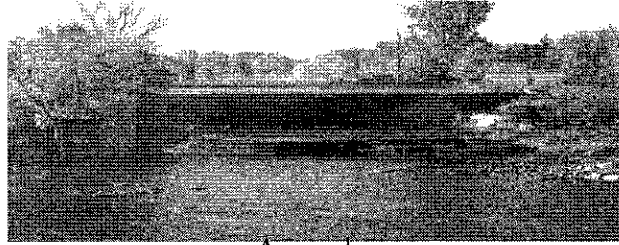


Board of Trustees  
Village of Black River, New York



Agenda

Regular Meeting

June 6, 2022

- Call to order.
- Pledge of Allegiance.
- Approval of minutes of the 5/2/22 regular meeting & 5/26/22 special meeting
- Public Comment.
- Police Department Report.
- Code Enforcement Report & review of related correspondence.
- Clerk-Treasurer's Report.
- Superintendent's Report.

Correspondence Received:

- A) Jefferson County Soil & Water
- B) Hunter Covey
- C) NYS DOH
- D) NYS DOT

- Re: MS4 Coalition
- Re: Letter of Resignation
- Re: Water Inspection Results
- Re: Emergency Shared Service Agreement

Correspondence Sent:

New Business:

- A) Discuss Summer Recreation Program
- B) Review Department of Public Works Applications
- C) Discuss Buildings & Grounds Reserve Fund Expenditure for Building Security

Unfinished Business:

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

Village of Black River  
Board of Trustees  
Regular Meeting  
May 2, 2022

DRAFT

Trustee Lake called the meeting to order and led the Pledge of Allegiance at 6:00 p.m.

Present:

Trustee Randy Lake  
Trustee Bonnie Proven  
Trustee Corey Decillis  
Trustee Gary McCullough  
Superintendent Les Williams  
Police Chief Steve Wood  
Clerk-Treasurer Kristin Williams

Excused:

Mayor Frank Dishaw

A motion was made by Trustee McCullough, seconded by Trustee Proven to approve the minutes of the April 4, 2020 meeting. The motion was carried.

Public Comment: Thomas Bauschke, Planning Board Member was present to discuss information he obtained at the Local Government Conference regarding Village Codes and joint planning and zoning boards.

Police Department Report: Police Chief Wood stated that the police vehicle has been repaired, he attended a traffic safety conference and had worked some Stop DWI patrols.

Clerk-Treasurer's Report: Clerk Treasurer Williams stated that the village has received payment from the Town of Rutland for the quarterly account that was past due.

Superintendent's Report: Superintendent Williams stated that the parts for the new Mack truck have shipped and will be at Beam Mack on Wednesday. He stated that they have taken garbage to the DANC landfill, he ordered the new Bobcat attachments, they are working on putting up the story walk for the library, and that they have ordered 2 porta potties for the park.

Correspondence Received: The board reviewed the letters regarding the Fire Department fundraisers.

A motion was made by Trustee Decillis, seconded by Trustee McCullough to approve the fundraisers for the Black River Fire Department. The motion was carried.

A motion was made by Trustee McCullough, seconded by Trustee Decillis to approve the facilities use request from the Tri Village Baseball League contingent upon the receipt of the certificate of liability insurance. The motion was carried.

Correspondence Sent: The board reviewed letters sent to Attorneys Joseph Russell and Timothy Farley.

New Business: A motion was made by Trustee Decillis, seconded by Trustee Proven to adopt the following resolution:

**Resolved**, that the water/sewer adjustments totaling \$2,781.81 (see attached) be approved. The motion was put to a vote as follows:

Trustee Lake	Yes
Trustee Decillis	Yes
Trustee Proven	Yes
Trustee McCullough	Yes
Mayor Dishaw	Absent.

The motion was carried and the resolution duly adopted.

Village Board  
May 2, 2022  
Page -2-

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

**Resolved**, that the following abstract of audited vouchers be approved: interim abstract dated 4/7/22 in the amount of \$13,620.60 (General Fund: \$9,101.13 Water Fund: \$4,519.47) interim abstract dated 4/20/22 in the amount of \$11,921.76 (General Fund: \$2,289.80 Water Fund: \$9,631.96) and regular monthly abstract dated 5/2/22 in the amount of \$4,437.62 (General Fund: \$3,299.94 Water Fund: \$1,137.68). The motion was put to a vote as follows:

Trustee Lake	Yes
Trustee Decillis	Yes
Trustee Proven	Yes
Trustee McCullough	Yes
Mayor Dishaw	Absent.

