

Village of Waterloo

Board Meeting Minutes

7/13/2020

A **regular meeting** of the Waterloo Village Board of Trustees was held on Monday, July 13, 2020 at 7pm at the Village Office located at 41 W. Main Street, Waterloo, NY. This meeting was held in accordance with Executive Order 202, as updated, of the Public Officials Law.

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.

Special Recognition: Presentation of award by Police Chief, Jason Godley to both retiring Sergeants Rod Kraft and Lee Marquart with 25 and 22 years of service respectively to the Waterloo Police Department. Police Chief, Godley provided a brief overview of their service years and thanked them both for being such great examples of law enforcement officers dedicated to and involved in the betterment of their community, the Village of Waterloo. Sergeant Kraft will be taking on the role (part-time) as the SRO for the Waterloo Central School District effective on 9/1/2020. Sergeant Marquart will be taking on role (part-time) as the Village Code Enforcement Officer effective on 8/1/2020.

Petitioner: A presentation was made by Margaret Morse, Director of Community Services for Seneca County. Ms. Morse provided a hand-out of services titled, "Behavioral Health Clinical Resources - Seneca County." She then detailed some of these services beginning with the integrated behavioral health services approach which allows multi-tasking of such services to those in need, saving cost and additional time to the community member. She continued with the goal of providing better awareness of these available services to both children and adults within the community, and partnering with the police department to assist with support services and training where applicable. The goal is to help those with such behavioral health needs to find assistance before they reach a point of possible incarceration or suicide. Mayor O'Connor thanked Ms. Morse on behalf of the Village for her presentation, as it helped to provide much better awareness of the Mental Health Department and their services available to the community.

Consent Agenda: Motion by Trustee Suffredini, seconded by Trustee Butlak to approve the Minutes from the 6/8/2020 Regular Board Meeting, Police Report for 6/20, Justice Department Report for 6/20, Zoning and Code Enforcement Reports for 6/20, DPW (Street) Report for 6/20, Fire Department Report for 6/20, Water Treatment Plant Report for 6/20, Waste Water Treatment Plant Report for 6/20 (DMR for 5/20), Recreation Report for 6/20, and Dog Warden Report for 6/20, and the 6/8/2020 abstracts through 6/30/2020. Further, that the following bills be paid:

1. General Fund abstract #2 for 7/13/2020	\$ 112,188.29
2. Water Fund abstract #2 for 7/13/2020	\$ 133,861.08
3. Sewer Fund abstract #2 for 7/13/2020	\$ 52,232.79
4. Comprehensive Plan abstract for 7/13/2020	\$ 0.00
5. Thoma abstract for 7/13/2020	\$ 2,004.76
6. Façade Program abstract for 7/13/2020	\$ 0.00
7. PRV Upgrade abstract for 7/13/2020	\$ 0.00
8. WTP Improvements abstract for 7/13/2020	\$ 21,679.30
9. Water & Street Improvements abstract for 7/13/2020	\$ 0.00

All voted aye, carried.

UPWP CAP Grant - Administrator, Don Northrup, updated the Board that the "Circulation, Accessibility, and Parking" (CAP) Study for the Village of Waterloo would begin once a consultant was hired. Further, that the RFP to hire a consultant for the study was completed, and would be published by the Genesee Transportation Council (GTC) shortly.

Cornell Design Connect - Mayor O'Connor stated that the Cornell University Design Connect Architectural Student Program has selected the Village of Waterloo's 2020 Fall Semester application for an Art Center design for the building located at 38 Washington Street (former Moore's Furniture Store). Administrator, Don Northrup, stated that a conference call had been held with the leader of the Design Connect Team, developer, and Alex Tranmer, Camoin Associates, to discuss the next steps. During the call it was mentioned that the Village would like to have local artists involved with input to the Cornell University Design Connect Team. The developer requested that the Design Connect Team consider the inclusion of any possible Cornell University Art Student Groups into the project, as well.

Purple Heart Monument - Mayor O'Connor stated that construction work has begun on installing the new Purple Heart monument in Lafayette Park. He said that the Village has received many donations both in funding and services to help make this monument happen. He also thanked Seneca County for their support and assistance. The Mayor said that it shows what can be possible when everyone works together. He hoped that the Village will be ready to do an unveiling on August 7, 2020 with a small event. Later, on Memorial Day, 2021, there would be a planned formal dedication event.

