Village of New Berlin

Minutes of July 11, 2023

**CALL TO ORDER**

The regular meeting for the Village of New Berlin was called to order at 6:30 PM by Mayor, Peter Lennon.

**ATTENDANCE**

Members Present: Peter Lennon, Mayor

Dave Smith, Trustee/Deputy Mayor

Maryellen Canuel, Trustee

Jim Crawford, Trustee

Members Absent: Richard Potter, Trustee

Others Present: Jared Kline, Randy Brundage, Marci Riddell, Michelle Priola, Robert Starr, Lisa Serradilla, Tony Canuel, Melissa Urehn, Brian Skidmore, Don Anderson.

**ROLL CALL**:

Canuel– here

Crawford –here

Lennon – here

Potter – absent

Smith – here

**PRIOR MINUTES**

Minutes of the June 20th and June 26th meetings were approved on motion by Maryellen Canuel. The motion was seconded by Dave Smith. VOTE: Canuel – yes, Smith – yes, Crawford – yes, Lennon – yes. APPROVED.

**PUBLIC CONCERNS AND VISITORS**

The first public concern is the no parking on North Main Street, which is an issue that Lisa brought up at the last meeting. Since that time, Dave Kaminski is working with Josh from the State DOT. Mayor Lennon has been briefed on a proposal by Officer in Charge Kaminski, but with him not being in attendance, Mayor Lennon would prefer to table the discussion until such time that Officer Kaminski can be in attendance.

Marci, from Norwich Wealth Management, attended at Kelly’s request to review CD rates for the perpetual care fund as a follow-up from a previous meeting and discussion of the board to re-invest the perpetual cared funds out of mutual fund investments to reduce the risk, and take a more conservative approach. Marci presented the board with CD rates – 3 months 5.1 fixed, 5.5% is the highest rate. She looked out as far as 12 months but does not recommend looking beyond 12 months at this time. She recommends waiting until the anticipated rate increase by the Federal Reserve later this month, as she stressed that a rate increase is likely to happen. There is a good solid inventory of available CDs available. We can split the funds between multiple accounts. There is $143,045.42 in the account, with mutual funds in the amount of $112,070.70 and $31,000 in the cash account. Fees for liquidation will be waived by Norwich Wealth Management for the liquidation of the mutual fund accounts. It would cost $5 to open the CDs. She also provided information for the board on the difference between brokerage CDs and bank CDs. Beginning Value $133,786 in 2003. There has been a solid 5% growth since inception. Marci left several reports for the board’s review. The Fed does not meet until the end of the month, she recommends doing something in early August, although the mutual funds can be liquidated now and sit in the cash account until we are ready to move the investment into CDs.

Melissa Urehn was in attendance; she is nearing the final stages of opening a food truck. There will be drinks, treats, and additional items; she was at the town meeting last night. She is looking to find out what permits are needed if she will be in the Village. She needs a water source, which is different than what Denis Jones was requesting for his truck with the affiliation and frequent access to the Community Center. She needs a commissary kitchen for water and possible storage of frozen items. She will need to dispose of and use water and needs to have an agreement with an existing kitchen. She will be selling gluten free items. There is a food cart in the Village, that does not need the village as a water source, the board is unclear on how that food truck was granted a license from the Department of Health. Melissa has been asked to keep the Village apprised as she continues to do her research, however, they were not prepared to decide at this time. Mayor Lennon recommended that she reach out to Dave Gorman at the County Department of Health.

**FIRE DEPARTMENT**

Don Anderson submitted the written call volume report to the Village Board of Trustees. The Fire Department went on 5 calls in June, bringing them to 44 calls year to date. The sign was installed today, they need to run the electric to the sign now. They are still waiting for repairs to 251 to fix the pump. It will be down for a few days once the parts have been received. There was a significant repair this month for 251 in the amount of $14,000, the rest will be paid once the labor is complete, approximately $8,000 more.

**EMS Report**

The EMS Report was submitted by Randy Brundage. The EMS department went on 19 calls in June, only 13 calls resulted in billable transport. There were 9 off duty calls in June that were recorded as missed calls, we were down for 10 days of June and the first 7 days in July with no ambulance. There have been 175 calls this year to date. The department is back in service and has made 7 transports in the month of July. A rental agreement with Sidney is underway as we will probably will be using that vehicle until we get a new ambulance.

