

**VILLAGE OF BLACK RIVER**  
**ANNUAL MEETING AGENDA**  
**DECEMBER 2, 2024**

Administration of oath to elected officials:

Bonnie Proven, Trustee, two-year term expiring November 30, 2026.

Mayoral Appointments:  
(NOT Subject to Board Approval)

Board Appointments:

Mayoral Appointments:  
(Subject to Board Approval)

William Reichard, Historian, one-year term.

Charles Stafford, Planning Board Chairman, three-year term expiring December 31, 2027.

Michael Hayes, Planning Board Member, three-year term expiring December 31, 2027.

Robin Ireland, Zoning Board of Appeals, five-year term expiring December 31, 2029.

Standing Committee Appointments:

Disaster Management Coordinator: David Leonard

Personnel Officer: David Leonard & Randy Lake

Planning/Zoning Board of Appeals Liaison: Bonnie Proven

Police Department Liaison: David Leonard

Recreation Committee: Dave Daily

Decorations: David Leonard

The 'Watertown Daily Times' will be designated as the official newspaper of the Village.

Community Bank, N.A., Black River branch, will be designated as the official depository for Village funds.

Annual Agenda

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Regular Village Board Meetings: Meetings will be held at 6:00 p.m. on the first Monday of each month, unless a holiday falls on the first Monday, in which case, the meeting will be held on Tuesday.

Special meetings are scheduled as necessary and will be advertised in compliance with the New York Open Meetings Law and in compliance with requirements as set forth in the Americans with Disabilities Act.

The Annual Meeting will be the first regular meeting in December.

Meeting will be conducted according to the Village of Black River Board of Trustees Rules of Procedure with regard to matters involving points of order and other accepted procedures to conduct Board meetings.

The Treasurer is authorized to pay any utility bills which come due prior to the monthly meeting as well as any other bills may carry an allowable discount at his or her discretion.

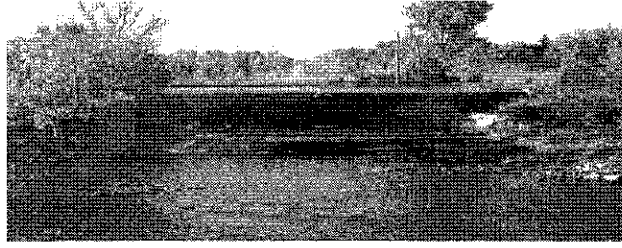
Authorization for employees to attend schools, conferences, seminars, etc. conducted for the benefit of local government as provided for in General Municipal Law Section 77-b shall be obtained prior to registration.

Other business.

Regular agenda.

Adoption of the above listed appointments and directives.

Board of Trustees  
Village of Black River, New York



Agenda  
Regular Meeting  
December 2, 2024

- Call to Order
- Pledge of Allegiance
- Approve minutes of the 11/4/2024 regular meeting, 11/18/2024 & 11/26/2024 special meetings
- Public Comment
- Police Department Report
- Code Enforcement Report
- Superintendent's Report

Correspondence Received:

- A) Bower's & Company
- B) Barton & Loguidice
- C) Black River Fire Department
- D) Jerry Leone – New Lease Energy
- E) Joe Paige

- Re: Audit
- Re: Engineering Amendment #2
- Re: New Membership
- Re: Solar Project
- Re: Resignation Letter

Correspondence Sent:

Unfinished Business:

New Business:

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

Village of Black River  
Board of Trustees  
Regular Meeting  
November 4, 2024

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

Present:

Mayor David Leonard  
Trustee Corey Decillis  
Trustee Bonnie Proven  
Trustee David Daily  
Trustee Randy Lake  
Superintendent Eric Nier  
Clerk-Treasurer Abigail Simpson  
Police Chief Steve Wood  
Code Enforcement Officer Terry Ault

Excused:

A motion was made by Trustee Daily, seconded by Trustee Daily to approve the minutes of the 10/7/24 regular meeting. The motion was carried.

Public Comment:

Librarian, Mary Hunt, approached the board with a request of assistance from the Department of Public Works with hanging Christmas lights on their tree and taking them down after the holidays.

