

## **VILLAGE OF COPENHAGEN BOARD OF TRUSTEES REGULAR MEETING MINUTES**

December 8, 2021 6:30 PM  
@Village Hall

Mayor Mark Souva  
Trustee Benjamin Snyder  
Trustee Gerald Shambo  
Trustee Kim Vogt  
Trustee Shareef Stokely

### **Attendance**

In Attendance: **CLERK:** Lori Wheeler **Trustees:** Mayor Mark Souva, Trustee Gerald Snyder, Trustee Kim Vogt, Trustee Shareef Stokely **Via Zoom:** Trustee Ben Shambo entered meeting at 6:40 pm

**DPW:** David Potocki and Rich Ross

**Audience:** CVFD Chief TJ Williams arrived at 6:44 pm

**Via Zoom:** Mickey Deitrich

### **Meeting called To Order**

Pledge of Allegiance then Meeting was called to order at 6:30 p.m. by Mayor Mark Souva.

### **Minutes**

A motion was made by Trustee Vogt and was seconded by Trustee Stokely to approve the November 10, 2021, Regular Meeting Minutes

Vote taken:

Trustee Stokely – Aye

Trustee Snyder – Aye

Trustee Vogt – Aye

Trustee Shambo – Abscent

Mayor Souva – Aye

All Ayes- Motion Carried

### **DPW Report**

#### **DPW REPORT FOR DECEMBER 2021**

- installed door alarm in Village Office
- phone booth is gone to new owner
- took apart both trash pumps used at Stoddard water plant and cleaned them up after using them
- cleaned out catch basins around village that were blocked by leaves
- put a new back up alarm on garbage truck old one stopped working
- Christmas tree is up at band stand
- water leak down at Stoddard water plant is all fixed
- put road cone over at Jerry Flanders culvert pipe so Lewis County can fix it
- installed new faucet in Village Office bathroom
- installed new transfer hose for Desal tank

- snowblower is on Kubota tractor for the season
- located Hazel Watson curb shut off
- moved F-450 up the waste plant for the season
- brought down tow behind generator and put it in the three-bay garage
- picked up more shear bolts for snowblower
- snowblowed sidewalks around Village
- Woodbottle water plant is running for the day
- moved small tow behind trailer down next to old Recycling trailer
- Christmas tree is up in village office
- Hazel Watson's water is turned off she down at her daughter's house
- spare snowblower is over next to pull behind generator
- put together another small cabinet for Village Clerk
- moved two bulletin boards around in village office
- hung up fire extinguisher out in main hallway
- moved Village Clerk's desk around
- moved Village Clerk's filing cabinets around
- moved Village Clerk's safe around to a different spot
- Garbage truck is up Groff's for a breaks and ABS problem
- Jerry Flanders culvert pipe is all fixed
- back up alarm on F-450 is working now bad ground

## **Property Maintenance**

No Report at this time

## **Copenhagen Volunteer Fire Department**

- a. The Board was given a copy of CVFD minutes to review.
- b. Mayor Mark Souva signed the Fire Contract for the Town of Denmark with Chief TJ William's approval.
- c. Mayor Souva has not signed the Fire Contract with the Town of Harrisburg yet because Chief Williams wants to attend the Town of Harrisburg Board Meeting to discuss it with them.

## **Correspondence**

- a. There was discussion about Guadalupe Chapa's sewer bill after receiving a letter from his Lawyer. Discussion was held as to how estimating water/sewer bills was done and there will be letter drafted for Mr. Chapa explaining why his bill is so high.
- b. Received a letter from Copenhagen CARES Collaborative asking that the monies in the Village Community Day Fund be released to them.

**Resolution 54-2021**

Trustee Vogt made a motion, seconded by Trustee Stokely for a resolution to give Copenhagen CARES Collaborative \$4,507.00 that is in line-item Community Day Fund in the Village budget.

Vote taken:

Trustee Stokely– Aye  
Trustee Snyder – Aye  
Trustee Vogt – Aye  
Trustee Shambo (via zoom) – Aye  
Mayor Souva – Aye  
All Ayes- Motion Carried

- c. Received a letter from Snowbelt Housing asking that the Village of Copenhagen support them in trying to get a grant to do critical environmental improvements to Happy Acres.

**Resolution 55-2021**

Trustee Vogt made a motion, seconded by Trustee Stokely to write a letter of support to Snowbelt Housing to apply for the CDBG CARES Act Grant enabling Snowbelt Housing to do critical environmental improvements to Happy Acres.

Vote taken:

Trustee Stokely– Aye  
Trustee Snyder – Aye  
Trustee Vogt – Aye  
Trustee Shambo (via zoom) – Aye  
Mayor Souva – Aye  
All Ayes- Motion Carried

- d. Mayor Souva explained that John McGraw stopped by the Village Office to inform the Village that he is on the Board of WinDenmark. WinDenmark was formed to disburse \$7,000 a year in various increments to organizations in the Town of Denmark to benefit the Town in some way. The monies come from the windmill projects. There was discussion that the Village could apply to help with the gazebo repairs.

