

Minutes

Village Board of Trustees

March 12th, 2020

A meeting of the Village of Horseheads Board of Trustees was held on the above date at 7:00 p.m. in Village Hall.

Present were:

<u>Village Board and Staff</u>	
Mayor Rob Maloney Trustee Mike Skroskznik Trustee Pat Gross Trustee Bill Goodwin Trustee Mark Cronin	Village Manager Nate Nagle Clerk-Treas. Donna Dawson Manager's Asst. Rachel Baer Fire Chief Arthur Sullivan Fire Dept. Members Ryan Wheeler, Josh Baker, and several others
Melanie Smith, South Ave. Beth Stranges, Winding Way Sean Lohmuller, Sayre St.	Shane Lohmuller, Sayre St. Richard Skebey, W. Franklin St. Nate Stranges, Winding Way

CORONAVIRUS UPDATE

Manager Nagle reviewed the policies and actions being taken regarding the Coronavirus pandemic.

- Weekly conf calls with county officials
- Networking to other communities as well
- Reaching out to other areas of country
- Each of our depts is talking to their own staff
- In process of developing a Continuity of Operations Policy
- In contact with labor atty on how policies may effect unions and non-union
- NYCOM sent memo on open meetings law
- No known cases of this in Chemung county
- Chemung County is having live press conf this Friday at 6pm - live stream

Mayor Maloney made the following statement:

“The Village of Horseheads is aware of recent world events with the Coronavirus (COVID-19). Our Village officials and administration have been in contact with local and state agencies involved in tracking and treating the virus. We are proactively monitoring all relevant information and sharing with our partners any updates. While the current health risk to the public from COVID-19 is very low, as with any respiratory illness, some common personal hygiene precautions should be taken. Remind everyone in your household of the importance of practicing everyday preventative actions that can help reduce the spread of respiratory illnesses. These include, but are not limited to: Frequent hand washing, with soap and water for at least 20 seconds, and avoid touching your face when possible; Avoid close contact with people who are sick; Stay home when you are sick, except to get medical care; Cover your coughs and sneezes

with a tissue or your sleeve; and Clean frequently touched surfaces and objects daily (e.g.: cell phones, tables, countertops, light switches, doorknobs, and cabinet handles) using detergent and water. Decisions about the implementation of community measures will be made by local and state officials, in consultation with federal officials as appropriate. We encourage everyone to seek further information from credible sources. You may find more information about the symptoms and transmission of the virus at the following:

Centers for Disease Control and Prevention (CDC) website: www.CDC.gov

Chemung County Health Department website: www.chemungcountyhealth.org

New York State Department of Health website: www.health.ny.gov “

Chief Sullivan - developing Fire Department protocols

At this time a Proclamation regarding Marge Butler was read into the minutes.

PROCLAMATION

WHEREAS, Marge Butler brought recognition to the Village of Horseheads through her countless community efforts and indomitable passion, enriching the lives of all she came in contact with, and

WHEREAS, she played an important role in Village government, freely sharing her many insights and wisdom, and

WHEREAS, Marge died tragically and unexpectedly on February 25th, 2020, leaving an indelible mark on the fabric of our community, and her compelling legacy is deserving of our recognition and appreciation,

NOW, IT IS WITH GREAT PRIDE, that I, Robert Maloney, Mayor of the Village of Horseheads, do hereby proclaim that the Village of Horseheads Board of Trustees extends its deepest sympathies to Marge's family, and be it further

RESOLVED that this resolution be set forth in the minutes of this meeting as a reflection of the high regard the Village's Board and staff hold for Marge Butler.

In witness whereof I have hereunto set my hand and caused to be affixed the seal of the Village of Horseheads this 12th day of March 2020.

Resolution by Trustee Goodwin, seconded by Trustee Gross

BE IT RESOLVED, that the reading of the minutes of the Board of Trustees Meeting of February 27th, 2020 be dispensed with and the same stand approved as entered by the Clerk.

Roll Call Vote:

Mayor Maloney	Aye
Trustee Skroskznik	Aye
Trustee Gross	Aye
Trustee Goodwin	Aye
Trustee Cronin	Aye

Transfer List

Village Manager Nagle reviewed the transfer list.

Resolution by Trustee Skroskznik, seconded by Trustee Cronin

BE IT RESOLVED, that the Village Clerk-Treasurer is hereby authorized to transfer the funds indicated on the attached sheet.

Roll Call Vote:

Mayor Maloney	Aye
Trustee Skroskznik	Aye
Trustee Gross	Aye
Trustee Goodwin	Aye
Trustee Cronin	Aye

Financial Report

Village Manager Nagle reviewed the financial report.

- 3 months remaining in this budget year
- 91% of revenue
- If the year ended 2/29 we would have a surplus of 750K

Trustee Skroskznik - the fines disbursements in the Court is short 30k.

Manager Nagle - we spent 32k more than what was originally budgeted. That's hard to predict. Don't know how many court cases we will have.

Purchasing Policy Adoption

The Board Members expressed concern and questions with the proposed changes to the Purchasing Policy. They agreed to table this matter until the March 26th meeting when Atty. Groff will be present.

Disc.: Oak Hill Proposal

Manager Nagle - we have an application to put a cell tower within our property lines, near our water tank

on Oak Hill. They are proposing a purchase price of 25k, or they would pay us a lease amount of 3k per year, per vendor and tower would hold up to 5 vendors. Just a proposal on their part. Is this a project you want me to pursue with the company. I talked to Don Gaylord, he says he doesn't feel it would be a problem. So it's up to the board if you want me to continue with this. They would have to apply for our cell tower permit, etc. so we would still have the controls, etc.

