

A Regular Meeting of the Village of Potsdam Board of Trustees was held on Monday, June 21, 2021 at 4:30 P.M., in the Civic Center Board Room, Park Street Potsdam, NY. The meeting was also streamed live to the Village's Facebook Page.

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

ALSO PRESENT: Lori Queor, Village Clerk/Treasurer/Registrar
Fred Hanss, Planning Director
Greg Thompson, Administrator
Jim Corbett, DPW Superintendent
Lisa Newby, Code Enforcement Officer
Trey Smutz, Recreation Director
Mark Murray, Police Chief (arrived at 5:16 p.m.)

Mayor Tischler opened the meeting at 4:29 P.M and stated that all members were present.

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

May 17, 2021	Regular Meeting	4:30 p.m.
May 17, 2021	Executive Session	5:09 p.m.
May 24, 2021	Special Meeting	12:00 p.m.
May 24, 2021	Executive Session	12:04 p.m.

Motion was made by Trustee McKenna and Seconded by Trustee Warr to accept the minutes as submitted. All were in Favor – None Opposed – Motion Carried.

Mayor's comments: Covid still around, be safe and be smart. Majority of us are vaccinated and I would encourage those that are not to get vaccinated .

Trustee's Comments:

Trustee Warr – None

Trustee McKenna – Thank you to everyone that worked on the Juneteenth Celebration on Saturday, I heard it was a great event. Best wishes to our high school graduates who were in the parade on Saturday.

Trustee Lee – It is wonderful to see people come and go and semi return to normal. Happy that our community was the host of a vaccination site.

Trustee Jacobs-Wilke – 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.

Trustee Lee asked if Administrator Thomson attending the NYCOM webinar on the marijuana issue. Mr. Thompson stated he did and he will share the link to the recording of the webinar with the board.

Public Comment: Matt Cooper of Barton & Loguidice gave the board an update on the Wastewater Treatment Plant upgrades.

Andrew Enslow of Hannawa Falls spoke regarding Postwood Beach.

Trey Smutz gave the board an update on the Recreation Program. He is still awaiting direction from the NYS Dept. of Health but as of right now they are not allowing swim lessons.

Mike Gagliardi of Canton and a reporter with the Watertown Daily Times asked why the recreation budget has gone down while others have gone up. Trustee Warr stated it was mainly due to not replacing staff when they retired.

New Business:

Trustee McKenna Moved and Trustee Warr Seconded a resolution approving the partial expenditures for the month of June 2021 in the amount of \$401,516.83 chargeable to the following funds:

General Fund	\$ 251,822.25
Water Fund	45,490.11
Sewer Fund	52,784.03
Hydro Fund	24,038.00
Trash Fund	17,056.80
Recreation Fund	<u>10,325.64</u>
TOTAL	<u>\$ 401,516.83</u>

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

Trustee McKenna Moved and Trustee Warr Seconded a resolution approving the additional expenditures for the month of May 2021 in the amount of \$449,038.22 chargeable to the following funds:

General Fund	\$ 53,301.46
Water Fund	16,366.09
Sewer Fund	247,376.95
Hydro Fund	246.71
Trash Fund	54.12
Capital Fund	9,722.27
Payroll Fund	115,596.30
Recreation Fund	<u>6,374.32</u>
TOTAL	<u>\$ 449,038.22</u>

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

Trustee McKenna Moved and Trustee Warr Seconded a resolution approving the expenditures for the May 2021 year end in the amount of \$48,366.85 chargeable to the following funds:

General Fund	\$ 39,052.21
Water Fund	1,112.00
Sewer Fund	7,709.53
Hydro Fund	101.76
Trust & Agency Fund	210.00
Recreation Fund	<u>181.35</u>
TOTAL	\$ <u>48,366.85</u>

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

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

TO: Environmental Design & Research in the amount of \$11,000.00 for professional services rendered through April 30, 2021 and \$2,600 for professional services rendered through May 31, 2021 for the Repainting of Water Storage Tank project.

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

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

TO: Johnson & Laws, LLC in the amount of \$551.50 for professional services rendered through April 2021 and \$486.50 for professional services rendered through May 2021 for the JEDA Capital 56 LLC v. Village of Potsdam case.

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

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

TO: The Law Firm of Frank W. Miller in the amount of \$135.00 for professional services rendered through May 2021.

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

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

TO: Roemer Wallens Gold & Mineaux in the amount \$1,950 for labor relations services for May 2021.

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

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

TO: Barton & Loguidice in the amount of \$1,678.50 for professional services rendered through May 2021 for the Potsdam Water Pollution Control Facility and Pump Station Construction Administration.

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

Trustee McKenna Moved and Trustee Warr Seconded a resolution as follows:

WHEREAS per the NYCLASS Municipal Cooperation Agreement, the Village of Potsdam as Lead Participant of NYCLASS, shall enter into an agreement with a bank of trust company that qualifies under applicable New York Law as a custodian for investments of NYCLASS Participants, and;

WHEREAS, the NYCLASS Program Administrator and Investment Advisor (Public Trust Advisors, LLC) recommended a change to the NYCLASS custodian from Wells Fargo Bank, N.A. to U.S. Bank, N.A., and;

WHEREAS, the NYCLASS Governing Board authorized the custodian change in the form of a Board Resolution during its regularly scheduled meeting held on May 21, 2021, and;

WHEREAS, the change to the custodian requires approval from the Board of the Village of Potsdam,

NOW THEREFORE BE IT RESOLVED that the Mayor is authorized to sign the agreement with U.S. Bank, NA on behalf of the Participants of NYCLASS.

