

**Minutes**

**Village Board of Trustees**

**July 8, 2010**

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

**Village Board and Staff:**

Mayor Donald Zeigler  
Trustee George Koliwasky  
Trustee Suzanne Peters  
Trustee Larry Clark  
Village Manager Walt Herbst  
Village Atty. John Groff

Clerk-Treasurer Sharron Cunningham  
Parks & Rec. Dir. Nate Nagle  
Manager's Assistant Rachel Baer  
News Media

**Others:**

Dave Padgett, W. Franklin St.  
Tess Banfield, Catalpa Dr.

Resolution by Trustee Koliwasky, seconded by Trustee Clark

BE IT RESOLVED, that the reading of the minutes of the June 24, 2010 Board of Trustees Meeting be dispensed with and the same stand approved as entered by the Clerk.

It was noted that on page 4 of the minutes regarding the cost of paving Maple Grove Lane the dollar figure was missing a zero

Approve minutes as amended.

Roll Call Vote:

Mayor Zeigler: Aye  
Trustee Koliwasky: Aye  
Trustee Peters: Aye  
Trustee Clark: Aye

Resolution by Trustee Clark, seconded by Trustee Koliwasky

BE IT RESOLVED, that the minutes of the June 21, 2010 Zoning Board of Appeals Meeting be received and placed on file in the Village Clerk's Office.

Roll Call Vote:

Mayor Zeigler: Aye  
Trustee Koliwasky: Aye  
Trustee Peters: Aye  
Trustee Clark: Aye

Resolution by Trustee Clark, seconded by Trustee Peters

BE IT RESOLVED, that the minutes of the June 22, 2010 Planning Board Meeting be received and placed on file in the Village Clerk's Office.

Roll Call Vote:

Mayor Zeigler: Aye  
Trustee Koliwasky: Aye  
Trustee Peters: Aye  
Trustee Clark: Aye

Resolution by Trustee Clark, seconded by Trustee Koliwasky

BE IT RESOLVED, that a public hearing is hereby scheduled for Thursday, August 12<sup>th</sup>, 2010 regarding the application of Tara Edwards for rezoning of 714-718 W. Broad St. from R1 Residential to Planned Unit Development.

Trustee Peters - if the Planning Bd. didn't approve, why do we have to have a public hearing.

Atty. Groff - regardless of how the Planning Board acts we still have to go through the action process. Planning Board does not make the decision - its just a recommendation. All your doing is receiving their recommendation.

Roll Call Vote:

Mayor Zeigler: Aye  
Trustee Koliwasky: Aye  
Trustee Peters: Aye  
Trustee Clark: Aye

Resolution by Trustee Peters, seconded by Trustee

WHEREAS, the Village of Horseheads is the owner of premises commonly known as 901 South Avenue, formerly the LRC building, and

WHEREAS, this Board has determined that it is in the best interest of the Village, due to the

condition of the improvements to said premises, that same is to be demolished, and

WHEREAS, this Board has applied for and received a grant for the cost of such demolition, and

WHEREAS, this Board has engaged the services of MRB Group to design a demolition plan, prepare bid solicitations, and to review and make recommendations regarding the award of bids for such demolition services, and

WHEREAS, Village Manager Walt Herbst has overseen the preparation, review and recommendation regarding award of bids for same, and

WHEREAS, this Board has determined to pursue interim financing for the demolition costs via issuance of bond anticipation notes, a closing of same being eminent, and

WHEREAS, on the strength of the recommendation of MRB Group, Village Manager Herbst has recommended the award of the bid to LCP Group, Inc., and

WHEREAS, this Board after due deliberation has determination that award of the demolition contract to LCP Group, Inc., the lowest responsible bidder, is in the best interest of the Village of Horseheads.

NOW THEREFORE BE IT RESOLVED, that the Village of Horseheads Board of Trustees does hereby authorize Village Manager Herbst to notify LCP Group, Inc. of the acceptance of their bid for the amount of \$158,000.00, and be it further

RESOLVED, that he is authorized to enter into a contract with LCP Group, Inc. reflecting the project and the award of same to LCP Group, Inc., such contract to be in a form approved by Village Attorney John Groff.

Trustee Clark - what is the time frame for demolition.

Village Manager Herbst - 60 days from date of start for principal demolition, additional 30 days to do clean up, reseeded, etc.

Trustee Clark - so if they don't complete in that time frame, is there a penalty.

Atty. Groff - yes, there is a performance bond.

Trustee Koliwasky - what is start date.

Village Manager Herbst - after 1<sup>st</sup> of August.