The motion was carried and the resolution duly adopted.

A motion was made by Trustee Proven, seconded by Trustee McCullough to adjourn the meeting at 7:32 p.m. The motion was carried.

Respectfully submitted,

Kristin Williams  
Clerk-Treasurer

April 2022 Water bill Adjustments -2

Credits

<u>Name</u>	<u>Water</u>	<u>Sewer</u>	<u>Total Credit</u>
Halloran, Bruce	\$166.87	\$139.34	\$306.21 (01690)
Begnelle, Jaelle	\$285.95	\$209.79	\$495.74 (01430)
Deronda, Chris	\$64.73	\$53.96	\$118.69 (03960)
Gaines Apt C	\$22.25	\$18.53	\$40.78 (03200)
Gaines Apt B	\$15.27	\$12.73	\$28.00 (03190)
Fritz, Yvonne	\$26.62	\$22.19	\$48.81 (00440)
Montigelli	\$11.16	\$9.29	\$20.45 (02080)
Farr	\$2.66	\$2.23	\$4.89 (05110)
Dunbar	\$25.15	\$20.96	\$46.11 (01540)
Deforest	\$20.60	\$17.15	\$37.75 (00970)
Cook	\$5.76	\$4.81	\$10.57 (01380)
Baker	\$134.11	\$111.76	\$245.87 (05080)
Hernandez	\$26.58	\$19.65	\$46.23 (02030)
Hudson, Kathy	\$15.06	\$12.55	\$27.06 (03090)
Jellie	\$54.75	\$45.63	\$100.38 (04030)
Cesario, Elisa	\$26.36	\$20.87	\$47.23 (01060)
Burton	\$36.16	\$30.14	\$66.30 (01710)
Drake	\$26.67	\$17.61	\$44.28 (02550)
Slabchuck	\$5.88	\$4.91	\$10.79 (01640)
Martin	\$47.85	\$39.86	\$87.91 (04330)

April 2022 Water bill Adjustments-2

Credits

Osterhout	\$114.24	\$95.20	\$209.44 (01360)
Wilson, Robert	\$36.94	\$30.77	\$67.71 (01850)
Perez	\$93.54	\$77.96	\$171.50 (00940)
Humes	\$42.52	\$35.42	\$77.94 (01470)
Castor	\$18.47	\$15.38	\$33.85 (00420)
Kanik	\$89.65	\$74.64	\$164.29 (04020)
Ambrose, Timothy	\$30.06	\$25.05	\$55.11 (03930)
Kaiser, Troy	\$53.64	\$44.70	\$98.34 (03490)
McCarthy (Tenant)	\$37.95	\$31.63	\$69.58 (02190)

Village of Black River  
Board of Trustees  
Special Meeting  
May 26, 2022

DRAFT

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

Present:

Mayor Frank Dishaw  
Trustee Bonnie Proven  
Trustee Gary McCullough  
Trustee Randy Lake

Excused:

Trustee Corey Decillis

Clerk-Treasurer Williams presented the budget amendments (see attached).

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

**Resolved**, that the May 26, 2022 budget amendments be approved

The motion was put to a vote as follows:

Mayor Dishaw	Yes
Trustee Proven	Yes
Trustee Lake	Yes
Trustee McCullough	Yes
Trustee Decillis	Absent

The motion was carried and the resolution duly adopted.

Superintendent Williams stated that he had spoken with a company at the Rural Water Conference regarding an inspection of the water holding tanks. He stated that he got a quote of \$2,900 to inspect the reservoir and the inground concrete tank.

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

**Resolved**, that Mayor Francis Dishaw be authorized to sign the quote from Atlantic Underwater Services Inc. for inspection of the water tanks in the amount of \$2,900. The motion was put to a vote as follows:

Mayor Dishaw	Yes
Trustee Proven	Yes
Trustee Lake	Yes
Trustee McCullough	Yes
Trustee Decillis	Absent

The motion was carried and the resolution duly adopted.

Superintendent Williams stated that he had received one application for the temporary part-time laborer position. He stated that the applicant has retired from Jefferson County and has a CDL Driver's License.

A motion was made by Trustee Lake, seconded by Trustee McCullough to hire William Gilmore as a part-time temporary laborer. The motion was carried.

