VILLAGE OF LOWVILLE
BOARD OF TRUSTEES

Meeting Minutes
September 18, 2024

Call to Order

A regular meeting of the Board of Trustees of the Village of Lowville was called to order at 4:10 PM on September 18, 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*

Others:

Paul Denise *Daryl Ortlieb* *Atty Jim Burrows* *Brittany Vinette (by phone)* *Wendy Snowden* *Vincent Nortz* *Andrea Moroughan* *Cole Lyndaker* *Mike Leviker* *Carol Leviker* *Joe Austin* *Richard Defone* *Megan Krokowski*

Orders of the Day:

- None.

Approval of Minutes/Excuse Board Members:

- *Motion by Trustee Adsit, seconded by Trustee Terrillion to approve the minutes of the August 21, 2024 meeting. All in favor.*
- *Motion by Mayor Beagle, seconded by Trustee Adsit to excuse Trustee Salmon from the meeting as he was attending a mandatory DRI meeting. All in favor.*

Approval of Vouchers:

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

A #004	$	82,533.80
F #004	$	111,921.91
G#004	$	76,138.07
HA#004	$	188,611.67

Unfinished Business

- **Groundwater Well Development Project- Phase II**
  - Mayor Beagle reported more testing needs to be done on the proposed well sites. Due to the cost of this testing the project is being put on hold until further grant funding is secured.

- **Street Lighting LED Conversion Program:**
  - Mayor Beagle reported the final invoice has been paid. The remaining amount will be financed for 5 years.

- **Zoning Changes:**
  - Trustee Widrick reported the draft of the zoning changes are done and will be forwarded to the County Planning Board. Attorney Burrows will have the appropriate paperwork available for the next Village Board meeting.
    Motion by Trustee Widrick, seconded by Trustee Adsit to schedule a public hearing for October 16, 2024 at 4pm for the proposed zoning changes. All in favor.

- **Veterans Park:**
  - Superintendent Denise reported the appropriate paperwork for the Veteran's Park project has been submitted to NYS and the DRI Committee.

- **Downtown Revitalization Initiative:**
  - Superintendent Denise reported there was a DRI meeting on Monday to discuss the scope of the projects business owners have submitted. Superintendent Denise and Trustee Widrick have categorized the projects by importance for the Village of Lowville with the Veterans's Park project being the most beneficial for the Village. There will be a meeting for the DRI open to the public on 9/19 at 9am at the Library.

- **GYMO Surveys**
  - The Village is having surveys completed at the Sewer plant and the Commons parking lot for upcoming projects.

- **Police Chief Appointment:**
  Motion by Mayor Beagle, seconded by Trustee Widrick to appoint Daryl Ortlieb as permanent Police Chief with his probationary period successfully completed. All in favor.

New Business:

a. **Kraft Surcharges**
   - August 2024
     - Water - $23,500
     - Sewer- $24,000

   Motion by Trustee Terrillion, 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:**

   Motion by Trustee Adsit, seconded by Trustee Widrick to approve General fund budget amendments as presented. All in favor.

c. **Cream Cheese Festival**
Resolution 2024-19
Motion by Trustee Adsit, seconded by Trustee Terrillion to approve resolution 2024-19 for traffic changes for the annual Cream Cheese Festival. All in favor.

- Mayor Beagle explained that Kraft has a building behind the Fire Hall to construct the cheesecake for the festival.

Motion by Trustee Adsit, seconded by Trustee Widrick to waive Village zoning restrictions to allow the building behind the Fire Hall with the condition the building be removed by the Saturday after the festival. All in favor.

d. **Contractors for Emergency Work:**
Emergency Management has recommended this resolution be added to the Village of Lowville's Hazardous Mitigation Plan.
Resolution 2024-20
Motion by Trustee Adsit, seconded by Trustee Terrillion to approve resolution 2024-20 for the designation of contractors to assist the Village in certain emergencies. Roll call vote: Mayor Beagle yay; Trustee Widrick yay; Trustee Terrillion yay; Trustee Adsit yay. Motion carried.

e. **Declaration of Slum and Blight:**
Motion by Trustee Widrick, seconded by Trustee Terrillion to declare 5424 Park Place, Lowville as slum and blight. All in favor.