At this time, Hollie Powis joined the Village meeting via zoom to discuss the snow removal bill from 2020 that Powis Contracting, Inc. submitted to the Village of Copenhagen for \$6,380.00. Discussion was held by the Board. Trustee Shambo and Trustee Snyder believe it should be put in the attorney's hands because all parties involved are too close to be objective and the Village has asked for certified payroll and not received it.

**Resolution 56-2021**

Trustee Vogt made a motion, seconded by Trustee Stokely to pay Powis Contracting, Inc. \$6,380.00 for snow removal on February 29, 2020.

Vote taken:

Trustee Stokely– Aye  
Trustee Snyder – No  
Trustee Vogt – Aye  
Trustee Shambo (via zoom) – No  
Mayor Souva – No

With 2 Aye votes and 3 No votes, motion not carried.

**New Business**

- a. There was discussion to get a Village audit. Need to get three quotes.
- b. 6-month reviews were discussed for DPW Richard Ross and Clerk-Treasurer Lori Wheeler.

**Resolution 57-2021**

Trustee Shambo (via zoom) offered a motion and Trustee Snyder seconded the motion to increase Clerk-Treasurer Lori Wheeler's hourly rate to \$18.50 an hour.

Vote taken:

Trustee Stokely– Aye  
Trustee Snyder – Aye  
Trustee Vogt– Aye  
Trustee Shambo (Via Zoom) – Aye  
Mayor Souva – Aye  
All Ayes- Motion Carried

**Resolution 58-2021**

Trustee Vogt offered a motion and Trustee Stokely seconded the motion to appoint Richard Ross as the DPW Superintendent and increase his hourly rate to \$19.00 an hour.

Vote taken:

Trustee Stokely– Aye  
Trustee Snyder – Aye  
Trustee Vogt– Aye  
Trustee Shambo (Via Zoom) – Aye  
Mayor Souva – Aye  
All Ayes- Motion Carried

- c. Discussion was held about implementing a 90-minute parking limit in front of Copenhagen Central School.  
The Board needs to find out how many spaces and who is going to enforce it.
- d. 3 quotes were reviewed for repairs to the bumper on the 2021 F250. The quotes were as follows:
  - Dave's Body Shop \$1071.63
  - Beller's LLC \$1,390.65
  - Caskinette Ford \$2,165.71

**Resolution 59-2021**

Trustee Shambo (Via Zoom) offered a motion and Trustee Snyder seconded the motion to hire Dave's Body Shop to repair the 2021 F250 for \$1,071.63.

Vote taken:

Trustee Stokely– Aye  
Trustee Snyder – Aye  
Trustee Vogt– Aye  
Trustee Shambo (Via Zoom) – Aye  
Mayor Souva – Aye  
All Ayes- Motion Carried

- e. Discussion held about hiring a new lawyer for the Village of Copenhagen. Trustee Vogt received a proposal from Conboy, McKay, Bachman & Kendall, LLP.  
Mayor Souva read an email he received from the Village's current Attorney, Joe Russell. Attorney Russell stated that he would still like to represent the Village. The Board was under the assumption the Attorney Russell was not going to practice law anymore.

**Resolution 60-2021**

Trustee Vogt offered a motion and Trustee Stokely seconded the motion to hire Conboy, McKay, Bachman & Kendall, LLP as the Village of Copenhagen's Attorney's to handle all Fire Department matters and any and all other matters that Attorney Russell may not have time for.

Vote taken:

Trustee Stokely– Aye  
Trustee Snyder – Aye  
Trustee Vogt– Aye  
Trustee Shambo (Via Zoom) – Aye  
Mayor Souva – Aye  
All Ayes- Motion Carried

- f. Mayor Souva and Trustee Stokely informed the Board that they had a meeting with CAB on Fort Drum to discuss community relations. Mayor Souva has a meeting set with Major General Beagle on December 13, 2021, to discuss it further. Ft Drum would like to be more involved in all surrounding communities.

