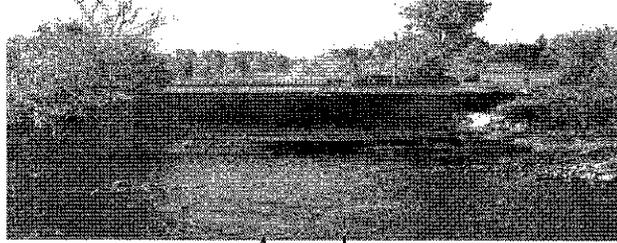


Board of Trustees
Village of Black River, New York



Agenda

Regular Meeting

January 6, 2019

- Call to order.
- Pledge of Allegiance.
- Approval of minutes of the 12/2/19 regular meeting and 12/16/19 special meeting.
- Public Comment.
- Code Enforcement Report & review of related correspondence.
- Superintendent's Report.
- Clerk-Treasurer's Report.
- Police Department Report.

Correspondence Received:

- | | |
|--|---|
| A) Randy Lake | Re: Resignation from ZBA |
| B) Connie Wonderly | Re: Resignation from Deputy Clerk Treasurer |
| C) Rt. 3 Sewer Board | Re: Meeting minutes |
| D) Jefferson County Stormwater Coalition | Re: Meeting minutes |
| E) National Grid | Re: Refund |

Correspondence Sent:

New Business:

- A) Appoint Randy Lake as Trustee
- B) Appoint Tarra Benson as Deputy Registrar of Vital Statistics

Unfinished Business:

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

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

Present:
Mayor Leland Carpenter
Trustee Gary McCullough
Trustee Corey Decillis

Excused:
Trustee Francis Dishaw

A motion was made by Trustee Decillis, seconded by Trustee McCullough to approve the minutes of the November 4, 2019 regular meeting minutes and the November 12, 2019 special meeting minutes. The motion was approved.

A motion was made by Trustee McCullough, seconded by Mayor Carpenter to approve the December 2, 2019 annual agenda as presented. The motion was carried.

Code Enforcement Report:

A motion was made by Trustee McCullough, seconded by Trustee Decillis to enter into executive session at 6:18 p.m. to discuss pending litigation. The motion was carried.

The board exited executive session at 6:25 p.m.

The board discussed the \$11,145 lien against the former Gerrard and a possible agreement.

A motion was made by Trustee Decillis, seconded by Trustee McCullough to discuss a payment agreement for the lien on 119 N. Main St. with the Village Attorney. The motion was carried.

A motion was made by Trustee Decillis, seconded by Trustee McCullough to adopt the following resolution:

Resolved, that the Village amend and adopt a fee schedule to include fees for snow removal from sidewalks, failure to get a building/zoning permit and for lawn mowing. The motion was put to a vote as follows:

Mayor Carpenter	Yes
Trustee Decillis	Yes
Trustee McCullough	Yes
Trustee Dishaw	Absent

The motion was carried and the resolution duly adopted.

Superintendent's Report: Superintendent Williams stated that the wiring is complete on the new generator and that the startup should occur within the next two weeks. He questioned the snow removal on the sidewalks in front of 113 Public Square and 102 Maple St. It was decided that the sidewalks would be cleared for the remainder of this season and a letter will be sent to the property owners stating that they will not be done by the Village next year. Superintendent Williams stated that the water usage is the second highest that he has ever seen and that he has been listening for leaks and has made the Development Authority of the North Country aware so that they can check as well. He stated that his license for the BTI (Black Fly) program will expire in March and that the license is issued for four years and he will be retiring in two and there isn't another licensed employee to take over the program.

A motion was made by Trustee Decillis, seconded by Trustee McCullough to suspend the Black Fly Program. The motion was carried.

A motion was made by Trustee McCullouch, seconded by Mayor Carpenter to open the public hearing regarding the residency requirement for Clerk-Treasurer and Deputy Clerk Treasurer at 7:40 p.m. The motion was carried.

Police Department Report: The board reviewed the written report.