**DPW**

Jared and the DPW had a busy month. They have been doing a lot of mowing between the rain drops and at one point had all three mowers down due to snapped belts. One mower then had to have fixed as the belts kept breaking including new belts as they were put on. The mower is working great after repairs have been made. The backhoe is running great. A culvert pipe on Grove Street had to be fixed. Jared tried to get the State to repair it because it was part of the State’s catch basin but was told that it was the Village’s responsibility to repair it as it crossed Village Street. It drains well now.

The town is borrowing the Village’s mini excavator and in exchange will be patching the road for the Village.

They have been doing a lot of maintenance and spring cleaning. Nate is ready for his on-site review to obtain his water license. Jared has requested a letter be prepared that gets sent in with the application and results of the on-site testing to the Department of Health. They have located multiple breaks on Moss Street, a cable was fished through, and a new line pulled through to make the repairs. Sidewalk replacement will begin within the week. The DPW replaces up to three sidewalks in the summer season, with the property owner paying the material cost and the Village supplying the labor. They will be doing two sidewalks on Academy Street and one on North Main Street.

The Town has a new head of their DPW, and the Village is developing a great relationship with the new Town Highway Superintendent Brandon. Mayor Lennon is looking forward to working together on both formal and informal shared services. Jared has assisted the Town with water issues at Millbrook and South New Berlin. South New Berlin was under a boil water advisory, the Village crew assisted the South New Berlin Water district with their repairs. The Willow Lane Trailer Park is under a boil water advisory, it does not affect anyone outside the trailer park, and is an issue that the owner of the trailer park is working towards resolving.

**GRANT STATUS**

An application has been submitted by Barton & Loguidice for a USDA grant through USDA Rural Development which is a revolving submission grant and loan program, to be used towards the drinking water improvement project in the Village. A second application was completed by Barton and Loguidice under the NYS Drinking Water State Revolving Fund. Decisions on grants applied for should have results released in late September or early October.

Brian Skidmore provided an update related to the water system project over the past month. They drafted an addendum to add pressure monitoring results and Chenango County DOH “Health and Sanitary” letter documenting low water pressure in Willow Lane mobile home park to the engineering report. Barton and Loguidice submitted an engineering report addendum and updated project listing to EFC for the June 16th project listing deadline. They submitted a Rural Development funding application after engineering report and Chenango County Department of Health letter were completed, and the BIL-LSL (Lead Service Grant and Interest free loan program) grant and interest free loan award letters were e-mailed by EFC on June 30th; the Village did not receive a letter, so we did not get that. We will need a plan B for moving forward with the lead service line inventory. Barton and Lougudice will re-submit the application that will offer a less expensive options for the lead service line inventory. The cost has been included with the application for the hardship loan application.

They are currently working to determine if there is a more affordable option for the lead service line inventory. Whenever Jared runs into lead, they take it out. Brian would like a list of all properties that have had lead replacements done on them, as it can save money on creating the list of properties with lead lines. Brian has requested a resolution authorizing the mayor to sign the application for the submission of a WIIA grant application. A request for financial information has been requested from Kelly that will be submitted with the SRF application, Brian has every confidence that the request will be turned around quickly. We are not going to apply for CDBG as we are not able to meet the requirements of the grant as we would have to be in construction phase by next May. The submission will occur once we are far enough in the design phase and time requirements can be met. CDBG basically wants to be the last one to commit to a project once all other funds have been committed. It leaves municipalities in a position where they must take a “leap of Faith” and move forward with a project without the commitment of the CDBG funds. You must pull the trigger before knowing if the project is approved for CDBG funds.

There are two active SAMS grant applications for the Village, one is the $150,000 grant for the Firehouse and Community Center; there has been no activity on it and there will be no activity on that until the legislature is back in session in January. The second is the SAMS grant that was recently made available from Assemblyman Angelino for $75,000; the board previously determined this grant would be used for the reimbursement of a newer ambulance. The application form and narrative have been submitted to Assemblyman Angelino’s office. Feedback has been received that it looks good. Mayor Lennon is waiting to see if there is any additional documentation or steps needed for the submission.

