

**Village of Champlain  
Village Board Meeting  
April 15, 2024 6:30 p.m.**

A Meeting of the Board of Trustees of the Village of Champlain was held on Monday, April 15, 2024 at the Village Office, 11104 Route 9, Champlain, New York.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Olivia Renda this evening.

**MEETING CALLED TO ORDER & ROLL CALL**

Mayor McFetridge called the meeting to order at 6:30 p.m. Present were Mayor McFetridge, Trustees Trombley, Molinski, Herzog and Conner, Clerk/Treasurer Munoz. Also present were Gabriel and Olivia Renda.

**APPROVAL OF MINUTES**

1. Feb. 12, 2024: Motion to approve by Trustee Conner, seconded by Trustee Molinski. All members voted aye. Motion carried.
2. March 11, 2024: Motion to approve by Trustee Trombley, seconded by Trustee Molinski. All members voted aye. Motion carried.
3. April 1, 2024: Motion to approve by Trustee Conner, seconded by Trustee Trombley. All members voted aye. Motion carried.

**PRESENTATION OF PETITIONS, COMMUNICATIONS AND GENERAL QUESTION PERIOD FOR MEMBERS OF THE COMMUNITY**

No one was present from the community this evening.

**REPORT FROM CODES ENFORCEMENT OFFICER**

Codes Enforcement Officer Matott provided the board with a Report for March 2024

**REPORT FROM THE MAYOR**

We have several projects going on now:

- The wastewater treatment plant disinfection project and various other upgrades is nearly complete. Part of the project was mandated by NYS and the rest was much-needed upgrades.
- The water line project will be starting up soon on sections of Main St., Elm St. and South St. It will reduce the number of water breaks and boil water orders in those areas.
- The Village has submitted documentation to become certified as a Pro-Housing Community. We will hear about certification in about 3 months. This gives us preference in being awarded grants for housing needs.
- We are finalizing our Vacant Building Registry. The purpose of this local law is to establish minimum standards of accountability for owners of vacant and abandoned buildings. They must register and indicate a plan to rehab or demolish the building as well as pay a fee. Letters will be going out the owners in the next month.

We are working with the owner of the old elementary school to apply for a grant to turn that building into 2-bedroom condos. This is part of the Restore NY program. The application will be submitted in May and we will hear whether we are selected later in the year.

There is a lot of speeding on Village streets. The state police and sheriff's department have been notified and will issue tickets. Please slow down!

**REPORT FROM TRUSTEES**

Trustee Herzog

Trustee Herzog had nothing to report this evening.

Trustee Conner

Trustee Conner reported that the community garden area has been cleaned up and looks good.

Trustee Molinski

Trustee Molinski reported that the Earth Day event will take place on April 27<sup>th</sup> from 10-11:30 a.m. They will clean up the playground and gazebo area on Main St. There will also be a craft activity.

April 26-28 the NCCS Drama club will be performing Annie. Fri.@ 7 pm, Sat.@ 2 pm and 7 pm and Sun@ 2 pm.

The Library will be holding two Sr. Tech classes. April 16 at 3:30 Google Drive and April 23<sup>rd</sup> @ 3:30 p.m Tech Tips for Disaster preparedness.

Trustee Trombley

Trustee Trombley reported that the water board continues their work.

**REPORT FROM CLERK/TREASURER MUNOZ**

The Board was provided the Expense & Revenue report for March 2024.

Transfers:

TO:	A1320.1 AUDITOR		\$100.00
FROM:	A1420.1 LAW-PERSONAL SERVICES	\$100.00	
TO:	A5182.4 STREET LIGHTING		\$2,000.00
FROM:	A9060.8 HOSP. & MED INSUR.	\$2,000.00	
TO:	F8330.4 PURIFICATION		\$4,000.00
FROM:	F8340.2 TRANSMIS & DISTRIB.	\$4,000.00	
TO:	F8320.4 SOURCE OF SUPPLY		\$2,200.00
FROM:	F8340.2 TRANSMIS & DISTRIB.	\$2,200.00	
TO:	G8130.4 SEWAGE TRT & DISPOS.		\$4,000.00
FROM:	G9060.8 HOSP. & MED INSUR.	\$4,000.00	

General Journal entries necessary to fund account in need.

Motion by Trustee Trombley, seconded by Trustee Conner to approve these transfers as written. Roll call vote:

Trustee Trombley	Aye
Trustee Molinski	Aye
Trustee Conner	Aye
Trustee Herzog	Aye
Mayor McFetridge	Aye

Motion carried.