A motion was made by Trustee McCullouch, seconded by Mayor Carpenter to adopt the following resolution:

Resolved, that the village add cybersecurity coverage to the insurance policy through Haylor, Freyer and Coon. The motion was put a vote as follows:

Mayor Carpenter	Yes
Trustee McCullouch	Yes
Trustee Decillis	Yes

The motion was carried and the resolution duly adopted.

A motion was made by Trustee Decillis, seconded by Trustee McCullouch to approve the Cool Yule Celebration on December 7, 2019. The motion was carried.

The board reviewed the appraisal for the lots owned by the Catholic church on LeRay St. Trustee McCullouch stated that he would set up a meeting with the church to discuss it.

The board discussed past due water bills with high balances due. It was agreed that notices be sent with the January bills giving residents ten days to pay or make payment arrangements or service may be discontinued.

A motion was made by Trustee McCullouch, seconded by Trustee Decillis to adopt the following resolution:

Resolved, that the following abstracts of audited vouchers be approved: interim abstract dated 11/27/19 in the amount of \$7,535.85 (General Fund: \$7,479.41 Water Fund: \$56.44) and regular monthly abstract dated 12/2/19 in the amount of \$68,734.75 (General Fund: \$59,397.66 Water Fund: \$9,337.09). The motion was put to a vote as follows:

Mayor Carpenter	Yes
Trustee McCullouch	Yes
Trustee Decillis	Yes

The motion was carried and the resolution duly adopted.

A motion was made by Trustee Decillis, seconded by Trustee McCullouch to adjourn the meeting at 8:15 p.m. The motion was carried.

Respectfully submitted,

Kristin Williams
Clerk-Treasurer

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

Present:

Mayor Leland Carpenter
Trustee Francis Dishaw
Trustee Gary McCullough
Trustee Corey Decillis
Clerk Treasurer Kristin Williams

Mayor Carpenter stated that he had contacted Mike Ablan, the owner of the trailer park on Rt. 3 to discuss the unpaid water bills for the property. He stated that he met with Mr. Ablan along with Superintendent Les Williams and Clerk Treasurer Kristin Williams. He stated that Mr. Ablan had paid the smallest of his bills in full and would be making payments on his other bills.

The board discussed the Deputy Clerk Treasurer position.

A motion was made by Trustee Dishaw, seconded by Trustee McCullough to adopt the following resolution:

Resolved, that Tarra Benson be hired as Deputy Clerk Treasurer. The motion was put to a vote as follows:

Mayor Carpenter	Yes
Trustee Dishaw	Yes
Trustee McCullough	Yes
Trustee Decillis	No.

The motion was carried and the resolution duly adopted.

Mayor Carpenter discussed the high-water usage and that Superintendent Williams has been looking for leaks but the leak detector that the village owns is very old.

A motion was made by Trustee Decillis, seconded by Trustee Dishaw to adopt the following resolution:

Resolved, that Superintendent Williams be authorized to purchase a leak detector in an amount not to exceed \$7,500. The motion was put to a vote as follows:

Mayor Carpenter	Yes
Trustee Dishaw	Yes
Trustee McCullough	Yes
Trustee Decillis	Yes

The motion was carried and the resolution duly adopted.

A motion was made by Trustee McCullough, seconded by Trustee Decillis to adopt the following resolution:

Resolved, that Debbie Daily be offered the position of Deputy Clerk Treasurer if Tarra Benson declines. The motion was put to a vote as follows:

Mayor Carpenter	Yes
Trustee Dishaw	Yes
Trustee McCullough	Yes
Trustee Decillis	Yes

The motion was carried and the resolution duly adopted.

A motion was made by Trustee Dishaw, seconded by Trustee McCullough to adjourn the meeting at 7:15 p.m. The motion was carried.

