

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

PRESENT: Mayor Tischler  
Trustees Warr, McKenna, Jacobs-Wilke & Lee

ALSO PRESENT: Lori S. Queor, Village Clerk/Treasurer  
Jim Corbett, DPW Superintendent  
Fred Hanss, Planning Director  
Greg Thompson, Administrator  
Mimi VanDeusen, Museum Director  
Mark Murray, Police Chief  
Lisa Newby, Code Officer

Mayor Tischler 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 Mayor then stated that all members were present.

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

December 16, 2019	Regular Meeting	6:00 p.m.
December 16, 2019	Executive Session	6:33 p.m.

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

Mayor's comments: Happy New Year. DRI award will make for a busy year and busy times ahead for the next four to five years. Thank you to everyone, we appreciate all your help and efforts.

Trustee's Comments:

Trustee Warr – None.

Trustee McKenna – Echo Mayor's comments. Thank you to Keith Zimmerman for his volunteering to help.

Trustee Jacobs-Wilke – Echo Mayor's comments also. Asked chief of police if there has been any reach out or security plans for areas such as the Temple Beth El during this time. Chief stated that there has been security details spear headed and coordinated by the Lieutenant.

Trustee Lee – None.

Administrator's Comments: Administrator Thompson provided a written report which is on file with the Village Clerk. He then went over his report with the board.

Matt Cooper of Barton & Loguidice then gave the board an update on the WWTP upgrade project.

The Potsdam Library then gave the board an update on their construction project. Clerk/Treasurer Queor ask to be part of the conversation as the Library is looking to put a structural beam in what is her records room. Mrs. Queor stated that she is running out of room and cannot afford to lose more space in her records room. She also stated that moving of the records needs to be coordinated with her as she needs access to the records especially if she has a FOIL request.

Code Enforcement Officer's Report: Code Officer Newby provided the board with a written report which is on file with the Village Clerk. She then went over her report with the board.

Public Comment: Bill Bebee, 55 ½ Market Street, thanked the board for their service to democracy in the abstract.

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution approving the partial expenditures for the month of January 2020 in the amount of \$42,989.59 chargeable to the following funds:

General Fund	\$ 25,210.46
Water Fund	1,052.04
Sewer Fund	13,924.89
Hydro Fund	2,292.20
Trust & Agency Fund	<u>510.00</u>
TOTAL	<u>\$ 42,989.59</u>

Ayes 5	(Mayor Tischler)	Nays 0
	(Trustee Warr, McKenna, Jacobs-Wilke & Lee)	

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution approving the additional expenditures for the month of December 2019 in the amount of \$1,487,687.16 chargeable to the following funds:

General Fund	\$.445,236.77
Water Fund	104,667.32
Sewer Fund	101,975.46
Hydro Fund	921.11
Trash Fund	63.46
Trust & Agency Fund	4,578.14
Capital Fund	700,143.82
Recreation Fund	33,573.00
Payroll Fund	96,528.08
Community Development Funds	<u>-0-</u>
TOTAL	<u>\$1,487,687.16</u>

Ayes 5 (Mayor Tischler) Nays 0  
(Trustee Warr, McKenna, Jacobs-Wilke  
& Lee)

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution authorizing the Treasurer to make the following FY 19-20 budget modifications:

<u>INCREASE</u>	<u>Description</u>	<u>DECREASE</u>	<u>Description</u>	<u>Amount</u>
05-6326-424	Travel & Training	05-6326-102	Salaries p.t.	\$200.00

ROLL CALL VOTE:

Ayes 5 (Mayor Tischler) Nays 0  
(Trustee Warr, McKenna, Jacobs-Wilke  
& Lee)

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: Johnson & Laws, LLC in the amount of \$513.02 for professional services rendered through November 2019 for JEDA Capital 56 LLC vs. Village of Potsdam.

Ayes 4 (Mayor Tischler) Nays 1 (Trustee Warr)  
(Trustee McKenna, Jacobs-Wilke  
& Lee)

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution authorizing the Treasurer to pay the following invoices:

TO: Development Authority of the North Country for Invoice #084487 in the amount of \$12,904.06 for the SCADA WWTP Capital Improvement Project and Invoice #084478 in the amount of \$1,595.00 for the WWTP Technical Services Agreement.

Ayes 5 (Mayor Tischler) Nays 0  
(Trustee Warr, McKenna, Jacobs-Wilke  
& Lee)

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution approving the membership of Jordan Tishberg into the Potsdam Fire Department. Favorable vote of the department and satisfactory physical examination have been achieved.

Ayes 5 (Mayor Tischler) Nays 0  
(Trustee Warr, McKenna, Jacobs-Wilke  
& Lee)

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution authorizing the DPW Superintendent to purchase a new Model 747 ECO Trailer Jet Sewer Cleaning Machine from CYNCON equipment in the amount of \$68,874.47. A down payment of \$35,000 will be made from existing public works budget lines and the remaining cost will be financed for 3 years.

Ayes 5 (Mayor Tischler) Nays 0  
(Trustee Warr, McKenna, Jacobs-Wilke  
& Lee)

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution to enter into an agreement with the Chazen Companies to provide land surveying and landscape design services to the Village of Potsdam for the Garner Park Renovation Project. Further authorizing the Mayor or in his absence, the Deputy Mayor to execute the agreement with the Chazen Companies. Funds for these professional services will be equally divided between the donations received from Clarkson University and Canton-Potsdam Hospital for the renovation project.

Ayes 5 (Mayor Tischler) Nays 0  
(Trustee Warr, McKenna, Jacobs-Wilke  
& Lee)

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution authorizing the Mayor to sign Change Order No. 3 with Blue Heron Construction for Contract 1A in the amount of \$328,462 to replace two existing primary clarifier Mechanical drive units and three final clarifier mechanical drive units for the Water Pollution Control Facility and Pump Station Improvement Project.

Ayes 5 (Mayor Tischler) Nays 0  
(Trustee Warr, McKenna, Jacobs-Wilke  
& Lee)

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution to go into Executive Session for the discussion of the employment history of particular persons at 6:55 p.m.

Ayes 5 (Mayor Tischler) Nays 0  
(Trustee Warr, McKenna, Jacobs-Wilke  
& Lee)

Trustee Lee Moved and Trustee Warr Seconded a resolution to adjourn the Executive Session at 7:43 p.m.

Ayes 5 (Mayor Tischler) Nays 0  
(Trustee Warr, McKenna, Jacobs-Wilke  
& Lee)

Trustee McKenna Moved and Trustee Jacobs-Wilke Seconded a resolution to adjourn the Regular Meeting of the Village of Potsdam Board of Trustees of January 6, 2020 at 7:44 p.m.

Ayes 5 (Mayor Tischler) Nays 0  
(Trustee Warr, McKenna, Jacobs-Wilke  
& Lee)

Respectfully submitted,

Lori S. Queor  
Village Clerk