

AGENDA - REGULAR MEETING
VILLAGE OF POTSDAM BOARD OF TRUSTEES
FEBRUARY 2, 2015 – 7:00 P.M.

1

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. APPROVAL OF MINUTES:

January 19, 2015 Regular Meeting 7:00 p.m.

2. MAYOR'S COMMENTS:

3. TRUSTEE'S COMMENTS:

4. ADMINISTRATOR'S COMMENTS:

5. POLICE CHIEF'S REPORT:

6. FIRE DEPARTMENT:

7. PUBLIC COMMENTS:

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8. NEW BUSINESS:

Trustee _____ Moved and Trustee _____ Seconded a resolution approving the partial expenditures for the month of February 2015 in the amount of \$ 30,376.55 chargeable to the following funds:

General Fund	\$ 24,951.95
Water Fund	2,559.32
Sewer Fund	1,694.34
Hydro Fund	<u>1,170.94</u>
TOTAL	<u>\$ 30,376.55</u>

Ayes _____ Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution approving the additional expenditures for the month of December 2014 in the amount of \$1,209,496.68 chargeable to the following funds:

General Fund	\$ 646,993.75
Water Fund	147,956.72
Sewer Fund	110,252.92
Hydro Fund	16,824.49
Trash Fund	58.48
Trust & Agency Fund	2,219.53
Capital Fund	271,478.21
Payroll Fund	<u>13,712.58</u>
TOTAL	<u>\$1,209,496.68</u>

Ayes _____ Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution authorizing the Treasurer to make the following FY 14-15 budget modifications:

INCREASE	Description	DECREASE	Description	Amount
05-5142-109	Sick Inc. Pay	05-5110-109	Sick Inc. Pay	52.50
05-1620-109	Sick Inc. Pay	05-1640-109	Sick Inc. Pay	150.00

ROLL CALL VOTE:

AYES:

NAYS:

Trustee _____ Moved and Trustee _____ Seconded a resolution appointing Courtney Doyle, 708 CR 38, Norfolk, NY as a volunteer intern in the Planning and Development Office assisting in the implementation of the New York Main Street Program grant as well as providing technical assistance on historic preservation to the Planning and Development Office. The internship will commence on February 4, 2015 and terminate on June 1, 2015.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution as follows:

Whereas, the Village of Potsdam has secured a grant through the New York State Environmental Facilities Corporation for the preparation of a Wastewater Treatment Planning Study, Planning Grant # 38948 in the amount of \$30,000; and,

Whereas, the Village of Potsdam pledged to provide matching cash in the amount of \$8,900 to pay for the local share of cost of developing the Wastewater Treatment Planning Study;

Now Therefore, Be It Resolved That: the Village of Potsdam authorizes and appropriates 22 percent of the local match as required by the Engineering Planning Grant Program for the Village of Potsdam Wastewater Treatment Plant Study project. Under the Engineering Planning Grant Program, this local share must be at least 20 percent of total project cost. The maximum local share appropriated subject to any changes agreed to by the Mayor shall not exceed \$8,900 based upon a total estimated maximum project cost of \$38,900. The Mayor may increase this local match through the use of in-kind services without further approval from the Village of Potsdam's Board of Trustees.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution authorizing the Village Clerk to advertise for chemicals used at the Water Treatment plant and for bids for annual laboratory testing requirements at the Water and Wastewater Treatment Plants for Fiscal Year June 1, 2015 to May 31, 2016.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution approving the Mayor's appointment of the following individuals to serve on the Consultant Selection Committee for NYSDOT PIN 780603 Transportation Alternative Program:

1. Everett Basford, Village Administrator
2. Bruce Henderson, Superintendent of Public Works
3. Steven W. Yurgartis, Mayor

The Consultant Selection Committee is to be staffed by Fred Hanss, Director of Planning and Development. The task of the committee shall be to review the expressions of interest submitted by engineering consultants for the design and construction supervision of the project and make recommendation to the Village Board of Trustees on the preferred consultant.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ 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, shoulder widening, 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 the Village of Potsdam hereby agrees to defend, indemnify and hold harmless the County of St. Lawrence from and against liability, loss, damage, claim or action resulting from the work performed by St. Lawrence County Department of Highways. The Village of Potsdam does not indemnify and hold harmless the county for any liability, loss, damage, claim or action which arises during the actual performance of services by the St. Lawrence County Department of Highways. Said St. Lawrence County Department of Highways and the County of St. Lawrence assumes the liability for losses, damages and claims for the actual physical performance of the work, and

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
- 2,000,000 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 _____

Nays _____

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

TO: Lemire, Johnson & Higgins in the amount of \$139.19 professional services rendered in November 2014 re: JEDA Capital 56 LLC v. Village of Potsdam.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a Resolution as follows:

Whereas Article 3-A of the General Municipal Law enacted as part of Chapter 623 of The Laws of 1998 regarding cooperative investing requires the formation of a Governing Board; comprised of Fiscal Officers nominated by the Participant they represent;

Now Therefore, it is Hereby Resolved as follows:

The Village Of Potsdam, Hereby Nominates, Everett Basford, Village Administrator for Board Member of The NYCLASS Cooperative Investment Program.

Ayes _____

Nays _____

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

TO: Barton & Loguidice, Syracuse, NY in the amount of \$5,130.00 for professional services rendered through December 27, 2014 in connection with the Wastewater Treatment Plant Upgrade. Funds to come from Sewer Fund Contingency.

Ayes _____

Nays _____

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

TO: Passero Associates in the amount of \$25,000.01 for Professional services thru December 31, 2014 in connection with the Airport Runway 6-24 Rehabilitation Project at the Potsdam Airport. FAA AIP # 3-36-0099-30-2014.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution to go into Executive Session to discuss the employment history of a particular person and contract negotiations at _____ p.m.

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 February 2, 2015 at _____ p.m.

Ayes _____

Nays _____