

**Village of Champlain
Village Board Meeting
January 8, 2024**

A Meeting of the Board of Trustees of the Village of Champlain was held on Monday, January 8, 2024 at the Village Office, 11104 Route 9, Champlain, New York.

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 and Clerk/Treasurer Munoz. Also present this evening were Ashley and Nash Hansen. Nash Hansen led the Pledge of Allegiance.

APPROVAL OF MINUTES

Motion by Trustee Conner, seconded by Trustee Molinski to approve the minutes of the Dec. 10th Board Meeting. All members present voted aye. Trustee Herzog abstained. Motion carried.

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

REPORT FROM CODES ENFORCEMENT OFFICER

Codes Enforcement Officer Matott provided the board with a Report for December 2023.

REPORT FROM THE MAYOR

Mayor McFetridge reported the following

The parking ban in the Village is still in effect between 2 a.m. and 6 a.m.

Residents are asked to remove their garbage cans from the sidewalk once they are emptied.

She thanked Ben and Jen Hough for sharing their lighted vehicle in the Village.

She shared goals for the Village this year:

- The Wastewater Treatment Plant Disinfection and upgrades are complete and running.
- The water line replacement project is begun and complete by the end of the year.
- We have 2 pocket parks on the land donated to the village.
- We have several more music in the park events over the summer.
- Abandoned properties rehabilitated.
- Continued Shared Services with the Town and Village of Rouses Point.

Concerning the dog that has been running loose, Dog Control is aware of the dog and trying to catch it.

REPORT FROM TRUSTEES

Trustee Trombley

Trustee Trombley reported on the Water Board Report:

There are some changes to the O&M spreadsheet.

The Water Board would like approval of the addendum within 30 days.

- On the Water Board recommendations, Supt. Jolicoeur has installed a remote reader at the WWTP.
- Calibration of meters would be very expensive as they must be removed and replaced during calibration. The cost would be added to the O&M and may not even be worth the cost.
- In regards to Capital Purchases, in an emergency, there may not be time to contact the Town to get approval. Trustee Trombley suggested that we at least contact the Town supervisor with the cost so it is not a surprise.
- The Fire District water use comes from Woody Kissel with any dates and estimated water usage.

Motion made by Trustee Molinski, seconded by Trustee Trombley to accept the water board recommendations with comments about the Calibration of meters and Emergency Purchase approvals to be addressed in a letter from Mayor McFetridge. All members present voted aye. Motion carried.

Trustee Molinski

Trustee Molinski reported that the House Decorating Contest judging is complete and the winners are:
 #1 Tom Ryan at the corner of Rt. 9 and Pine St.
 #2 Karen Favro at 6 Cherry St.
 #3 The Tuttlles at 652 Prospect St.

Trustee Conner

Trustee Conner reported that there will be a Game Day on Feb. 18th at 2 p.m. at the Meeting House. One of his goals this year is to get a head start on the Community Garden and to put it to better use. He would also see the brush cleaned up along the river. Trustee Molinski said that there is a lot of knot weed there that is difficult to remove. Lastly, there is playground equipment that still needs to be installed. Mayor McFetridge said that she has found the installation instruction and that we should be able to put it in this year.

Trustee Herzog

Trustee Herzog thanked the water board for their hard work on the Water Board Report and recommendation. It is a lot of work done behind the scenes by a small group of people. He would like to see us move forward on zombie properties in the Village.

Trustee Kim Trombley thanked the individual members of the water board for their hard work: Mike Lafontaine, Jack Dawson, Steve Lepage and Mike Bechard.

REPORT FROM CLERK/TREASURER MUNOZ

The Board was provided the Expense & Revenue report for December 2023.