Respectfully submitted,

Kristin Williams
Clerk-Treasurer

**Department of Code Enforcement
Village of Black River, New York**



January 7, 2019

Memo

To: Village Board

From: James Holland, CEO

Date: January 2, 2020

RE: NYS required annual training

I am required to attend 24 hours of annual training to maintain my certification as a Code Enforcement Officer. I would like to attend the "First Preventer Institute" in Lake Placid, NY. This 3 ½ day conference will provide the entire 24 hours of training required by the state. I have looked at other conferences and this will be the most convenient for me, as it will not require me to use vacation from the fire department. The cost of the conference is \$350 and hotel rooms are \$108/ night. The total cost to the village will be \$786. I have attached a conference schedule and if you have any additional question, please call me.

Randolph E. Lake
114 Pine Dr. Black River, N.Y. 13612

12/18/2019

Mayor Leland Carpenter
Black River Village Board
107 Jefferson Place
Black River, N.Y. 13612

Dear Mayor Leland Carpenter,

Let this letter serve as notice of my resignation immediately from the ZBA.

Thank you for the opportunity to serve on this important body.

Sincerely,

A handwritten signature in black ink, appearing to read 'R. Lake', written over the word 'Sincerely,'.

Randolph E. Lake

TO: NYS ROUTE 3 CORRIDOR SEWER BOARD

FROM: Christina Vargulick, Secretary

DATE: December 10, 2019

RE: Minutes of December 9, 2019 meeting

Present: S. Allen, G. Eddy, B. Ferguson, G. McCullouch and R. Taylor

Others: B. Nutting, L. Tousant, N. Toutant and C. Vargulick

Absent: L. Carpenter

The NYS Route 3 Corridor Sewer/Development Board met in regular session on Monday, December 9, 2019 at the T/Champion Municipal Building. B. Ferguson called the meeting to order.

The Board reviewed the minutes for September 9, 2019. Motion by R. Taylor, seconded by S. Allen to approve the minutes as presented. Ayes-5, Nays-0. Motion carried.

Operating Report

The period summary for September, 2019 was distributed to the Board. The sewer flow was 6.5MG. Seventy-seven percent (77%) of the total budgeted revenues were received. Expenses year-to-date were sixty-nine percent (69%) of the total budgeted. Net cash of \$232,390.50 remained at the end of the period. The reserve account balance was \$151,123.22.

The period summary for October, 2019 was distributed to the Board. The sewer flow was 6.3MG. Eighty-three percent (83%) of the total budgeted revenues were received. Expenses year-to-date were eighty-four percent (84%) of the total budgeted. Net cash of \$171,076.05 remained at the end of the period. The reserve account balance was \$151,752.95.

The period summary for November, 2019 was distributed to the Board. The sewer flow was 7.3MG. Eighty-eight percent (88%) of the total budgeted revenues were received. Expenses year-to-date were eighty-eight percent (88%) of the total budgeted. Net cash of \$190,495.29 remained at the end of the period. The reserve account balance was \$152,060.26.

S. Allen questioned if non-operative exterior lighting is being replaced with LED fixtures. B. Nutting advised that he will replace broken fixtures with LED fixtures in the future. B. Ferguson clarified debt service that will be paid in December. Motion by G. Eddy, seconded by S. Allen to approve the operational summaries as presented. Ayes-5, Nays-0. Motion carried.

Resolution offered by G. Eddy, seconded by R. Taylor;

Resolved, that the NYS Route 3 Corridor Sewer/Development Board hereby approves the Operations/Maintenance & Administrative Service Agreement between the Board of Commissioners for the Route 3 Sewer System and the Development Authority of the North Country, effective January 1, 2020, and authorizes the Chairman to execute the agreement, as presented.

Roll call vote:

Bruce R. Ferguson; for T/Champion	Aye
Ronald Taylor; for T/LeRay	Aye
Scott Allen; for T/Pamelia	Aye
Gary Eddy; for T/Rutland	Aye
G. McCullouch; for V/Black River	Aye

The annual manhole inspection report was distributed. In total, 703 manholes were inspected with the following results:

- Two (2) manholes had debris that was removed.
- Six (6) manholes had joints that were offset and the cover needs to be realigned.
- Ten (10) manholes were found to have benchwall and/or trough damage.
- Eight (8) manholes have infiltration to varying degrees.
- One (1) manhole was covered by blacktop in Hanson Aggregates Quarry driveway and needs to be uncovered for inspection.