**PRESENTATION OF WARRANT AND PAYMENT**

The warrant of \$15,915.51 was presented with additional invoices of \$3,966.72 for a total of \$19,882.23.

Motion by Trustee Conner, seconded by Trustee Molinski to approve the warrant with additional invoices. Roll call vote:

Trustee Trombley	Aye
Trustee Molinski	Aye
Trustee Conner	Aye
Trustee Herzog	Aye
Mayor McFetridge	Aye

Motion carried.

Water line Replacement Project

03/31/2024	Fiscal Advisors	\$793.25
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Motion by Trustee Trombley, seconded by Trustee Molinski to approve payment to Fiscal Advisors.

Roll call vote:

Trustee Trombley	Aye
Trustee Molinski	Aye
Trustee Conner	Aye
Trustee Herzog	Aye
Mayor McFetridge	Aye

Motion carried.

WWTP Disinfection & Improvement Project

We need to pay back the Water & Sewer Project accounts at Champlain National Bank for the wire fraud that occurred in March & April 2023.

Water Project	\$19,247.00
Sewer Project	\$31,992.86

At this time, fraud is still being investigated. We may recoup some money, but need to pay back these accounts.

Motion by Trustee Trombley, seconded by Trustee Molinski to approve repayment to the Water & Sewer Project accounts for \$19,247.00 and \$31,992.86. Roll Call vote:

Trustee Trombley	Aye
Trustee Molinski	Aye
Trustee Conner	Aye
Trustee Herzog	Aye
Mayor McFetridge	Aye

Motion carried.

**REPORT FROM THE SUPERINTENDANT**

Supt Jolicoeur provided the board with a report for March 2024.

**PURCHASE REQUISITION**

Samsung Galaxy S24 Cell phone w/2 year protection plan and Otterbox.

Supt. Jolicoeurs phone was purchase in 2018 and many features no longer work.

Amazon/Samsung Store	\$1,567.25
Walmart	\$1,606.42

Motion by Trustee Trombley, seconded by Trustee Conner to approve purchase of Samsung Galaxy S24 with2 year protection plan and Otterbox from Amazon in the amount of \$1,567.25. Roll call vote:

Trustee Trombley	Aye
Trustee Molinski	Aye
Trustee Conner	Aye
Trustee Herzog	Aye
Mayor McFetridge	Aye

Motion carried.

Back Rack

Supt. Jolicoeur would like this on his pickup truck to hold a safety light and to mount the radio reader.

Yipes Auto Accessories	Rack, mounting kit,	\$550.00
Rack Warehouse	Rack, mounting kit	\$509.97

Motion by Trustee Conner, seconded by Trustee Molinski to approve the purchase of the rack and mounting kit for \$509.97 from Rack Warehouse. Roll Call vote:

Trustee Trombley	Aye
Trustee Molinski	Aye
Trustee Conner	Aye

Trustee Herzog                    Aye  
Mayor McFetridge                Aye

Motion carried.

**CORRESPONDENCE**

1. Stewarts Holiday Match grant of \$600
2. Corresp. from Insur. Co. regarding claim for petroleum spill
3. Water/wastewater training seminar from Northern NY Water Works
4. Corresp. from NY Ag & Markets regarding Farmers Market
5. Corresp. to Sheriff's office regarding patrol of Prospect St. and Oak St.
6. 1<sup>st</sup> quarter Sales Tax revenue

**NEW BUSINESS**

1. Vacant Building Registry application

The board reviewed fees for registration.

1-2 family = \$200  
Multi-family = \$400  
Commercial & mixed use = \$500 1<sup>st</sup> year  
Commercial & mixed use = \$1,000 2<sup>nd</sup> year  
Commercial & missed use = \$1,500 per subsequent year  
Failure to Register = \$250 + \$50/month not registered

Discussion followed. Motion to approve fees as written by Trustee Trombley, seconded by Trustee Conner. Roll Call vote:

Trustee Trombley                Aye  
Trustee Molinski                Aye  
Trustee Conner                 Aye  
Trustee Herzog                 Aye  
Mayor McFetridge               Aye

Motion carried.

2. Park development

Mayor McFetridge said that she would like to create a small park at the donated lot on Church/Cedar St. It would include benches and at least one tree. Discussion followed. Motion by Trustee Molinski, seconded by Trustee Trombley to approve up to \$1,500 for the purchase of 2 benches and a crimson maple for the park.

Roll call vote:

Trustee Trombley                Aye  
Trustee Molinski                Aye  
Trustee Conner                 Aye  
Trustee Herzog                 Aye  
Mayor McFetridge               Aye

Motion carried.

