VILLAGE OF LOWVILLE
BOARD OF TRUSTEES

Meeting Minutes
July 17, 2024

Call to Order

A regular meeting of the Board of Trustees of the Village of Lowville was called to order at 4:00 PM on July 17th, 2024 by Mayor Joseph Beagle.

Roll Call:

Meeting included the following board members:

Mayor Joseph Beagle *Trustee Anthony Adsit* *Trustee Charles Terrillion*
Trustee Timothy Widrick *Trustee Danny Salmon*

Others:

Paul Denise	*Daryl Ortlieb*	*Brittany Vinette*	*Atty Jim Burrows*
Henry Avallone	*Vincent Nortz*	*George Smith*	*Nick Altmire*
Joe Austin	*Carol Leviker*	*Andrea Moroughan*	*Paul Shepard*
Dudley Rombough			

Orders of the Day:

- None.

Approval of Minutes/Excuse Board Members:

- *Motion by Trustee Terrillion, seconded by Trustee Salmon to approve the minutes of the June 18, 2024 meeting. All in favor.*
- *Motion by Trustee Terrillion, seconded by Trustee Widrick to approve the minutes of the July 8, 2024 meeting. All in favor.*
- *Motion by Trustee Salmon, seconded by Trustee Widrick to excuse Trustee Adsit from meeting. All in favor.* – Trustee Adsit entered meeting at 4:02 PM.

Approval of Vouchers:

Motion by Trustee Widrick, seconded by Trustee Terrillion to approve the vouchers as audited. All in favor.

A #014	$	249,930.82
F #014	$	103,791.18
G#014	$	37,774.75

Unfinished Business

a. **Groundwater Well Development Project- Phase II**
   - No new updates.

b. **Street Lighting LED Conversion Program:**
   - Mayor Beagle reported the village is awaiting final invoice with an estimated cost of $373,000. The Village is looking into financing options.

c. **Zoning Changes:**
   - Trustee Widrick reported there will be a meeting tomorrow regarding this.

d. **Veterans Park:**
   - Resolution #2024-16
     Motion by Trustee Adsit, seconded by Trustee Terrillion to approve resolution 2024-16 to accept grant funds from New York State Office of Parks, Recreation and Historic Preservation (OPRHP) for ongoing Veterans' Memorial Park project. All in favor.

e. **Downtown Revitalization Initiative:**
   - Mayor Beagle reported the deadline for open applications has been extended to August 30th.

f. **Hedges, bushes, and shrubs**
   - The property owner on Cascade and Stowe will continue to work with the Village to cut back the hedges.

New Business:

a. **Kraft Surcharges**
   - June 2024
     - Water- $13,000
     - Sewer- $15,250

Motion by Trustee Salmon, seconded by Trustee Adsit to approve Kraft water surcharges as presented. All in favor.

Motion by Trustee Terrillion, seconded by Trustee Adsit to approve Kraft sewer surcharges as presented. All in favor.

b. **Budget Amendments- General and Water**

Motion by Trustee Salmon, seconded by Trustee Terrillion to approve proposed budget amendments for the general and water funds as presented. All in favor.

c. **Tax Collection Report**

Motion by Trustee Salmon, seconded by Trustee Adsit to accept the 2024 Tax Collection Data as presented. All in favor.

Correspondence:

a. **Lowville Fire Department**
Lowville Fire Department has been presented with changes from OSHA through the Emergency Response Standard. The changes will be financially challenging for the Fire Department as it will mandate four of their vehicles to be replaced, costing an estimated $1.5 million. Fire Chief Autin requested the Village sign a letter drafted to OSHA imploring them to review the language and impact of the proposed rule.

Motion by Trustee Adsit, seconded by Trustee Widrick to authorize Mayor Beagle to sign the proposed letter to OSHA as presented. All in favor.

b. **RACOG Updates (July 2024)**
Paul Shepard highlighted the student program for next year and asked for anyone interested in being involved or mentoring to contact RACOG.

c. **Nicole Brotherton**
Ward Dailey and Trustee Widrick are working on contacting the owner of the property.

d. **Abundant Life**
Abundant Life submitted an application for park use on 8/17. The Board discussed the application as insurance may be required, and whether the request to use a gas grill may be an issue.
Motion by Trustee Widrick, seconded by Trustee Adsit to approve use of the park provided there is no open flame and insurance certificate and body of the policy is provided. All in favor.

e. **Michele Myslivecek**
Edward Murphy and Michele Myslivecek submitted an application for park use on 9/14.
Motion by Trustee Adsit, seconded by Trustee Terrillion to approve use of the park. All in favor.

