

A Regular Meeting of the Village of Potsdam Board of Trustees was held on Monday, January 31, 2022, at 6:00 P.M., in the Civic Center Board Room, Park Street, Potsdam, New York.

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

ALSO PRESENT: Greg Thompson, Administrator

Mayor Tischler opened the meeting at 5:51 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:

January 3, 2022	Regular Meeting	6:00 p.m.
January 3, 2022	Executive Session	6:22 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: Covid still with us so please social distance, wear a mask and get vaccinated.

Trustee's Comments:

Trustee Warr – None

Trustee Tirion – None

Trustee Jacobs-Wilke – Last call for Citizen Advisory Committee Members. If you are a resident or property owner in the Village of Potsdam you can be on this committee. Nomination forms are on the village's website. SUNY Potsdam is doing covid testing which is free and done with an oral swab.

Trustee Lee – Welcome back SUNY Potsdam students. Thank you to the DPW for their work on the water break near the school. Winter season, please check parking regulations and help your neighbors with snow if they need it.

Administrator's Comments: Administrator Thompson provided the Board with a written copy of his report which he went over with the board.

Public Comment: None

New Business:

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution approving the partial expenditures for the month of January 2022 in the amount of \$84,525.09 chargeable to the following funds:

General Fund	\$ 55,763.48
Water Fund	10,524.21
Sewer Fund	3,743.78
Hydro Fund	136.04
Recreation Fund	467.58
Trash Fund	<u>13,890.00</u>
TOTAL	<u>\$ 84,525.09</u>

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

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution approving the additional expenditures for the month of December 2021 in the amount of \$1,006,301.54 chargeable to the following funds:

General Fund	\$ 610,930.37
Water Fund	139,957.24
Sewer Fund	96,336.79
Hydro Fund	5,707.09
Trash Fund	15,084.32
Trust & Agency Fund	3,557.92
Capital Fund	132.00
Payroll Fund	96,799.49
Recreation Fund	13,101.62
Community Development Funds	<u>24,694.70</u>
TOTAL	<u>\$1,006,301.54</u>

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

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

TO: Roemer Wallens Gold & Mineaux in the amount of \$1,950 for retainer for labor relations services for January 2022.

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

Trustee Lee Moved and Trustee Jacobs-Wilke 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, 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 to the fullest extent permitted by law, the Village of Potsdam will indemnify and hold harmless the County, their officers, directors, partners, representatives, agents and employees from and against any and all claims, suits, liens, judgments, damages, losses and expenses, including legal fees and all court costs and liability (including statutory liability) arising in whole or in part and in any manner from injury and/or death of person or damage to or loss of any property relating to or arising out of any negligent or intentional acts and/or omissions of the Village of Potsdam or any of it directors, officers, employees, contractors, representatives, or agents.

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  
3,000,000 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 5 (Mayor Tischler  
(Trustee Warr, Tirion, Jacobs-Wilke  
& Lee)

Nays 0

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution authorizing the Treasurer to make the following FY 21-22 budget modifications:

<u>INCREASE</u>	<u>Description</u>	<u>DECREASE</u>	<u>Description</u>	<u>Amount</u>
31-7140-491	Chemicals	31-7140-480	Spec. Serv.	\$ 24.85
05-7450-490	Office Supplies	05-7480-462	Printing & Dup.	\$ 150.00

ROLL CALL VOTE:

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

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution authorizing the mayor to execute and affix the village seal to the contract between the Village of Potsdam and the Town of Potsdam whereby the Town of Potsdam agrees to pay the Village of Potsdam the sum of \$18,000 for assisting the village in maintaining its museum and the Village of Potsdam hereby agrees to accept said sum and agrees that said facility shall be open to the residents of the Town of Potsdam during the calendar year 2022.

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

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution to designate the Mayor as the Village's certifying officer for the New York State Housing Trust Fund Corporation's environmental compliance review and SEQRA process for the Rebuild Downtown Potsdam Fund Project # 20210371 funded through the Downtown Revitalization Initiative grant program.

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

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution as follows:

Resolved, that the Village of Potsdam applied for financial assistance from the NY State Office of Parks, Recreation and Historic Preservation (OPRHP) under the Environmental Protection Fund Grant Program for Parks, Preservation and Heritage for the purposes of funding the Potsdam Public Museum Window Renovation Project (OPRHP project #218144); and

Resolved, that the Village of Potsdam is authorized and directed to accept these grant funds in an amount not to exceed \$127,500 for the project described in the grant application; and

Resolved, that the Village of Potsdam is authorized and directed to agree to the terms and conditions of the Master Contract with OPRHP for the Potsdam Public Museum Window Renovation Project; and

Resolved, that the Village of Potsdam is authorized and directed to agree to the terms and conditions of any required deed of easement grant to OPRHP that affects the title to real property owned by the municipality or improved by the grant funds, which may be a duly recorded public access covenant, conservation easement and/or preservation covenant; and

Resolved that the Board of Trustees of the Village of Potsdam delegates signing authority to execute the Master Contract and any amendments thereto, any required deed of easement, and any other certifications to the Mayor and the Village Administrator.

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

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution awarding the bid for the 2013 Ford Explorer to Shawn Pulver in the amount of \$500.

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

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

TO: Development Authority of the North Country in the amount of \$792.00 for professional services rendered through December 2021 for the Crosstown Canal Project Phase II.

Ayes 5 (Mayor Tischler) Nays 0  
(Trustee Warr, Tirion, 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 \$3,356.68 for professional services rendered through December 2021 for JEDA Capital 56 LLC vs. Village of Potsdam.

Ayes 4 (Mayor Tischler)  
(Trustee Tirion, Jacobs-Wilke  
& Lee)

Nays 1 (Trustee Warr)

Trustee Warr Moved and Trustee Lee Seconded a resolution to adjourn the Regular Meeting of the Village of Potsdam Board of Trustees of January 31, 2022, at 6:10 p.m.

Ayes 5 (Mayor Tischler)  
(Trustee Warr, Tirion, Jacobs-Wilke  
& Lee)

Nays 0

Respectfully submitted,

Lori S. Queor  
Village Clerk