The board reviewed facilities use requests for the Black River Boy Scout Troop and Black River Elementary.

A motion was made by Trustee Proven, seconded by Trustee McCullough to approve the facilities use applications. The motion was carried.

Village Board  
May 26, 2022  
Page -2-

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

**Resolved**, that the following abstract of audited vouchers be approved:

Interim abstract dated 5/26/22 in the amount of \$22,922.47 (General Fund: \$4,738.86 Water Fund: \$9,188.46 Sewer Fund: \$8,995.15). The motion was put to a vote as follows:

Mayor Dishaw	Yes
Trustee Proven	Yes
Trustee Lake	Yes
Trustee McCullough	Yes
Trustee Decillis	Absent

The motion was carried and the resolution duly adopted.

A motion was made by Trustee Lake, seconded by Mayor Dishaw to adjourn the meeting at 7:11 p.m. The motion was carried.

Respectfully submitted,

Kristin Williams  
Clerk-Treasurer



JEFFERSON COUNTY  
SOIL AND WATER CONSERVATION DISTRICT

www.jeffersoncountyswcd.org

25451 State Route 12, Watertown, NY 13601

Telephone (315) 782-2749

Fax (315) 782-3054

May 4, 2022

Dear Jefferson County MS4 Stormwater Coalition communities,

Our purpose for this letter is twofold: to urge each community to update their respective appointees to the Coalition, and to inform our member communities regarding recent Department of Environmental Conservation policy (NYS DEC) changes affecting the MS4 program process and requirements.

The original purpose for establishing the Coalition was to cooperate as a region, thereby reducing the costs for each community to accomplish the tasks through combined efforts and to seek funding requests as a coalition. Grant requests are often looked on more favorably when multiple jurisdictions work together. As you may recall, the Coalition was established in 2014 and has been successful in reducing costs per member and obtaining multiple grants from multiple sources for implementing a variety of tasks, totaling in the hundreds of thousands of dollars.

Since March of 2020, establishing a quorum has at times been quite a challenge. However, during the past several months we've been unable to establish one at all, impeding the typical conducting of Coalition-related matters. In order to continue to have a functioning coalition, our nine members or community representatives must be available to attend meetings and form a simple majority to conduct business. Members of the Coalition include: the Villages of Black River, Brownville, Carthage, and West Carthage; the Towns of LeRay, Rutland, and Watertown, as well as the City of Watertown, and Jefferson County.

As of late, some designees may have either retired or have had other changes in their schedule and have not been attending. As a result, the pool of members has become smaller, so when attempting to establish a quorum it has been quite a challenge to do so.

In addition, the NYS DEC is in the process of establishing additional requirements for the MS4 duties that necessitate further assistance to complete them annually. In order to address the current and newly established requirements, the Coalition must be able to meet, act, and react to these programmatic changes.

Please respond within ten days to inform the Coalition who your designee may be with their contact information. An updated list will allow us to reinstate meetings to continue to act as a coalition and react to MS4 requirement updates. If you have any questions regarding the Stormwater Coalition please contact: Pat Crast (315) 782-2749, Katie Malinowski (315) 785-2380, or Andy Nevin (315) 785-3144.

Sincerely,

Patrick M. Crast  
Jefferson County Soil & Water  
Executive Director

Katie Malinowski  
Tug Hill Commission  
Executive Director

Andrew Nevin  
Jefferson County Planning  
Senior Planner

"Providing today, protecting tomorrow"



Hunter Covey

5-12-2022

Village of Black River

Dear Village of Black River Mayor and Board members,

I would like to take this opportunity to inform you that I will be resigning from my position from the village's Department of Public Works Crew after the workday on 5/20/2022. I have decided to take a position with Brookfield Renewable energy. I would like to thank each one of you for the opportunity to work and be a part of the village that I grew up in and am proud to call home. It has been a great learning experience on the day-to-day duties that the department of public works crew performs. Thank you again for giving me this opportunity to work with such a hard-working crew of guys.

Respectfully,

Hunter Covey

*Hunter Covey*



## Department of Health

**KATHY HOCHUL**  
Governor

**MARY T. BASSETT, M.D., M.P.H.**  
Commissioner

**KRISTIN M. PROUD**  
Acting Executive Deputy Commissioner

May 25, 2022

Mayor and Village Board  
Village of Black River  
107 Jefferson Place  
Black River, NY 13612

RE: 2022 Public Water Inspection – PWS #2202331  
Village of Black River – Jefferson County

Dear Supplier of Water:

On May 13, 2022, the writer performed an inspection of the Village's water facilities for compliance with Subpart 5-1 of the NYS Sanitary Code. Enclosed please find a copy of the inspection report.

