

**Village of Champlain
Village Board Meeting
May 25, 2023**

A Meeting of the Board of Trustees of the Village of Champlain was held on Monday, May 8, 2023 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, Conner & Herzog and Clerk/Treasurer Munoz. Also present was David Lepage, Holly Visconti and Monique Lepage.

APPROVAL OF MINUTES

Motion by Trustee Conner , seconded by Trustee Herzog to approve the minutes of the April 3rd 2023 Regular Board Meeting. All members present voted aye. Motion carried.

Motion by Trustee Trombley , seconded by Trustee Conner to approve the minutes of the April 13th, 2023 Special Board meeting. All members present voted aye. Motion carried.

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

David Lepage stated that he had some signatures for the pickle ball court. Mayor McFetridge said that she had spoken with someone from the Planning board on how to get the okay for this project on FEMA buyout land.

It is a long term project and will require Okays from the County, State and Federal governments.

The cost for the permeable cements would be about \$14,000 for a 20x44 court. She relayed that the board had discussed this matter and suggested that they consider putting a pickle ball court in a Bob Venne Park across from the High School. A volley ball court, soccer field and the Rec. Trail are in that area as well. Mayor McFetridge suggested going to a Town Board meeting to discuss. There would be less restrictions there and it would be less expensive. David Lepage thought that this was a good idea.

Holly Visconti and David Lepage would like to help out with the children's garden and painting the stumps.

They could also help with painting the water tank. Trustee Molinski will be in touch with them on scheduling these projects.

REPORT FROM CODES ENFORCEMENT OFFICER

Code Enforcement Officer Matott provided the board with a report for April 2023. (see below)

REPORT FROM THE MAYOR

Mayor McFetridge thanked the volunteers who helped with the tree planting and cleanup on Arbor Day.

If the temporary lift of the burn ban is approved tonight, applications will be available at the Village Office.

The Community Garden will be ready soon and people can sign up by calling the Village Office.

The Children's Garden will include a Sensory Garden this year.

St. Mary's Bazaar will be held on May 28th this year, with a Tractor Pull at 10 a.m.

REPORT FROM TRUSTEES

Trustee Trombley

Trustee Trombley and Trustee Molinski agree on the changes to the Personnel Policy to make it more cohesive with the Teamsters Contract. They are also working the verbiage on where to place the new addition to the Personnel Policy.

Trustee Molinski

Trustee Molinski thanked Mayor McFetridge for coordinating the Slow Art Day.

The Terrarium Workshop had 10 participants who enjoyed planting the succulents.

The cooking class had 8 participants. They made ham & cheese rollups and veggie pinwheels.

She thanked Mayor McFetridge for organizing the Arbor Day cleanup with the Kiwanis and the Town.

They will be painting the stumps and the concrete block for the Children’s Garden area.
 The Library Crawl will be held on June 3rd with 30 local libraries participating. Check the Facebook event or contact your local library for more information.
 The Library will hold a Paint and Snack on June 9th with a \$10 donation to the library.
 Fun Runs will start on July 1st at 9 a.m. at the Rouses Point Civic Center. The remainder of the Fun Runs will be held on River Street in the Village.

Trustee Conner

Trustee Conner provided the board with a list of local businesses/organizations that we may want to invite to the 150th celebration. He asked the board to look it over and advise him of any additions or deletions. He will be working on contact information after that.
 Trustee Conner noted that a lot of motorized bicycles have been in the Village. Many are not wearing helmets (which is required) and riding on sidewalks. He is concerned that someone will get injured and to be careful.

Trustee Herzog

Trustee Herzog reported that he is working on a Corn Hole Tournament. He has found some sets for around \$300 and we should probably have more than one. Mayor McFetridge said that we have funds in the playground fund to help pay for them. People do make them locally and Clerk/Treasurer Munoz will check on that.

REPORT FROM CLERK/TREASURER MUNOZ

The board has been provided the Expense and Revenue Report for April 2023.