3. Restore New York

Restore NY is the grant program for the old elementary school. The owner is paying the engineers to do the application, but the village must sign the application. Mayor McFetridge asked the boards permission to sign the application.

Motion by Trustee Trombley, seconded by Trustee Molinski to give Mayor McFetridge permission to sign the grant application for Restore NY grant for the old elementary school. All members present voted aye. Motion carried.

**OLD BUSINESS**

**ADJOURNMENT**

There being no further business before the board, at 7:15 p.m. a motion was made by Trustee Molinski, seconded by Trustee Trombley to adjourn. All members present voted aye. Motion carried.

*Mary Spring, Secretary*

### **REPORT FROM CODES ENFORCEMENT OFFICER**

Codes Enforcement Officer Matott provided the board with a Report for March 2024

- Ticket issued to occupant at the end of Moore St. for trash violations. He had been given time to clean up and hadn't. Court case is completed and he has a court date on April 24<sup>th</sup>.
- Issued permit for Tesla super chargers in the Price Chopper plaza. This followed the issuance of a stop work order and notice of violation as work was started without a permit. Supervisor stated they were told they did not need permits from a state electrical inspector. Spoke to that agency and the individual gave conflicting statements on what was told. Issue has been rectified and the work is now permitted and being inspected at routine intervals.
- Final inspection of multiple permits with CO/CC issued.
- Issued 2 permits; one for renovations and one for a deck.
- Multiple construction inspections.
- Continuing issue with sprinkler system at Price Chopper. Conducted an inspection of the system along with all records. Met with management and a plan is in place for fire watches to be conducted every 30 minutes until the system is repaired. Reports are being sent to me daily by 3:30. Once system is repaired, it will be re-inspected before fire watches end.
- Filed the Villages' annual reports of Code Enforcement with the State.
- Attended week long training in Lake Placid for annual recertification.
- Implementation of new permitting and code enforcement software from GovWell. New system is working smoothly. Permits have been issued on it with fees paid through the online portal and multiple violations have been issued using it and the templated violation letters. Court case recently used the case generator section to print off the timeline of events along with photos for the case and it is much easier and cleaner than doing it all separately on difference sheets of paper. System is working well overall and saving time.

### **REPORT FROM THE SUPERINTENDANT**

Supt Jolicoeur provided the board with a report for March 2024.

#### **WATER**

- Cleaned and added valve box risers on the mains and hydrant valves.
- Leak locating done on many streets.
- Water break at Elm St./Walnut St.
- Material for the new water main installation started to arrive. Once enough material is here, the contractor will start on replacement. Construction should start in next couple of weeks. First area is planned is between 46 Elm St. to Walnut intersection.

#### **SEWER**

- UV system is installed and operating. We will be pulling water samples over the next 2 weeks for analysis to verify it is working properly and then will be commissioned.
- Sewer upgrades are nearing completion.
- The HUBER screen was started up, but the motor keeps tripping due to high amp draw. Manufacturer is looking into this.
- Contractors will be back to finish up punch list items. Then will be finishing groundwork and paving.
- Supt. Jolicoeur has quotes for the Main St. lift station control panel & pipe replacement.

#### EQUIPMENT

- The 2010 Peterbilt starter was installed, and we will have to have some repairs done and inspected.
- The 1-ton service was completed. Power steering line leaking and will be replaced.
- Service was completed on the sewer jetter.
- Safety strobe lights ordered for 1-ton dump, 1-ton plow truck, backhoe and loader.

#### STREETS

- Brush fallen during windstorms was cut and picked up.
- Materials received for Safe Streets Program. Signs, paint, and stencils for painting crosswalks and arrows to put on streets.
- Spring cleanup started and will continue as weather permits.

#### BUILDINGS

- First Aid kits were purchased and installed at the water and wastewater plant.
- New door for the WWTP office should be shipped next Friday and will be installed when arrives.

#### MISC

- The garden was stripped and fencing taken down. New raised bed planters have arrived.
- The remaining balance of our winter road salt has been delivered.
- Supt. Jolicoeur is working on the LCSL inventory.
- **Brush only pickup will be on May 3<sup>rd</sup>, 17<sup>th</sup>, 31<sup>st</sup>. Maximum of 1 pickup load per property. No leaves or bagged debris will be picked up.**  
**Brush can be put curbside and stacked to be easily loaded onto truck.**  
**3" max diameter and 10' mx length.**  
**If you have any questions, call the office at 518-298-4152.**