**COMMITTEE REPORTS**

Anthony Canuel presented the board with an updated status report for the CD Loan committee. There are currently 4 loans with an outstanding balance of $25,851.20, with no delinquent payments. There is one loan in the amount of $20,000 that is still being processed by the Village and Attorney. The investment of $50,000 in funds into 2 CD’s has been completed and is currently earning the Village interest. There is currently $152,723.17 available for lending. There were no new applications since the last board meeting. They are working on ways to stimulate more interest in the loan program throughout the community at their next meeting. They will be reviewing the loan program with the Enforcement officer, so that he can share the information with individuals that he meets with who may not be aware of the program. Maryellen has requested that the committee consider investing an additional piece of the available funds into another CD so that the fund can accumulate interest at a higher rate on the funds that are not currently in use.

Sarah and Patrick Wright were not in attendance, Mayor Lennon gave the update for the Community Event Committee. The Community Event Committee met a few days ago and gave an after-event update on the Community Yard Sale event; they are going to be requesting that the yard sales be moved to the second weekend of June instead of the third weekend of June, fully aware that St. Theresa’s is under contract with Brooke’s BBQ for their Chicken BBQ fundraiser for the third weekend of June. The second piece focuses on Saturday with annotations on the map for certain households holding yard sales on Sunday but will not be part of the Event Committees endorsed program. The change is being recommended because of their survey, and a desire for participants to move away from Father’s Day weekend. Brooke’s BBQ does not have availability the second weekend in June. The Methodist Church will be consulted to see if they want to move their event back to the second weekend to coordinate their event with the Village’s event. There was a small response to the survey. The board would like to see the sample size and results of the survey. Further discussion will occur with the committee at a later meeting. They will be asked to come with additional data to the next meeting.

The Event Committee has also discussed supporting the school with Halloween and whether they will do an additional activity. There is minimal interest in doing a Village event separate from what is done by the school or firehouse. At this time, they would like to support the event at the school. The school had almost 900 participants last year. They will be looking to see if there is any assistance that the Fire Department needs with their activities in addition to the schools. More discussion will occur as we move closer to Halloween.

The planning committee is meeting tomorrow, they have an enforcement officer who is ready to go. We have a job description. Mayor Lennon wants the planning committee to discuss what that position will be doing. Usually there is a comprehensive plan first, but there is so much going on, we need to have that done first. One thing that they will be talking about under new business is the actual salary/ wage rate for the enforcement officer.

The Safer Slower New Berlin Committee has not met but there has been a change in leadership. Josh Farley is going to be taking the leadership role of the committee, taking the place of Rebecca Freidman. Rebecca wants to continue being on the committee as a member but does not want to continue as the de facto leader of the committee.

**OLD BUSINESS**

According to Mayor Lennon the next two steps for the comprehensive plan is to identify a strategy where we can have public input for the comprehensive plan (hopefully in the fall time) and explain to the community what a comprehensive plan is, the importance of the plan and how the plan steers so many other documents and policies within the community. The second thing is the review of zoning codes and the site review planning law that need to be updated. There was $5,000 that had been allocated for that effort. Dave Merzig has identified that he is available to assist the Village while we develop a comprehensive plan for the Village.

Maryellen will need to have a follow up meeting with Mayor Lennon to compose and give questions and feedback to officer in Charge, Dave Kaminski, of the New Berlin Police Department, regarding the two estimates that the Village received for installing camera systems throughout the village that will New Berlin Police Department will be able to access. He does not have time available in his schedule for a face-to-face meeting and has requested that feedback be sent via email.

There are no new updates regarding the discussion about Village owned parking spaces behind the Pellegrino building.

Dave Smith is continuing to work on the Audit of the Office, he has had multiple work conflicts that have prevented him from completing the review for the 2022/2023 Fiscal Year. He will work on scheduling a time to complete the review soon.

Dave also updated the board on the status of the new website. He has met with Zach on the requested revisions to the new website. He will be following up later in the week to see if we are ready to go live. The .org domain will be under a different domain provider and function under a re-direct. Dave will follow up with Kelly on Thursday.

The solicitation for bids for the treetops has been advertised. The opening of the sealed bids will occur no later than the August meeting but may be rolled into an earlier special meeting if it is held after the bid deadline has passed.