Roll Call Vote:

Mayor Zeigler:	Aye
Trustee Koliwasky:	Aye
Trustee Peters:	Aye
Trustee Clark:	Aye

Resolution by Trustee Clark, seconded by Trustee Koliwasky

WHEREAS, Village Manager Walt Herbst has investigated the merit of installation of visual and audio security systems in various Village facilities for persons and property security purposes, and

WHEREAS, Manager Herbst and designated Village staff have reviewed various components of a security plan, and

WHEREAS, Manager Herbst has solicited proposals from various vendors for a visual and noise security system requiring special knowledge in accordance with the Village's Purchasing Policy, and

WHEREAS, Manager Herbst and various Village staff have reviewed proposals from responding vendors, and

WHEREAS, Village Manager Herbst has recommended that the Village accept the proposal of CPE Communications dated June 8, 2010, and

WHEREAS, this Board after due deliberation has determined that the installation of security services would be in the best interest of the Village of Horseheads, persons and property located in same.

NOW THEREFORE BE IT RESOLVED, that this Board does hereby authorize Manager Herbst to accept the proposal of CPE Communications for the provision of security services dated June 8, 2010 in the amount of \$30,086.82.

Village Manager Herbst - Our objectives were personal security, and building and facility security. In the Police Dept. we will have camera and audio system. It will protect officers and would operate 24/7. This is part of our strategy in eliminating dispatch. Second part is that this system will have wireless alarms that stay with the employee. Also works outdoors in parking lot. Lot of people wandering around building. Cameras will be placed in buildings. Any activity - noise or movement - cameras work faster. When we let other organizations use building without dispatch, how will the building get locked. This system will be programmable so that we can set the time at which building will be locked. As far as vandalism, high resolution so we can identify persons of interest. Fair amount of vandalism has occurred at Thorne st. and at the Village parking lot - keying police cars. As far as the bids, one was \$52,000. Too high. Remaining two were kind of different. Myself, the Police Chief and Nate reviewed the proposals. We put them on an equal basis - same number of cameras, etc. CPE was \$1,900 more, but it is a Bosch system - higher quality. Capable of adding on. Can integrate programmable door locks - other system can't do that. Can also add fire alarms. Also has a 3 yr. warranty vs. 2 yr. warranty. So \$1,900.00 difference was more than offset by these items. CPE also handles our phone system, have had great service and response. Parks and Recreation had budgeted money for this. The system will take the place of dispatch, so there will be a savings there. Also the system is a one time cost vs. an ongoing cost for dispatching. Peripherally, so far this year we've spent \$4,800 in OT to cover dispatch. Ongoing cost is \$300/year - \$25.00/month for

sending alarm to third party who then sends to 911 center.  
One of the features is during activity it goes into full mode. Its recorded on a computer hard drive.

Trustee Clark - do you know if this will have an impact on cost of our insurance. That should be something you look into.

Trustee Koliwasky - is there any funding available since it covers Police security.

Manager Herbst - we checked with TVGA, they weren't able to find any. This will cover all of Thorne St., Village Hall, and the garage.

Trustee Koliwasky - isn't still in our best interest when organizations use this building to have a Village person here. As a security issue, to leave the building wide open is not a good idea.

Mayor Zeigler - check with the Town Hall. They don't let their building be used unless someone from the Town is there.

Roll Call Vote:

Mayor Zeigler:	Aye
Trustee Koliwasky:	Aye
Trustee Peters:	Aye
Trustee Clark:	Aye

#### Retirement Incentive

Manager Herbst - I put forms in your packets. We have to do a resolution and list potential employees, and have a local law passed before August 31st. Have to establish window during which interested eligibles can retire. Next meeting we will have to vote on those issues.

Trustee Koliwasky - so this is established by New York State.

Manager Herbst - Yes. Only question we have is do we want to do this, and Part A or B or both. We have to pay for the incentive.

Atty. Groff - The State operates it, but local municipalities have to pay to offer early retirement incentive. Board needs to determine whether you feel its in the best interest of the community to offer this. First step is determining who is eligible, what incentive they would receive, and what costs would be incurred by the Village.

Manager Herbst noted that he will be talking to retirement people on Tuesday.

#### Engineering Chargebacks

Manager Herbst - we had hoped to have a resolution prepared, but we'll do that at the next meeting.

Water Rates

Village Manager - I put info in your packets. Chart is important part. Village water is significantly less than any other water system in the county. Van Etten is 300% of what we charge. We haven't raised rates in 5 years. Had to go into reserves to cover last years water budget. We also have completion of electronic reading devices. Anticipated upgrades to the system that the Dept. of Health has advised us on. So what your looking at would be about a \$3.00/month increase. However, base rate for first 6,000 gal. remains unchanged. Would yield \$173,000.00 per year. But you have to deduct the \$32,000 we were in the hole last year. Also had an increase in water salaries. All in all we would get about \$125,000. Filtration system alone is \$110,000. This is a modest increase. We will vote at next meeting.

