

AGENDA – REGULAR MEETING
VILLAGE OF POTSDAM BOARD OF TRUSTEES
AUGUST 17, 2020 – 4:30 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. ACCEPTANCE OF MINUTES:

July 20, 2020	Public Hearing	4:15 p.m.
July 20, 2020	Regular Meeting	4:30 p.m.
July 20, 2020	Executive Session	5:56 p.m.

2. MAYOR'S COMMENTS:

3. TRUSTEE'S COMMENTS:

4. ADMINISTRATOR'S COMMENTS:

5. RECREATION DIRECTOR'S REPORT:

6. CODE ENFORCEMENT OFFICER'S REPORT:

7. PUBLIC COMMENTS:

8. NEW BUSINESS:

Trustee _____ Moved and Trustee _____ Seconded a resolution approving the partial expenditures for the month of August 2020 in the amount of \$132,424.46 chargeable to the following funds:

General Fund	\$ 71,022.68
Water Fund	22,043.94
Sewer Fund	13,407.19
Hydro Fund	3,237.90
Trust & Agency Fund	180.00
Trash Fund	17,143.32
Recreation Fund	<u>5,389.43</u>
TOTAL	<u>\$ 132,424.46</u>

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution approving the additional expenditures for the month of July 2020 in the amount of \$357,842.44 chargeable to the following funds:

General Fund	\$ 106,553.50
Water Fund	33,246.73
Sewer Fund	27,039.86
Hydro Fund	895.14
Trash Fund	71.51
Trust & Agency Fund	3,740.46
Capital Fund	73,095.62
Payroll Fund	97,011.82
Recreation Fund	<u>16,187.80</u>
TOTAL	<u>\$ 357,842.44</u>

Ayes _____

Nays _____

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

TO: Development Authority of the North Country in the amount of \$787.50 for professional services rendered through July 2020 for the Waste Water Treatment Plant Technical Services Agreement

Ayes _____ Nays _____

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

TO: Development Authority of the North Country in the amount of \$170.00 for professional services rendered through July 2020 for the Crosstown Canal Project Phase II.

Ayes _____ Nays _____

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

TO: Environmental Design & Research in the amount of \$5,000.00 for professional services rendered through June 2020 for the Infiltration and Inflow Study.

Ayes _____ Nays _____

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

TO: Barton & Loguidice in the amount of \$5,195.00 for professional services rendered through July 2020 for the Water Pollution Control Facility and Pump Station Construction Administration.

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 \$1,950 for Labor Relations Services for the month of July 2020.

Ayes _____ Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution that the Village Board of The Village of Potsdam that Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

Further resolved, that in accordance with Article 57-A:

- a. Only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein;
- b. Only those records will be disposed of that do not have sufficient administrative, fiscal, legal or historical value to merit retention beyond established legal minimum periods.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution setting the Village Clerk/Treasurer's salary for the June 1, 2020 to May 31, 2021 fiscal year at \$72,185 which is the budgeted amount. Previous resolution done in May 2020 was not the current budgeted amount.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution approving the appointment of Chad Smith to the position of Heavy Equipment Operator at the Village of Potsdam DPW effective August 17, 2020 at the hourly rate of \$23.69.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution authorizing the Mayor to sign Change Order No. 4 with Blue Heron Construction in the amount of \$170,054.84 for labor, time, materials and equipment required to complete the additional work items both necessary and as requested by the Village. Additional work items include monorail modifications in the admin building, installation of an access cat-walk in the PSP building and full depth paving replacement and concrete dumpster pad.

Ayes _____

Nays _____

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VILLAGE OF POTSDAM BOARD OF TRUSTEES
AUGUST 17, 2020 – 4:30 P.M.

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

TO: Blue Heron Construction in the amount of \$21,850.00 for payment application #25 for Contract 1A for the Water Pollution Control Facility and Pump Station Improvement Project.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution to adjourn the Regular Meeting of the Village of Potsdam Board of Trustees of August 17, 2020 at _____ p.m.

Ayes _____

Nays _____