TRANSFERS

The following transfers will need to be made:

TO: A1325.1 TREASURER: PERSONAL SERVICES		\$150.00
FROM: A9060.8 HOSPITAL & MEDICAL INSUR.	\$150.00	
TO: A1410.1 CLERK: PERSONAL SERVICES		\$100.00
FROM: A9060.8 HOSPITAL & MEDICAL INSUR.	\$100.00	
TO: A1420.1 LAW: PERSONAL SERVICES		\$156.00
FROM: A1420.11 GENERAL CODE PUBLISHERS	\$156.00	
TO: A1640.4 CENTRAL GARAGE: CONTRACT		\$1,241.00
FROM: A5410.4 SIDEWALKS	\$1,241.00	
TO: A5142.4 SNOW REMOVAL: CONTRACT		\$1,457.00
FROM: A5142.1 SNOW REMOVAL: PERSONAL SERV.	\$1,457.00	
TO: A9050.8 UNEMPLOYMENT		\$481.00
FROM: A9060.8 HOSPITAL & MEDICAL INSUR.	\$481.00	
TO: A9730.7 BAN INTEREST		\$215.00
FROM: A9060.8 HOSPITAL & MEDICAL INSUR.	\$215.00	
TO: F8310.1 WATER ADMIN. PERSONAL SERV.		\$100.00
FROM: F9060.8 HOSPITAL & MEDICAL INSUR.	\$100.00	
TO: F9050.8 UNEMPLOYMENT		\$193.00
FROM: F9060.8 HOSPITAL & MEDICAL INSUR.	\$193.00	
TO: G8110.1 SEWER ADMIN. PERSONAL SERV.		\$150.00
FROM: G9060.8 HOSPITAL & MEDICAL INSUR.	\$150.00	

TO: G9050.8 UNEMPLOYMENT \$289.00
 FROM: G9060.8 HOSPITAL & MEDICAL INSUR. \$289.00

NO ACCOUNT CAN HAVE A NEGATIVE BALANCE.

GENERAL JOURNAL ENTRIES NECESSARY TO TRANSFER TO ACCOUNTS IN NEED.

Motion by Trustee Trombley, seconded by Trustee Conner to approve 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 was presented to the board with additional invoices of \$5,089.72 for a total of \$35,305.78.

Motion by Trustee Conner, seconded by Trustee Molinski to approve the warrant with additional invoices for a total of \$35,305.78. Roll Call vote:

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

Motion carried.

Water Line Replacement Project

04/10/2023	Barton & Loguidice	\$8,467.50
04/26/2023	Fiscal Advisors	\$4,900.00
04/26/2023	Premier Printing	\$1,950.00
04/26/2023	Orrick	\$4,470.00
04/30/2023	Murnane	<u>\$ 675.00</u>
	TOTAL	\$20,462.50

Motion by Trustee Trombley, seconded by Trustee Herzog to approve payment of \$20,462.50 for the 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 Treatment Plant Disinfection & Upgrades Project

03/01-03/31/2023	Triangle Electric Systems	\$10,450.00
04/10/2023	Barton & Loguidice	\$10,830.59
03/01-04/30/2023	Pipeline Mechanical	<u>\$5,632.40</u>
	TOTAL	\$26,912.99

Motion by Trustee Conner, seconded by Trustee Herzog to approve payment of \$26,912.99 for Wastewater Disinfection and Upgrade project. 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 April 2023. (see report)

CORRESPONDENCE

- 1. Memo to staff members approving vacation carry over request
- 2. Corresp from Codes Officer to Sandra Barber regarding trash and debris
- 3. Corresp from Codes Officer to Tim Lacount regarding demolition
- 4. Corresp from Clinton County Highway regarding road striping.
- 5. 2023 1st quarter sales tax revenue distribution from Clinton County Treasurer
- 6. Corresp from Codes Officer to James Barcomb regarding burning
- 7. Request for wastewater credit from John Allen at 37 Meadow Lane.
- 8. Corresp from Codes Officer to Ron Donahue regarding junk.
- 9. Letter of Thanks to Celine Paquette

NEW BUSINESS

1. Wastewater credit: 37 Meadow Lane

Motion to approve a wastewater credit in the amount of \$52.80 for John Allen at 37 Meadow. There was a broken water pipe that did not go into the wastewater system. Roll call vote:

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

Motion carried.

2. Champlain Literary Club recognition

Motion to approve by Trustee Trombley, seconded by Trustee Molinski. All members present voted aye. Motion carried.

3. Arbor Day proclamation

Motion to approve by Trustee Molinski, seconded by Trustee Trombley. All members present voted aye. Motion carried.

4. NYCLASS Investments

This plan is currently paying 4.43% return. We have a CD that is maturing on July 10th. Mayor McFetridge said that she can contact someone from this group for more information.

Motion by Trustee Trombley, seconded by Trustee Conner to invest those funds when they are available to be invested in July. Mayor McFetridge will ask for a presentation for any questions the board may have.

Roll call vote:

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

Motion carried.