Motion by Trustee Terrillion, seconded by Trustee Widrick to declare 5314 Dayan St., Lowville as slum and blight. All in favor.

f. **Commons Parking Lot:**
Executive session.

g. **Grant for Web Services:**
Motion by Trustee Adsit, seconded by Trustee Widrick to move forward with email and website services through a Lewis County grant with Coughlin. All in favor.

Correspondence:

a. **RACOG Updates (September 2024):**

b. **Lewis County Workers' Compensation Assessment:**
2025 Estimate and Apportionment of Expenses

c. **Lewis County Fair Board:**
Thank you card for assistance at the 2024 fair.

d. **Lewis County Real Property:**
2025 Exemption Questionnaire – no changes at this time.

e. **Young Law Office:**
Executive Session.

Officers & Committee Reports:

a. **Village Attorney:**
None.

b. **Mayor**:
Mayor Beagle presented a framed thank you from the Fort Drum unit Jaded Thunder for supporting the military exercise completed in the month of September 2024.

c. **Clerk/Treasurer**:
June, July & August Treasurer's report is presented. The AFR has been filed.

d. **Chief of Police**:

Chief Ortlieb reported the officers have successfully completed qualifying at the range, and cpr/first aid training.

e. **Superintendent**:
Supt. Denise reported the Village was awarded a $10,000 EV grant to be used for electric landscaping equipment. After September 20th DPW will only be picking up brush once every 2 weeks (10/7 & 10/21) until fall cleanup. DPW will not pick up grass clippings for the rest of this season. The bunks are open at the sewer plant for Village residents only. Supt. Denise attended a meeting on Monday with FEMA to review the application process. Lewis County will assist any Municipality with the paperwork needed so the application can be submitted. He also reported Stewart St. has been completed from damage due to the flooding.

f. **Capital / Future Planning**

None.

g. **Personnel:**

None.

h. **Finance:**

None.

i. **Liaisons:**

- Fire Department:
  - None.
- Police Department:
  - None.
- Joint Planning Bd./ZBA:
  - None.
- Municipal Board:
  - None.
- Town:

- None.

- County:
  - None.
- Recreation:
  - Mayor Beagle will attend a meeting with Town of Lowville Supervisor Mullin & Attorney Mike Young. Mayor Beagle would like the Board to consider the future of the Village administering the summer recreation program.
- RACOG:
  - None.

Public Comment:

- Mike Leviker would like to know who enforces issues with grass and hedges in the Village. Trustee Widrick responded that the complaint is sent to Lewis County Codes which is then referred to the Village and after the process is completed and the problem is not taken care of the Village can complete it and bill the homeowner.

- Carol Leviker feels the hedges on the corner of Cascade Ave. and Stowe St. are not up to code. Trustee Widrick responded that Supt. Denise is working with the homeowner on the hedges. Some residents are leaving miscellaneous objects on the curbs and she would like this addressed before winter. Ms. Leviker would like to know who is responsible for enforcing these issues. There is a leak of an unknown liquid that has a foul odor. Supt. Denise responded that the Village DPW is planning to dig up this area next week to see what the problem is there.

- Cole Lyndaker stated his basement was flooded on July 10th. He is wondering what can be done to help alleviate this in the future. Mayor Beagle responded that he has been in contact with the management company for Lowville Heights and was assured they would clean the retention pond that has been neglected for a long time. Mayor Beagle believes this should help significantly.

- Rich Defone congratulated Chief Ortlieb on his appointment. Mr. Defone asked why the Village meeting agenda was not on Linking Lewis County. Clerk Vinette responded the agenda is on the Village of Lowville website for him to view. Mr. Defone also reported that the crosswalk in front school he feels should be monitored more.

- Joe Austin stated as a Village resident he would like the Village Board to look at other options regarding summer recreation.

- Mike Leviker stated he would be willing to be the process server for the Village free of charge.

Executive Session:

Motion by Trustee Adsit, seconded by Trustee Widrick to enter executive session for personnel matters, contract negation and litigation at 5:30 PM. All in favor.

6:55 PM - Motion by Trustee Adsit, seconded by Trustee Terrillion to exit executive session. All in favor.

Motion by Trustee Adsit, seconded by Trustee Widrick to approve resolution 2024-21 for settlement of litigation. All in favor.

Adjournment:

6:56 PM - Motion by Trustee Widrick, seconded by Trustee Terrillion to adjourn the meeting. All in favor.

Minutes submitted by: _____
WSS