TRANSFERS

TO:	A8666.4	PROPERTY MAINT.- RESTITUTION NYS	\$5,000.00
FROM:	A599	FUND BALANCE	\$5,000.00
TO:	A1910.4	UNALLOCATION INSUR.	\$275.00
FROM:	A9060.8	HOSPIT. & MEDICAL	\$275.00
TO:	F1910.4	UNALLOCATED INSUR.	\$155.00
FROM:	F9060.8	HOSPIT. & MEDICAL	\$155.00
TO:	G1910.4	UNALLOCATED INSUR.	\$232.00
FROM:	G9060.8	HOSPITL & MEDICAL	\$232.00
TO:	G8130.4	TREATMENT & DISPOSAL	\$15,000.00
FROM:	G599	FUND BALANCE	\$15,000.00

The tipping fees used up a lot of this fund and electricity is high at the WWTP.

Motion by Trustee Conner, seconded by Trustee Trombley 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.

Water Main Replacement Project

Fiscal Advisors	\$250.50
Barton & Loguidice	<u>\$832.50</u>
Total:	\$1,083.00

Motion by Trustee Trombley, seconded by Trustee Herzog to approve payment of these items for Water line replacement project. Roll Call vote:

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

Motion carried.

Wastewater Plant Disinfection and Upgrades Project

Perras	\$72,575.25
Barton & Loguidice	<u>7,147.31</u>
Total	\$79,722.56

Motion by Trustee Herzog, seconded by Trustee Molinski to approve payment of these items for the WWTP Improvement project. 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 \$62,093.39 was presented with additional invoices of \$9,554.55 for a total of \$71,647.94.

Motion by Trustee Herzog, seconded by Trustee Molinski to approve the warrant with additional invoices for a total of \$71,647.94. 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 December 2023.

EXPENDITURES

Purchase Requisition

- Parts to repair Main Street lift station valve vault:
 - 3 - 8" air cushioned check valves @ \$4990.46 each
 - 3 - 8" plug shot off valves @ \$2075.00 each
 - 3 - 8" Hymax couplings @\$500.00 each
- Total cost: \$23,000.00**

There will be a 3% increase on valves and check valves starting Jan. 15th and would like to order parts this week so that we can start working on it before temps get too cold.

Motion by Trustee Conner, seconded by Trustee Trombley to approve up to \$23,000 for these parts for repair of the Main Street Lift Station Valve Vault.

Roll call vote:

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

Motion carried.

CORRESPONDENCE

1. Letter of support for Samuel de Champlain History Center Grant
2. Corresp. to owner of 10 Canal St. regarding code violations
3. Corresp. from Clinton County Soil & Water w/ Village's Salt Reduction Mini Grant

NEW BUSINESS

1. Award of Bid for Vehicles

We received 3 bids for the 2008 Ford F250 Pickup Truck.

Robert Pulsifer \$353.00
Travis Vancor \$750.00
Robert Friedrich \$1,879.99

We received 1 bid for the 2000 International Dump Truck & Plow

Robert Friedrich \$989.89

Motion by Trustee Conner, seconded by Trustee Molinski to accept the two bids from Robert Friedrich for a total of \$2,869.88. Roll Call vote:

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

Motion carried.

2. Polling place and Time for 2024 Elections

Motion by Trustee Trombley, seconded by Trustee Conner to approve the Polling Time and Place.

Roll call vote:

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

Motion carried.

3. Decorating Contest winners

Trustee Molinski reported earlier in the meeting.

4. Local Law: Vacant Property Registration

Mayor McFetridge reported on a Local Law that requires owners of vacant properties to register buildings and report on plans for their use. The idea is to speed up the rehab of properties. The board of Trustees felt that this is a good idea. We will work with our lawyer to get this moving.

5. Code Enforcement Shared Service with Town of Champlain

The Codes Officer's salary has increased and he will begin using a new software system. We will pay 1/3 of the software cost. He will be working for us 8 hours/week, not always at his desk, but will report to Mayor McFetridge. The board wanted to see a breakdown of the Fees that are included.

Motion by Trustee Trombley, seconded by Trustee Herzog to approve the Shared Services Agreement for Code Enforcement. The board was okay with getting the breakdown of costs after approval of the contract.

All members present voted aye. Motion carried.

6. Zoning Board Appointment

Mayor McFetridge appointed Aislinn McCarthy to the Zoning Board of Appeals.