Officers & Committee Reports:

a. **Village Attorney:**
Attorney Burrows spoke with the Attorney for the Town and they are receptive to adopting a Resolution to life restrictive covenants on Veterans Memorial Park

b. **Mayor**:
Executive Session requested for personnel issue

c. **Clerk/Treasurer**:
Executive Session requested for personnel issue

d. **Chief of Police**:

- Chief Ortlieb reported he submitted 120 manhours to be reimbursed by FEMA for the flood.
- Chief Ortlieb reviewed the plans for the Cream Cheese Festival regarding roads closures and timeline. Kraft will be making the cheesecake the night before under a tent in the lot and are hopeful it not encroach on the road.

e. **Superintendent**:
   - Supt. Denise and Mayor Beagle met with Homeland Security and showed them the damage from the flood. FEMA may come in the next couple weeks to assess the damage as well. The County is expected to hit the threshold to be eligible for aid from FEMA.
   - A contractor is working on repairing and restoring Hemlock drive, but progress was wiped out last night from the second storm.
   - Supt. Denise thank the DPW crew and PD for their hard work through the flood
   - Future plans resulting from the flood include repairs at Mill Creek and having our sewer and drainage system reviewed and repaired
   - The runoff from the upper Hospital parking lot is of concern as well

f. **Capital / Future Planning**

   None.

g. **Personnel:**

   Executive Session.

h. **Finance:**

   None.

i. **Liaisons:**

   - Fire Department:
     - Fire Chief Austin asked to confirm if funds were available from the Village for roof repair as two more spots had been leaking after the storm. The funds have been budgeted.
     - The Department would also like to submit a project to the DRI for a new HVAC system.
     - Fire Chief Austin reported statistics from the night of the flood totaling 200 calls. The Firefighters ended up going door to door to ask if anyone needed assistance. Lowville Fire Department spent 505 manhours for the flood, and 800 in total when including volunteers from neighboring departments. He thanked Sam Moore and Chief Ortlieb for their responsiveness and support during the flood. The Department may be reimbursed from FEMA at an hourly rate for manhours and use of equipment.
   - Police Department:
     - Trustee Widrick thanked Chief Ortlieb and the Police Department for their work during the flood and the second storm last night.
   - Joint Planning Bd./ZBA:
     - None.
   - Municipal Board:
     - None.
   - Town:
     - None.

- County:
    - None.
- Recreation:
    - None.
- RACOG:
    - None.

Public Comment:

- Carol Leviker voiced her concerns about the hedges on Cascade and Stowe she had mentioned previously continuing to be a safety hazard. She again suggested the Village makes complaint forms electronic and to bring back a Codes Officer in-house.

- Vince Nortz asked the board to consider to replace the one way street signs for the fair with do not enter. Supt. Denise replied they currently do not have the sign in supply. Vince added that cars have been hitting the cement barricades

- Dudley Rombough asked about the abandoned houses with overgrown yards. Mayor Beagle responded that there have been issues contacting owners, attorneys, and banks for these homes as some have been turned over to banks, or owners are not local.

- George Smith raised the issue of Water and East State street where water is not draining since the pump was added. The water is going down the driveways and into basements.

Executive Session:

Motion by Trustee Terrillion, seconded by Trustee Adsit to enter executive session for personnel matters at 5:22 PM. All in favor.

5:53 PM - Motion by Trustee Adsit, seconded by Trustee Salmon to exit executive session. All in favor.

Motion by Trustee Adsit, seconded by Trustee Terrillion to place Chief Ortlieb back on Administration Handbook vacation accrual scale starting at the five years of service tier retroactive to date of promotion. All in favor.

Adjournment:

5:54 PM - Motion by Trustee Adsit, seconded by Trustee Widrick to adjourn the meeting. All in favor.

Minutes submitted by: _____
BJV