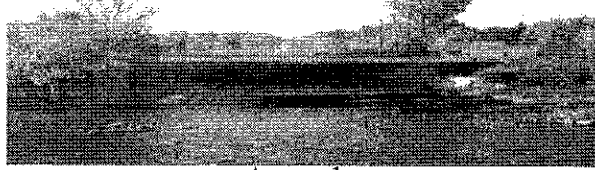


Board of Trustees
Village of Black River, New York



Agenda

Regular Meeting

August 5, 2024

- Call to order.
- Pledge of Allegiance.
- Approval of minutes of the 7/1/24 regular meeting & the 7/9/24 public hearing
- Public Comment.
- Police Department Report.
- Code Enforcement Report & review of related correspondence.
- Clerk-Treasurer's Report.
- Superintendent's Report.

Correspondence Received:

- | | |
|---------------------|--------------------------------------|
| A) NYSDOH | Re: Public Water Inspection |
| B) Tarra Benson | Re: Resignation Letter |
| C) Kristin Williams | Re: Considerations & Concerns Letter |
| D) Charles Stafford | Re: Planning Board Attendance |

Correspondence Sent:

New Business:

- A) Discuss hiring of Superintendent
- B) Discuss advertising for Deputy Clerk-Treasurer
- C) Approve block party

Unfinished Business:

- Reports from Standing Committees.
- Reports from Special Meetings.
- Authorize payment of bills; adjournment.

Village of Black River
Board of Trustees
Regular Meeting
July 1, 2024

DRAFT

Mayor Leonard called the regular meeting to order and led the Pledge of Allegiance at 6:00 p.m.

Present:

Mayor David Leonard
Trustee Bonnie Proven
Trustee David Daily
Trustee Corey Decillis (Entered at 6:28 p.m.)
Clerk-Treasurer Kristin Williams
Superintendent Les Williams
Police Chief Steve Wood
Code Enforcement Officer Terry Ault

Excused:

Trustee Randy Lake

A motion was made by Mayor Leonard, seconded by Trustee Daily to approve the minutes of the 6/10/24 regular meeting and the 6/5/24 & 6/17/24 special meetings. The motion was carried.

Public Comment: Resident brought forth the issue with campers, unregistered vehicles and clean-up within the village. Code Enforcement, Ault, commented on issues and requested a paper complaint be turned in and filed.

Police Department Report: Police Chief Wood stated that he assisted NYSP with an Arson just outside village limits, took care of an unregistered vehicle on Pine Drive, attended the annual Taser and Pistol Range, and participated in DWI patrol over the weekend. He discussed potential candidate for new hire. He is a retired NYSP officer who will begin working at the school in the fall with opposite days off as Woods allowing more patrol coverage. Mayor Leonard discussed meeting with Pete Barnett regarding the neighborhood watch program.

Code Enforcement Report: CEO Ault stated that he issued two permits, two pool letters, one lawn violation and is working with a resident about a fence over water main and sewer manholes.

Clerk-Treasurer Report: Clerk-Treasurer Williams stated that they have been working on water bills and tax payments. They went to the Recreation Building to help get set up and get supplies for the Recreation program that started July 1st.

Superintendent's Report: Superintendent Williams stated that the Lead and Copper report needed one more day and then they should be ready. The Department of Public Works has been working on flushing hydrants, changing water lines, looking at meters that need to be changed and cleaning up lawns. They have spoken with Smitty's Lawncare to take care of the ones in need. Superintendent Williams stated that there have been ATVs on our property tearing it up. They have trail cameras up trying to identify individuals. Superintendent Williams stated the paving contracts have been signed and sent in to pave S Main, N Main, West Street & Parkview with no date set at this time. There was a major leak on Stafford Drive that required NCC to be called in to assist using their Vacuum Trailer. The leak was at a connection on the main where it had been fixed prior. Superintendent Williams stated that he has been working with Code Enforcement Officer, Ault, regarding a fence being installed on Stafford Drive that needs to be moved 15 feet. The fence is being installed over a water main and was started without a permit. Code Enforcement Officer, Ault, has a meeting set up with the owners on July 2nd to discuss the matter further. Superintendent Williams stated that the pickleball courts are almost complete and should be open by Wednesday, July 3rd, 2024. He also spoke with Jennifer from the Town of Rutland regarding a meeting and discussed not waiting anymore and setting up a day meeting without Logan.

Village Board
July 1, 2024
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Correspondence Received: The board reviewed a letter from Warren Weidner regarding the disconnection of water service. The water has been shut off at this time. The board also received and reviewed the meeting minutes from the Route 3 Sewer Board and Jefferson County Stormwater Coalition.

Trustee Decillis entered at 6:28 p.m.

