

VILLAGE OF HEUVELTON
Regular Board Meeting
September 12, 2018

At 6:00 pm, Mayor Lashua called the meeting to order. Mayor Lashua opened the meeting with the pledge of allegiance. Trustees in attendance were W. Knowlton; C. Basford; and E. Wood. Trustee A. Guardino was absent. Also in attendance were T. Murray, DPW Superintendent; Scott McConnell, DANC; and T. Wood, HVFD Chief. Mr. J. Lightfoot, SLC Legislator arrived at 6:20pm.

HVFD Report Mark Basford was elected by the HVFD as the new Treasurer after the resignation of Trevor Brunet. The Chief informed the Board about an issue with cars driving along the side of the building to get to another owners property. The Mayor will check the property deed to see if there is a right of way and if there isn't a letter will be sent to the property owners. The new truck has been ordered. The HVFD did well on the Labor Day activities they sponsored. Chief Wood left at 6:15pm.

RESOLUTION 18-070**HVFD TREASURER**

Offered by Mayor Lashua, seconded by Tr. Knowlton. Tr. Basford abstains and Tr. Wood- Aye.

Resolution to appoint Mark Basford as treasurer for the Heuvelton Volunteer Fire Department.

Public Forum Mr. Lightfoot informed the Board that Workers Compensation rate for the Village has gone down this year. The Mayor questioned the amount of the refund for the error on last year's bill and Mr. Lightfoot will look into it. He also noted that the County has hired an additional DMV clerk to help handle the high volume of registrations coming from downstate. The Internal Audit of the County showed no deficiencies. Mr. Lightfoot left at 7:08pm.

Sewer/Water The Mayor discussed the options available to repair the WWTP lagoon.

RESOLUTION 18-071**WWTP LAGOON REPAIR**

Offered by T. Basford, seconded by Tr. Wood. Tr. Knowlton and Mayor Lashua- Aye.

Resolution to repair the WWTP lagoon based on the recommendation of the engineer.

RESOLUTION 18-072**STATE OF EMERGENCY WWTP LAGOON REPAIR**

Offered by Mayor Lashua, seconded by Tr. Knowlton. Tr. Basford and Tr. Wood- Aye.

WHEREAS, the Village of Heuvelton experienced tear in the liner of the lagoon at the wastewater treatment facility, and

WHEREAS, the Village of Heuvelton contacted a local contractor that was able to respond with the necessary equipment to perform the work required, and enlisted services of the Village's contract operator of record the Development Authority of the North Country, and their Engineer EDR to assist with developing a plan to mitigate the emergency and implement a temporary solution, and

WHEREAS, the Village implemented an emergency project to repair the damaged liner, and

WHEREAS, the temporary solution implemented must be replaced with a permanent solution to replace the damaged liner once the Village's engineer assesses the extent of the damage and develops a scope of work, and

NOW, THEREFORE, BE IT RESOLVED, that the Village of Heuvelton does hereby declare a public health emergency for the Village of Heuvelton Sewer System and authorizes and directs the Village Board to proceed with an emergency project to remedy this situation.

Mr. McConnell advised the Board that all annual water samples have been submitted for the year. Mr. McConnell left at 6:32pm.

Mayor's Report The Mayor discussed with the Board the need to make changes to the MEO classification and pay rates. She also advised them of the hiring of Keith Kelley as a Motor Equipment Operator to fill the vacant position.

RESOLUTION 18-073 **MEO CLARIFICATION**
Offered by Tr. Wood, seconded by Tr. Basford. Tr. Knowlton and Mayor Lashua - Aye.
Resolution to differentiate between the two MEO positions by creating an MEO2 rather than having two MEO1s.

RESOLUTION 18-074 **SALARY ADJUSTMENTS**
Offered by Tr. Wood, seconded by Tr. Knowlton. Tr. Basford and Mayor Lashua - Aye.
Resolution to approve the following salary adjustments: MEO 1 to \$17.00 per hour, MEO 2 to \$16.00 per hour and Deputy Clerk/Treasurer to \$13.00 per hour. The new rates will be retroactive to 9/10/18.