The purchase of a new backhoe is pending the reimbursement of the aborted purchase of a backhoe from the insurance company. According to Mayor Lennon there is also some paperwork that is being submitted through the NY Attorney General’s office to support further investigations and actions by the State of Missouri Attorney General’s office. Mayor Lennon will be working on completing it now that it has been received. All the paperwork for insurance claim has been submitted by Kelly on Friday afternoon as far as Mayor Lennon is aware. Again, when asked about a public posting or status it would be premature, both our insurance company and our counsel have recommended we shy away from that at this time. Lisa Serradilla is suggesting that the board put a statement out to the public, people know the truth and the documents are out there due to FOIL requests, she expressed that she feels it is disrespectful of the board not to put out a statement. “It is a lot of money for a village this size to disappear.” Mayor Lennon stated that we will be prepared to answer a FOIL request, and that is all the information the Village can provide at this time to ensure that no one gets in the way of an active investigation and/or insurance claim. He also stated that if she has received the documents through a FOIL request from the Village office, that they have all the same information that the Village has at this point. At some point the Village board will discuss how they want to move forward with this as the Village DPW is still in need of a newer backhoe, and what we will do in the interim while this is being adjudicated by the insurance company and any law enforcement agencies. That is something we will need to be prepared to address at a future meeting.

Maryellen has requested several items be ordered from Lowe’s by the Village office for various projects that Maryellen is working on as Buildings and Grounds Commissioner. The door leading up to the apartment is not an item that can be estimated online. When she goes to pick up the other items, she will speak to someone at the store that can give her a firm estimate on the cost of the door. She would like to have all the information for the next meeting.

The gentleman from Kascon gave her two names to call to get an assessment done so we know exactly what needs to be done when painting the library. Maryellen is awaiting a response from those parties; she will follow up with them this week if they do not return her call. We are still in a good standpoint as far as timing is concerned.

The Village board discussed changes to the water law regarding charges that will be implemented for residents or businesses that are hooked up to the Village water lines for fire suppression systems. Before we take decisive action, we will make a public announcement, we are still in the fact-finding cost mode. Jared has not had a chance to get the comparative numbers currently. Kelly has been asked to hold off on scheduling the public information piece until comparative estimates have been received by the Village.

Maryellen Canuel made the motion to liquidate the funds that are currently invested in mutual funds for the cemetery account and have it held in the cash account with Norwich Wealth Management until a decision can be made as to the desired laddering of CD investments that will be reviewed once the Federal Reserve announces new interest rates at the end of the month, so that the funds are ready for investment in the CDs following the next board meeting. Mayor Lennon seconded the motion. VOTE: Canuel – yes, Smith – yes, Crawford – yes, Lennon – yes. APPROVED.

The job description for Enforcement officer, application has been received for Scott Church, Mayor Lennon would like the wage for the position set at $15 per hour, for between 4-8 hours per pay period, a little heavier in the front end for the first few months, as he learns the laws and has meetings with the county. The position will not be responsible for the issuing of permits nor oversee the water department, those items will be stricken from the job description. There is $2,500 available for the remainder of the fiscal year for the line item in the budget that the expenditure would impact. Dave Smith made a motion that we bring on the code enforcement officer at $15 per hour through the rest of the fiscal year or until the $2,500 budgeted is depleted if he runs into a larger project. Maryellen Canuel seconded motion. VOTE: Canuel – yes, Smith – yes, Crawford – yes, Lennon – yes. APPROVED.

The milling and paving is still on track for the week of the 24th of July. Mayor Lennon has asked Jim to call and asked the millers and pavers to provide 72 hours notice to the Village so that the residents can be notified via facebook and the text messaging alert. The project will take parts of 2-3 days to complete.

The American Legion, the Enstrom property and North Main Street sidewalks will be done in the upcoming week. Jared did update the board that the new regulations require replacements to be done at 5 feet instead of the current 4 feet. This is for accessibility of wheel chairs so that two wheelchairs can pass each other without having one chair need to go into the grass. Mayor Lennon and Dave Smith asked Jared to double check the American Legion’s sidewalk as they are only fixing a piece of the sidewalk that has pitched to make sure that it can be considered a repair and not a replacement, or if the Legion would need to look at replacing the entire sidewalk.

The bulk fuel tank has been delivered and filled. Jim and Jared are working on creating a form to determine which department is utilizing the fuel. They anticipate the bulk fuel will save the Village quite a lot over current gas expenditures and are looking to start utilizing the bulk fuel not later than the 17th.