## Old Business

- a. There are no updates on the Water or Wastewater projects at this time from Matt Cooper.
- b. The Williamson Accounting & Payroll programs are installed, and Clerk Wheeler is in process of learning the programs and inputting data for them.
- c. Powis Contracting, Inc bill was discussed and voted on earlier in the meeting.
- d. Still reviewing Smart TV's for Zoom meetings.
- e. Hyde Stone installed the furnace and AC unit on 11/16/2021-they need to come back in Spring to charge the AC unit as it was too cold to do when installed.
- f. Paving Loud and Grove Streets-waiting for edging machine, too cold now. Wait until Spring.
- g. Waiting for National Grid for the ANCA audit of Village Energy use. -no updates
- h. Mill Street Culvert- rocks have been removed. Waiting to do culvert. -no updates
- i. LED Lighting- Mickey Dietrich joined the meeting via zoom and said that there are construction crews working in Carthage.
- j. Mr. Dietrich also informed the Board that the Tughill Commission Government Conference will be held April 19, 2022, at Turningstone
- k. He will keep the Board updated on projects that BOCES classes are doing for the Village of Copenhagen
- l. Mr. Dietrich updated the Board on what sites have been deemed Historical.
- m. The Village of Copenhagen was awarded \$2,793.00 from the Façade and Streetscapes Grant. Trustee Vogt, who applied for the grant with Board approval, stated that with the grant money and money allotted from the Village, that the Village will purchase two handicap accessible picnic tables for the park by the river, six self-watering pots, and paint for crosswalks. Trustee Vogt informed the Board that the grant will pay for 75% of the cost and the Village must purchase the products first and then get reimbursed.

### Resolution 60-2021

Trustee Vogt offered a motion and Trustee Stokely seconded the motion to purchase 12 Earth Planters using the Façade and Streetscape grant monies and money allotted in the budget line item A8810.4.

Vote taken:

Trustee Stokely– Aye

Trustee Snyder – Aye

Trustee Vogt– Aye

Trustee Shambo (Via Zoom) – Aye

Mayor Souva – Aye

All Ayes- Motion Carried

- a. The Walk Audit Grant through the Tughill Commission no other updates.
- b. Trustee Shambo would like to table the Gazebo repair and handicap access until next year.
- c. Bandwagon Building- Trustee Shambo informed the Board that the insulation was installed, and the door should be installed sometime in February. Trustee Shambo does not expect any more updates until after door is installed.
- d. Trustee Snyder is collecting information needed to get easements for the Maple Ave drainage. Trustee Snyder spoke to the landowners, and they are drafting everything on paper.
- e. Trustee Vogt is getting a quote from the Attorney to see what the cost would be to get easements for the Washington Street Drainage project and the Maple Ave project. The projects will be on hold until next year due to weather.
- f. Snow Removal Services and All Other Equipment Needs Contract presented by Trustee Vogt

#### **Resolution 61-2021**

Trustee Vogt offered a motion and Trustee Stokely seconded the motion to approve the RFP and the Village of Copenhagen contract to be used for Snow Removal Services and All Other Equipment Needs.

Vote taken:

Trustee Stokely– Aye

Trustee Snyder – Aye

Trustee Vogt– Aye

Trustee Shambo (Via Zoom) – Aye

Mayor Souva – Aye

All Ayes- Motion Carried

The Village of Copenhagen Board of Trustees will hold a Special Meeting Thursday, December 30, 2021 to open sealed bids and award the contract.

- g. Move Voting to Lewis County Board of Elections-The Board asked Clerk Wheeler to find out how to put this on the ballot and when it can be put on.

## Open Forum

Mayor Souva made the decision to not have Open Forum. Mayor Souva explained that if anyone would like to discuss anything that they would like to be part of the minutes to write a letter to the Board, it will have to go under correspondence. Open forum does not have to be recorded in the minutes.

## The Open Meetings Law, Article 7 of the Public Officers Law (§§ 100-111)

### PUBLIC PARTICIPATION

Although the OML requires that the public be allowed to attend meetings, it is silent with respect to public participation at meetings. Therefore, the public body (the trustees) may, at its discretion, allow the public to speak, but State law does not require that the public be allowed to do so. Whatever rule a public body imposes regarding public participation, the rule must be applied equitably, with all attendees, regardless of residence, being afforded the same opportunity to participate.

NYCOM Handbook for Village Officials (2021) • Chapter 6 • The Open Meetings Law

### Approval for Claims and Bill Payment

#### Resolution 62-2021

The Board reviewed the bills, and a motion was made by Trustee Vogt and was seconded by Trustee Stokely to pay the bills that are listed on Abstract # 7 dated December 8, 2021.

Vote taken:

Trustee Stokely) – Aye

Trustee Snyder – Aye

Trustee Vogt -Aye

Trustee Shambo (via Zoom) – Aye

Mayor Souva – Aye

All Ayes. Motion Carried

Account	Voucher	Amount
General	127-151	\$28,757.61
Water	67-80	\$ 43,179.97
Sewer	59-69	\$10,800.39

A motion was made by Trustee Snyder and seconded by Trustee Stokely to adjourn the meeting at 7:57p.m.

Vote taken:

Trustee Stokely– Aye

Trustee Snyder – Aye

Trustee Vogt– Aye

Trustee Shambo (via zoom)– Aye

Mayor Souva – Aye

All Ayes. Motion Carried



Meeting adjourned.

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Mayor

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Clerk

DRAFT