New Business: Mayor Leonard stated that he has spoken with a few vendors about a block party at the Maple Street Park in August with a time and date to be determined. It was mentioned that there would be food trucks, face painting and games. Clerk-Treasurer Williams will reach out to the insurance company about alcohol at the event to determine if it is allowed.

A motion was made by Mayor Leonard, seconded by Trustee Decillis to close the Village Office on July 5th, 2024. The motion was carried.

The board reviewed applications that have been received for the Superintendent and Assistant Superintendent positions and agrees that more advertising is necessary. Trustee Proven requested that any applications we receive before the next board meeting be sent to all board members via email to be reviewed.

A motion was made by Trustee Decillis, seconded by Trustee Daily to advertise on Newzjunkie and in the Watertown Daily Times. The motion was carried.

The board agreed to hold a public hearing on Tuesday, July 9th, 2024 at 6 p.m. to hear comment on Local Law #2 on Battery Energy Storage Systems and Local Law #3 on Solar Energy.

A motion was made by Trustee Daily, seconded by Trustee Proven to adopt the following resolution:

Resolved, that the following abstracts of audited voucher be approved: interim abstract dated 6/20/24 in the amount of \$16,411.22 (General Fund: \$15,478.65 Water Fund: \$932.57) and regular monthly abstract dated 7/1/24 in the amount of \$30,902.57 (General Fund: \$28,277.97 Water Fund: \$2624.60). The motion was put to a vote as follows:

Mayor Leonard	Yes
Trustee Decillis	Yes
Trustee Proven	Yes
Trustee Daily	Yes
Trustee Lake	Absent

The motion was carried and the resolution duly adopted.

A motion was made by Mayor Leonard, seconded by Trustee Decillis to adjourn the meeting at 7:06 p.m. The motion was carried.

Respectfully submitted,

Abigail Simpson
Clerk-Treasurer

Village of Black River
Board of Trustees
Special Meeting
July 9, 2024

DRAFT

Mayor Leonard called the special meeting to order at 6:00 p.m.

Present:

Mayor David Leonard
Trustee Bonnie Proven
Trustee Corey Decillis
Trustee Randy Lake
Clerk-Treasurer Abigail Simpson
Superintendent Les Williams

Excused:

Trustee David Daily

A motion was made by Trustee Decillis, seconded by Trustee Lake to open public hearings for Local Law #2 and Local Law #3. The motion was carried.

A motion was made by Trustee Lake, seconded by Trustee Decillis to hire Heath Rupert as a second police officer contingent upon background check. The motion was carried.

A motion was made by Trustee Decillis, seconded by Mayor David Leonard to close public hearings for Local Law #2 and Local Law #3. The motion was carried.

A motion was made by Trustee Decillis, seconded by Mayor David Leonard to adopt Local Law #2 and Local Law #3. The motion was carried.

A motion was made by Trustee Lake, seconded by Trustee Decillis to adjourn the meeting at 6:05 p.m. The motion was carried.

Respectfully submitted,

Abigail Simpson
Clerk-Treasurer



Department of Health

KATHY HOCHUL
Governor

JAMES V. McDONALD, M.D., M.P.H.
Commissioner

JOHANNE E. MORNE, M.S.
Executive Deputy Commissioner

July 15, 2024

Mayor and Village Board
Village of Black River
102 S. Main Street
Black River, NY 13612

Re: Public Water Inspection – PWS # NY2202331
Village of Black River – Jefferson County

Dear Supplier of Water:

An inspection of your public water system was performed beginning April 16th and completed on May 9, 2024. A copy of the inspection report is attached with highlights of the inspection summarized below.

On April 16th, Les Williams provided the writer and Mr. Curley a tour of the Village’s Rt.3 WTP and Spring sources. The water treatment plant is clean and well maintained. Spring #1 and #3 are currently being utilized. Spring #2 was taken off-line in 2022 due to the Spring house foundation being in a state of disrepair. The Village plans to repair/replace the foundation to Spring #2 in the near future and replace the vent screen on Spring #3. Mainline meters with the Town of Rutland on Rt. 3 and Burnup Road are scheduled to be replaced. The Village has installed some residential security cameras to help facilitate remote monitoring at the WTP. It is the writer’s understanding that infrastructure is in place to support on-line monitoring. It is recommended that the Village purchase/install an online chlorine analyzer for the Rt. 3 WTP.

On May 9th, the writer inspected the Maple Street WTP and storage tank. DN Tanks is scheduled to complete maintenance on the Tank in August. The grout between the roof panels will be replaced along with a new access hatch and vent. The entire tank will be cleaned and painted. For being over 30 years old, the tank is in good shape and has held up well. Similar to the Rt. 3 WTP, the Maple Street WTP is clean and well maintained.

