

Minutes
Village Board of Trustees
January 28, 2021

A meeting of the Village of Horseheads Board of Trustees was held on the above date at 7:00 p.m. virtually via the Zoom platform.

Present were:

| <u>Village Board and Staff</u> | |
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| Mayor Rob Maloney Trustee Pat Gross Trustee Bill Goodwin Trustee Mike Skroszchnik - absent Trustee Mark Cronin | Village Manager Nate Nagle Manager's Asst. Jessica Molter Attorney John Groff Elliott Blauvelt- ZBA Bob Young- Code Enforcement Melanie Smith- ZBA Matt Mustico- DPW Fire Chief Artie Sullivan Mike Stenpeck- Planning Board |
| <u>Others Present</u> | |
| Josh Baker | |

Village Manager Nagle: Prior to starting, we are using zoom and in-person. For participation use the chat or hand raising to request to speak.

Resolution by Trustee Goodwin, seconded by Trustee Gross

BE IT RESOLVED, that the reading of the minutes of the Board of Trustees Meetings of January 14, 2021, be dispensed with and the same stand approved as entered by the Clerk.

Roll Call Vote:

Mayor Maloney: Aye
Trustee Gross: Aye
Trustee Goodwin: Aye
Trustee Cronin: Aye

Manager Approval of Firefighters

Resolution by Trustee Gross, seconded by Trustee Cronin

WHEREAS, Village Law Section 10–1000 (5) provides, in pertinent, part that the board of fire commissioners may adopt rules for the admission of the members of the fire department, and

WHEREAS, the Village of Horseheads Board of Trustees acts as and constitutes the board of fire commissioners of the Village of Horseheads Fire Department, and

WHEREAS, it has been the practice of the Board of Trustees to admit members into the Fire Department at a Village Board meeting which can result in the delay of such admission,

NOW THEREFORE BE IT RESOLVED, effective immediately the power to admit members to the Village of Horseheads Fire Department is hereby delegated to the Village Manager.

Roll Call Vote:

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| Mayor Maloney: | Aye |
| Trustee Gross: | Aye |
| Trustee Goodwin: | Aye |
| Trustee Cronin: | Aye |

Municipal Solutions Resolution

Resolution by Trustee Goodwin, seconded by Trustee Gross

WHEREAS, The Village of Horseheads was awarded a WIIA Grant for water system improvement, and

WHEREAS, said award was accepted and the project has since become known by the name Horseheads Water System Improvements 2020, and

WHEREAS, Village Manager Nathan Nagle has recommended to this Board that the Village would benefit from engaging the services of a municipal financial advisor to assist the Village in securing the most beneficial financial arrangements for both interim financing and permanent financing of those portions of the project which are not covered by the award, and

WHEREAS, Manager Nagle has consulted with a number of such advisors and has reported to this Board regarding his findings, recommended that the services of Municipal Solutions, Inc. be engaged, and

WHEREAS, Manager Nagle and Village Attorney John Groff have reviewed and negotiated the terms and conditions of a letter of engagement with Municipal Solutions, Inc. and Manager Nagle has recommended acceptance of same to this Board, noting that such an agreement is not subject to the competitive bidding requirements of the Village's Purchasing Policy as it involves professional services.

NOW THEREFORE BE IT RESOLVED, that Village Manager Nagle is authorized and directed to enter into an agreement with Municipal Solutions, Inc. engaging that firm to provide financial advising services to the Village in connection with the above project. A copy of said agreement shall be placed on file with the Village Clerk Treasurer.

Roll Call Vote:

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| Mayor Maloney: | Aye |
| Trustee Gross: | Aye |
| Trustee Goodwin: | Aye |
| Trustee Cronin: | Aye |

Fire Truck Purchase Resolution

Village Manager Nagle: Truck was found and we found we couldn't purchase via surplus and went to competitive bid, only 1 bid came in at \$45,000. Funding is from the donation and contingency.

Chief Sullivan: Not budgeted for or thought of, but this will fulfill our needs and replace a 1995 truck with a 1973 motor with parts that are obsolete.

Resolution by Trustee Cronin, seconded by Trustee Gross

WHEREAS, Chief Arthur Sullivan of the Village of Horseheads Fire Department has reported to this Board that the department is in need replacing Ladder Truck Number 1031, a 1973 vehicle, and further reported that he had inspected a potential replacement truck being a 2000 ladder truck in the process of being surplus by a fire district in New Jersey, and

WHEREAS, purchase of a surplus vehicle from outside of New York state is not exempt from competitive bidding under GML Section 103, and

WHEREAS, The Village has solicited competitive bids for a used 2000 or newer ladder pumper fire truck, such bids being opened publicly and read, and received one bid from the Board of Fire Commissioners of Fire District No. 1 of the Township of Brick, New Jersey for a 2000 Spartan Smeal 75-foot Quint Aerial Device in the amount of \$45,000, and

WHEREAS, Village Manager Nathan Nagle and Chief Sullivan have reviewed the specifications of the vehicle so bid and compared the same with the bidding specifications and have found the same to be in order and compliant, and

WHEREAS, Manager Nagle has reported that the vehicle can be purchased with \$31,715.95 recently gifted to the Village from the Phyllis Reed Trust, and the balance of the purchase price from Village contingency funds and Chief Sullivan has recommended purchase of said vehicle so bid,

NOW THEREFORE BE IT RESOLVED, that Manager Nagle is hereby authorized to purchase the above vehicle from said Fire District for the sum of \$45,000. Said vehicle should be delivered to representatives of the Village at The District's location in New Jersey upon payment of said sum and the transaction should be completed as soon as practical.