The ambulance bid solicitation has been sent out with some general requirements for bid proposals. The team has reached out to three distributors to be on the lookout for the bid solicitaion request. The bid closing date will be August 1st. The Village will have a special meeting to open the bids. The team will review and physically make an assessment of the ambulances made available through the bid process to determine which vehicle is the one the Village wants to go with, so that we will have a new ambulance not later than Labor Day as a target date.

**NEW BUSINESS**

Rich Potter has submitted his letter of resignation, as he will be moving to West Virginia at the end of this week. Mayor Lennon hates to see him leave, but Rich has submitted his resignation. Mayor Lennon is appointing Josh Burchill to fill the position though the first Monday in April 2024. Josh was away for business and unable to attend the meeting. Josh comes to the Village with experience at the Town level. Dave Smith made the motion to accept the resignation of Rich Potter as Trustee. Jim Crawford seconded the motion. VOTE: Canuel – yes, Smith – yes, Potter – yes, Lennon – yes. APPROVED

Maryellen Canuel made the motion to accept the resignation of Youth Director Maeve Priola, Dave Smith seconded the motion. VOTE: Canuel – yes, Smith – yes, Potter – yes, Lennon – yes. APPROVED

The application period for the hiring of a youth activities director and assistant ends on Friday, a special meeting will be held to approve the hiring of candidates as there are vetting procedures and training that must be completed prior to the July 31st start of the summer program. There is at least one applicant that has been recieved.

VILLAGE OF NEW BERLIN

PROCUREMENT POLICY RESOLUTION

07/2023

WHEREAS, Section 104-b of the General Municipal Law, requires village to adopt internal policies and procedures governing all procurement of goods and services not subject to the bidding requirements of GML, Section 102 or any other law, and

WHEREAS, comments have been solicited from those employees of the Village of New Berlin involved with procurement;

NOW THEREFORE BE IT RESOLVED: That the Village of New Berlin hereby adopt the following procurement policies and procedures:

1. PROCUREMENTS SUBJECT TO BIDDING

a. Every prospective purchase of goods or services shall be evaluated to determine the applicability of GML, Section 103. Every Village Officer, Board,

Department Head or other personnel with the requisite purchasing authority

(Hereinafter Purchaser) shall estimate the cumulative amount of the items of

supply or equipment needed in a given fiscal year. That estimate shall include

the canvas of other village departments and past history to determine the likely

yearly value of the commodity to be acquired. The information gathered and

conclusions reached shall be documented and kept with the file or other

documentation supporting the purchase activity.

b. All purchases of 1) supplies or equipment which will exceed $10,000 on the

first year or 2) public works contracts over $20,000 shall be formally bid

pursuant to GML, Section 103.

2. NON-BID PROCUREMENTS - Purchase Contracts & Public Works Contracts

A. **Purchase Contracts**

All estimated purchases of:

\* Less than $10,000 but greater than $5,000 require written quotes from 2 vendors

and prior Village Board approval.

\* Less than $5,000 but greater than $2,000 require oral quotes from 2 venders and

prior Village Board approval.

\* Less than $2,000 but greater than $500 are left to the discretion of the

purchaser with prior Commissioner written approval (email copied to the Clerk/Treasurer will constitute written approval but should include estimated amount).

\* Less than $500 are left to the discretion of the Purchaser.

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B. **Public Works Contract**

All estimated public works contracts of:

\* Less than $20,000 but greater than $10,000 require written proposals from

three contractors.

\* Less than $10,000 but greater than $5,000 require written proposals from two

contractors.

\* Less than $5,000 are left to the desecration of the Purchaser

Any request for purchase shall describe the desired goods, quantity, and the particulars of delivery. The Purchaser shall compile a list of all vendors from whom quotes have been requested and the quotes offered.

All information gathered in complying with the procedures of this guideline shall be preserved and filed with the documentation supporting the subsequent purchase or public works contract.

3. AWARDS TO OTHER THAN LOWEST RESPONSIBLE QUOTE

The lowest responsible proposal or quote shall be awarded the purchase or public works contract unless the Purchaser prepares a written justification providing reasons why it is in the best interest of the Village and its taxpayers to make an award to other than the low bidder. If a bidder is not deemed responsible, facts supporting that judgment shall also be documented and filed with the record supporting the procurement.