A motion was made by Mayor Leonard, seconded by Trustee Decillis to allow to Department of Public Works to assist the library with the hanging of their Christmas lights. The motion was carried unanimously.

Resident, Lee Carpenter, was present and wanted an update on the golf carts being allowed within the village. Trustee Decillis questioned the need in the village and if it is worth the cost involved for the few golf carts there are.

Black River Ambulance Member, Jon Gaines, approached the board with questions regarding snow removal for the ambulance squad. He asked if the Department of Public Works would be able to plow for them again starting this year. If the village is not able to assist, he asked that the board review their contract and possibly give more funds to cover the cost of hiring a company for snow removal. Mr Gaines also mentioned he has met with Mayor Leonard and Lee Carpenter regarding the activity of the squad. Their plan is to be more active and potentially bring on a few paid staff in the next budget.

Barton & Loguidice, Matt Cooper, presented the board with a water system improvement quote. He spoke with the Department of Health regarding what we needed and what we did not need to narrow down the list that was previously provided. It was advised that the village has the investigation completed and picks one line item to do from that. Trustee Lake stated that he would like to hear the public's opinion on this matter and wants a better plan. Trustee Lake asked if we could do the project in smaller sections, Mr. Cooper stated that you could but grant money is disbursed based off of project points and we would not have enough points for grants with smaller projects. The Board asked Mr. Cooper what the turnaround time would be to have this list "revamped" and he stated that it could be completed by January.

A motion was made by Trustee Decillis, seconded by Mayor Leonard to move forward with having the list modified by Barton & Loguidice and then set a date for a public hearing. The motion was carried unanimously.

Police Department Report: Police Chief Wood stated that Officer Rupert and himself worked a total of 80.5 hours last month.

Code Enforcement Report: Code Enforcement Officer Ault stated that he had issued 2 permits, had 1 phone complaint, there is a demo project started with no permit that he needs to make contact with and he is working on getting fire inspections completed.

Clerk-Treasurer Report: Clerk-Treasurer Simpson asked the board to allow her to open additional bank accounts to separate the different funds we have and to move the reserves to New York Class to bring in more interest.

A motion was made by Mayor Leonard, seconded by Trustee Decillis to allow additional bank accounts be opened by Clerk-Treasurer Simpson and to move funds to New York Class. The motion was carried unanimously.

Clerk-Treasurer Simpson asked the board to close the office on November 5<sup>th</sup> for Election Day, November 25<sup>th</sup> for an appointment, and November 28<sup>th</sup>-29<sup>th</sup> for the holiday.

A motion was made by Mayor Leonard, seconded by Trustee Decillis to allow the office to be closed November 5<sup>th</sup>, 25<sup>th</sup> and 28<sup>th</sup> - 29<sup>th</sup>. The motion was carried unanimously.

Superintendent's Report: Superintendent Nier stated that the DPW was not able to locate the pins on our Howe Street property where people are clearing trees.

A motion was made by Trustee Decillis, seconded by Trustee Daily to hire a land surveyor to come in and survey our property on Howe Street. The motion was carried unanimously.

He also stated that there was a fire at the Route 3 pump station on October 19th, P&T came out the following Monday to take a look at it and we are waiting on a quote for repairs. Superintendent Nier mentioned that recycling needs to be moved from Thursday, November 28<sup>th</sup>, to Wednesday, November 27<sup>th</sup> due to the holiday. The Lead and Copper Report was completed and sent out October 9<sup>th</sup>. He also stated that he had to order a sensor and rear tires for the leaf vac. Superintendent Nier stated that Rutland put in another new home that is hooked to our water. He also asked the board about bringing the work truck home on the weekends, it is 8 miles from the garage, the board approved as that's how it has been in the past. Superintendent Nier stated that MEO Brownell thinks his last day will be November 29th. He also stated that MEO Paige mentioned that he may be leaving. Superintendent Nier mentioned the board having a contract/employee policy wrote up for any individual without a CDL that we send for the training. This agreement would state that if they leave the village within 3 years, they are responsible to repay the cost of the training. If they make under \$21 per hour, there is a program they could apply to at the workplace to potentially get the training for free otherwise, it will be roughly \$5000 per person we send to the training.