Mr. Williams provide a tour of the water facilities and insight on day-to-day operations.

The following are some inspection highlights.

- 1) The water treatment facilities on Maple Street and Route 3 are well maintained and remain in pristine condition. Required sampling and paperwork are up to date.
- 2) Over the past few years, flow from Spring #2 has decreased. Based on pump hour meter records, Spring #2 produces approximately 15,000 gpd. It is theorized that the spring foundation may be compromised. Out of caution, Mr. Williams has taken Spring #2 off-line until a professional evaluation can be performed. If additional water is needed, the Maple Street WTP can make up the difference. Keep the writer informed on progress of this evaluation.
- 3) Village fire hydrants are flushed, and mainline valves exercised on an annual basis. This maintenance activity is critical to ensure the hydrants and mainline valves remain operational.
- 4) It is the writer's understanding that the Village has purchased property North of LeRay Street, behind the Catholic Church as a potential well site. Keep the writer informed on progress to develop a well on this site.
- 5) The concrete storage tank is scheduled for an inspection in 2022. Notify the writer when the inspection date is confirmed and provide a copy of the inspection results for our files when complete.

- 6) As mentioned during the 2019 inspection, installation of a level sensor in the drilled well at the Rt. 3 WTP is highly recommended to help the Village monitor the ground water level and ensure the pumping rate is optimized. This instrument will also provide data to record and trend groundwater levels over time.

As a result of the inspection, the Village's water system was determined to be operating in substantial compliance with Subpart 5-1 of the NYS Sanitary Code. Please feel free to contact the writer or Mr. Curley at (315) 785-2277 if you have any questions

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 – Water Treatment Plant Operator

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

### Sanitary Survey

Date: May 13, 2022 12:45 PM  
Inspector: Michael Tracy (michael.tracy@health.ny.gov)  
Responsible Person: Hard Copy Sent To Supplier Of Water 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? Yes  
Coliform Surveillance Sample Collected? No  
Chlorine Residual Reading(s):  
1) Cl Residual: 0.5 Time: 1:00 PM Location: Maple St. WTP  
2) Cl Residual: 1.1 Time: 2:00 PM Location: Rt. 3 WTP

UV Intensity Reading(s):  
1) UV Intensity: acceptable

### Water System Notes:

**Comments:** WTPs clean and well maintained. Sampling and paperwork up to date.  
Flushing and valve exercising being performed on an annual basis.

New generator installed at Rt. 3 WTP since date of last inspection.

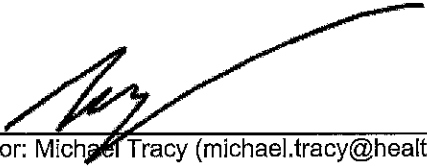
Concrete storage tank scheduled for inspection during summer 2022.

Level sensor installation planned for Rt. 3 drilled well during summer/fall 2022.

Spring #2 off line. Professional evaluation of structural integrity of well house is required.

Property purchased behind the Catholic Church as a potential well site. Development of well in early planning stages.

---



Inspector: Michael Tracy (michael.tracy@health.ny.gov)



**Department of  
Transportation**

**KATHY HOCHUL**  
Governor

**MARIE THERESE DOMINGUEZ**  
Commissioner

**KENNETH M. BIBBINS, P.E.**  
Regional Director

May 27, 2022

Village of Black River  
107 Jefferson Place  
Black River, NY 13612  
Attn: Mr. Francis Dishaw  
Mayor

Dear Mr. Dishaw:

The New York State Department of Transportation is committed to assisting our Municipal partners in responding to emergencies that affect the transportation system. In the instance a local Highway System is impacted by an event, NYSDOT forces can normally only offer assistance when a Governor's Emergency Declaration has been made.

In the absence of a Governor's Emergency Declaration and/or suspension of Highway Law §55, NYSDOT forces can assist local Municipalities with issues on the local Highway System if a Shared Services Agreement has been entered into between the Municipality and New York State. By executing an Agreement beforehand, emergency needs on your Highway System can be addressed without having to wait for paperwork to be processed or an Emergency Declaration to be enacted.

