

AGENDA – REGULAR MEETING  
VILLAGE OF POTSDAM BOARD OF TRUSTEES  
May 15, 2023 – 4:30 P.M.

POINT OUT THE LOCATION OF THE EXITS ON THE NORTH AND EAST WALLS OF THE BOARD ROOM. ADVISE THAT THE BOARD ROOM HAS A CAPACITY FOR 109 PEOPLE.

ROLL CALL:

1. ACCEPTANCE OF MINUTES:

April 17, 2023	Regular Meeting	6:00 p.m.
April 17, 2003	Executive Session	7:14 p.m.
April 24, 2023	Special Meeting	6:00 p.m.
April 24, 2023	Executive Session	7:39 p.m.
May 3, 2023	Special Meeting	4:30 p.m.

2. MAYOR'S COMMENTS:

3. TRUSTEE'S COMMENTS:

4. ADMINISTRATOR'S COMMENTS:

5. FIRE CHIEF'S REPORT:

6. PLANNING DIRECTOR'S REPORT:

7. PUBLIC COMMENTS:

8. NEW BUSINESS:

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution approving the partial expenditures for the month of May 2023 in the amount of \$245,183.83 chargeable to the following funds:

General Fund	\$ 144,314.04
Water Fund	25,148.89
Sewer Fund	51,128.34
Hydro Fund	38.00
Rec Fund	7,770.68
Trash Fund	<u>16,658.88</u>
TOTAL	<u>\$ 245,183.83</u>

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution approving the additional expenditures for the month of April 2023 in the amount of \$924,497.82 chargeable to the following funds:

General Fund	\$ 128,823.34
Water Fund	33,625.30
Sewer Fund	612,743.66
Hydro Fund	37,434.31
Trash Fund	143.12
Trust & Agency Fund	3,686.58
Payroll Fund	89,291.70
Recreation Fund	18,549.81
Planning & Development Funds	<u>200.00</u>
TOTAL	<u>\$ 924,497.82</u>

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: Roemer Wallens Gold & Mineaux in the amount of \$2,000.00 for retainer for labor relations services for May 2023.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution authorizing the Treasurer to make the following FY 22-23 budget modifications:

<u>INCREASE</u>	<u>Description</u>	<u>DECREASE</u>	<u>Description</u>	<u>Amount</u>
05-7450-460	Dues & Memb	05-7450-109	Sick Time Incentive	\$ 12.50
05-7450-200	Equipment	05-7450-480	Special Services	621.66
05-7450-463	Comestibles	05-7450-109	Sick Time Incentive	31.91
05-7450-470	Building Maint.	05-7450-109	Sick Time Incentive	18.57
05-7450-481	Misc. Supplies	05-7450-109	Sick Time Incentive	38.72
05-7450-490	Office Supplies	05-7450-109	Sick Time Incentive	.97
15-8130-424	Travel & Training	15-8130-409	Sludge Hauling	793.19
15-8130-465	Equip. Maint.	15-8130-409	Sludge Hauling	6,860.27
15-8130-470	Bldg. Maint.	15-8130-409	Sludge Hauling	48.74
15-8130-481	Misc. Supplies	15-8130-409	Sludge Hauling	350.86
15-8130-482	Lab Supplies	15-8130-409	Sludge Hauling	1,415.88
15-8130-490	Office Supplies	15-8130-409	Sludge Hauling	116.17
15-8130-492	Gas, Oil, Lube	15-8130-409	Sludge Hauling	660.18

ROLL CALL VOTE:

Ayes:

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Nays:

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Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution to accept the proposal submitted by KAS Environmental Science and Engineering for the preparation of a Phase 1 Environmental Site Assessment for Fall Island Park, Maple Street in connection with the DRI Downtown Streetscape/Riverwalk Trail. NYS Department of State Contract # C10001883. Note: This is a reimbursable grant expense through the DRI grant award.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution authorizing the Treasurer to levy delinquent accounts and omitted taxes in the sum of \$0; delinquent water in the sum of \$72,637.14; delinquent sewer in the sum of \$71,990.90 and delinquent trash/acct. receivable in the sum of \$12,506.25 for a total due and owing the Village of Potsdam in the sum of \$157,134.29.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: Johnson & Laws, LLC in the amount of \$380.00 for professional services rendered Re: JEDA v Potsdam Associates, et al.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution to set the annual salaries of Village Management and Non-Union personnel effective at the first pay period following June 1, 2023:

<u>RECREATION DIRECTOR, T. SMUTZ</u>	<u>\$58,817</u>
<u>VILLAGE ADMINISTRATOR, G. THOMPSON</u>	<u>94,030 (Salary &amp; Stipend)</u>
<u>POLICE CHIEF, M. MURRAY</u>	<u>91,990</u>
<u>VILLAGE CLERK/REGISTRAR, L. QUEOR</u>	<u>20,672</u>
<u>DIRECTOR OF PLANNING &amp; DEV. F. HANSS</u>	<u>81,098</u>
<u>VILLAGE TREASURER, I. GATES-SHULT</u>	<u>63,000</u>
<u>CODE ENFORCEMENT OFFICER, L. NEWBY</u>	<u>54,150</u>
<u>VILLAGE CLERK/REGISTRAR, G. SCOTT</u>	<u>53,518</u>
<u>DEPUTY CLERK/REGISTRAR, J. KASTNER</u>	<u>49,732</u>

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a Resolution authorizing the Mayor to execute an agreement between the Village of Potsdam and the Potsdam Volunteer Rescue Squad, Inc. for the period from June 1, 2023 to May 31, 2024; consideration of \$35,000 to be paid to the Rescue Squad.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution authorizing the Mayor to execute an agreement between the Village of Potsdam and the Potsdam Fire Department for the period from June 1, 2023 to May 31, 2024; consideration of \$10,250 to be paid to the Fire Department.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution authorizing the Treasurer to modify the 2022-23 budget expense lines for the fiscal year ending May 31, 2023 by transferring money between expense accounts as needed to keep the budget lines from being over expended. No additional expense or revenue shall be added to the budget.

ROLL CALL VOTE:

AYES:

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NAYS:

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Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution to go into Executive Session for the discussion of the employment history of particular persons.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution to adjourn the Executive Session at \_\_\_\_\_ p.m.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution to adjourn the Regular Meeting of the Village of Potsdam Board of Trustees of May 15, 2023 at \_\_\_\_\_ p.m.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_