RESOLUTION 18-075 **MOTOR EQUIPMENT OPERATOR**
Offered by Tr. Knowlton, seconded by Tr. Basford. Tr. Wood and Mayor Lashua - Aye.
Resolution to hire Keith Kelley for the position of Motor Equipment Operator 2 for a 90 day probationary period, effective September 10, 2018 at a rate of \$16.00 per hour. Health insurance will start immediately. He will receive pro-rated sick time of forty-eight hours and personal time of thirty hours effective 9/10/18. Vacation will accrue after one year of employment.

The Mayor updated the Board on the progress of the Water Tower Project. She reviewed the audit proposal and bond counsel agreement.

RESOLUTION 18-076 **AUDIT SERVICES AGREEMENT**
Offered by Mayor Lashua, seconded by Tr. Knowlton. Tr. Wood and Tr. Basford - Aye.
Resolution to accept the Audit Agreement from Furgison, CPA, for the Water Tower Project, at a cost not to exceed \$12,000.00.

RESOLUTION 18-077 **BOND COUNSEL**
Offered by Tr. Basford, seconded by Tr. Wood. Tr. Knowlton and Mayor Lashua - Aye.
Resolution to hire Barclay Damon, as Bond Counsel, for services relating to the Water Tower Project at a cost not to exceed \$24,500.00.

The Employee Handbook was tabled for the next board meeting. The Mayor and Tr. Basford will meet before the next meeting to work on the changes needed.

The Board set up a schedule for monthly reviews of the Village bank accounts.

Tr. Wood advised the Board that a drawing of the pavilion stamped by an engineer was required before the pavilion could be put out to bid. It was suggested that Andrew Martin be asked to do this.

RESOLUTION 18-078 **PAVILION DRAWING**
Offered by Mayor Lashua, seconded by Tr. Knowlton. Tr. Basford and Tr. Wood - Aye.
Resolution to approach Andrew Martin to do the drawing for the pavilion.

The Mayor gave an update on the property acquisition. DASNY requires an appraisal before the grant can proceed. An appraiser has been hired at a cost of \$2200.00.

The Sheriff's Department has loaned the Village an electronic speed sign for placement by the school. Mayor Lashua indicated the school is willing to purchase one. She suggested that the Village may want to purchase one as well.

RESOLUTION 18-079 **SPEED SIGN PURCHASE**

Offered by Tr. Wood, seconded by Tr. Basford. Tr. Knowlton and Mayor Lashua - Aye.

Resolution to purchase an electronic speed sign.

The Mayor asked the Board to support the City of Ogdensburg and the Town of Prescott in their proposal to explore the possibility of a passenger ferry between the two communities.

RESOLUTION 18-080 **PASSENGER FERRY FEASIBILITY STUDY SUPPORT**

Offered by Mayor Lashua, seconded by Tr. Knowlton. Tr. Basford and Tr. Wood - Aye.

Resolution to provide a letter of support for the development of a Feasibility Study to assess the viability of proceeding with a passenger ferry operation travelling between the Town of Prescott, Ontario and the City of Ogdensburg, NY.

The contract for the Village's electric supply is expiring. The Mayor discussed with the Board the pricing and length of terms available.

RESOLUTION 17-081 **ELECTRIC SUPPLY SERVICES**

Offered by Mayor Lashua, seconded by Tr. Wood. Tr. Basford and Tr. Knowlton - Aye.

Resolution to use Constellation as the electric supplier for the Village of Heuvelton for a fixed rate of .04484 per kWh for a 24 month period.

Streets/Sidewalks Mr. Murray said the DPW crew has been working on widening the road at the boat launch. Sheehan's will pave the boat launch road soon.

RESOLUTION 18-082 **APPROVAL OF MINUTES**

Offered by Tr. Basford, seconded by Tr. Knowlton. Tr. Wood and Mayor Lashua - Aye.

Resolution to accept the minutes of the 8/8/18 meeting.

RESOLUTION 18-083 **VOUCHER APPROVALS**

Offered by Tr. Basford, seconded by Mayor Lashua. Tr. Wood and Tr. Knowlton - Aye.

Voucher Approvals:

General	079-118	\$ 9,977.24
Sewer	079-118	\$26,579.30
Water	079-118	\$ 3,277.87
Total		\$ 39,834.41

Other Disbursements: \$ 70,858.82

At 7:52pm, with no further business before the Board, the meeting was adjourned on a motion by Tr. Wood. All were in agreement.

Respectfully submitted,

Michele Smithers
Village Clerk