It has recently come the Village’s attention that the well source for the Maple Street WTP has elevated sodium and chloride levels and service to the public was suspended. The following is a summary of recent sample results for the Maple Street well.

<u>Date Sampled</u>	<u>Chloride</u>	<u>Sodium</u>
4/10/2024	48.2 mg/l	206.0 mg/l
4/25/2024	317.0 mg/l	152.0 mg/l

In accordance with Subpart 5-1 of the NYS Sanitary Code, the maximum contaminant level (MCL) for chloride is 250.0 milligrams per liter (mg/l). Sodium does not have an MCL but water sources with sodium levels higher than 20 mg/l should not be used for drinking by people on severely restricted sodium diets and water containing more than 270 mg/l of sodium should not be used for drinking by people on moderately restricted diets. Notice of MCL violations and elevated sodium levels must be disclosed in the annual water quality report (AWQR) for water served to the public.

Currently, the Maple Street WTP shall remain off-line except for emergency use. We recommend exercising the Maple Street WTP on a weekly basis and submit sample results for chloride and sodium from a NYS ELAP certified lab on a quarterly basis. Exercising shall consist of running the system to waste for a set period of time. Further consideration for use of the Maple Street WTP will be made once consistent and reliable concentrations for the aforementioned parameters are maintained within regulatory limits.

Village fire hydrants are flushed, and mainline valves exercised on an annual basis.

As was noted in previous years, it is highly recommended a watershed protection plan be adapted to protect the recharge areas of the Village's water sources.

As a reminder, all community water systems must develop and submit a service line inventory by October 16, 2024. The inventory must be completed using the excel spreadsheet provided by New York State. If you have any questions, please contact the writer or Mr. Curley at (315) 785-2277.

Sincerely,



Michael J. Tracy, P.E.
Professional Engineer 1

Encl.

cc: Brandon Cooney – District Director
Claude Curley, P.E. – District Engineer
Erin Ingles, P.E. – Syracuse Regional Office
Les Williams – Village of Black River

State of New York Department of Health
Watertown District Office
317 Washington Street
Watertown, NY 13601-
(315) 785-2277
wado@health.state.ny.us

Water System Field Compliance Inspection Summary Report

Operation: BLACK RIVER VILLAGE (ID: 363521)
Facility Name: BLACK RIVER VILLAGE
Facility Code: NY2202331
Facility Address: 107jefferson Place, Black River, NY 13612
NYS Public Water Supply (PWS) ID: NY2202331

To the Attention of:

Village of Black River
P. O. Box 266
Black River, NY 13612

Sanitary Survey

Date: April 16, 2024 01:01 PM
Inspector: Michael Tracy (michael.tracy@health.ny.gov)
Responsible Person: Sent To Village Of Black River Via Us Mail

Summary

Number of Critical Violations Found: 0
Number of Other Violations Found: 0
Number of Deficiencies Found: 0

Reinspection is not Required

Each item found in violation is reported below along with the code requirement.

NO CRITICAL VIOLATIONS REPORTED

NO NON-CRITICAL VIOLATIONS REPORTED

NO DEFICIENCIES REPORTED

Water System Information

Source Type: Ground,
Type of Disinfection: Chlorine (Cl), UV Light
Disinfection Waiver Issued? No
4-Log Treatment Installed? No
Coliform Surveillance Sample Collected? No

Chlorine Residual Reading(s):

1) CI Residual: 1.2 Time: 12:00 P Location: Rt 3 wtp on 5/9

UV Intensity Reading(s):

1) UV Intensity: ok

Water System Notes:

Comments: WTPs well maintained and clean.

July 30, 2024

Village of Black River Board of Trustees
107 Jefferson Place
Black River, NY 13612

Dear Mayor and Board of Trustees;

This letter is to formally notify you of my resignation from my position as Deputy Clerk-Treasurer. My last day in the office will be August 26, 2024.

While I appreciate the opportunity to serve the residents of Black River, it has become apparent this position does not provide any potential growth and lacks job security.

I am grateful to have worked with Clerk Treasurer, Kristin Willams, the Department of Public Works, Police Department, and Code Enforcement, I appreciate their dedication and commitment to the Village and its Residents.

Sincerely,


Tarra Benson

August 2, 2024

Dear Village Mayor and Board of Trustees;

I am writing to share some considerations/concerns prior to my departure.

As discussed at budget time, this was a difficult budget to put together. The assessment levels dropped for both Towns. The total taxable value of properties in the village did not increase as much as they have in the past. The levels of assessment for both towns have dropped further as of June 2024. This will affect budgeting for the 2025-2026 fiscal year.

The village will be installing some new meters in the Town of Rutland which will help provide more accurate readings. This will hopefully result in increased water revenue which will be helpful for next year's budget.