BE IT FURTHER RESOLVED, that Manager Nagle and Clerk-Treasurer Donna Dawson are directed to make the following necessary budgetary changes and account transfers to fund the purchase: \$31,715.95 from budget line #01.3410.5200 and \$13,284.05 from contingency budget line #01.1990.5477, totaling \$45,000.00 to budget line #01.3410.5200, to effectuate the purchase.

BE IT FURTHER RESOLVED, that ladder truck number 1031 is hereby declared surplus upon the putting out of the new vehicle into service. Manager Nagle and Chief Sullivan shall take all steps necessary and prudent to make number 1031 advertised and available for sale as soon as practical.

Roll Call Vote:

Mayor Maloney:

Trustee Gross:

Trustee Goodwin:

Trustee Cronin:

Discussion: Plow Truck Bid/Purchase

Village Manager Nagle: 2 weeks ago submitted mini-bid and there were no bids offered. Resubmitted with a different body ranging from 122,000 to 153,000. The specs were analyzed the first was for gas and we requested Diesel and therefore went to the second bid and everything was correct for a price of \$123,452.00 the chassis would be built sometime in April and the body built in the fall. Will not be on the road until next Fall. First payments wouldn't be due until delivery. The chassis will be drop shipped to the body company and we will get it as a turn-key ready to go truck.

Trustee Cronin: Will it be a 1-person operation?

Matt Mustico: Yes, the driver operates the wing and it will be a 1-person operation.

Resolution by Trustee Gross, seconded by Trustee Cronin

WHEREAS, Village Manager Nathan Nagle and DPW Supervisor Matt Mustico have reported to this Board that the Village is and has been in critical need of replacing a Village snowplow truck which is no longer reliable, and

WHEREAS, Manager Nagle and Supervisor Mustico have researched and prepared the specifications for a vehicle which would meet the Village's needs as well as procedures for the acquisition of such a vehicle, and

WHEREAS, the Village of Horseheads has solicited competitive bids for a new 2021 or newer truck, plow and salt spreader through the NYS Vehicle Marketplace mini bid procedure administered by the NYS Office of General Services, received 3 bids, such bids having being opened publicly and read, and

WHEREAS, Village Manager Nagle and Supervisor Mustico have reviewed the specifications of the vehicles bids and compared the same with the bid solicitation specifications, have identified and eliminated non-compliant bids, and have identified the bids found to be in order and compliant, and

WHEREAS, Manager Nagle has reported that the vehicle bid by Delacy Ford of Elma, NY, being a 2021 or newer Ford Super Duty F-600 DRW XL 4WD chassis, with reversible plow, hydraulics and controls and hitch, box/spreader and control system, and electric tarp system in the bid amount of \$123,452.64 without trade, has been determined to be the lowest responsible bid, and both Manager Nagle and Matt Mustico have recommended purchase of said vehicle bid and award of a contract for same,

NOW THEREFORE BE IT RESOLVED, that Manager Nagle is hereby authorized to purchase the above vehicle from Delacy Ford for the sum of \$123,452.64, and is authorized to execute any and all documents necessary to effectuate this resolution, including but not limited to purchase orders and agreements. Said vehicle shall be delivered to the Village of Horseheads, NY in the Fall of 2021 and upon payment of said sum.

BE IT FURTHER RESOLVED, that Manager Nagle shall investigate various financing alternatives for such purchase, including but not limited in whole or part to borrowing, leasing, lease/purchase or payment from current Village funds, and to report his recommendation to this Board as soon as is practical.

Roll Call Vote:

Mayor Maloney:

Trustee Gross:

Trustee Goodwin:

Trustee Cronin:

Discussion: Fire Department Grant Application

Chief Sullivan: Annual grant from FEMA and they have a micro-grant for \$50,000 for just equipment. You cannot exceed or go below the total of \$50,000. This would replace equipment and add additional equipment that would supplement what the fire department now has. This is non-matching but it is a reimbursement grant.

Trustee Cronin: When is the application due?

Chief Sullivan: February 12, 2021

Trustee Cronin: Do we front the money hoping for the grant?

Chief Sullivan: No we wait for the grant and then spend the money

VM Nagle: We need to look into how quickly we need to spend the money and if we can split the spending so it will be 2 budget years. Feel like we need more information and can make a final decision on the 11th and still make the application deadline. If the ability to spend is up to a year after the grant we can have 2 budget years to purchase. Would like to get more information before we decide to apply.

