

Minutes of the Interlaken Village Board of Trustees meeting held on Thursday, 13 April 2023 at the Village Hall.

Members Present: Mayor Richardson, Trustee Del Plato, Trustee Garcia, Trustee Kempf, Trustee Pepper.

Others Present: DPW Supervisor Ahouse, Fire Chief Borden, Sergeant Dwello, Attorney Krogh, Clerk/Treasurer Swartwood, Deputy Clerk Quan.

Public Present: Brianna Ahouse, Miranda Dwello, Marty Schlabach, Phil Stannard.

Mayor Richardson called the meeting to order at 6:30 PM with the Pledge of Allegiance.

Public Hearings:

Opening of Trash bids: Cardinal Disposal: \$35,000; D & L Disposal: \$28,995. Kempf motioned, Pepper seconded, to accept the bid for trash removal by D & L Disposal; carried.

Water Reserves: no comments.

Budget: no comments.

Approval of Minutes:

Del Plato motioned, Pepper seconded, to accept the minutes from the 9 March 2023 Regular Board Meeting and the 3 April 2023 Organizational Meeting; carried.

Public to be Heard:

Phil Stannard spoke of the need for a speaker [master of ceremonies] for the 9 AM 29 May 2023 Memorial Day Service at the Lakeview Cemetary, adding the Mayor and Board of Trustees (as well as the Town of Covert Town Board) are invited.

Stannard spoke of the participation of the Interlaken Grange in the collection of empty pill bottles for recycling by Matthew 25 Ministries (OH). Collection points are at STEPS (Ovid) and the Interlaken Public Library. STEPS pays for postage for the bottles to be sent to OH, where they are then redirected overseas for reuse.

Library:

After reviewing the tentative budget, Schlabach requested an increase in funding for the library. Richardson advised the Board of Trustees reviews and approves the funding annually. When requested, Schlabach pointed out the library budget is online. Though the library budget projects revenue and expenses, it does not reflect grant funding, which are, along with donations, a significant contribution to the

overall funding. He also pointed out a significant portion of grant funds go to public programming which makes the programming free to any participant.

Schlabach reported on:

- Facility improvements:
 - Installation of custom-made bookshelves in The Maurice Patterson Research Room.
 - The parking lot, which is 80% complete, opened to the public in December.
 - The children and teen spaces were painted.
 - Two study carrels, from the Waterloo Public Library, were added.
 - Replaced the ceiling in the teen space.
 - Rearranged the adult book collection to improve accessibility.
 - Installed an automatic door opener for the accessible entrance.
- Scheduling and programming:
 - In person programs as well as virtual programming continue.
 - Collaborating with South Seneca CSD, primarily with the elementary school.
 - Shifted hours during the break from classes, which increased the number of people through the door that week.
- Director Hastings:
 - Received a grant to digitize The Interlaken Review.
 - Serves as chair of Seneca Shares Libraries.
 - Hired Emily Papperman as Outreach Coordinator.

Discussion on signage for parking lot restrictions. Schlabach said though the lot filled during events, he had no real concerns.

Ahouse reported he was waiting for a response from OTTC before setting the posts for the fence. Schlabach spoke about increasing the width of the parking spaces. JG3 Excavating installed in new concrete mounts for the light posts.

Discussion about budget for insurance coverage and having the appropriate coverage without duplication from the Village.

Del Plato thanked the library for the chair yoga program. Schlabach said there was a lot of interest in it but found it difficult to fund the program. Currently, a private anonymous donor funded the program through the end of 2023.

Fire:

There were twelve calls in March.

Engine 501 may have a water leak at the pump; they'll tighten it and watch it.

The new Engine 501 specifications are complete, but there are minor issues to resolve; Borden will send the Board the specifications for review before they go out for bid. There is a two-year turnaround from approval.

The barbecue sold out quickly.

Borden spoke about needing to purchase three air bottles, state bid price is \$1275.75 each, before the end of the fiscal year. Kempf motioned, Garcia

seconded, to approve the purchase of the air bottles; carried.

Ahouse reported being notified of an open burn near a tiny house on wheels behind the Interlaken Auto garage. Borden said they were burning a big piece of wood in a Weber type grill. He added there was a high risk of brush fire because of the combination of temperature and humidity.