Barton and Loguidice was hired to do a study of our water system. Part of the study was to provide recommendations for water rates. We have never received those recommendations. When we asked the engineer about this, we were told that the intern working on this left the company. The village paid for this and efforts should be made by the board to collect this information. Having fair and accurate water rates will help ensure that future water system improvements can continue and helps offset budgetary constraints imposed by unfunded mandates and tax cap limits.

In the last budget, the village's retirement contribution was \$10,000 more than the estimate from the retirement system. I increased the appropriation \$10,000 for this fiscal year. We just received the estimate for payment in December and it has increased an additional \$7,300. The State has increased the contribution percentage for all municipalities. I have spoken with Abby regarding some different options to cover this shortfall.

When interviews are conducted, the same questions should be asked of each applicant to avoid bias or legal issues. The questions that have been provided for interviewing were approved as allowable and legal by the village attorney.

I have trained Abby in as many things as I have been able in the short time we have had together. She is a quick learner and I think she will do a great job!

Sincerely,



Kristin Williams
Clerk-Treasurer

Charles E. Stafford
29228 NYS Rt. 3
Black River, New York 13612
Office – 315-782-1100

Telephone – 315-771-3102
Fax - 315-782-1688
E-Mail – Cstafford@cyclotherm.com



Village of Black River
107 Jefferson Place
Black River, NY 13612

8/2/2024

Attn: Mayor David Leonard

Dear Sir:

In our last meeting of the Planning Board, we had discussions regarding the issue of one of our members, John Hoering. John has been absent for over a year due to his regular work schedule which has contributed to a lack of quorum for several meetings. Mr. Hoering is likely still receiving pay as a board member even though he has been absent for so long. I sent an email to John regarding this issue, see attached to this letter, where I explained the problem of his absence and recommended that he turn in his resignation to the Village Board which he agreed to do, which evidently never happened. In our meeting we resolved that the Village remove Mr. Hoering from the Planning Board to make way for a replacement member than can attend our meetings.

Thank you for your consideration on this.

Sincerely;

Charles E. Stafford

Charles E. Stafford, Chairman
Village of Black River Planning Board

clerktreasurer blackriverny.org

From: cstafford@cyclotherm.com
Sent: 2 August, 2024 11:23 AM
To: clerktreasurer blackriverny.org
Subject: FW: Planning Board Member
Attachments: Black River Planing Board - 8-2-24.pdf

Dear Kristen:

Please see below email string from when I emailed John Hoering about his absenteeism issue, and where he replied. I have also attached my letter to the Village Board addressing this issue. Please print these if possible and submit to the Village Board at their upcoming meeting Monday night.

Thank you very much for your assistance on this, and feel free to contact me with any questions that come up.

Sincerely;

Chuck Stafford, Chair

Village of Black River Planning Board

From: John Hoering <jhoering_01@yahoo.com>
Sent: Tuesday, April 30, 2024 1:52 PM
To: cstafford@cyclotherm.com
Subject: Re: Planning Board

Chuck-understood-I will drop it off by the end of the week.

Sent from Yahoo Mail for iPhone

On Tuesday, April 30, 2024, 12:11 PM, cstafford@cyclotherm.com wrote:

Hi John:

I understand you have to work nights, this is why you are missing so many meetings. I thought this would be a short term situation for you, but has been over a year - this is not working out unfortunately. We have had to cancel half of our meetings this year due to lack of quorum, and now are jumping through hoops scheduling special meetings on top of our regular meeting schedule to finish up the solar laws.

It would probably be best if you drop off a letter of resignation with the Village Clerk, not good to be missing so many meetings and still collecting pay.

Sorry to be the one to bring this up to you, no hard feelings, we just need to get another member that can attend these meetings. Please contact me with any questions.

Sincerely; Chuck Stafford

From: Suzanne LeBarron <slebarron@haylor.com>
Sent: 30 July, 2024 8:38 AM
To: clerktreasurer blackriverny.org
Subject: RE: Block party

This message was sent securely using Zix®

I can tell you this much-all vendors need to be insured and provide a certificate of insurance showing that Village of Black River is an additional insured with a waiver of subrogation. Primary & Non-Contributory is also highly recommended. Alcohol vendors should be carrying liquor liability coverage and again, showing it on their certificate with the village as additional insured with a waiver of subrogation.

I'll let you know if the carrier wants anything additional.

Sincerely,

Suzanne LeBarron, CRIS
Commercial Lines Account Manager

☎ [315-800-1786](tel:315-800-1786)

slebarron@haylor.com

www.haylor.com

My hours are 7:30 AM - 4:00 PM

If you have a claim, please call: 888-201-5988



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