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

Trustee McKenna Moved and Trustee Warr Seconded a resolution declaring June 2021 Pride Month in the Village of Potsdam. The Village will raise the Pride Flag on June 29, 2021 in recognition of this declaration.

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

Trustee McKenna Moved and Trustee Warr Seconded a resolution approving the membership of Michael Keleher, 94 Lawrence Avenue, into the Potsdam Fire Department. Favorable vote of the department and satisfactory physical exam have been achieved.

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

Trustee McKenna Moved and Trustee Warr Seconded a resolution to hold a public hearing on Monday, July 26, 2021 at 4:20 p.m. in the Civic Center Board Room, Park Street, Potsdam, NY. The purpose of the hearing is to receive public comments on a proposed local law to amend Chapter 180 Zoning, Definitions and Off Street Parking and Loading of the Village of Potsdam Municipal Code.

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

Trustee McKenna Moved and Trustee Warr Seconded a resolution to submit an application to the New York State Office of Parks, Recreation and Historic Preservation's Historic Preservation Program through the 2021 Consolidated Funding Application round. The Village seeks a grant in the amount of \$127,500 in state support for the repair of the existing windows in the Village of Potsdam Public Museum. The Museum is part of the Civic Center which is listed on the National Register of Historic Places. Be It

Further Resolved, that the Village of Potsdam understands and agrees that it must provide for a cash match in the amount of \$42,500 or 25% of total project costs from the Other Budgetary Purposes line of the General Fund. Be It Further Resolved, that the mayor or in his absence, the deputy mayor is authorized and directed to execute the application document, any required certifications and any grant agreement that result from said application.

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

Trustee McKenna Moved and Trustee Warr Seconded a resolution reaffirming the Village of Potsdam's 2012-2022 Comprehensive Plan and in particular PFS-36 which reads:

“Replace the museum’s existing windows with historically compatible and energy efficient windows.”

Be It Further Resolved that the repair of the original and historic windows applies equally toward the goal cited above.

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

Trustee McKenna Moved and Trustee Warr Seconded a motion classifying the proposed Potsdam Public Museum Window Repair Project as an Unlisted Action under SEQRA and finds that the action will have no adverse impacts on the Village of Potsdam Public Museum, part of the Civic Center complex a building listed on the National Register of Historic Places.

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

Trustee McKenna Moved and Trustee Warr Seconded a resolution approving Change Order #5 with Blue Heron Construction in the amount of \$-34,028.32 for the Potsdam Water Pollution Control Facility Project.

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

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

TO: Blue Heron Construction in the amount of \$47,169.06 for Payment Application #33 for Contract 1A for the Potsdam Water Pollution Control Facility project.

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

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

TO: Burns Brothers Contractors in the amount of \$10,000.00 for Payment Application #22 for Contract 1B HVAC for the Potsdam Water Pollution Control Facility project.

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

Trustee McKenna Moved and Trustee Warr Seconded a resolution approving Change Order #4 with Watson Electric Inc. in the amount of \$-213.14 for the Potsdam Water Pollution Control Facility Project.

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

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

TO: Watson Electric in the amount of \$2,375.00 for Payment Application #24 for Contract 1C Electric for the Potsdam Water Pollution Control Facility project.

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

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

TO: Watson Electric in the amount of \$96,332.10 for Payment Application #25 for Contract 1C Electric for the Potsdam Water Pollution Control Facility project.

Ayes 3 (Mayor Tischler) Nays 2 (Trustee McKenna
(Trustee Warr & Jacobs-Wilke) & Lee)

Trustee Warr Moved and Trustee McKenna Seconded a resolution to go into Executive Session for the discussion of the employment history of particular persons at 5:28 p.m.

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

Trustee Warr Moved and Trustee Jacobs-Wilke Seconded a resolution to adjourn the Executive Session at 6:08 p.m.

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

The Board back in Regular Session considered the following:

Trustee McKenna Moved and Trustee Warr Seconded a resolution accepting the resignation of Jerrid Lavoie from the Village of Potsdam Police Department effective June 30, 2021.

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

Trustee McKenna Moved and Trustee Warr Seconded a resolution appointing Jerrid Lavoie to the position of Meter Repairer I at the Village of Potsdam DPW effective July 6, 2021 at the hourly rate of \$23.25.

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

Trustee McKenna Moved and Trustee Warr Seconded a resolution appointing Cara Adams, 375 Heath Road, Potsdam, NY to the position of Treasurer effective July 6, 2021 at the annual salary of \$45,000 to fill the unexpired term of Lori S. Queor who is now the Clerk/Registrar not Clerk/Treasurer. Current term is set to expire December 6, 2021.

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

Trustee Warr Moved and Trustee McKenna Seconded a resolution to adjourn the Regular Meeting of the Village of Potsdam Board of Trustees of June 21, 2021 at 6:09 p.m.

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

Respectfully submitted,

Lori S. Queor
Village Clerk