Donna Dawson: Maybe place into a equipment reserve line item and if we do not get the grant could use for other equipment needed to be purchased.

Mayor Maloney: Will need to look into if we spread purchase over 2 years if we apply next year for a grant regarding unexpended funds.

Trustee Cronin: Our meeting is on February 11, this is due February 12. We all know grants take time. Want to make sure that Chief and his firefighters are completing the paperwork before the next meeting so it is all completed before sending.

Chief Sullivan: Tom has the grant application 90% complete at this time.

Village Manager Nagle: Trustee Gross has asked what type of equipment they are looking to buy. Sensitive gas meter, current is over 10 years old and senses only 2 gases, new is 4. New thermal imaging cameras currently have 2 and they are over 15 years old and the technology has improved. Battery powered smoke ejector fans, current are run by generators, SCBA masks (15) giving each fire fighter their own mask to eliminate cleaning in between so there are no risks of disease transmission.

Manager's Report

COVID- restrictions have been lifted but still has restrictions this goes back to re-opening Phase 4

Empire Access: Spoke with rep, they will have crews starting splice work next week.

COVID Financial numbers: PPE: \$2700, employees \$21,000 (OT, reduced staffing, COVID sick and testing). Received info from FEMA earlier in the week for potential of reimbursements.

NYS Tax Law 2021: passed by governor relating to sales tax withholding. In 2021 NYS withholding sales tax (stress provider assistance account) financially distressed hospitals and nursing homes. Monies held from the County \$369,395 February 1, unsure what degree this will affect the Village. Also, will take money April, July, October, January 2022 money will be withheld from the county. We will learn what the affect is on the Village. There is a link with video that VM Nagle will send to the BOT

Vaccinations: discussion on vaccinations mandating. Recommending we do not mandate our employees but instead highly encourage them. There are pitfalls if we were to mandate them or administer them. Should send the employees to get them as highly recommended and not mandatory. We should consider an incentive that they are not charged time to get the vaccination and should be allowed 2 hours for each vaccination. Would have to have a temporary resolution for the allotting of 2 hours if we so choose.

Attorney Groff: Serious repercussions if we make it mandatory including collective bargaining issues and reactions to the vaccine which means potential liability issues and medical information issues (HIPPA). Almost impossible to mandate it outside of a medical setting.

PBA negotiations: contract set to expire in May 2021. Not yet been contacted to begin negotiations. Should consider a few items 1) who the team will be 2) read through the contract and provide Chief Stickler and VM Nagle input for adjustment and negotiations.

2022 Budget: Started the process to some degree, part of the is working on goals and capital expenses. Like to discuss employee wages for the 2022 budget year and in particular those for the non-union employees would like to discuss before the end of the budget year process.

Received projects and goals and objectives from department heads and some from trustees. Will sit down with department heads. BOT: Columbarium, code law, security cameras, road condition inventory, employee reviews. If there are more let us know. Intent is to take goals and objectives into budget process and timeframes. Next phase would be to hear from the general public as to what they are looking for in regard to the Village.

St Patrick's Day Parade- we have cancelled for 2021, committee met last week and based on information then made the decision to cancel. Several other communities cancelled the parade too. Even though there has been a change in status that are still restriction guidelines. We are looking at another avenue and something else outside of a parade and are brainstorming ideas to see if there is something to do in place of the parade. Cabbage dinner will probably be cancelled as well because could be take out only (this was effective last week) Chief Sullivan agrees that it should remain cancelled so we are not a super spreader location. We cancelled it 6 or 7 weeks out as we start planning months in advance and this is not taken lightly.

Trustee Gross: Matt, did you get an opportunity for the signs for the decibels on Westinghouse road

Matt: They are not there, there is one on Old Ithaca Road

Trustee Gross: Roundabout on W. Broad Street, is that a permanent hold?

Matt: Currently no federal monies available and the project will not take place until federal monies are available.

Trustee Cronin: Zoom meeting for Police Reform is interesting and appreciate everyone's involvement

Donna Dawson: Road survey condition, we still have the database from Cornell from 5 years ago, we can look into contacting them for information.

Matt: Road survey done in 2013, would need to get in touch with Cornell soon and will see what the cost is. Thank everyone for allowing the purchase of the plow truck. Letter from CHIPS 20% held back last year will get 15% back and don't see any cuts in CHIPS for this coming season.

Chief Sullivan: Thank you for all the work for the Fire Department. We lost 2 new members in the last few weeks (resigned) always hoping for new applicants.

Melanie Smith: Were able to take care of the meeting this past week for 548 Hatfield for the garage.

Josh Baker: Working on identifying candidates for officers in February and looking at updated bylaws for February.

Attorney Groff: Will work on the bylaws but unsure of timeline for completion.

Elliott Blauvelt: Thankful to hear that Empire and NYSEG have resolved their differences and will take advantage of a choice of providers.

Mayor Maloney: Hopefully next month the trustees will return to the Village Hall. Goals are very important and we should keep working on them.

As nothing more came before the Board the meeting was adjourned at 8:07pm.