Trustee Goodwin - what if they only lease for a few years, who takes tower down.

Manager Nagle - all that would be in the lease agmt and in the permit applications

Mayor Maloney - 3k per year per vendor. Why does the Village have to take risk on # of vendors, we should charge rent of 15k per year.

Trustee Skroskznik - not interested. Shouldn't jeopardize our land and water tank for a cell tower.

After further disc. the Board agreed for the Manager to get more information about this offer.

FIRE DEPARTMENT PRESENTATION

At this time Deputy Fire Chief Ryan Wheeler and Josh Baker made a presentation to the Board on the current status of the Fire Department and its equipment.

Resolution by Trustee Skroskznik, seconded by Trustee Gross

WHEREAS, the Village of Horseheads has had a long standing professional services agreement with the law firm of Roemer Wallens Gold and Mineaux, LLP ("Roemer") whereby Roemer has provided legal services with special emphasis on labor relations matters to the Village, and

WHEREAS, that agreement expires March 31, 2020, and the parties have negotiated a successor agreement to commence April 1, 2020 through March 31, 2023, at a new monthly charge of \$1,900 effective 4/1/20, \$1,950 effective 4/1/21, and \$2,000 effective 4/1/22, and

WHEREAS, on the basis of the quality of services provided by Roemer in the past Village Manager Nathan Nagle recommends continuation of that agreement and such legal representations, and

WHEREAS, the provision of professional services is a qualified exception to the Village's Purchasing Policy, and

WHEREAS, this Board has determined that such agreement would be in the best interest of and promote the health, safety and welfare of the residents and property owners of the Village of Horseheads.

NOW THEREFORE BE IT RESOLVED, that Village Manager Nagle is authorized and directed to execute the agreement and that a copy of same shall be placed on file with the Village Clerk.

Trustee Skroskznik - what do we pay now.

Manager Nagle - \$1900/month

Trustee Goodwin - do we shop around.

Manager Nagle - not really. Had them for 8 years. During this term we will have two union contracts being negotiated.

Roll Call Vote:

Mayor Maloney	Aye
Trustee Skroskznik	Aye
Trustee Gross	Aye
Trustee Goodwin	Aye
Trustee Cronin	Aye

Audience Participation

None

Manager's Report

Manager Nagle:

- We have 4 summer parks staff, have had their colleges shut down and will be back here to do their online classes. We can put them back in the parks system starting Monday rather than waiting until May. This is a non-budgeted item in the current budget. If everyone agrees I will run some figures for a budget transfer into the parks wage line to cover this expense. Will help us get a good start on the parks system. Min wage working 20-30 hrs a week. Money available to transfer from another line. Won't affect our overall budget. All agreed it was a good idea.

Motion by Trustee Gross, seconded by Trustee Skroskznik, that the following item to added to the agenda:

- Fire Department Vehicle Purchase

Roll Call Vote:

Mayor Maloney	Aye
Trustee Skroskznik	Aye
Trustee Gross	Aye
Trustee Goodwin	Aye
Trustee Cronin	Aye

Resolution by Trustee Goodwin, seconded by Trustee Skroskznik

WHEREAS, the Village of Horseheads Fire Department has demonstrated to this Board and Village Manager Nathan Nagle the need to acquire a new rescue vehicle to replace a severely aged comparable vehicle utilized by the Department in the performance of its duties and functions, and

WHEREAS, the purchase of the replacement vehicle is subject to the Purchasing Policy of the Village of Horseheads, and

WHEREAS, it has been determined that the purchase of this vehicle would be subject to bidding requirements, however an exception allows the acquisition of the vehicle pursuant to bids solicited by NYS Office of General Services using the Vehicle Marketplace, and

WHEREAS, OGS Contract Award #23166 enables the Village to acquire all types and sizes of Class 1-8 vehicles from a variety of vehicle dealers through a “mini-bid” process which results in competitive pricing, and

WHEREAS, Fire Chief Arthur Sullivan has provided to this Board and Village Manager Nagle the specifications for the vehicle sought to service the Department’s needs, and

WHEREAS, on June 28, 2018 this Board established and funded a reserve fund pursuant to GML Section 6-c for the acquisition of specific equipment, including a motor vehicle, and

WHEREAS, there are monies remaining in said reserve fund and acquisition of a rescue truck is an authorized purpose.

NOW THEREFORE BE IT RESOLVED, that Village Manager Nathan Nagle is authorized and directed to utilize the Office of General Services mini-bidding process to solicit proposals for the supply to the Village of a new 2019 or newer Chevrolet Tahoe 4WD, 4-door commercial, Victory Red or other suitable color as determined by the Village Manager, and as otherwise described on the attached specification sheets which are incorporated herein by reference, and be it further

RESOLVED, that Village Manager Nagle is authorized to accept the lowest compliant bid not to exceed \$50,000, and be it further

RESOLVED, that following acquisition said vehicle shall be modified by application of an appropriate decal package compliant with current Fire Department protocol and an appropriate emergency response light bar and lighting package, the costs of same being considered part of the costs of acquisition, and be it further

RESOLVED, that if a bid is accepted the monies from the above reserve fund shall be used for the acquisition of said vehicle.

Roll Call Vote:

Mayor Maloney	Aye
Trustee Skroskznik	Aye
Trustee Gross	Aye
Trustee Goodwin	Aye
Trustee Cronin	Aye

Rachel Baer informed the Board that they are getting estimates to replace our microphones in the Council Room with a wireless mic system.

As there was nothing further to bring before the Board, the meeting was adjourned at 8:51 p.m.

/rmb
(Insert transfer list)