You currently have an Emergency Shared Service Agreement which has expired or will expire in the next year.

In order to have continued coverage of said agreement, we are inviting you to renew at this time. A new blank Shared Services Agreement form is attached. On page one under Item #4, please check your preferred term of agreement (check box 2- or 4-year), the start & end dates, then sign and date under the "MUNICIPALITY" at the bottom of the page. Schedule A on Page 2 can be left blank, as the emergency event would dictate what information is placed here.

Please return the signed Agreement to me at the following address:

New York State Department of Transportation  
ATTN: Stephen Rajner, 9<sup>th</sup> Floor, Dulles State Office Building  
317 Washington St.  
Watertown, NY 13601

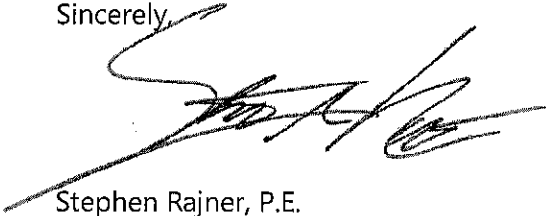
Once all signatures have been made an executed copy will be returned for your records.

If you have any questions on this matter, please feel free to contact me at:

Phone: (315) 785-2316

Email: [Stephen.Rajner@dot.ny.gov](mailto:Stephen.Rajner@dot.ny.gov)

Sincerely,

A handwritten signature in black ink, appearing to read 'Stephen Rajner', written over a horizontal line.

Stephen Rajner, P.E.

Assistant Regional Director of Operations

SAR:sar

Enclosure: Shared Service Agreement

**SHARED SERVICES AGREEMENT**  
**Between**  
**NYSDOT and the Village of Black River**

THIS AGREEMENT, dated \_\_\_\_\_, 20\_\_ is between the People of the State of New York, hereinafter referred to as "State" or "NYSDOT" and the Village of Black River, hereinafter referred to as "Municipality." Pursuant to Section 99-r of the General Municipal Law, the State and the Municipality wish to share services, exchange or lend materials or equipment which shall promote and assist the maintenance of State and Municipal roads and highways and provide a cost savings by maximizing the effective utilization of both parties' resources. Shared Services shall mean any service provided by one party (Provider) to another party (Recipient). The State and the Municipality agree to share services as follows:

1. Description and Cost of Services, Materials or Equipment to be shared: Provide details of the services, materials or equipment to be shared in the attached standard Schedule A. The total amount of the agreement shall not exceed twenty-five thousand dollars (\$25,000.00). If applicable, indicate that the return exchange will be determined at a later date.
2. The Provider's employees shall remain under full supervision and control of the Provider. The parties shall remain fully responsible for their own employees for all matters, including but not limited to, salary, insurance, benefits and Workers Compensation.
3. If the borrowed machinery or equipment is damaged or otherwise needs repair arising out of or in connection with the Recipient's use, the Recipient shall be responsible for such repairs.
4. The Municipality agrees to defend and indemnify the State for any and all claims arising out of the Municipality's acts or omissions under this Agreement. The term of this Agreement shall be for two (2)  or four (4)  years from \_\_\_\_\_ to \_\_\_\_\_. The parties will endeavor to provide no less than thirty (30) days' notice of its intent to extend the Agreement. Either party may revoke this Agreement by providing sixty (60) days written notice of such revocation. Upon revocation, any outstanding obligations of the parties must be satisfied within thirty (30) days of the date of such revocation.

NYSDOT – Region 07

MUNICIPALITY

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Resident Engineer Jefferson County

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Title: \_\_\_\_\_

NYSDOT – Region 07

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Regional Director of Operations



**SCHEDULE A**

NYSDOT

Description of  services,  materials, or  equipment (Check All that apply) to be shared:

*Emergency Services for Undeclared Emergencies to be Determined*

Estimated Cost/Value of  services,  materials, or  equipment (Check All that apply):

*To Be Determined*

Total NYSDOT Cost/Value: \_\_\_\_\_

MUNICIPALITY

Description of  services,  materials, or  equipment (Check All that apply) to be shared:

*To be Determined*

Estimated Cost/Value of  services,  materials, or  equipment (Check All that apply):

*To Be Determined*

Total MUNICIPALITY Cost/Value: \_\_\_\_\_