4. AWARDS MADE FROM FUNDS RECEIVED FROM A GRANT

When applicable, purchases that are made from receipts from a grant award should adhere to this policy, unless in doing so could jeopardize the receipt of funds. It may be implemented as part of the grant that the awarding agency selects the quote to be awarded or the number of quotes to be obtained. In those instances the requirements of the grant shall supersede the Village’s policy so long as the grant is supplying 100% of the funds for the purchase. If the grant is supplying less than 100% of the purchase price, any remaining funds to be paid by Village funds is subject to the procurement policy.

5. POLICY AND PROCEDURE EXCEPTIONS

A. Except when directed by the Village Board, no solicitation of written proposals or quotations shall be required under the following circumstances:

1. Acquisition of professional services

2. Emergencies

3. Sole source situations

4. Goods purchased from agencies for the blind or severely handicapped

5. Insurance coverage

6. Goods purchased from correctional facilities

7. Goods purchased from another governmental agency

8. Goods purchased at auction

9. Goods purchased for less than $1000

10. Public works contracts for less than $5,000

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B. A good faith effort shall be made to obtain the required number of proposals or

quotations. If the Purchaser is unable to obtain the required number of

proposals or quotations, the Purchaser shall document the attempt made at

obtaining the proposals. In no event shall the inability to obtain the proposals

of quotes be a bar to the procurement.

5. This policy shall be reviewed annually by the Village Board at its organizational meeting or as soon thereafter as is reasonably practicable.

6. UNINTENTIONAL FAILURE TO COMPLY

The unintentional failure to fully comply with the provisions of this General Municipal law, Section 104-b shall not be grounds to void action taken or give rise to a cause of action against the Village of New Berlin or any officer or employee thereof.

7. PAYMENT METHOD

The preferred payment of the Village is via check, which can be sent via overnight currier upon request to expediate the procurement process. If this is not suitable payment arrangement with the vendor, the board will review and process the requested payment of an ACH Payment or Wire Transfer. A Wire Transfer form will be initiated and completed with a minimum approval of 3 board members prior to processing. All vendors must supply a valid W-9 prior to the issuance of any form of payment. For all purchases more than $10,000, the Village reserves the right to request a copy of the vendor's certificate of insurance.

Prior to the approval of the resolution, the board had a discussion regarding the “Acquisition of Professional Services”. Dave felt that acquisition of professional services is very broad. For example, the pump just done for the fire department, or repairs to the ambulance. Maryellen acknowledged that we had discussed that at previous meetings. The Village has identified certain vendors that have the knowledge and expertise to fix the emergency vehicles that the Village has chosen to use every time repairs are needed. Dave wanted to ensure that the rest of the board understood professional services terms in the same manner and that this would constitute as a sole source vendor of professional services under the procurement policy.

Resolution:

Introduced by: Maryellen Canuel

Seconded by: Jim Crawford

VOTE: Canuel: YES Crawford: YES Lennon: YES Smith: YES

Dave Smith made a motion that we accept the updated authorization agreement for ACH or Wire Transfer payments. Maryellen Canuel seconded the motion. VOTE: Canuel – yes, Smith – yes, Potter – yes, Lennon – yes. APPROVED

Jared called Clinton Tractor and Norwich Outdoor Equipment (who told Jared he would match any bid from Clinton Tractor) for the purchase of a new Scag mower to replace an old mower. Jared would like to purchase a stand up mower as they are lasting longer. Jared reviewed the estimate for several mowers available at Clinton Tractor. Jared has been asked to go back to Norwich Outdoor Equipment and obtain an actual estimate with numbers for the board to review. Jared would prefer a 42 or 48” deck, he would rather not have a 36” deck. The stand on mower has a better turn radius according to Jared. He has been asked to get additional quotes on the model that he prefers from additional vendors.

Matthew Jenne requested to monitor traffic for race weekend in August as he done in past years. Maryellen Canuel made the motion to have the cameras set up to monitor traffic for the Unadilla MX track races on the weekend of August 12. Dave Smith seconded the motion. VOTE: Canuel – yes, Smith – yes, Potter – yes, Lennon – yes. APPROVED

**RESOLUTION OF THE VILLAGE BOARD OF THE VILLAGE OF NEW BERLIN AUTHORIZING SUBMISSION OF A NEW YORK STATE WATER INFRASTRUCTURE IMPROVEMENT ACT (WIIA) GRANT APPLICATION FOR THE VILLAGE OF NEW BERLIN WATER SYSTEM IMPROVEMENTS**

