of its directors, officers, employees, contractors, representatives, or agents.

Be it further resolved, that the following request for General Liability (GL) coverage is as follows:

General Liability Insurance

On an "Occurrence" basis, with the following limits:

\$1,000,000	Each Occurrence
3,000,000	General Aggregate
1,000,000	Products Aggregate
1,000,000	Personal Injury
50,000	Fire Damage Legal Liability
5,000	Medical Payment Expense

Be it further Resolved, that St. Lawrence County shall be an additional insured on the GL Policy, via ISO endorsement CG 2026.

Ayes 3 (Deputy Mayor Warr)
 (Trustee McKenna &
 Jacobs-Wilke)

Nays 0

Trustee Jacobs-Wilke Moved and Trustee McKenna Seconded a resolution authorizing the mayor to execute and affix the village seal to the contract between the Village of Potsdam and the Town of Potsdam whereby the Town of Potsdam agrees to pay the Village of Potsdam the sum of \$21,749 for assisting the village in maintaining its museum and the Village of Potsdam hereby agrees to accept said sum and agrees that said facility shall be open to the residents of the Town of Potsdam during the calendar year 2020.

Ayes 3 (Deputy Mayor Warr)
 (Trustee McKenna &
 Jacobs-Wilke)

Nays 0

Ayes 3	(Deputy Mayor Warr (Trustee McKenna & Jacobs-Wilke)	Nays 0
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Ayes 3 (Deputy Mayor Warr)
(Trustee McKenna &
Jacobs-Wilke) Nays 0

Ayes 3	(Deputy Mayor Warr (Trustee McKenna & Jacobs-Wilke)	Nays 0
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Ayes 3 (Deputy Mayor Warr)
(Trustee McKenna &
Jacobs-Wilke) Nays 0

Trustee Jacobs-Wilke Moved and Trustee McKenna Seconded a resolution authorizing the Mayor to sign Amendment #7 with Barton & Loguidice for the Water Pollution Control Facility and Pump Station Improvement Project in the amount of \$133,910.00 for additional Engineering services.

Ayes 3	(Deputy Mayor Warr) (Trustee McKenna & Jacobs-Wilke)	Nays 0
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Trustee Jacobs-Wilke Moved and Trustee McKenna Seconded a resolution approving the Potsdam Library renovations to the Civic Center Building Phase I through Phase III, which includes the renovation of the large reading room, the addition of a steel framed mezzanine and stair and restoration of the original ceiling and basement space below, and a Daikon VRV Heat Pump system.

Ayes 3	(Deputy Mayor Warr) (Trustee McKenna & Jacobs-Wilke)	Nays 0
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Trustee Jacobs-Wilke Moved and Trustee McKenna Seconded a resolution authorizing the Village of Potsdam Board of Trustees to act as lead agency in the SEQRA review of the Garner Park Improvement Project, a section of the Village's proposed Downtown Riverwalk Trail (DOS LWRP C1000547) ; and, further finds that the project is an Unlisted Action under SEQRA; and, further that the Village Board of Trustees issues a Negative Declaration for the proposed action.

Ayes 3	(Deputy Mayor Warr) (Trustee McKenna & Jacobs-Wilke)	Nays 0
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Trustee Jacobs-Wilke Moved and Trustee McKenna Seconded a resolution authorizing the Village Clerk to advertise for bids for the Parallel Taxiway Reconstruction, Widening, and Medium Intensity Lighting replacement at the Potsdam Municipal Airport (PTD).

Ayes 3	(Deputy Mayor Warr) (Trustee McKenna & Jacobs-Wilke)	Nays 0
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Trustee Jacobs-Wilke Moved and Trustee McKenna Seconded a resolution to adjourn the Regular Meeting of the Village of Potsdam Board of Trustees of February 18, 2020 at 6:37 p.m.

Ayes 3

(Deputy Mayor Warr)
(Trustee McKenna
& Jacobs-Wilke)

Nays 0

Respectfully submitted,

Lori S. Queor
Village Clerk