Water and Street Improvements Project - Mayor O'Connor stated that the Village Board had determined that since the 2020-2021CHIPs award has been made to the Village, it would now proceed with its authorized Water and Street Improvements Capital Project in the south portion of the Village. The pre-construction meeting was held on July 7th. The project is planned to begin on Wednesday, July 15th.

Motion by Trustee Boise, seconded by Trustee Marquart to adopt the resolution designating the Village of Waterloo as Lead Agency for the proposed WWTP Capital Project. All voted aye, carried.

Motion by Trustee Boise, seconded by Trustee Suffredini to adopt the resolution making a Determination of Non-Significance and issuance of a Negative Declaration, as evidence of the Village Board determination of environmental non-significance for the proposed WWTP Capital Project. All voted aye, carried.

Motion by Trustee Marquart, seconded by Trustee Butlak to adopt the Bond Resolution in the amount of \$2.5 million for the proposed WWTP Capital Project in order to apply for possible grant funding. All voted aye, including Mayor O'Connor, carried by 2/3 vote of the entire voting strength of the Village Board.

Motion by Trustee Boise, seconded by Trustee Butlak to table any action on the structural review report of the Village Office building, presented by engineering firm, MRB Group, until further discussion. All voted aye, carried.

Joint Fire District meeting - Mayor O'Connor stated that there will be a joint fire district meeting, including the Town of Waterloo, Town of Fayette, and the Village of Waterloo, to held on Monday, July 30, 2020 at 6pm in the Seneca County Board Room. The purpose of this meeting is to discuss the possibility of creating a joint fire district.

Motion by Trustee Suffredini, seconded by Trustee Boise to accept the retirement letters from WPD Sergeants, Rod Kraft and Lee Marquart. Further, that Sergeant Kraft will become the part-time SRO for the WCSO effective 9/1/2020, and Sergeant Marquart will become the Village Code Enforcement Officer effective 8/1/2020. All voted aye, carried.

Motion by Trustee Boise, seconded by Trustee Butlak to approve the continuation of the deferred loan program for 19 W. Main Street. All voted aye, carried.

Motion by Trustee Suffredini, seconded by Trustee Marquart to approve the three grant writing proposals from Thoma Development: (1) Planning Grant - \$975, (2) Microenterprise Grant - \$1,100, and (3) Canalway Grant - \$850. All voted aye, carried.

Motion by Trustee Marquart, seconded by Trustee Boise to adopt the Seneca County Travel Policy, as adopted by Seneca County on 6/26/2020, to meet the requirements of Executive Order #205 for employee travel to certain states. All voted aye, carried.

Motion by Trustee Boise, seconded by Trustee Butlak to adopt the proposed Budget Amendment to transfer \$250,000 from the Water Reserve for the PRV Capital Project, as previously authorized by Village Board Resolution with Permissive Referendum. All voted aye, carried.

Motion by Trustee Suffredini, seconded by Trustee Marquart to approve the proposed temporary lease (6mos.) of the building located at 22 Locust Street from building owner, Lee Bieber, to be used for Village Court sessions. The proposed lease cost would be shared equally with the Town of Waterloo. The monthly cost to the Village would be \$1,000 plus utility costs. This action is being taken to help maintain compliance with Executive Order 202 pertaining to COVID-19, and is contingent upon approval by the Town of Waterloo. All voted aye, carried.

Motion by Trustee Boise, seconded by Trustee Marquart to set a Special Board Meeting for Wednesday, 7/15, at 3:30pm in the Village Office. This meeting will be held in executive session due to the personnel matters to be discussed. All voted aye, carried.

Motion by Trustee Suffredini, seconded by Trustee Boise to approve the elected officers for the WVFD, as presented by the WVFD as follows:

- First Assistant Chief - Steve Henninger
- Second Assistant Chief - Mark Marquart
- Captain - Tom McBride
- Lieutenant - Don Hartzell
- Lieutenant - Lynn Swinehart
- Lieutenant - Matt Baylor

All voted aye, carried.

Motion by Trustee Suffredini, seconded by Trustee Butlak to adjourn the meeting. All voted aye, carried. Meeting adjourned at 9:07pm.

Respectfully submitted by

Donald D. Northrup
Village Clerk