

# Village of Waterloo

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## Board Meeting Minutes

7/8/19

A public hearing was held on Monday, July 8, 2019, to explain the 2019 CDBG Program objective of viable housing, suitable living environment, and expanding economic opportunities principally for persons with low to moderate income (LMI). Mayor O'Connor opened the public hearing at 7pm and invited the public to comment on any of their views, needs, or proposed activities based on the Informational Statement: 2019 NYS CDBG Program (hand-out). No public comments were received.

**Motion** by Trustee Marquart, seconded by Trustee Butlak to close the public hearing. All in attendance voted aye, carried. Public hearing adjourned at 7:05pm.

A regular meeting of the Waterloo Village Board of Trustees was held on Monday, July 8, 2019, at 7:06pm at the Village Offices located at 41 W. Main Street, Waterloo, NY.

**Pledge of Allegiance:** Pledge of Allegiance was led by Mayor O'Connor.

**Roll Call:** Present were the Honorable Mayor O'Connor, Trustee Suffredini, Trustee Marquart, Trustee Butlak, and Trustee Boise.

**Petitioners:** James Reynolds from In-Site Architecture representing the Image, Identity, and Public Space (IIP) Team, discussed three items: (1) The request for the Village Board to consider the adoption of the proposed Complete Streets Ordinance which provides guidelines and direction to current and future development to help ensure that municipal infrastructure is multi-modal, safe, and reflective of the abilities of all citizens to travel through its public right-of-way, (2) Proposed new banner designs to be procured through the Complete Streets Grant Program (time sensitive), (3) Suggestions for the revitalization of the Village Welcome Signs. Mr. Reynolds stated that he did not expect Board action at this time, but requested that the Board respond on these three items by the next IIP Team meeting scheduled for Monday, July 22, 2019.

**Consent Agenda:** Motion by Trustee Suffredini, seconded by Trustee Marquart to approve the Minutes from the 6/10/19 regular meeting and the 6/25/19 special meeting, Police Report for 6/19, Justice Department Report for 6/19, Zoning and Code Enforcement Reports for 6/19, DPW (Street) Report for 6/19, Fire Department Report for 6/19, Water Treatment Plant Report for 6/19, Waste Water Treatment Plant Report for 6/19 (DMR for 5/19), Recreation Report for 6/19, and Dog Warden Report for 6/19, and the 6/10/19 abstracts through 6/30/19. Further, that the following bills be paid:

1. General Fund abstract #2 for 7/8/19	\$ 162,624.44
2. Water Fund abstract #2 for 7/8/19	\$ 108,303.30
3. Sewer Fund abstract #2 for 7/8/19	\$ 88,453.44
4. Comprehensive Plan abstract for 7/8/19	\$ 0.00
5. Thoma abstract for 7/8/19	\$ 2,018.12
6. Façade Program abstract for 7/8/19	\$ 0.00
7. Phase 3: I&I abstract for 7/8/19	\$ 2,198.00
8. PRV Upgrade abstract for 7/8/19	\$ 1,883.19
9. WTP Improvements abstract for 7/8/19	\$ 15,687.72

All voted aye, carried.

Pat Nicoletta, MRB Group, updated the Board on the following projects:

- **WTP Project:** Design phase in progress. Expected design completion late Summer/early Fall, 2019.
- **PRV Project:** Pre-Construction Meeting scheduled for Friday, 7/12.
- **Street Improvements:** Schedule is for completion of Lincoln Street by Fall, 2019. Remaining schedule including Washington, Grove, and Kendig Streets will be completed in Spring, 2020. Project cost estimated to be \$400,250. Forecasted CHIPs funding will be \$387,000, including CHIPs roll-overs.
- **Water Infrastructure Improvements:** Complete water line repairs needed for Street Improvements Project will be completed by Fall, 2019. Project cost estimated to be \$202,560.

**Motion** by Trustee Suffredini, seconded by Trustee Butlak to approve the Special Event Application form submitted by the IIP Team for Friday, August 30, 2019 to use Dempsey Park for an "open mic" night from 5-9pm. All voted aye, carried.

**Motion** by Trustee Boise, seconded by Trustee Marquart to adopt the resolution allowing Mayor O'Connor to authorize and direct the filing of an application for funds from the New York State Office of Community Renewal (NYS-OCR) through its New York Main Street Program 2019, and upon approval by NYS-OCR to enter into and execute a project agreement with NYS for such financial assistance to the Village of Waterloo for the 1 West Main Street Redevelopment Project. All voted aye, carried.

**Motion** by Trustee Boise, seconded by Trustee Marquart to adopt the resolution allowing Mayor O'Connor to authorize and direct the filing of an application for funds from the New York State Office of Community Renewal (NYS-OCR) in the amount not to exceed \$50,000, and upon approval by NYS-OCR to enter into and execute a project agreement with NYS for financial assistance to the Village of Waterloo for the Community Planning Program, and to implement the proposed project upon approval from NYS. All voted aye, carried.

**Motion** by Trustee Marquart, seconded by Trustee Butlak to declare the 3 WPD Crown Victoria vehicles as surplus equipment with authorization to list them on an auction website for disposal. All voted aye, carried.

**Motion** by Trustee Suffredini, seconded by Trustee Butlak to approve the close-out of the 2016 Microenterprise Assistance Program (MAP) Grant, per authorization letter received from the New York State Office of Community Renewal. All voted aye, carried.

**Motion** by Trustee Marquart, seconded by Trustee Boise to approve the proposal for professional engineering services pertaining to the Water Improvement and Street Repair projects at a cost not to exceed \$29,000, not including the Observation Fees. All voted aye, carried.

Mayor O'Connor stated that the Village of Waterloo would be seeking a Request for Proposal for refuse collection to compare to the current Village refuse Department operating costs. The reason for this decision was due to the anticipated need to replace the existing refuse collection truck at a cost estimated to be about \$250,000. The Village reserves the right to continue its current operation.

Village Administrator, Don Northrup, stated that the Village will also continue its plan to seek a request for qualifications for professional services in connection with the Village's intention to convert its present Street Lighting to LED. Trustee Butlak inquired about possible grant funding. Northrup responded that sources of funding such as NYSERDA will be considered.

Mayor O'Connor commented that the Village will be implementing a progressive fine structure as part of its current Village Code update project. The expected fines for violations will start at \$150 for 1st offense, then \$250 for 2nd offense, and \$400 for third and subsequent offenses. These fines would apply to violations of Village Property Maintenance and Solid Waste Disposal (Refuse Pick-Up) Code sections.

**Motion** by Trustee Boise, seconded by Trustee Butlak to enter into executive session for a personnel matter. Mayor O'Connor stated that no actions were expected. All voted aye, carried.

**Motion** by Trustee Suffredini, seconded by Trustee Marquart to end executive session with no actions taken. All voted aye, carried.

**Motion** by Trustee Suffredini, seconded by Trustee Butlak to adjourn meeting. All voted aye, carried. Meeting adjourned at 8:47pm.

Respectfully submitted by

Donald D. Northrup  
Village Clerk