

**Regular Meeting
Of the Board of Trustees
Of the Village of Bergen at
6:30pm on January 24th, 2018**

The regular meeting of the Board of Trustees was called to order by Mayor Barclay at 7:00pm with the following present:

Trustee Vickie Almquist
Trustee Kevin Donovan
Trustee Robert Fedele
Trustee Emily VanEenwyk

Also present was Village Administrator Cortney Gale.

Approval of Bills

A motion to approve the bills was made by Trustee Fedele and seconded by Trustee Almquist. The motion was carried by a unanimous vote.

Approval of Minutes

A motion to approve the meeting minutes of January 10th, 2018 was made by Trustee Fedele and seconded by Trustee Donovan. The motion was carried by a unanimous vote:

Mayor's Report

Farmers Market

- The Farmers Market committee met on January 15 to discuss the 2018 market. It was decided that the committee will run the market this season, but will actively seek someone to manage the market. Agreements will be drawn up for vendor fees and commitment to dates, (vendors will be refunded depending on number of markets they attend) Subcommittees have been established to research organizations to fundraise for their cause, vendors to participate, food trucks, musicians. The committee will present information to both village and town boards, and BBCA.

County Water Agreement

- It has been determined that the Village of Bergen will not be included in the county water agreement and be subject to the surcharge due to our water agreement with the Monroe County Water Authority. The town of Bergen will be holding an informational water meeting on March 27th.

Town Parks Master Plan

- The town has invited the village board to attend a public hearing for their Parks Master Plan on February 27th. I will forward a copy of the draft to you and the park committee for input.

Town/Village Joint Meeting

- April 10th will be the date of the spring joint meeting this year. We may have the opportunity to hold the meeting at the HS for student/parent involvement.

Bonduelle Property

- I contacted Jim Newcomb (Bonduelle Bergen Manager) to inquire as to progress on the property purchase (process started in 2014). As a follow-up, I sent all documentation and expenditures the village prepared as per the company's request. He will forward the information to the parent company headquarters.

Meetings, etc.

- Legislator Bausch, Supervisor Haywood, and I met to discuss the impact of the proposed County Water Agreement on the Town and Village of Bergen Water Districts, and the proposed county water supply project.
- BBKA – Park Festival Committee met on January 8th to begin planning for the June 9 event. The membership met on January 15.
- Wednesday meetings with Cortney Gale and Gary Zawodzinski for weekly updates. We are investigating security cameras, bid proposals for septic tank pumping and refuse pickup contract, , and completion items for Sage.
- Met with Legion Commander Tom Williamson and Eric Wies to provide information to the Clark Paterson Lee landscape design group who will be donating the proposed design. We are looking for a design to reconfigure the entrance to the parks (walk in only) at the current location of the monument.
- BBKA School Superintendent Edwards, Town Supervisor Haywood, BBKA Building and Grounds Supervisor Roger Caldwell , and I met to discuss mutual aid, shared programs for students, etc. between town, village, and schools. We will continue to meet quarterly to develop and continue the supportive relationship.
- Steven Falitico (Genesee Chamber of Commerce) met with Cortney and me to discuss connecting village businesses and the chamber. We discussed the Small Business Alliance, community activities and parks, gave brochures of village offerings to help promote village.

Administrator's

Electric/Sewer

- Electric bills were mailed today and are due February 13th. The bills were high due to the cold weather and the electric rate is 9.3¢ per kWh, which is the highest we've had since 2004.
- The sewer bills will be mailed on February 1st and will be due March 2nd.
- The old bucket truck was put on the Auctions International website and is currently up to \$16,600 with one day left for the auction.

Office

- Deputy Clerk Barb Zinter finished and sent out 1099s and W-2s. She sent the fourth quarter payroll report to the County, reconciled December's bank statements, and updated the Waste Water Treatment Plant spread sheet.
- Deputy Treasurer Rene Vurraro has been working on a problem with our remote check deposit system. She is completing the electric billing process and working on pole agreement billing. Rene reconciled the aged receivables and found that we actually have a credit balance (there are more credits on customer accounts than people owe us money)
- The Bond Anticipation Note (BAN) closing was December 18th. We received funds from Bank of Castile then wired the funds with interest to pay off the initial BAN. There was some difficulty with the wire process.