Correspondence Received: The board reviewed a letter from Charter Communications regarding the franchise renewal that is set to expire in August of 2027.

Unfinished Business: The board discussed hiring for the DPW, they would like to see the job posted on the village website and on the village signs. The board also discussed the MS4 permit and the Stormwater Coalition as the village is out of compliance. They want to set a meeting with the people from Jefferson County to get assistance with getting this completed.

New Business: The board discussed bringing B.R.I.C. back, Mayor Leonard and Trustee Daily agreed that they will work together with the community to get this committee reinstated.

A motion was made by Trustee Decillis, seconded by Trustee Lake to enter into executive session to discuss the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation. The motion was carried unanimously.

A motion was made by Trustee Decillis, seconded by Trustee Daily to exit out of executive session to discuss the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation. The motion was carried unanimously.

A motion was made by Trustee Decillis, seconded by Trustee Daily to increase Superintendent Nier's hourly rate to \$32 per hour and backpay him for the \$1 increase he should have received with his water license. The motion was carried unanimously.

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

**Resolved**, that the following abstracts of audited voucher be approved: regular monthly abstract dated 10/16/24 in the amount of \$26,232.66 (General Fund: \$25,104.26 Water Fund: \$1,128.40).

The motion was put to a vote as follows:

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

The motion was carried and the resolution duly adopted.

A motion was made by Trustee Daily, seconded by Mayor Leonard to adjourn the meeting. The motion was carried unanimously.

Respectfully submitted,

Abigail Simpson  
Clerk-Treasurer

Village of Black River  
Board of Trustees  
Special Meeting  
November 18, 2024

Present:

Mayor David Leonard  
Trustee David Daily  
Trustee Corey Decillis  
Trustee Randy Lake  
Trustee Bonnie Proven

Absent:

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

The Board was present to discuss the two Department of Public Works interviews they had. Trustee Daily and Trustee Proven conducted interviews for Cayden Crump and Jason Cullen, they stated that both interviews went great.

A motion was made by Trustee Decillis, seconded by Trustee Lake to hire Cayden Crump and Jason Cullen as laborers at \$20 per hour until they receive their CDL. Once they receive their CDL, they will get an increase to \$23 per hour until their one-year anniversary when they will increase to \$25 per hour. The motion was carried unanimously.

A motion was made by Trustee Lake, seconded by Trustee Decillis to enter into executive session to discuss the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation. The motion was carried.

A motion was made by Trustee Decillis, seconded by Mayor Leonard to exit out of executive session to discuss the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation. The motion was carried.

A motion was made by Trustee Decillis, seconded by Trustee Daily to hire Leslie Williams as a part-time employee working anywhere from 0 – 10 hours per week at \$30 per hour. The motion was carried unanimously.

A motion was made by Mayor Leonard, seconded by Trustee Decillis to adjourn the meeting. The motion was carried unanimously.

Respectfully submitted,

Abigail Simpson  
Clerk Treasurer



Village of Black River  
Board of Trustees  
Special Meeting  
November 26, 2024

Present:

Mayor David Leonard  
Trustee David Daily  
Trustee Randy Lake  
Trustee Bonnie Proven

Absent:

Trustee Corey Decillis

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

The Board was present to discuss the MS4 permit and timeline. Sarah Trick and George Birth from Jefferson County also joined the meeting to assist with getting the needed documents completed. They provided packets which included templates, spreadsheets and drafts of what the village needs to get done to be in compliance. The village must adopt a local law regarding stormwater to complete the needed documents.

The Board also discussed two interviews they had Monday, November 25<sup>th</sup>.

A motion was made by Mayor Leonard, seconded by Trustee Daily to hire Connor Covey at \$20 per hour as a Laborer for the Department of Public Works. The motion was carried unanimously.

A motion was made by Mayor Leonard, seconded by Trustee Daily to adjourn the meeting. The motion was carried unanimously.

Respectfully submitted,

Abigail Simpson  
Clerk Treasurer