The Board discussed the financial responsibility for uncovering the manhole. The Board agreed by consensus that any work done in the highway right-of-way would be the responsibility of the project. The Board directed B. Nutting to contact Hanson Aggregates to ask for their cooperation and assistance with removing the asphalt over the manhole. If there is no compliance, than the work will be ordered and the costs will be assessed to Hanson Aggregates.

Budget

Motion by G. McCulloch, seconded by S. Allen to adopt the preliminary budget as the 2020 Route 3 Sewer System adopted budget. Ayes-5, Nays-0. Motion carried.

Asset Management Plan

A summary of work was presented. A draft of the plan will be presented at the February 10, 2020 meeting.

Other Business

Motion by G. Eddy, seconded by S. Allen to approve the same type of Agreed Upon Procedure as performed for 2018 at a cost of \$3,805. Ayes-5, Nays-0. Motion carried.

L. Tousant reported that the certificate of deposit was rolled over with Carthage Savings and Loan for a period of six months (maturity date 5/14/2020) at a rate of 1.95%.

G. McCullouch discussed failed water meters in the V/Black River and T/Rutland resulting in inaccurate readings for both water and sewer. He also questioned the authority of the Board to bill for damage due to negligence and to relevy charges when necessary. C. Vargulick responded that any charges that need to be relevied would be forwarded to the appropriate clerk for action and noted that charges to Joe Paige will be forwarded to the village for relevy if they are not paid.

The Board welcomed Ron Taylor as the 2020 Chairman of the Board.

The next scheduled meeting of the NYS Route 3 Sewer/Development Board will be held on Monday, February 10, 2020 at 4:30pm at the T/LeRay Municipal Building.

Christina Vargulick

Christina Vargulick, Secretary
NYS Route 3 Sewer Board of Commissioners

Jefferson County Stormwater Coalition Meeting
Village of Black River
1:00-2:00 P.M.
December 19, 2019

1. Roll Call

Town of LeRay – Jessica Jenack
Town of Rutland – Jon Boomhower
Town of Watertown – Randy Vaas
Village of Black River – Lee Carpenter, Tarra Benson
Village of Brownville – Pat Connor, Michael Walrath
Village of Carthage – Tyler Pominville, Derrik Lamenteer
Village of West Carthage –
City of Watertown –
Jefferson County Legislature – Michael Montigelli
Jefferson County Planning – Andy Nevin, Lesley Zlatev, Erin Ermine
Jefferson County Soil & Water Conservation District – Christine Watkins, Patrick Crast
Tug Hill Commission – Katie Malinowski
DEC – Great Lakes – Emily Sheridan

2. Call To Order

Pat called the meeting to order at 1:03 pm. The pledge was recited. A quorum was present.

3. Approval of Minutes from July 18, 2019

Randy made a motion to approve the minutes from April. Lee seconded, motion carried.

4. Treasurer's Report

Jessica provided a treasurer's report in Nathan's absence. The coalition's current balance is \$85,552.64. All communities paid their dues in 2019. Town invoices will be sent in January.

The group then discussed dues for 2020. The district has not invoiced for 2019 services yet, but Christine expects the total invoiced will be less than last year's payment (\$9,180). Pat noted that outfalls will need to be inspected in 2020. Keeping the website up to date using the district's website consultant, who bills at an hourly rate, was also discussed and the group felt it would be worthwhile to pay the consultant to make the necessary edits (note – need to delete map under members). The GIS data hosting fee of \$1,200/year to DANC was also discussed. No one present reported having used the DANC GIS interface to access coalition data this past year. Consensus was to not have the data hosted with DANC anymore, and to look at having either Jefferson County or the Jefferson County SWCD host the data. Tug Hill also has an online map viewer that could be used.

Lee made a motion to set the 2020 dues at \$1,000. Mike seconded, motion carried unanimously.