Bids

- I have been working to prepare bids for refuse collection and sewer tank pumping. The refuse contract expires May 31st. I have been contacted by Waste Management regarding the bid. I plan to put the bid out for sewer tanks in February followed by refuse collection in March.

Budgets

- I have been fine tuning the budgets along with Gary Zawodzinski. There are issues to discuss and solve in both General and Sewer. I suggest the Board plans a budget work session within the next couple weeks.
- The linemen have given me their proposal for work to be done on the electric system next year. Usually they have approximately \$100,000 to work with, this year we've reduced that nearly in half due to the bucket truck payment and the increase in pay for the electrical apprentice.

Miscellaneous

- Per Trustee VanEenwyk request, I researched cell phone plans, Verizon Wireless was able to reduce the cost of our current plan to below the best rate of their competitors.
- I completed and submitted the US Department of Labor Occupational Injuries and Illness annual report.
- Accountants BST & Co. emailed the NYMPA Member Financial and Operational Statistic which is great information to see where we are compared to other municipalities.
- The County sent \$66,635.63 for fourth quarter sales tax.
- We continue to work through the process to redesign and implement the new website.
- The Sheriff's Department sent us an updated bill as they have completed wage negotiations, it is an additional \$3,133.89.

DPW Supervisor's Report

DPW/Parks

- In Sage Pavilion the chair rack and coat rack are now operational
- Christmas decorations have been taken down, the small Christmas trees will be moved and planted in the spring as weather permits
- Christmas tree pickup was completed and we still have a bunch of stragglers that will be picked up
- New signs for the Community Garden and Hickory Park are in process and will be installed in the spring.
- Sage Pavilion rentals are going well with numerous rentals through April
- We have had a number of issues with the Sterling dump truck, it has been towed three times for leaking line problems, with the upcoming budget we need to discuss replacement-I have been working on the best truck options, we are looking at \$240,000 for replacement, this needs to be a high priority.

Electric

- The linemen have worked on winter snow removal and Christmas decoration removal
- Infrared Scanning of the lines for hot spots has been ongoing, this is for finding problem spots
- Friday will be tree trimming ,weather permitting
- New truck is in and the guys are working on getting it road ready

Waste Water Treatment Plant

- The Composting Grant was submitted in December, I checked with the NYSDEC, the bad news is we will not be getting the grant funds this year BUT the good news is, by getting our submittal in early, we have moved up on the list for payout from the 28 million dollar grant funding mark down to 21 million dollar mark, with funding this year of 14 million, NY State Fiscal year 2018-2019, this moves us down to the 7 million dollar funding payout amount, the thought is even if funding is lower than this year's 14 million ,we should receive our grant funds next NY State Fiscal year 2019-2020
- Composting of our first large pile is complete, we are coordinating final lab testing
- We met with Eric Weis this morning regarding our UV disinfection; we are going to test the discharge effluent starting in March, April and May, once a week. There is a possibility the MBR units may be achieving the 2020 discharge limits for fecal Coliform. This will be part of our new grant for disinfection and these costs are covered under the planning grant.
- We discussed with Eric that the WWTP has another discharge pump failure; we are looking at alternatives to the current pumps as the failure rate has seemed to increase, although age of the pumps is the primary culprit. Replacement cost will be in the \$4,000 range.
- We also discussed infiltration issues. The infiltration study we completed was inconclusive and during heavy rain events and thawing we are seeing considerable flow increases. We will be conducting septic tank inspections this year with our septic tank pumping program and may include some smoke testing as well.

Privilege of the Floor

None

Trustee Concerns

Trustee Almquist discussed ideas for the Farmer's Market.

New Business

Regular Board Meeting Schedule

The Board discussed the possibility of moving to one meeting a month. There was only one meeting in November and December due to the holiday, they will hold one meeting in February and March then decide if it is feasible.

Budget Meeting

The Board scheduled a budget meeting for 5:30pm on February 14th which will precede the regular meeting at 7:00pm

Old Business

None

Adjournment

A motion was made by Trustee Almquist and seconded by Trustee Fedele to adjourn the meeting. The motion was carried by a unanimous vote:

The meeting was adjourned at 7:02pm

Respectfully submitted,

Cortney W. Gale
Village Administrator