Results of the 4 April 2023 elections:

Operations

Chief Jim Borden

First Assistant Chris Nelson

Second Assistant Ralph Bailey

Captain John Hillman

Lieutenant Jasson Lisk (new)

Administration

President Matt Barkee

Vice President Chris Percy

Secretary Chris Vogt

Treasurer Nicole Nelson

Trustees: Keith Jay, James Finch,
Wendi Buss

Richardson motioned, Del Plato seconded, to approve the results of the election; carried.

Water:

Completed and submitted DEC Annual Water Withdrawal Report.

Read water meters.

Called New York Rural Water Association for leak detection; they will provide options in about two weeks.

Attended a water class in Canandaigua.

The state is working on a lead service line program where all service lines are dug 18-inches around the shut off valve to inspect for lead water lines. Ahouse advised if this becomes mandated (likely without funding), DPW would require experienced full-time summer help because leaks may be discovered or created (by nicking the service line) on any of the 324 service lines.

The application for the grant for a generator progressed to the second round for consideration.

A small leak at a rental on Geneva Street required a shutoff; DPW assisted with the repair.

Assisted Ovid in helping clean sand filters and replace two or three meters.

Lively Run streambank work around the well is about fifty percent complete. A small permitting issue with DEC was resolved quickly by Richardson.

Ahouse contacted Moody and Associates about airbursting and a quote for a new pump and check valve.

Sewer:

Ordered a new chlorimeter for plant sampling and testing.

A lateral issue on Leroy Street was determined to be on the homeowner's side.

There were a lot of high flows because of the rain and ground saturation.

Normal operation sampling from YAWS Environmental and pumping from Brewers

Septic.

Discussion with the landowner about the purchase of land for the sewer plant is going in a good direction.

Richardson asked if the Quik Shoppe car wash drained into the sewer system; Ahouse will look into it.

Streets/Equipment:

Removed snow and salted sidewalks.

Swept all Village streets.

Seneca County Highway Department signed an agreement to help replace culverts on Mechanic Street; expected start date is 8 May.

Repaired gutters over the truck bays on the DPW garage.

Moved stone to the police garage.

Put up and took down voting booth.

There was minor flooding on most streets on the night of 6 April which had 1¾-inches of rain.

Trees have been removed on Mechanic Street and Knight Street to start the stream bank renovation.

Dumpster Day will be on 15 May, starting at 7 AM and ending when full, usually around noon. Ahouse ordered two 30-yard dumpsters from Holden Dumpsters. Seneca Meadows will cover the tipping fees.

Police:

The department handled 100 calls of service; 26 traffic citations issued.

Court security detail took place without issue.

Backed up the County and State Police units on calls outside the village in the Towns of Covert and Ovid.

The monthly report was completed and sent into eJusticeNY.

Assisted with lock down drills at South Seneca Elementary School and High School.

Dwello completed Advanced Law Enforcement Rapid Response Training (ALERRT) at Romulus Central School.

NYS 33-C permit completed for the shutdown of state highways for Olde Home Days on 10 June 2023; detour information is being updated.

Traffic control equipment (rental estimate of \$250) for Olde Home Days reserved from Comet Flasher; DPW truck and trailer can pick up equipment on 08 June.

Accreditation to certify the police department, standards 9.1 and 12.1, completed and forwarded to NYS DCJS for review; expected to hear back from them in June.

The Charger is at Borst and Sons for repair. They will look over the electrical system; they may add a kill switch to prevent the vehicle from draining the battery.

The Charger required a new scanner for use with TRACS. Two used L-Tron scanners were purchased from Computer System Asset Disposal (Rochester), costing \$95.78 (both are in like-new condition); new ones are more than \$400 each.

All evidence in the department that could be destroyed has been cataloged and

taken to the Sheriff's Office for destruction.
Dwello spoke with Attorney Krogh regarding parking and noise ordinances.

Treasurer: balances of accounts read.

Budget modifications are necessary to cover costs for law contractual, library, insurance, and dues. Del Plato motioned, Pepper seconded, to make the budget modification; carried.