OLD BUSINESS

1. Dog Law

This matter was tabled until we hear from our attorney.

2. Building Permit Fees

The board has reviewed proposed building permit fees. They have not been updated since 2005 and some additional categories have been added.

Motion to accept the new Building Permit Fee schedule by Trustee Conner, seconded by Trustee Molinski.

All members present voted aye. Motion carried.

3. Service Line Inventory

Supt Jolicoeur has many photos of the service lines that he installed when he installed new meters. We can use that information to add to the inventory report.

Trustee Conner asked about a new employee. Mayor McFetridge said that we have an interview tomorrow.

Trustee Trombley asked about working on next year's Budget. Clerk/Treasurer will be working on salaries next week. The Union Contract also needs to be addressed.

ADJOURNMENT

There being no further business before the board, at 7:21 p.m. a motion was made by Trustee Conner, seconded by Trustee Trombley to adjourn. All members present voted aye. Motion carried.

Mary E. Spring, Secretary

Code Enforcement Report Dec. 2023

- Questions regarding use variance for the old ARC building
- Review of plans and special use permit for Tesla charging stations at the Price Chopper plaza. Site Plan overview requested to be added to plans.
- Building questions for current pre-existing non-conforming use on Locust St.
- Final inspection of #1698 and #1700. CC issued.
- Final inspection of #1691. CO issued.
- Trash complaint on Moore St.
- New fee schedule given to board. Will have a work meeting on it.
- Unpermitted demo of garage at Rt. 9
- Framing inspection on Rt. 9
- Violation letter sent to 10 Canal St. regarding someone living in a travel trailer in the backyard. Follow up on Dec. 27 showed trailer was vacated on Dec. 24th and structure is being torn down per conversation with owner.
- Framing inspection on Rt. 9
- Follow up on trash complaint on Moore St. is not being cleaned up. Letter will be sent with 15 day timeframe for cleanup.

Superintendent Report for Dec. 2023

- Took interim water meter readings
- Shut off 4 water lines on Meadow Lane due to trailer fire and no power for 2 days.
- Repaired water break on Church St.
- Replaced heat cables on Prospect St. water tank.

Sewer:

- The new press is up and running. Start up for grit removal will be Wednesday.
- Contractors will be back to work on a few things that have to be done.
- We have 3 check valves in the Main St. lift station. Some have failed and caused water to flow back into tank, making the pumps run more. The newest one is 18 years old. We will have to get parts ordered so we can pull cement top off valve to lower valves in and complete the work.

Equipment:

- The Kubota is repaired and back in service.
- We installed the new Timbrens on the 2022 pickup to help hold the suspension when plow is used.
- New tires were installed on 2016 pickup.
- New backup camera and horn installed on loader.
- Backhoe rear tires will be changed this week and new hydraulic line installed.

Streets:

- Winter street maintenance started.
- Plugged culverts were jetted and debris removed from ditches.

MISC.

- Christmas decorations removed and put away.
- Picking up Christmas trees until Jan. 12th.
- Front end repairs are needed on the 2016 truck before inspection.
- The snow blower from the Trackless will be sent to the shop for repairs.

Front end repair work is needed on the 2016 pickup

Upper and lower ball joints on both sides.
Upper and lower tie rod ends on both sides
Tie rod at pitman arm and rear sway bar
Once complete we will have aligned

Safety strobe lights needed for vehicles and equipment.

New 2022 truck needs strobe lights. The 2013 1-ton dump truck, 590 SN Case backhoe and 521G Case Loader all need replacement lights as they are malfunctioning or not working at all.

We had some issues from heavy rains and have some repairs that we do not have the equipment or manpower to do ourselves. I have spoken with OES and we may qualify for some FEMA money to offset costs.

Supt is working on quotes for following items:

1. Pine Street gully needs to have debris removed that is plugging drain pipe.
2. Canal Street gully needs to have debris removed and a new larger pipe installed across road.
3. Sewer line repair on Elm St. over the bank between two manholes.
4. Possibility of excavating sewer line and putting a structure in to remove the stones in line.