Trustee Clark - do we have potential to filter our wells.

Manager Herbst - yes, that is the filtration system. That could come sooner rather than later. It would be long term, its highly recommended. It would be mandatory in the event Cold Spring started mining.

Discussion ensued on whether this increase is adequate enough. The Board suggested that the rate increase might need to be \$4.00 or \$5.00 per month.

Manager Herbst noted that the prudent thing to do is each December/January we should review our fees and rates before we get into the budget.

Motion by Trustee Koliwasky, seconded by Trustee Clark, that the following item be added to the agenda:

- Stamped Concrete Work

Roll Call Vote:

Mayor Zeigler: Aye  
Trustee Koliwasky: Aye  
Trustee Peters: Aye  
Trustee Clark: Aye

Resolution by Trustee Peters, seconded by Trustee Koliwasky

WHEREAS, heretofore this Board authorized Village Manager Herbst to explore the feasibility, costs, pros and cons of removal of grass and bricks in the Hanover Square area, and the replacement of same with a stamped concrete product, and

WHEREAS, Village Manager Herbst has, in accordance with the Village's Purchasing Policy, solicited proposals from qualified vendors, and

WHEREAS, due to a lack of local vendors he was able only to procure two written proposals, and

WHEREAS, Manager Herbst has consulted with the vendors regarding their proposals and secured information to his satisfaction regarding the proposals and the ability of the vendors to perform the work in a good and workmanlike manner, and

WHEREAS, Manager Herbst has recommended the acceptance of the proposal of M&G Contracting, of Pine Valley, NY.

NOW THEREFORE BE IT RESOLVED, that Village Manager Herbst is authorized to enter into an agreement with M&G Contracting for removal of grass and brick in the Hanover Square area, and the installation of stamped concrete in an amount not to exceed \$25,645.00.

Manager Herbst - supposed to get 3 bids. Tried to do that. Only two companies do this colored stamped work.

Trustee Clark - does this include bricks on crosswalk.

Manager Herbst - No. We also asked that on the sloped part that they treat it with something so people don't slide on it.

Roll Call Vote:

Mayor Zeigler:	Aye
Trustee Koliwasky:	Aye
Trustee Peters:	Aye
Trustee Clark:	Aye

Trustee Peters - I visited Leah Cramer. She gave me a cd of restoration of Zim bandstand in 1995. She thought if we did any kind of program for the 100<sup>th</sup> anniversary, etc. I will give to Nate.

Trustee Peters - I think that we should require a fence between commercial and residential parcels. Most places I've visited require that. Is that NYS code?

Atty. Groff - we have no requirement like that. Don't believe its any State requirement either.

Trustee Peters - will someone check on this. One of the complaints is regarding the Gardner Road car repair shop.

Trustee Koliwasky - are we any further with Klee building on W. Franklin. Still getting calls. People going in and out, etc. Getting to be a real hazard. Is Code moving ahead?

Manager Herbst - yes, they are. Within last week or so, Bob talked to owner on this. Has to be boarded up.

Manager Herbst reported on the following items:

- Met with Norfolk Southern Railroad. Going to begin work almost immediately on fixing rails, 3.6 miles all the way to Wygant. So that was very optimistic. They will also be planning for additional rail traffic - upgrading sidings, etc. reevaluating different parts of the line. Thorough analysis on the system. They are very excited about prospects. Talked to them about rail crossings, timing of trains. They want to be good neighbors. Within the Center at Horseheads, that is the owner's responsibility, not Norfolk Southern. They too have plans to upgrade the rail.

- Gardner Road complex getting ready. Stormwater Coalition did analysis. Just a couple of recommendations, then they can begin. Bob to issue permit as soon as stormwater prevention is in place.

- Schlumberger got permits yesterday which cost \$41,000.00.

- Bob Young passed Civil Service Test.

Mayor Zeigler - crossings for railroad - want to modernize with arms and lights. Also timing of trains - not during school bus times. We can make this work.

Nate Nagle - tomorrow we will close pool and parks to attend calling hours for coworker that was killed. Past few days, extremely hot, very good for the pool. Avg. 370 last three days. However all parks are turning brown. Concerts so far have been averaging 340. Tonight was low. But I anticipated that with this weather. Maybe 200 - 250 tonight.

Manager Herbst - paving on Chemung St. starting July 12<sup>th</sup>. County and State are helping. Following week doing Day, Shappee and Tuttle. Might be able to do another street, or more slurry sealing.

Tess Banfield, Catalpa Dr. - thank you for cleaning up Veterans Park. It looks so much better. She added that she feels cones should be placed out around Teal Park during concerts.

Dave Padgett, W. Franklin St. - complained about Klee's building on W. Franklin St.

As there was nothing further to bring before the Board, the meeting was closed at 8:15 p.m.

/rmb