5. Burn Ban

Motion by Trustee Molinski, seconded by Trustee Trombley to lift the ban on burning in the village to allow recreational campfires from May 20th through Oct. 15th 2023.

All members present voted aye. Motion carried.

6. Inter-municipal Agreement/Codes Enforcement Officer

Mayor McFetridge signed the inter-municipal agreement for the Codes Enforcement Officer with the Town of Champlain.

7. End of Year Meeting

The last meeting of the fiscal year is scheduled for May 25th, 2023 at 5:00 p.m. at the Village Office.

8. Resolution authorizing Advertisement of Bids for Water Main Replacement.

Motion by Trustee Conner, seconded by Trustee Trombley to approve the Resolution authorizing Advertisement of Bids for the Water Main Replacement. All members present voted aye. Motion carried.

OLD BUSINESS

1. Personnel Policy updates

This was discussed in Trustee Trombley's Report

2. Water plant training

This will not be needed as things seem to be working better now.

3. 29 Cedar St. Property Maintenance

Codes Enforcement Officer Matott has followed up with a second letter regarding the violation at this property.

4. Dog Law

The Town has a dog law that we should read through to see if we want to update our code with the same law. Mayor McFetridge will share that with the board to look over for next month.

5. 150 Birthday Celebration

Trustee Trombley said that she has music lined up for the event.

Trustee Molinski said that she has food trucks lined up for 3 out of 4 of our concerts.

ADJOURNMENT

There being no further business before the board, at 7:34 pm, a motion was made by Trustee Molinski, seconded by Trustee Conner to adjourn. All members present voted aye. Motion carried.

Mary E. Spring, Secretary

CODE ENFORCEMENT REPORT: APRIL 2023

- Follow up with Universal Interiors regarding sprinklers. Awaiting engineers quote
- Email to Ballin owner regarding sprinkler system repair progress. Spoke with engineer who is designing system. They are finishing the engineering and will be applying for permits shortly.
- Letter to Tim Lacount regarding removal of mobile home at 158 South St. Given 30 days.
- Letter to 11137 Rt. 9 regarding trash on the front porch.
- Unpermitted roofing on Rt. 9. Spoke to contractor who then applied for and was granted permit.
- Issued permit for roofing on Pine St.
- Complaint of trash piling up on the side of 742 Prospect St. Tenant given 7 days to remove.
- Letter to 30 Church St. regarding burning complaint.
- Spoke to owner of 38 Church St. regarding trash on front porch. Stated it will be removed.
- Multiple calls of camp/brush fires in the Village.
- Zoning regulations questions for possible sale of 84 Oak St.
- Zoning compliance letter for 34 and 34A Pine St.
- Letter to 22 Maiden Lane in regards to junk in the driveway.
- Rechecked 742 Prospect St. Garbage has been cleaned up.
- Call to owner of burned house on Rt. 9. Debris will be cleaned up next week.
- Complaint of junk cars on Moore St. Looking into reports of work being done on them.
- Issued permit for concrete slab under trailer on Cane Street.
- Issued permit for roofing on Elm Street
- Spoke to owner at 22 Maiden lane. Time extended to 30 days for cleanup due to health issue.

SUPERINTENDENT REPORT: APRIL 2023

Water:

- Monthly water meter readings completed
- Two PRV's failed and were repaired
- Frozen water meter changed out.

Sewer

- Contractors continue to work at the WWTP as material arrives. One clarifier was drained and rebuilt. It is back in service and the second side is being drained so it can be cleaned and rebuilt.
- Temporary floats were installed at the main street lift station due to a controller failure. I am working on quotes to upgrade this lift station. I have received 1 quote already which is over 20K just in material.

Equipment:

- The plows and sander were desalted and put away until next winter.
- Service was completed on New Holland tractor and mower
- The 2010 Peterbilt is back in service
- A new rock screen was fabricated for the loader bucket for sweeping.

Streets:

- The street sweeping was completed
- The grass is growing and mowing season has begun
- Repairs were done on the Gazebo
- A tree stump was removed from Paquette Park and a new tree was planted in its spot
- We cleaned some culverts with the sewer jetter and did some ditching to help with water runoff.
- The area around the vehicle charging stations was stoned and we are going to try and put asphalt around them when we do our street paving.
- We are in the process of culvert installation and replacement.
- We are starting to get roads ready for paving and this will be our main priority.
- There is a lot of truck traffic from Kimpex going through the village on Church St. and Prospect St. especially. They should be entering and exiting from Elm Street.