5. Correspondence/Report of Secretary – Katie mentioned that CFA's are being announced today (later in meeting found out that the county's application for street sweeper/vacuum truck was NOT funded).

Communities are encouraged to think about projects that relate to the coalition, there are many grant opportunities out there that could be pursued. Emily outlined the five priorities in the new Great Lakes Restoration Initiative Strategic Plan:

1. Toxics
2. Restoration and Habitat
3. Reducing Non-Point Source Pollution
4. Invasive Species
5. Foundations for Future Research

The full plan can be found at <https://www.epa.gov/sites/production/files/2019-10/documents/glri-action-plan-3-201910-30pp.pdf>

The group also discussed the recent discovery of Emerald Ash Borer in the Watertown area. As part of the inventory work Jefferson County SWCD did this summer, they identified 2,500 ash trees in the county highway ROW in Jefferson County (approximately 5/mile). Cost estimates to remove one tree is \$500. To be proactive, communities should be inventorying ash trees and coming up with a plan to manage them.

6. **Report of Chairman - None.**

7. **Report of Committees**

- a. Education/Outreach – no report.

8. **New Business**

- a. 2020 Officers

Randy made a motion that the current slate of officers be re-elected for 2020. Jessica seconded. Motion carried.

Pat Connor – Chairman

Wayne McIlroy – Vice Chairman

Randy Vaas – Secretary

Ron Taylor/Nathan Toutant – Treasurer

- b. 2020 Meeting Calendar

The group agreed to the following calendar of meetings for 2020:

March 19, 2020

June 18, 2020

September 17, 2020

December 17, 2020

9. **Old Business**

- a. Consolidated Funding Application – Not funded. Christine will reach out to Jim Lawrence and try to get feedback from DEC on the grant application.
- b. WQIP grant: Jessica is getting ready to submit the final documentation to close out this grant. In-kind documentation is not quite where it should be, may not get full \$100,000 (\$25,000 was provided up front, \$75,000 remaining).

- c. Mapping: There continues to be confusing about mapping. MS4 communities vs boundary, and what things apply in what geography. Will meet at SWCD office in March and view things together on their screen and determine next steps.

10. Payments of Vouchers - None

11. Comments from the Public –

Andy introduced Erin and Lesley to the group, new planners at Jefferson County Planning. They may sometimes attend in Andy's stead.

12. Adjournment –

Randy a motion to adjourn at 2:00. Mike seconded, motion carried.

**Next meeting date Thursday, March 19, 1 pm
Jefferson County SWCD Offices, 25451 State Route 12, Watertown, NY
(in Burrville between Farm Credit and Steiner's)**

December 27, 2019

Mr. Lee Carpenter
Village of Black River, Mayor
107 Jefferson Place
Black River, NY 13612

RE: Street Light Account No. 69152-94107

Mayor Carpenter:

National Grid and Troy & Banks have recently agreed upon a negotiated settlement resolution of street lighting discrepancies for the Village of Black River as identified below:

- Poles 1-1, 2-1, 3-1 & 3-2- Rodgers Rd. are 100W Traditional not 100W Aspen Grove. Luminaires have been updated in billing system.

Enclosed is a Settlement Agreement and Mutual Release Document between National Grid and the Village of Black River, an updated Form "SL2" Schedule (Street Light Contract), Schedule SL and Inventory reflecting the billing changes as the result of the settlement. Please sign originals and return to my attention and retain a copy for your records.

Once National Grid receives the signed documents a refund check in the amount of \$2,345.56 will be issued to the Village of Black River.

Please note the refund methodology used for the calculation is in accordance with National Grid's filed tariff and applicable NYS PSC guidelines and directives.

If you have any questions, please feel free to call me at 315-785-7331 or email me at jennifer.egeberg@nationalgrid.com.

Regards,



Jennifer Egeberg
nationalgrid
Regional Account Services
21265 State Route 232
Watertown, NY 13601
315-785-7331
jennifer.egeberg@nationalgrid.com