Richardson motioned, Garcia seconded, to approve moving \$18k from ARPA funds to the general fund to cover the bill from KJ's Property Care for the removal of trees that are part of the stream remediation project; carried.

Approval of Bills: Kempf motioned, Del Plato seconded, to approve vouchers in: General Fund (#314-349: \$40777.01), Water Fund (#95-102: \$3265.90), Sewer Fund (#63-70: \$3951.27) for payment; carried.

Old Business:

- ARPA projects: 30 April 23 report to specify funds for use for land purchase, water and sewer projects.
- Building Security Quotes
 - Neither Pepper nor Swartwood received a response to inquiries.
 - Pepper motioned, Del Plato seconded, to approve the proposal by Alarmtech Systems; Garcia approved, Kempf and Richardson recused.
 - Payment of bills: holding on Terracon; holding on Flagg.

New Business:

- Richardson motioned, Garcia seconded, to designate April as Fair Housing Month and designate Deputy Clerk Quan as Fair Housing Officer; carried.
- Richardson motioned, Del Plato seconded, to accept the engagement letter from Allied CPAs (they found no errors or any concerns after reviewing the Village books); carried
- An advertisement will be run for summer help for DPW; Richardson and Ahouse will conduct an interview for the application received.
- Shredit will destroy documents on 17 April: bank statements (2015-2016), vouchers (FY 2013-2016), accounting (FY 2014-2017), water/sewer (2015-2017).

- Village of Interlaken Board of Trustees held their regular meeting on April 13, 2023, 6:30 PM at the Village Office, 8369 Main Street, to adopt the following resolution. Motion made by Del Plato, second by Kempf.

WHEREAS, the Village of Interlaken has an account in NYCLASS (Capital Water Tank Deposit Account) for the purpose of depositing the \$10 per water customer per quarter; and

WHEREAS, there has been an increase in the minimum water rate for the purpose of paying EFC debt; and

WHEREAS, there is no longer a need for NYCLASS Capital Water Tank Deposit Account; and

WHEREAS, the funds in NYCLASS Capital Water Tank Deposit Account be put into NYCLASS Capital Water Plant and Systems Operating Account; and

WHEREAS, the CBNA Cap Water Tank Deposit Account be renamed; and

WHEREAS, the CBNA account be named CBNA Holding Account for EFC Loan Payment Account

RESOLVED, the Village of Interlaken Board of Trustees does hereby place funds from NYCLASS Capital Water Tank Deposit Account into NYCLASS Capital Water Plant and Systems Operating Account effective April 13, 2023.

- Motion made by Kempf, second by Garcia, to adopt the following resolution:

WHEREAS, real property taxes for general fund purposes in the amount of \$317,565.00; and

WHEREAS, any unpaid water charges of \$4,178.29, and unpaid sewer charges of \$1,346.37, for a total of \$5,524.66 be levied on the 2023 assessment roll in accordance with Real Property Tax Law §1420; and

NOW, THEREFORE, BE IT RESOLVED THAT, Mayor Richard Richardson and Tax Collector Nancy Swartwood execute the warrant for the collection of such Village taxes on June 1, 2023, in accordance with the Real Property Tax Law §1426.

- Water/Sewer rates
Pepper motioned, Del Plato seconded, to set the water and sewer rates for the July 2023 billing (for 1 April–30 June) and going forward; motion carried:
 - Inside users
Water: \$132 for the first 1000 gallons, \$7.50 per thousand thereafter.
Sewer: \$30 for the first 1000 gallons, \$6.25 per thousand thereafter.
 - Outside users
Water: \$142 for the first 1000 gallons, \$9.37 per thousand thereafter.

Executive Session:

Kempf motioned, Pepper seconded, to enter executive session to discuss property purchase and wages at 7:57 PM; carried.

Richardson motioned, Del Plato seconded, to exit executive session at 9:23 PM; carried.

Garcia motioned, Del Plato seconded, to approve a wage increase; carried.

Richardson motioned, Pepper seconded, to move, effective immediately, Dwello from Sergeant Dwello to Officer in Charge and Di Nardo from Chief to Sergeant; carried.

Adjournment: Pepper motioned, Garcia seconded, to adjourn at 9:26 PM; carried.

Respectfully submitted,

Brian Quan, Deputy Village Clerk