**WHEREAS,** the Village Board of the Village of New Berlin duly caused to be prepared a Preliminary Engineering Report (PER) recommending improvements to the Village drinking water system; and

**WHEREAS,** the proposed improvements to such drinking water system includes installation of a Manganese Greensand Filter system for Well Nos. 1 and 2, construction of a new well treatment building at Well No. 3, replacement of all 4-inch and tuberculated (Hazen­ Williams C < I00) water mains, identification and replacement of lead service lines, installation of a radio-read ultrasonic metering system, and safety- and security-related improvements to the 400,000 gallon storage tank.; and

**WHEREAS,** the PER shows the estimated costs of these improvements to be $15,397,000;

and

**WHEREAS,** the Village Board now desires to pursue grant funding for the project under the New York State Water Infrastructure Improvement Act (WIIA) program.

**NOW, THEREFORE, BE IT RESOLVED,** that the Village Board of the Village of New Berlin, Chenango County,New York, authorizes the submission of a New York State Water Infrastructure Improvement Act (WIIA) grant application; and

**BE IT FURTHER RESOLVED,** that the Village Mayor is hereby authorized to submit an application on behalf of the Village for grant funding under the New York State Water Infrastructure Improvement Act (WIIA) Program; and

**BE IT FURTHER RESOLVED,** that the Village Treasurer is authorized to execute any agreements, instruments or other documents in connection with the Village's acceptance of any such grants and/or the funding thereof in accordance with the project bond resolution; and

**BE IT FURTHER RESOLVED,** that the Village Treasurer may authorize any required local match required with respect to financing or grants awarded to the Village for the Project through the use of cash and/or in-kind services; and

**BE IT FURTHER RESOLVED,** that this resolution shall take effect immediately.

I, Kelly Anderson, Village Clerk of the Village of New Berlin do hereby certify that the Village Board of the Village of New Berlin adopted the aforementioned resolution on

*11, July 2023***.** by the following vote:

Aye Nay

A black and white image of a check mark

Description automatically generatedPeter Lennon, Mayor Maryellen Canuel, Trustee Dave Smith, Trustee James Crawford

A close up of a sign

Description automatically generatedDated: 13, July 2023

Mayor Lennon also signed the grant application document that was provided by Barton and Loguidice.

Mayor Lennon also had addressed a contract from Casella for the garbage removal. The change in price is $9 per month, it does not need board approval for the added expenditure.

Mayor Lennon would like Kelly to find an easier way to portray the Reserve Report and foresee updates on some items in the coming month.

RESOLUTION

**Resolution No. 2023-13 “Resolution approving the payment of vouchers”**

Whereas, the Treasurer of the Village has presented the following bills for payment…

General Fund - $95,196.47

Water Fund - $ 11,384.30

EMS Fund - $25,468.47

Total Expenditures - $ 132,049.24

Whereas, The Board of Trustees has audited the claims presented for payment.

Now, therefore…

Be it RESOLVED that the Village of New Berlin Board of Trustees, hereby approves payment of the aforementioned bills for payments.

RESOLUTION INTRODUCED BY: Dave Smith SECONDED BY: Maryellen Canuel

ROLL CALL VOTE:

Canuel: YES Crawford: YES Lennon: YES Smith: YES

YES: 4 NO: 0 ABSTENTION: ABSENT:

CARRIED: YES

Prior to the approval of the Treasurer Reports, Mayor Lennon had a question to clarify the cost of the tree removal in Hyde Park. Maryellen was able to clarify the question in Kelly’s absence. The invoice for the lift was separate from the invoice from Harrington’s Tree Service as the Village was able to pay the vendor directly for the lift which allowed the Village to take advantage of the tax-exempt status of the Village, had Harrington’s paid the vendor directly, the cost of the tax on the lift rental would have been passed on to the Village.

Maryellen Canuel made the motion to approve the Treasurer reports. Dave Smith seconded the motion. VOTE: Canuel – yes, Smith – yes, Potter – yes, Lennon – yes. APPROVED

Maryellen Canuel made the motion to adjourn the meeting. Jim Crawford seconded the motion. VOTE: Canuel – yes, Smith – yes, Potter – yes, Lennon – yes. APPROVED

Adjourned at 8:40 PM - Kelly Anderson, Village Clerk and Treasurer